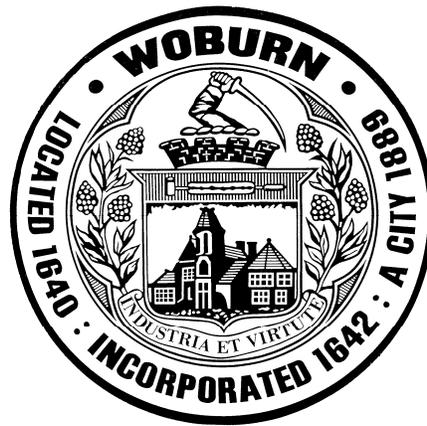


# City of Woburn Massachusetts

## Annual Report Fiscal Year 2018

July 1, 2017 to June 30, 2018



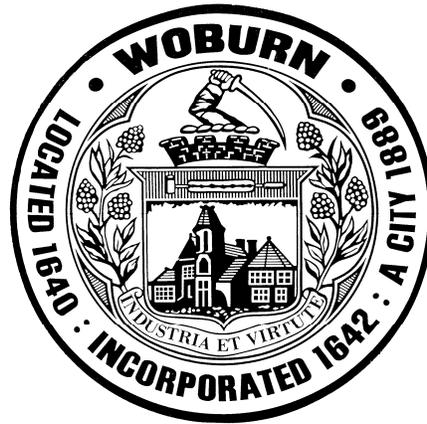
Scott D. Galvin, Mayor



# City of Woburn Massachusetts

## Annual Report Fiscal Year 2018

July 1, 2017 to June 30, 2018





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# General Information

Settled 1640 ---- Incorporated as a Town 1642 – Incorporated as a City 1889

Population (U.S. Census 2010): 38,120

Land Area: 13.11 Square Miles which is 8,384 acres

Miles of Roadway: 164 miles local, 23 miles State (source: Woburn City Engineer).

Form of Government: Mayor and City Council with two year terms.

City Council: Nine members called Alderman with two elected at large and seven elected by ward. The President is elected by the members of the City Council.

School Committee: Seven members elected at large with two serving four year terms and five serving two year terms. The Chairman is elected by the members of the School Committee.

Municipal Elections: General elections held first Tuesday of November in every calendar year ending in an odd number for Mayor, City Council and five School Committee Members.

Excerpt from Woburn Municipal Code, Title I, Article III, Section 1-15 City Seal:

“The following shall be the devise of the seal of the City of Woburn: The seal is round and two inches in diameter. In the outer circle, over the top, is the word Woburn.” In the lower circle. “Located, 1640: Incorporated 1642: A City, 1889.” In the center a coat of arms. On a chief gules. A knife’s argent. In base, a view of the public library, ppr.; crest, a mural coronet, ppr., and the crest of Massachusetts, an arm vested brandishing a long sword, ppr. Motto: “Industria et virtute.” Supporters on the dexter and sinister sides of the arms, spigs of sumac, ppr. (Prior Ch. 1 Sec 7).”



## **Elected Municipal Officials**

### **Mayor**

Hon. Mayor Scott D. Galvin  
4 Foley Road

### **City Council**

From July 1, 2017 to June 30, 2018

### **Alderman at Large**

Alderman at Large Richard M. Haggerty, President, 34 Leonard Street  
Alderman at Large Michael P. Concannon, 1 Rose Farm Lane

### **Ward Alderman**

Ward One Alderman Joanne E. Campbell, 45 Arlington Road  
Ward Two Alderman Richard F. Gately, 1 Abbott Court  
Ward Three Alderman Mark E. Gaffney, 162 Winn Street  
Ward Four Alderman Michael D. Anderson, 3 Frances Street  
Ward Five Alderman Darlene Mercer-Bruen, 22 Richard Circle  
Ward Six Alderman Edward Tedesco, 1 Tedesco Drive  
Ward Seven Alderman Lindsey E. Higgins, 61 Waverly Road

### **School Committee**

Ellen Crowley, Chair, 5 Morrow Drive  
Frederick Metters, 20 Warren Avenue  
Michael P. Mulrenan, 938 Main Street,  
Patricia E. Chisholm, 6 Forest Park Circle  
Christopher T. Kisiel, 54 Hinston Road  
Joseph E. Demers, 1 Manny Terrace  
John M. Wells, 5 Curtis Road

### **Northeast Regional Vocational School Representative**

Debra P. Davis, 61 Richard Circle

## **Federal and State Elected Officials**

### **Federal Officials**

#### **United States Senator**

Elizabeth Warren  
Edward J. Markey

#### **Seventh Congressional District**

Katherine Clark

### **State Officials**

#### **State Senator 4<sup>th</sup> Middlesex District**

Cindy F. Friedman

#### **State Representative 30<sup>rd</sup> Middlesex District (Wards 2, 3, 4, 5, 6)**

James J. Dwyer

#### **State Representative 15<sup>th</sup> Middlesex District (Wards 1,7)**

Jay R. Kaufman

**City Council Committees**  
**Voting Members 2017-2018**  
**July 1, 2017 to December 31, 2017**

City Council Rule 21. Committee Chair: The member of the City Council first named on every committee shall be its Chairman, and, in case the Chairman's absence, the other members in the order in which they are named shall call meetings of the committee and act as chairman.

**Committee Assignments**

Audits and Accounts

Alderman Edward Tedesco  
Alderman Richard Gately  
Alderman Lindsay Higgins

Finance

Alderman Michael Concannon  
Alderman Michael Anderson  
Alderman Richard Gately  
Alderman Edward Tedesco  
Alderman Lindsay Higgins

Infrastructure and Public Lands

Alderman Richard Gately  
Alderman Mark Gaffney  
Alderman Darlene Mercer Bruen  
Alderman Joanne Campbell  
Alderman Edward Tedesco

Liaison

President Richard Haggerty  
All Aldermen

Ordinances, Charter and Rules

Alderman Michael Anderson  
Alderman Michael Concannon  
Alderman Mark Gaffney  
Alderman Darlene Mercer-Bruen  
Alderman Lindsay Higgins

Personnel

Alderman Joanne Campbell  
Alderman Michael Anderson  
Alderman Michael Concannon

Public Safety and License  
Alderman Lindsay Higgins  
Alderman Michael Concannon  
Alderman Richard Gately  
Alderman Joanne Campbell  
Alderman Darlene Mercer Bruen

Special Permits  
Alderman Richard Gately  
Alderman Mark Gaffney  
Alderman Darlene Mercer-Bruen  
Alderman Joanne Campbell  
Alderman Edward Tedesco

Traffic Commission  
Alderman Higgins  
Alderman Joanne Campbell

Commerce Way Overlay Overlay District Concept Plan Review Committee

Alderman Mark Gaffney  
Alderman Edward Tedesco  
Alderman Darlene Mercer Bruen

Zoning Ordinance Review Committee

Alderman Michael Anderson  
Alderman Michael Concannon

Council Liaison Assignments

Conservation Commission – Alderman Joanne Campbell  
Council on Aging – Alderman Lindsay Higgins  
Recreation Commission – Alderman Lindsay Higgins  
Woburn Golf & Ski Authority – Alderman Mark Gaffney  
Handicapped and Disabled Citizens Commission – Alderman Joanne Campbell  
Historical Commission – Alderman Darlene Mercer Bruen  
Woburn Housing Authority – Alderman Edward Tedesco  
Woburn Redevelopment Authority – Alderman Richard Gately  
School Committee – Alderman Michael Concannon  
School Building Committee – Alderman Michael Anderson  
Woburn Public Library – Alderman Mark Gaffney

## **Committee Assignments by Alderman**

Alderman Richard Haggerty: Liaison (Chair); ex officio all other committees

Alderman Michael Concannon: Finance (Chair); Liaison; Ordinances, Charter and Rules; Personnel; Public Safety and Licenses; Zoning Ordinance Review Committee; School Committee Liaison

Alderman Joanne Campbell: Personnel (Chair); Infrastructure and Public Lands; Liaison; Public Safety and Licenses; Special Permits; Traffic Commission; Conservation Commission Liaison; Handicapped and Disabled Citizens Commission

Alderman Richard Gately: Special Permits (Chair); Infrastructure and Public Lands (Chair); Audits and Accounts; Finance; Liaison; Public Safety; Woburn Redevelopment Authority Liaison

Alderman Mark Gaffney: Commerce Way Corridor Overlay District Concept Plan Review Committee (Chair); Infrastructure and Public Lands; Liaison; Ordinances, Charter and Rules; Special Permits; Woburn Golf and Ski Authority Liaison; Woburn Public Library Liaison

Alderman Michael Anderson: Ordinances, Charter and Rules (Chair); Finance; Liaison; Personnel; Zoning Ordinance Review Committee; School Building Committee Liaison

Alderman Darlene Mercer-Bruen: Infrastructure and Public Lands; Liaison; Ordinances, Charter and Rules; Public Safety and Licenses; Special Permits; Commerce Way Corridor Overlay District Concept Plan Review Committee; Historical Commission Liaison

Alderman Edward Tedesco: Audits and Accounts (Chair); Finance; Infrastructure and Public Lands; Liaison; Special Permits; Commerce Way Corridor Overlay District Concept Plan Review Committee; Woburn Housing Authority Liaison

Alderman Lindsay Higgins: Public Safety and Licenses (Chair); Audits and Accounts; Finance; Liaison; Ordinances, Charter and Rules; Traffic Commission; Council on Aging Liaison; Recreation Commission Liaison

**City Council Committees**  
**Voting Members 2017-2018**  
**January 1, 2018 to June 30, 2018**

City Council Rule 21. Committee Chair: The member of the City Council first named on every committee shall be its Chairman, and, in case the Chairman's absence, the other members in the order in which they are named shall call meetings of the committee and act as chairman.

**Committee Assignments**

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Alderman Michael Anderson  
Alderman Lindsay Higgins

Infrastructure and Public Lands

Alderman Richard Gately  
Alderman Joanne Campbell  
Alderman Darlene Mercer Bruen  
Alderman Edward Tedesco  
Alderman Mark Gaffney

Liaison

President Richard Haggerty  
All Aldermen

Ordinances, Charter and Rules

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Alderman Mark Gaffney  
Alderman Darlene Mercer-Bruen  
Alderman Michael Concannon

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Alderman Michael Concannon

Public Safety and License  
Alderman Lindsay Higgins  
Alderman Michael Concannon  
Alderman Richard Gately  
Alderman Joanne Campbell  
Alderman Darlene Mercer Bruen

Special Permits  
Alderman Richard Gately  
Alderman Edward Tedesco  
Alderman Darlene Mercer-Bruen  
Alderman Joanne Campbell  
Alderman Mark Gaffney

Traffic Commission  
Alderman Edward Tedesco  
Alderman Joanne Campbell

Commerce Way Overlay Overlay District Concept Plan Review Committee

Alderman Mark Gaffney  
Alderman Edward Tedesco  
Alderman Darlene Mercer Bruen

Zoning Ordinance Review Committee

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Alderman Michael Concannon

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Conservation Commission – Alderman Joanne Campbell  
Council on Aging – Alderman Lindsay Higgins  
Recreation Commission – Alderman Lindsay Higgins  
Woburn Golf & Ski Authority – Alderman Mark Gaffney  
Handicapped and Disabled Citizens Commission – Alderman Joanne Campbell  
Historical Commission – Alderman Darlene Mercer Bruen  
Woburn Housing Authority – Alderman Edward Tedesco  
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School Committee – Alderman Michael Concannon  
School Building Committee – Alderman Michael Anderson  
Woburn Public Library – Alderman Mark Gaffney

## **Committee Assignments by Alderman**

Alderman Richard Haggerty: Liaison (Chair); ex officio all other committees

Alderman Michael Anderson: Ordinances, Charter and Rules (Chair); Finance Committee; Liaison Committee; Personnel Committee; Zoning Ordinance Review Committee (ZORC); and School Building Committee Liaison

Alderman Joanne Campbell: Personnel Committee (Chair); Public Safety and Licenses Committee; Infrastructure and Public Lands Committee; Liaison Committee; Special Permits Committee; Traffic Commission; Conservation Commission Liaison; Handicapped and Disabled Citizens Commission

Alderman-at-Large Michael Concannon: Finance Committee (Chair); Liaison Committee; Ordinances, Charter and Rules Committee; Public Safety and Licenses Committee; Personnel Committee; Zoning Ordinance Review Committee (ZORC); School Committee Liaison

Alderman Mark Gaffney: Commerce Way Corridor Overlay District Committee (Chair) (CWCOD); Special Permits Committee; Ordinances, Charter and Rules Committee; Infrastructure and Public Lands Committee; Liaison Committee; Woburn Public Library Liaison; and Woburn Golf and Ski Authority Liaison

Alderman Richard Gately: Special Permits Committee (Chair); Infrastructure and Public Lands Committee (Chair); Finance Committee; Public Safety Committee; Audits and Accounts Committee; Liaison Committee; and Woburn Redevelopment Authority Liaison

Alderman Lindsay Higgins: Public Safety and Licenses Committee (Chair); Audits and Accounts Committee; Finance Committee; Ordinances, Charter and Rules; Liaison Committee; Council on Aging Liaison; and Recreation Commission Liaison

Alderman Darlene Mercer-Bruen: Special Permits Committee (Chair); Ordinances, Charter and Rules Committee; Public Safety and Licenses Committee; Infrastructure and Public Lands Committee; Liaison Committee; Commerce Way Corridor Overlay District Committee (CWCOD); Historical Commission Liaison

Alderman Edward Tedesco: Audits and Accounts (Chair); Finance Committee; Special Permits Committee; Infrastructure and Public Lands Committee; Liaison Committee; Commerce Way Corridor Overlay District Committee (CWCOD); and Woburn Housing Authority Liaison

**CITY OF WOBURN**  
**BOARDS, COMMISSIONS AND OFFICIALS**  
**As of June 30, 2018**

**AGRICULTURAL COMMISSION:** Five (5) members - Woburn residents, at least one a Ward 3 resident and one a Ward 4 resident – Initial members term of one until December 31, 2011, two until December 31, 2012 and two until December 31, 2013, all subsequent terms three (3) years - Terms commence January – Appointed by the Mayor subject to City Council confirmation – Contact: Mayor

Paul A. Medeiros – expired 12/31/2013 -Chairman  
Timothy A. Mooney – expired 12/31/2011  
Christopher E. Doherty – expired 12/31/2015  
Michael J. Benenate – expired 12/31/2015  
Robert F. Carley – expired 12/31/2013

**BIOMEDICAL OVERSIGHT COMMITTEE:** four year terms (initial citizen appointees terms - one for two years and one for four years, subsequent terms four years each); Mayor appoints subject to Council Confirmation – three members – Contact: Board of Health

John Fralick – City of Woburn Health Agent  
Carmen M. Baldino– expired - 8/31/2011  
John Wells – expired – 6/1/2011

**BOARD OF APPEALS:** three-year terms; Mayor appoints subject to Council Confirmation - five members and one alternate – Contact: City Clerk.

Margaret M. Pinkham, Chairman – expired 5/31/2015  
Edward S. Robertson – expired 5/31/2015  
John J. Ryan III – expired 5/31/2016  
John D. Ray – expired 5/31/2017  
Daniel Parrish – expired 5/31/2015  
Vacant - Alternate Member

**BOARD OF ASSESSORS:** three-year term; Mayor appoints. No Council approval; Mayor annually designates Chairman and Secretary – three members –Contact: Chief Appraiser.

Robert E. Maguire, Member – expired 2/6/2008; Chairman – expired 6/13/2008  
Lori Medeiros, Member – expired 6/13/2014; Secretary – expired 6/13/2011  
David J. Rufo, Member – expired 6/13/2015

**CABLE ADVISORY COMMITTEE**: serve at pleasure of Mayor. See 207 C.M.R. §3.01(3).

Paul A. Medeiros, President - expired May 19, 2011

Kevin R. McDonough, - expired May 19, 2011

John D. Ray, - expired May 19, 2011

**BOARD OF CEMETERY COMMISSIONERS**: 5-year term; Mayor appoints subject to Council confirmation – five members – Contact: Secretary to the Board.

John M. Sawyer- Chairman – expired 3/18/2017

Joseph McDonough – expired 3/30/2016

Catherine B. Shaughnessy – expired 3/30/2017

Christopher Kisiel - expired 4/1/2009

Alfred Autenzio - expires 4/1/2019

**CITY SOLICITOR**: Mayor, no Council confirmation; expires January 31<sup>st</sup>

Ellen Callahan Doucette – expired 1/31/2014

**CLEAN ENERGY COMMITTEE** - serve at pleasure of the Mayor. No Council confirmation – Contact: Mayor.

Thomas Ferraguto - Chair

Michael McDonough

Joseph Pendergast

Mark Mcguire

David Dunkley

Joseph Elia

Alderman Richard Haggerty (appointed by City Council President)

**COMMERCE WAY CORRIDOR OVERLAY DISTRICT CONCEPT PLAN REVIEW COMMITTEE** – City Council President appoints; no set term; three Alderman and two Planning Board Members. Contact: City Clerk

Alderman Mark Gaffney

Alderman Edward Tedesco

Alderman Darlene Mercer-Bruen

Planning Board Member Robert Doherty

Planning Board Member Michael Ventresca

**CONSERVATION COMMISSION**: three-year term; Mayor appoints. No Council confirmation – seven members – Contact: Conservation Administrator

Duane Cleak, Chair – expires 5/22/2020  
John Tancredi, Vice Chair – expired 5/31/2019  
Pauline E. Scalley – expired 05/31/2018  
James A. Juliano – expired 5/31/2017  
Kevin Meaney – expired 5/31/2018  
Stephen Malone – expired 5/31/2018  
Gerald T. Lohnes – expires 5/ 31/2019

**CONSTABLES**: term up to three years, Mayor appoints. No Council confirmation. Background check, character references. Bond. One for every 3,000 residents and 75% of whom shall be Woburn residents.

Ronald M. DiGiorgio (Burlington) - expires 1/31/2020  
Anthony J. Bogus (Woburn) - expires 2/1/2021  
Francis J. Mendes (Woburn) – expires 2/1/2021  
Pasquale DeFeo, Jr. (Revere) – expires 6/1/2019  
Robert Tarani (Woburn) – expires 3/31/2021

**COUNCIL ON AGING**: Mayor appoints subject to Council confirmation. 3-year terms – up to ten members – Contact: Director Council on Aging.

Eleanor Collins – expires 12/31/2018  
Dorothy F. Capone – expires 12/13/2019  
Angela Amato – expires 12/13/2019  
Jack Kelly – expires 12/31/2018  
Myles Collins – expires 12/31/2020  
Vincent Simeone – expires 12/31/2020  
Margaret Casey – expires 12/31/2018  
Barbara Ridley – expires 12/31/2019  
Geraldine Benecke – expires 12/31/2020  
Mary Foley – expires 12/31/2018

**CULTURAL COUNCIL**: three-year term; Mayor appoints, no Council confirmation. Two consecutive-term limit. May be reappointed after 3 years off Council – up to 22 members but not less than five.

Joanne Mulkerin, Chairman – expires 7/31/2018  
Lorraine Malloy – expires 7/31/2018  
Deborah B. King – expired 7/31/2014  
Nancy N. Canty – expired 7/31/2014  
Stanley Malvarosa – expires 7/31/2018  
Connie McGilvary – expires 7/31/2018  
Sondi B. Stanton – expires 7/31/2018

**GOLF AND SKI AUTHORITY**: six-year term; Mayor with Council approval. Mayor appoints Chairman and Vice Chairman – nine members.

Thomas W. Lawton, Chairman – expires 12/31/2018  
Joseph A. DiMatteo, Vice Chairman - expires 12/31/2023  
Chris Irving, – expires 12/31/2020  
Michael McDonough – expires 12/31/2020  
Michael Higgins-expired 12/31/2015  
Peter Murphy – expired 12/31/2016  
Charles J. Natale, Jr. – expires 12/31/2021  
Jonathan Surette – expired 12/31/2017  
Michael Bonish – expired 12/31/2017

**SCHOOL BUILDING COMMITTEE**: serve at pleasure of the Mayor. No Council confirmation. Mayor is the Chairman – Contact: Mayor.

Mayor Scott D. Galvin, Chairman  
Mark Donovan – Superintendent of Schools  
Patricia Chisholm – School Committee Representative  
Thomas Quinn – Acting Superintendent of Public Works  
Gerald Surette – City Auditor  
John Corey – City Engineer  
Greg Ahearn  
Thomas Ferraguto

**HANDICAPPED AND DISABLED CITIZENS COMMISSION**: three-year terms. Mayor appoints with Council confirmation – not more than eleven and not less than seven members with one member elected or appointed official of the City.

Veronica Andrews Chairman – expired 3/2/2013  
Alfred Tancreti – expired 12/31/2010  
John Flaherty – expired 4/30/2011  
Timothy Donovan – expired 12/31/2010  
MaryAnn Chorlton – expired 3/2/2013  
Jennifer Murray – expired 6/15/2013  
Patricia A. Rossetti – expired 12/31/2015  
Vacant

**BOARD OF HEALTH**: three-year term; Mayor, No Council; Mayor appoints Chairman; one member must be Woburn doctor – three members – Contact: Board of Health Agent.

Kevin R. McDonough - expires 12/31/2017– Chairman - term undefined  
Dr. Robert Tarpy, Expires December 31, 2019  
Joel C. Long, Member - expired 12/31/2015

**HISTORICAL COMMISSION:** three-year term. Mayor, no Council confirmation – seven members – MGL Chap 40, Section 8D (Accepted May 27, 1971) – 1/3 expire May 31<sup>st</sup> each year.

Carol Seitz Chair – expired 5/31/2017  
Darlene Wigton – expired 5/31/2018  
Helen Morley – expired 12/31/2016  
Sue Ellen Martin – expired 5/31/2016  
Allen Hill – expired 5/31/2018  
Robert Callahan – expired 12/31/2015  
Ruth McCarron – expired 12/31/2016

**HISTORIC DISTRICT COMMISSION:** three year term. Seven members appointed by Mayor subject to City Council confirmation – If possible, one member from two nominees solicited from the Woburn Historical Commission; one member from two nominees solicited from the chapter of the American Institute of Architects covering Woburn; one member from two nominees of the Board of Realtors covering Woburn; and one property owner from within one of the District areas - Mayor may appoint up to two alternates subject to City Council confirmation - Woburn Municipal Code Title 19 (added September 27, 2004)

Bryan Melanson – expired 3/19/2011  
Richard Haggerty – expired 4/30/2011  
William Callahan – expired 3/2/2012  
Kathleen Lucero – expired 6/30/2011  
Kevin Meaney – expired 8/18/2012  
Arthur Duffy – expired 12/15/2010  
John Paladino – expired 7/31/2010  
John Franson – expired 10/19/2012 Alternate  
Peter Lennon – expired 3/2/2012 Alternate

**HOUSING AUTHORITY:** 5 year terms; four members appointed by Mayor subject to Council confirmation (one organized labor representative, one tenant), one appointed by Department of Housing and Community Development (if not appointed within 120 day from date of vacancy appointed by Mayor subject to Council confirmation) – Contact: Executive Director.

Daniel J. Gately – expired 4/1/2012  
Thomas C. Quinn – expires 3/31/2023 (Union representative)  
Carol Donovan (Governor’s appt) – expires 1/8/2019  
Larry Rideout – expired 3/31/2014  
Kathleen Gallagher – (Tenant representative - federal) - indefinite

**HUMAN RIGHTS COMMISSION:** 3-year terms. Mayor appoints with Council confirmation.  
11 members.

Mark Donovan - Superintendent of Schools –expired 7/31/2013  
Officer Ralph Coakley -Patrolman Community Policing Unit –expired 7/ 31/2013  
Vacancy - Human Resources Director- expired 7/31/2013  
Member HS Gay-Straight Alliance chosen by Superintendent – expired 8/31/2010  
Robert McNabb - Woburn Housing Authority - expired 7/31/2011  
Vacancy - Handicapped and Disabled Citizens – expired 7/31/2011  
Reverend Dr. Neal Pearson - Member of local Clergy – expired 7/31/2011  
Joanne Collins - Council on Aging – expired 7/31/2012  
Jean P. Cullinane - Local real estate agent – expired 7/31/2012  
Chief of Police –expired 7/31/2012  
Vacancy – expired 7/31/2013

**INSPECTOR OF ANIMALS**

John Fralick – Expired 4/30/2013

**BOARD OF TRUSTEES – WOBURN PUBLIC LIBRARY:** six life trustees; three trustees of  
3-year terms together constitute the Board; Mayor appoints subject to Council confirmation –  
Contact: Library Director.

Janet Rabbitt, President – Life Trustee  
Judith A. Kelly – Life Trustee  
Richard Mahoney Sr. – Life Trustee  
Mary Hines – Life Trustee  
JoAnn McNamee – Life Trustee  
Loretta Schuck – Life Trustee  
Carol Seitz – expired 8/28/2011  
William Angelo – expired 3/2/2015  
William Callahan – expired 3/2/2016

**TRUSTEES OF THE THOMPSON MEMORIAL LIBRARY:** three members, two must be  
North Woburn residents. Three- year terms from January 10. Mayor appoints. No Council  
confirmation.

Charles L. O’Connor – expired 1/10/2011  
John Paladino – expired 1/10/2011  
Linda Raymond – expired 1/10/2012

**LICENSE COMMISSION**: 6-year terms. Mayor appoints subject to Council confirmation; Chair designated by Mayor – three members – Contact: City Clerk. See MGL Ch. 138, Sec. 4 and Sec. 6.

Thomas M. Skeffington, Chair – expired 5/30/2016  
David Gilgun – expires 6/30/2020  
Vacancy – expired 6/30/2015

**METROPOLITAN AREA PLANNING COUNCIL**: Mayor appoints. No Council confirmation. See MGL Ch. 40B, Section 24.

Tina Cassidy (City of Woburn Rep) – expired 2/17/2018  
Vacant (Alternate)

**BOSTON REGIONAL METROPOLITAN PLANNING ORGANIZATION**: Mayor appoints. No Council confirmation.

Tina Cassidy

**MBTA ADVISORY BOARD**: serves at Mayor's pleasure.

Vacancy – appointed

**MWRA ADVISORY BOARD**: serves at Mayor's pleasure.

Anthony Blazejowski – appointed 12/10/2007

**MIDDLESEX CANAL COMMISSION**: one member, one alternate; 2 year terms; Mayor appoints, No Council confirmation.

Leonard H. Harmon, - expires 12/31/2019  
Alternate - vacancy

**PLANNING BOARD**: 5-year terms. Mayor appoints subject to Council approval – seven members – Contact: Planning Director.

Carolyn Turner – expired 4/30/2016 (Chair)  
Michael Ventresca – expired 4/30/2012 (Vice Chair)  
James Callahan – expired 4/30/2012  
Robert F. Doherty – expired 4/30/2008  
Kevin Donovan – expired 4/30/2010  
David Edmonds, Vice Chair – expired 4/1/2009  
Claudia Leis-Bolgen – expired 4/30/2012

**RECREATION COMMISSION:** 5-year terms. Mayor appoints 2, Council appoints 2; School Committee appoints 1 – Contact: Recreation Director.

Michael J. Martini, Chairman - (Mayor's appointment) – expired 10/11/2012  
Kevin Lonergan, (Mayor's appointment)-expires 12/31/2020  
Paul Tobin (City Council appointment) – expired 4/1/2018  
Eugene Demers (City Council appointment) – expired 4/1/2015  
Timothy Lawton (School Committee appointment) – expired 4/1/2017

**REDEVELOPMENT AUTHORITY:** five-year terms; Mayor appoints 4 members subject to Council confirmation. Governor appoints 1 member – Contact: Executive Director.

Donald Queenin (Governor's appointment) – expires 12/12/2019 (Chairman)  
Gary Fuller – expired 11/12/2017 (Vice Chair)  
Arthur Duffy – expired 11/12/2012 (Treasurer)  
Wayne McDaniel – expired 12/31/2014 (Secretary)  
David S. Ryan – expired 12/31/2016 (Assistant Treasurer)

**BOARD OF REGISTRARS OF VOTERS:** three-year terms. Mayor appoints subject to Council confirmation – three members with even party representation – Contact: City Clerk.

William C. Campbell, Clerk – by virtue of holding office of City Clerk  
Joseph A. Palmisano – Chairman - expires June 30, 2018  
Al Magro – expired 3/30/2016  
Shannon Ryan – expired March 30, 2018

**RETIREMENT BOARD:** Contact: City Auditor ex officio member; one Member appointed by Mayor, no Council Confirmation; two Members elected by those covered in retirement system from among its members for terms not exceeding three years; one Member not a retiree or government official selected by other four Members for term of three years. See M.G.L. Ch. 32, §20(4) – Contact: Retirement Administrator.

Charles Doherty– by virtue of holding office of City Auditor  
Denis P. Devine, Chair – expires 12/31/2019  
Marilou E. Lundin – expired 11/8/2017  
Michael J. Gorman – expired 1/1/2018  
Gerald W. Surette – serves at Mayor's pleasure

**SEALER OF WEIGHTS AND MEASURES**

Daniel Russo expired – 7/1/2012

**SIGN REVIEW BOARD:** 3 residents, 2 Woburn Square merchants; Mayor appoints subject to Council confirmation. Five-year terms. An associate member is appointed to a 2-year term.

Peter Lennon – expired 3/2/2014  
David S. Ryan – expired 8/1/2012  
Antonetta Fuller – expired 4/12/2011  
Vacancy – expired 6/29/2009  
Associate Member - vacancy

**SUBSTANCE ABUSE PROGRAM COORDINATOR** – Mayors appointment; No Council Confirmation.

Richard Jolly – appointed 4/23/2015

**TRAFFIC COMMISSION:** 9 members; Police Chief, Fire Chief, Superintendent of Public Works, City Engineer, Planning Director, or their designees, serve by virtue of office; Two Alderman appointed by President of the City Council; one resident representative appointed by City Council for two year term; one business representative appointed by City Council for two year term. Contact: City Clerk

Tina Cassidy, Planning Director, Chair – by virtue of office  
Robert J. Ferullo, Jr., Police Chief – by virtue of office  
Timothy Ring, Interim Fire Chief – by virtue of office  
John Duran, DPW Superintendent, Department of Public Works – by virtue of office  
John Corey, PE, City Engineer – by virtue of office  
Alderman Lindsay Higgins  
Alderman Joanne Campbell, Chair  
Myles Collins – Resident Member – expired 12/5/2010  
Peter Socorelis – Business Member – expired 12/5/2013

**TRI-CAP COMMISSION:** at pleasure of the Mayor, no Council confirmation.

William Barry – appointed 1/9/2008  
Judy Tanner – appointed 3/26/2012

**VETERANS AGENT:** Mayor, no Council confirmation; expires April 30<sup>th</sup>

Lawrence Guiseppe – expired 4/30/2016

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## Board of Appeals

Annual Report from July 1, 2017 through June 30, 2018

### Members

|                     |                  |
|---------------------|------------------|
| Margaret M. Pinkham | Chairman         |
| Edward S. Robertson | Member           |
| Daniel Parrish      | Member           |
| John D. Ray         | Member           |
| John Ryan           | Member           |
| Vacant              | Alternate Member |

The following petitions were heard by the Board of Appeals:

|                         |    |
|-------------------------|----|
| Petitions heard .....   | 53 |
| Denied .....            | 2  |
| Granted .....           | 44 |
| Leave to Withdraw ..... | 4  |
| Continued .....         | 2  |
| Extension .....         | 1  |
| 40B Project .....       | 1  |

Respectfully submitted,  
Gordon Vincent  
Clerk of the Board of Appeals

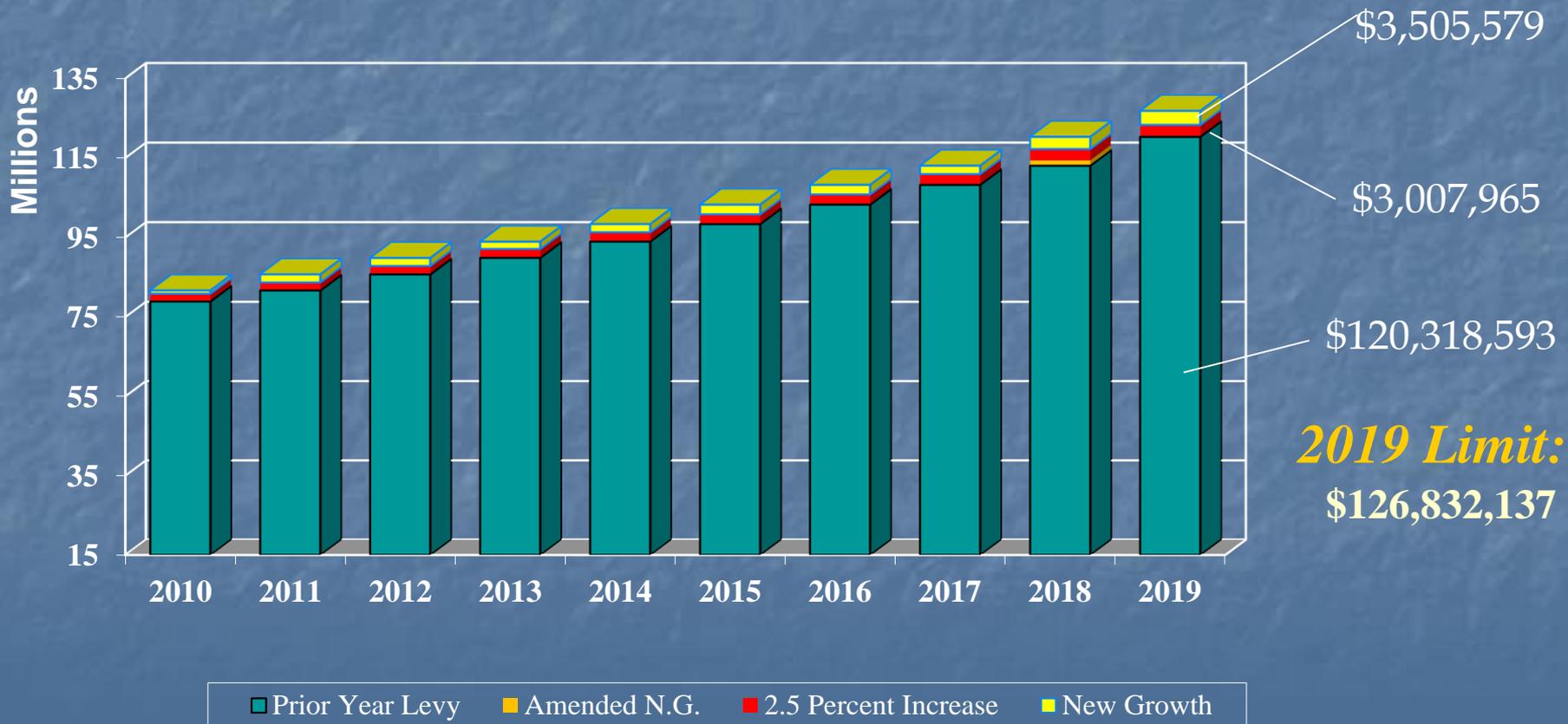
# **Fiscal Year 2019 Classification Hearing**

## ***Table of Contents***

- |   |                               |
|---|-------------------------------|
| <b>1. Analysis of Levy Limit</b>                    | <b>Fiscal 2010 - 2019</b>     |
| <b>2. Analysis of Levy Limit Increase</b>           | <b>Fiscal 2010 - 2019</b>     |
| <b>3. Fiscal 2019 New Growth</b>                    | <b>Analysis of Components</b> |
| <b>4. Valuation by Class of Property</b>            | <b>Fiscal 2010 – 2019</b>     |
| <b>5. Classification Options</b>                    | <b>Fiscal 2019</b>            |
| <b>6. City of Woburn Tax Rate History</b>           | <b>2010– 2019</b>             |
| <b>7. Median Sales Price of Single Family Homes</b> | <b>Quarterly 2014 - 2017</b>  |

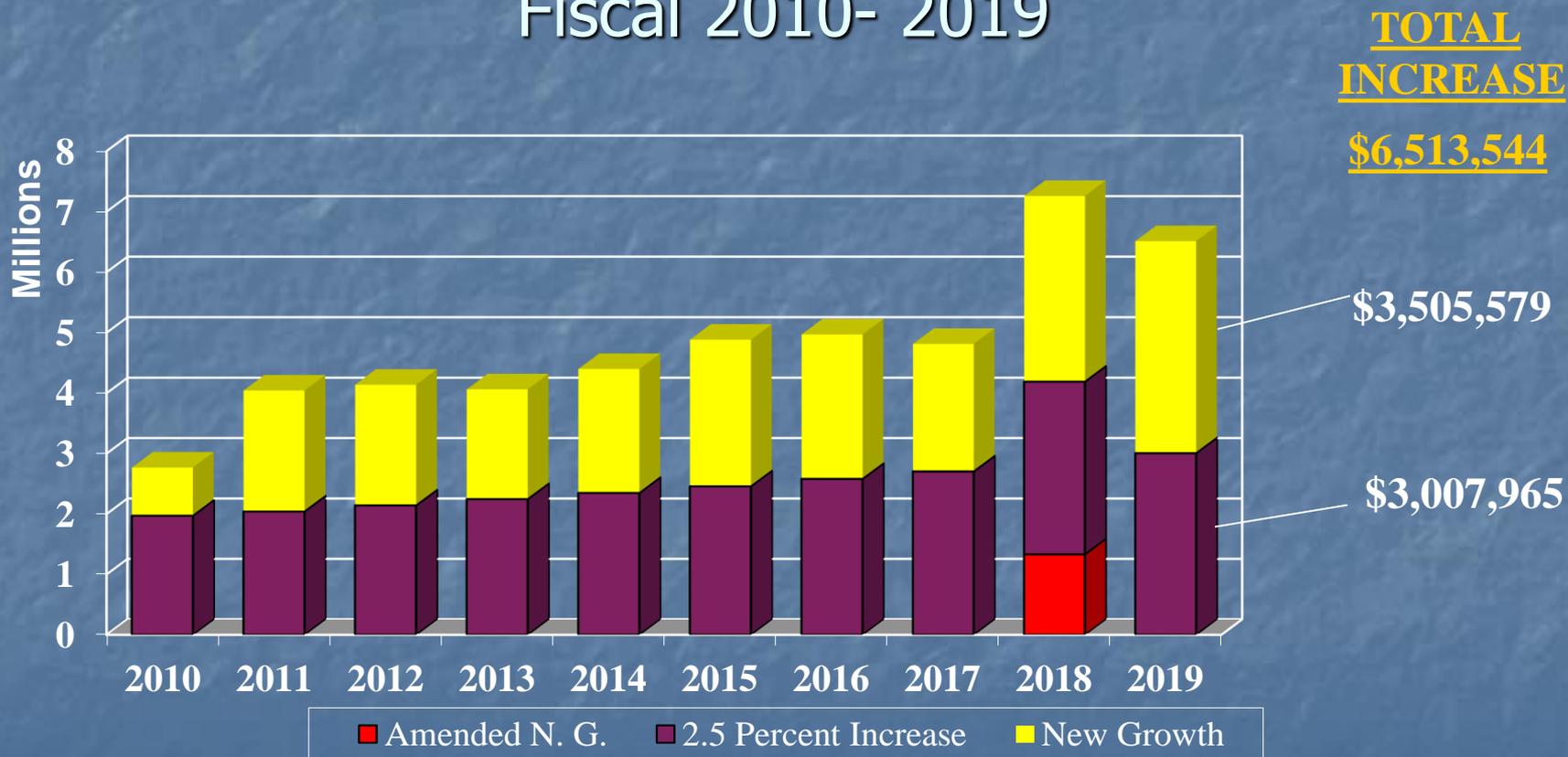
# Analysis of Levy Limit

## Fiscal 2010 – 2019



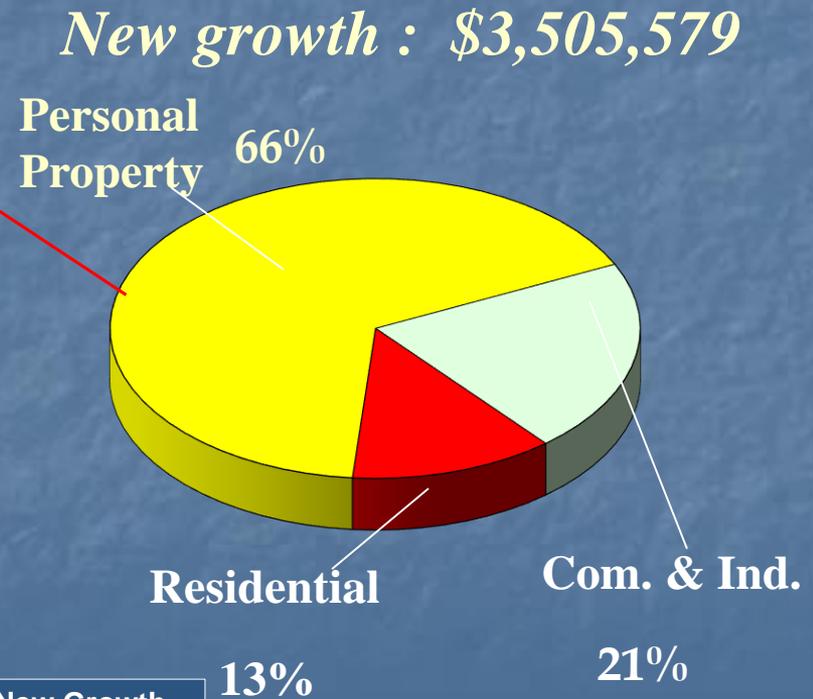
# Analysis of Levy Limit Increase

Fiscal 2010- 2019



# Fiscal 2019 New Growth

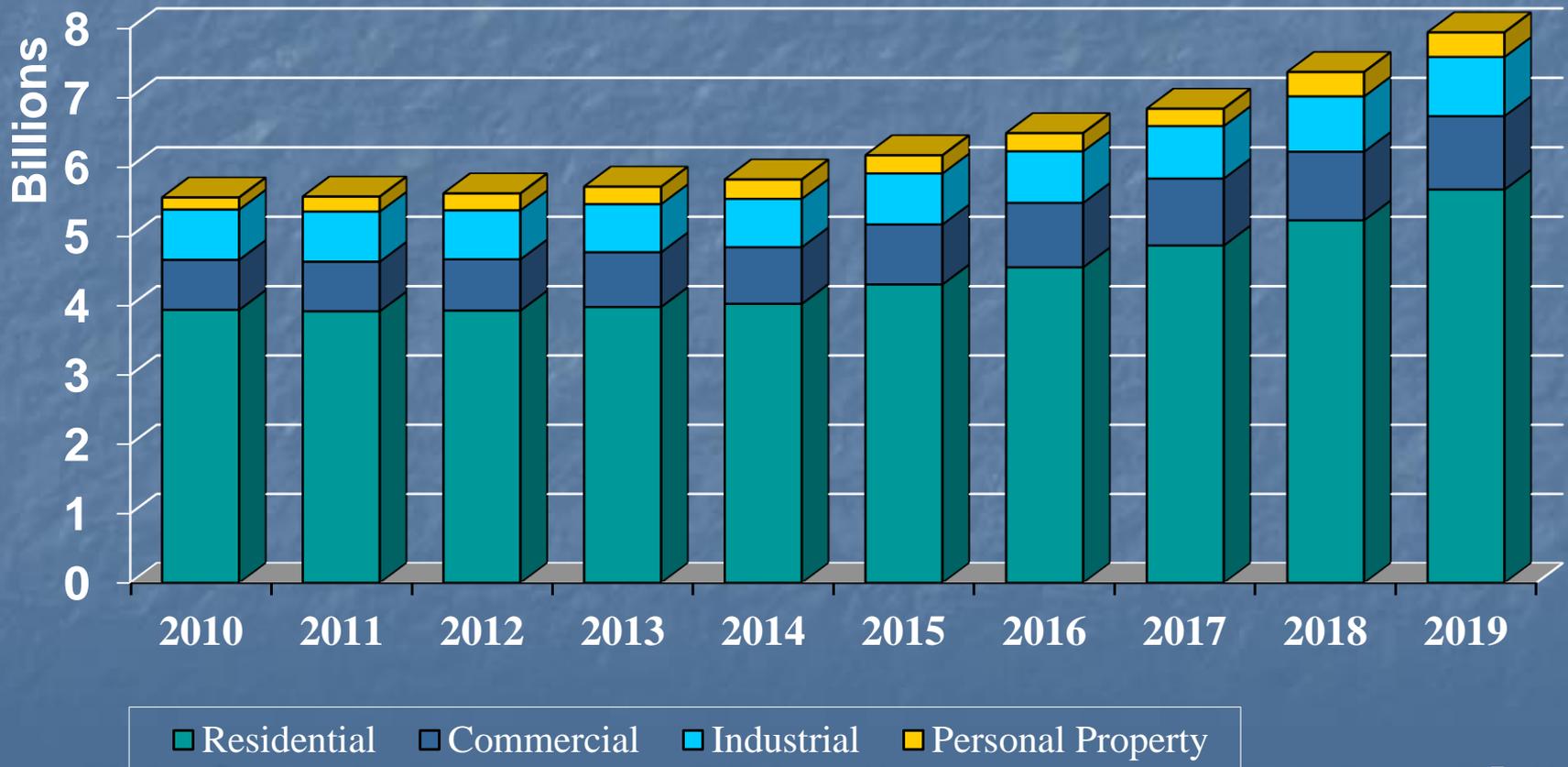
## Analysis of Components



■ Prior Year Levy   
 ■ Amended N.G.   
 ■ 2.5 Percent Increase   
 ■ New Growth

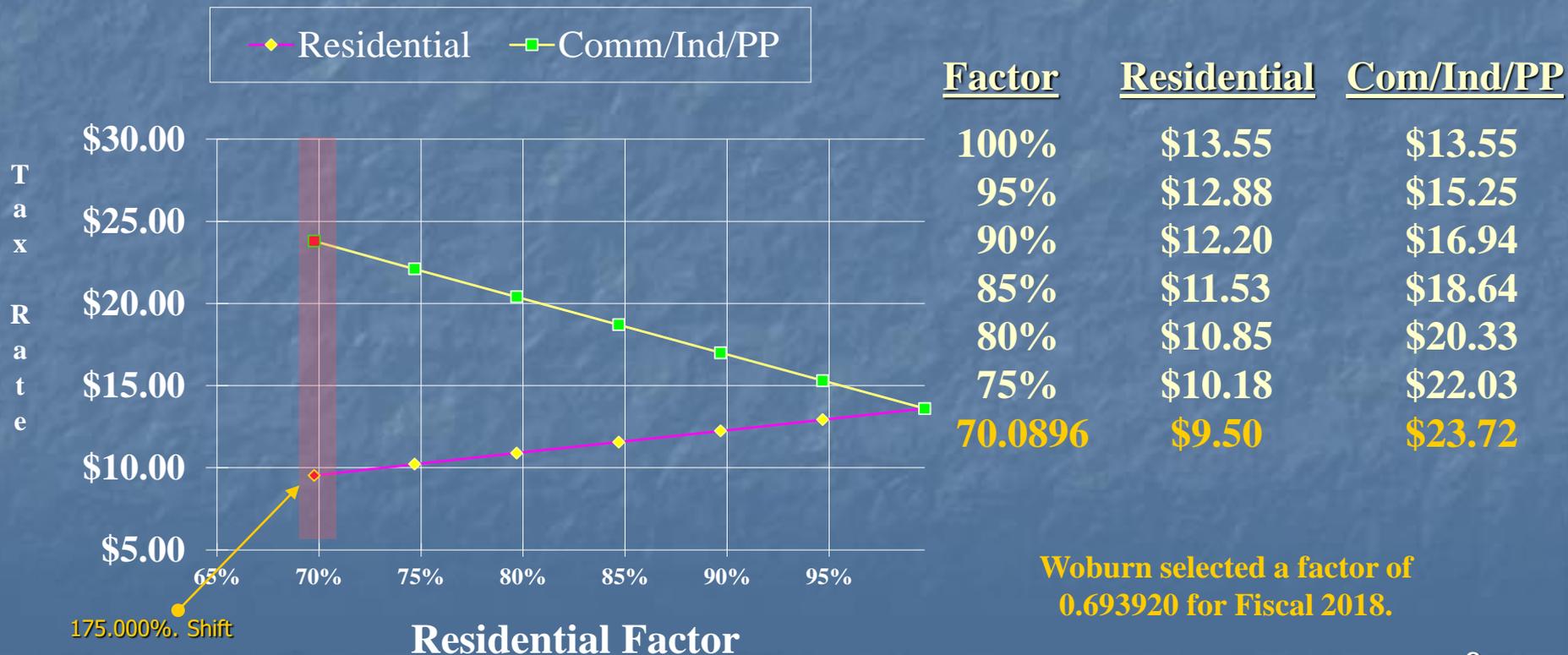
# Valuation by Class of Property

## Fiscal 2010 - 2019



# Classification Options

## Fiscal 2019

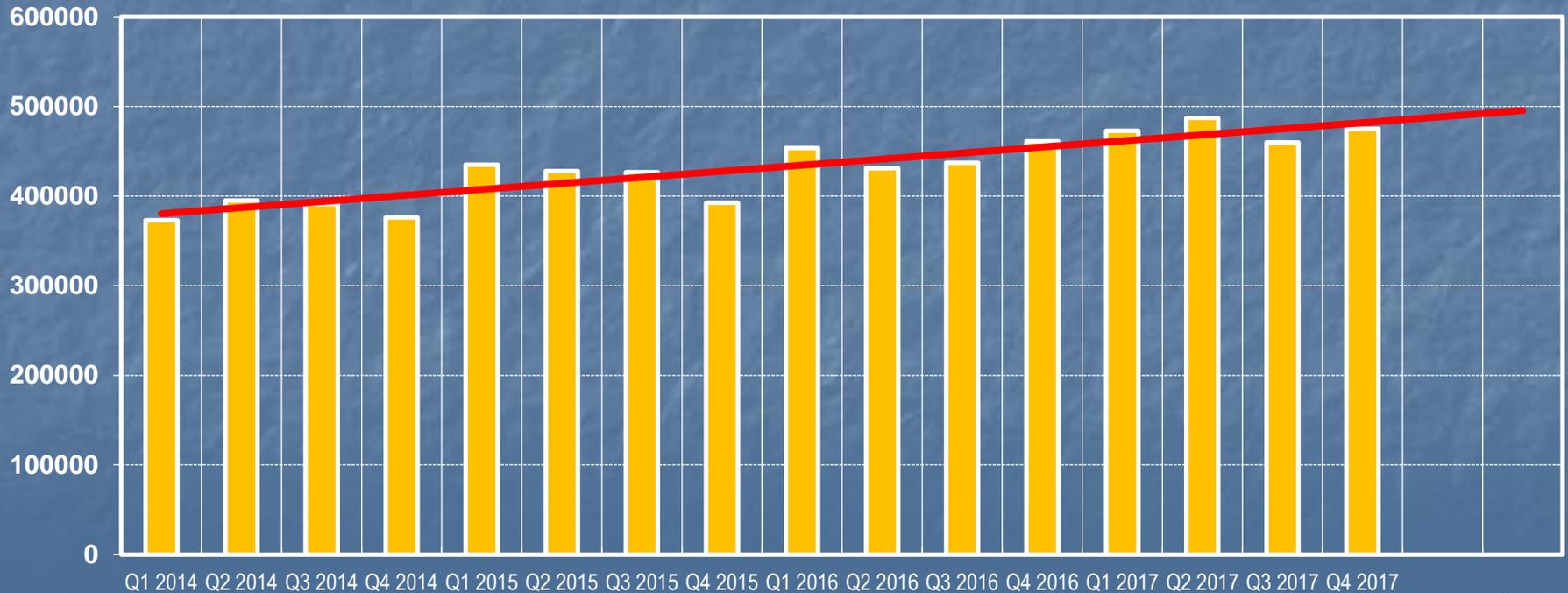


2010 - 2019

## Tax Rate History

| <u>YEAR</u> | <u>RESIDENTIAL</u> | <u>COMM. / IND.</u> |
|-------------|--------------------|---------------------|
| 2019        | \$9.50             | \$23.72             |
| 2018        | \$9.89             | \$24.95             |
| 2017        | \$9.94             | \$24.97             |
| 2016        | \$10.05            | \$25.79             |
| 2015        | \$10.17            | \$26.30             |
| 2014        | \$10.44            | \$27.41             |
| 2013        | \$10.40            | \$27.01             |
| 2012        | \$10.40            | \$26.83             |
| 2011        | \$10.30            | \$26.34             |
| 2010        | \$10.32            | \$26.10             |

# Median Sales Price of Single Family Homes Quarterly 2014 – 2017



## Analysis of Competitive Communities Fiscal 2019 Classification Hearing

| Community         | Residential  | CIP          | CIP Shift '18 | Average      | Residential  | CIP          | CIP Shift '19 | Average      |
|-------------------|--------------|--------------|---------------|--------------|--------------|--------------|---------------|--------------|
|                   | Tax Rate '18 | Tax Rate '18 |               | Residential  | Tax Rate '19 | Tax Rate '19 |               | Residential  |
|                   |              |              |               | Tax Bill '18 |              |              |               | Tax Bill '19 |
| <i>Billerica</i>  | \$14.19      | \$33.65      | 175           | \$5,062      | \$13.48      | \$31.41      | 175           | \$5,328      |
| <i>Burlington</i> | \$10.62      | \$27.56      | 160           | \$5,071      | \$10.48      | \$27.22      | 160           | \$5,267      |
| <i>Stoneham</i>   | \$11.71      | \$22.35      | 175           | \$5,841      | \$11.22      | \$21.33      | 175           | \$6,028      |
| <i>Reading</i>    | \$13.87      | \$13.92      | 1             | \$7,764      | \$14.23      | \$14.48      | 1             | \$8,461      |
| <i>Lexington</i>  | \$14.30      | \$27.69      | 175           | \$14,169     | TBD          | TBD          | TBD           | TBD          |
| <i>Wilmington</i> | \$14.41      | \$32.46      | 175           | \$6,336      | \$13.75      | \$30.94      | 175           | \$6,626      |
| <i>Winchester</i> | \$12.19      | \$11.50      | 1             | \$12,590     | \$12.11      | \$11.45      | 1             | \$13,083     |
| <i>Woburn</i>     | \$9.89       | \$24.95      | 175           | \$4,321      | \$9.50       | \$23.72      | 175           | \$4,520      |

# Office of the City Clerk

## I. Introduction

This shall serve as the Annual Report of the City Clerk for the period July 1, 2017 through June 30, 2018. The report encompasses activities of the Office of the City Clerk, the City Council, the Board of Registrars of Voters, the Board of Appeals, the License Commission and the Traffic Commission.

## II. Staffing and Personnel

### A. City Clerk

The staff of the Office of the City Clerk, which includes administrative support to the City Council, Board of Appeals, License Commission and Traffic Commission, includes City Clerk William C. Campbell as Department Head, Assistant City Clerk Joyce M. Gray, Clerk of Committees Gordon Vincent, Secretary & Assistant Supervisor of Elections, Census & Registration Diane J. Stiffler and Head Clerk Margaret M. Conlin.

### B. City Council

The Aldermen during the period July 1, 2017 through June 30, 2018 were as follows:

Alderman At Large Richard M. Haggerty, President – 34 Leonard Street  
Alderman At Large Michael P. Concannon – 1 Rose Farm Lane  
Alderman Ward One Joanne Campbell – 45 Arlington Road  
Alderman Ward Two Richard F. Gately, Jr. 1 Abbott Court  
Alderman Ward Three Mark E. Gaffney – 162 Winn Street  
Alderman Ward Four Michael D. Anderson – 3 Frances Street  
Alderman Ward Five Darlene Mercer-Bruen - 22 Richard Circle  
Alderman Ward Six Edward Tedesco – 1 Tedesco Drive  
Alderman Ward Seven Lindsey Higgins - 61 Waverly Road

### C. Board of Registrars of Voters

The Board of Registrars of voters consists of four members, one of which is elected the Chair by the members. The City Clerk William C. Campbell is a Member and the Clerk of the Board of Registrars of Voters by virtue of office. Chair Joseph A. Palmisano, Member Alfred Magro and Member Shannon Ryan.

### **III. Financial Transactions**

The following is a report of financial transactions of the Office of the City Clerk, and is for the fiscal year beginning July 1, 2017 and ending June 30, 2018. All fees are retained by the city.

The receipts from fees have been as follows:

#### **Financial Transactions**

|  |              |
|--|--------------|
| Dogs and Kennels .....                   | \$ 20,131.00 |
| Marriage Intentions .....                | \$ 8,060.00  |
| Certificates and Certified Records ..... | \$ 29,400.00 |
| Recordings .....                         | \$ 8,685.00  |
| Raffles.....                             | \$ 0.00      |
| Licenses.....                            | \$ 18,650.00 |
| License Commission .....                 | \$179,850.00 |
| Inflammable .....                        | \$ 17,278.50 |
| Advertisement .....                      | \$ 18,800.00 |
| Miscellaneous .....                      | \$ 2,795.40  |
| Total Receipts .....                     | \$303,649.90 |

### **IV. Vital Records filed with the City Clerk**

The Massachusetts Registry of Vital Records and Statistics implemented a statewide electronic system of establishing and issuing birth records and death records. With the advent of the statewide marriage and death electronic systems, the office has discontinued to maintain an index card system for birth and death records. As a local backup to the statewide system, electronic spreadsheet indexes are maintained for birth, marriage and death records. The city will maintain the index cards in perpetuity. The index cards system was started in 1900.

The following are the vital statistics of the Office of the City Clerk.

#### **A. Births**

|                                   |     |
|-----------------------------------|-----|
| Number of births recorded .....   | 457 |
| Less than previous year.....      | 85  |
| Males.....                        | 243 |
| Females .....                     | 214 |
| Number of cases of twins.....     | 16  |
| Male twins.....                   | 6   |
| Female twins .....                | 4   |
| Male/Female Twins.....            | 6   |
| Number of cases of triplets ..... | 0   |
| Male triplets .....               | 0   |
| Female triplets.....              | 0   |
| Male/Male/Female Triplets.....    | 0   |
| Female/Female/Male Triplets ..... | 0   |

The number of births in each month was as follows:

|                      | Males    | Females  | Totals |
|----------------------|----------|----------|--------|
| July 2017 .....      | 28.....  | 23.....  | 51     |
| August 2017 .....    | 16.....  | 13.....  | 29     |
| September 2017 ..... | 22.....  | 17.....  | 39     |
| October 2017 .....   | 19.....  | 19.....  | 38     |
| November 2017 .....  | 14.....  | 19.....  | 33     |
| December 2017 .....  | 28.....  | 18.....  | 46     |
| January 2018 .....   | 15.....  | 15.....  | 30     |
| February 2018 .....  | 21.....  | 22.....  | 43     |
| March 2018 .....     | 17.....  | 20.....  | 37     |
| April 2018 .....     | 18.....  | 10.....  | 28     |
| May 2018 .....       | 21.....  | 17.....  | 38     |
| June 2018 .....      | 24.....  | 21.....  | 45     |
| Totals.....          | 243..... | 214..... | 457    |

**B. Deaths**

|                                 |     |
|---------------------------------|-----|
| Number of deaths recorded ..... | 454 |
| More than previous year .....   | 14  |

The number of deaths each month was as follows:

|                      |    |                     |    |
|----------------------|----|---------------------|----|
| July 2017 .....      | 33 | January 2018 .....  | 42 |
| August 2017 .....    | 52 | February 2018 ..... | 40 |
| September 2017 ..... | 33 | March 2018 .....    | 39 |
| October 2017 .....   | 38 | April 2018 .....    | 40 |
| November 2017 .....  | 28 | May 2018 .....      | 32 |
| December 2017 .....  | 39 | June 2018 .....     | 38 |

**C. Marriages**

|   |     |
|---|-----|
| Number of marriage intentions filed ..... | 272 |
| Less than previous year .....             | 27  |
| Number of marriages recorded .....        | 263 |
| Less than previous year .....             | 8   |

The number of marriages each month was as follows:

|                      |    |                     |    |
|----------------------|----|---------------------|----|
| July 2017 .....      | 29 | January 2018 .....  | 10 |
| August 2017 .....    | 27 | February 2018 ..... | 15 |
| September 2017 ..... | 25 | March 2018 .....    | 15 |
| October 2017 .....   | 34 | April 2018 .....    | 22 |
| November 2017 .....  | 25 | May 2018 .....      | 15 |

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**V. Amendments to Municipal Code, Zoning Code, Zoning Map of the City of Woburn and Traffic Ordinances**

**A. Amendments to the 1989 Woburn Municipal Code, as amended**

**ORDERED**

Be it Ordained by the City Council of the City of Woburn that Title 2, Article XXVII, Section 2-194(H) of the 1989 Woburn Municipal Code, as amended, be further amended by replacing the existing Section 2-194(H) with the following:

- H. Deputy Superintendent of Public Works shall be appointed by the City Council with a recommendation of the Superintendent of Public Works and the Human Resources Director. This individual under direction of Superintendent of Public Works: Supervises on-going daily work activities of DPW including Water, Sewer, Highway, Public Buildings and Maintenance Divisions, assigning work and making on-site reviews. Organize, direct, control and monitor policies and priorities for the above referenced programs. Coordinate with other City departments and agencies, as necessary to ensure that the City's priorities are met and work is completed as required. Must be able to handle multiple projects, make quick and supportable decisions and supervise large groups to meet shifting priorities.

The position requires a valid motor vehicle operator's license. An advanced degree in civil engineering, environmental studies, construction management, public administration or similar field of study is preferred.

Licenses and/or certifications in Water Operations, and/or water distribution are preferred. Experience in construction supervision, preferably in a municipal environment, or combination of relevant education and experience are preferred.

Essential functions include:

- Ability to consult with State officials relative to Chapter 90 funding and obtaining grants.
- Ability to work with federal and state officials and agencies in the absence of the Superintendent and/or at the direction of the Superintendent.
- Ability to supervise the street light program, assess and anticipate the ongoing condition and needs of the public buildings in the City as it relates to general maintenance, including the maintenance of mechanical and electrical systems.
- Ability to communicate clearly and concisely verbally and in writing;
- Knowledge and familiarity with the use of computers and software including AutoCAD, GIS, Excel, and Word;
- Ability to evaluate, document and address issues that arise through the complaint tracker system. Respond to customer requests, complaints, investigate issues and develop solutions to resolve problems and prevent future issues. Communicate and coordinate with other town departments, contractors, and the public to provide responsive and high quality service;

- Oversee the implementation of long-range maintenance and repair plans for the town's roads, sidewalks, drainage systems, water and sewer systems and fleets.
- Ability to assess and evaluate the department fleet and equipment as well as future regulatory requirements relating to emissions.
- Ability to work beyond normal business hours to attend meetings, make presentations, or other needs as determined by the Director of DPW.
- General knowledge of DPW, water and sewer operations and the applicable laws and regulations related to public works.
- Direct the implementation of construction projects, maintenance activities, and other work on public infrastructure including roads, storm water systems, parks and grounds, trees, cemetery, and fleet maintenance.
- Ensure all necessary materials, supplies, and equipment are available for projects and activities planned. Maintain and inventory of resources and proactively identify needs, shortages, and issues, on a timely basis.
- Perform project management duties for various special City Projects. Job responsibilities include supervision of public safety efforts, including snow removal, water control, etc.

Any other duties as delegated by the Superintendent.

s/Alderman Anderson

July 18, 2017

In City Council, First Reading,  
 Referred to Committee on Ordinances  
 (9 in favor, 0 opposed, 0 absent, 0 abstained)

August 15, 2017

In City Council Second Reading,  
 Passed to be Ordained, As Amended  
 (9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor August 17, 2017 and ten days having elapsed without same being approved, said Order became effective without his signature on August 29, 2017.

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## ORDERED

Be it Ordained by the City Council of the City of Woburn that Title 13, Article II, Section 13.2.14, paragraph 3, of the 1989 Woburn Municipal Code, as amended, be further amended as follows: Multi-family dwelling with six (6) or more units, including condominiums and townhouses, shall be equipped with such meter and meter reading devices, in the manner as the Superintendent of Public Works shall direct. In addition, a separate water meter and meter reading device shall be installed on all services lines for outdoor water use such as irrigation lines, pool houses, etc. in the manner as the Superintendent shall direct. "Multi-family dwelling units with six (6) or more units, including condominiums and townhouses, shall be billed at the commercial water and sewer rates for outdoor water use. Multi-family dwelling units with five

(5) or less units, including condominiums and townhouses, that have a separate service line for outdoor water use, shall be billed at the residential water and sewer rates for such use. Townhouse and condominium associations with more than one building on a lot for dwelling purposes shall be billed at the commercial water and sewer rates for outdoor water use.

s/Alderman Tedesco and Alderman Gaffney

May 16, 2017  
In City Council, First Reading,  
Referred to Committee on Ordinances  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

August 15, 2017  
In City Council Second Reading,  
Passed to be Ordained, As Amended  
(8 in favor, 1 opposed, 0 absent, 0 abstained)

Presented to the Mayor August 17, 2017 and ten days having elapsed without same being approved, said Order became effective without his signature on August 29, 2017.

---

## **ORDERED**

Be it Ordained by the City Council of the City of Woburn that Title II, Article XXIII, Local Council on Aging, Section 2-161, Organization, be amended by deleting from the first sentence thereof “fifteen voting members” and replacing same with “ten voting members”.

s/Alderman Anderson (per request)

August 15, 2017  
In City Council, First Reading,  
Laid on the Table  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

September 5, 2017  
In City Council, Second Reading,  
Taken from the Table, Passed to be Ordained  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: September 7, 2017  
Mayor’s Office: September 7, 2017  
Approved: s/Scott D. Galvin, Mayor

---

## **ORDERED**

WHEREAS, the Ordinance Committee recommended that the ordinance setting forth the Deputy Superintendent salary be amended to \$86,096.53; and

WHEREAS, the Ordinance Committee recommended that the ordinance as to the duties of the Deputy Superintendent be amended in accordance with the recommendations of the Superintendent of the Department of Public Works;

NOW THEREFORE, let it be ORDERED as follows:

Be it Ordained by the City Council of the City of Woburn that Title 2, Article XXVII, Section 2-180 of the 1989 Woburn Municipal Code, as amended, be further amended as follows:

1. That the base salary of the Deputy Superintendent of the Department of Public Works be amended to \$86,096.53; and
2. That this section shall be effective July 1, 2017.

s/Alderman Anderson

July 18, 2017  
In City Council, First Reading,  
Laid on the Table  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

August 15, 2017  
In City Council, Second Reading,  
Passed to be Ordained  
(8 in favor, 1 opposed, 0 absent, 0 abstained)

Presented to the Mayor August 17, 2017 and ten days having elapsed without same being approved, said Order became effective without his signature on August 29, 2017.

---

## **ORDERED**

Be it Ordained by the City Council of the City of Woburn that the 1989 Woburn Municipal Code, as amended, be further amended as follows:

By amending Title 5, Business Licenses and Regulations of the Woburn Municipal Code by adding the following:

Article XVIII - Marijuana Establishments

Section 5-89 Forbidden

The operation of any marijuana establishment, as defined in G.L. c. 94G, § 1, including, without limitation, a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business, within the City is prohibited. This prohibition shall not apply to the sale, distribution or cultivation of marijuana for medical purposes licensed under Chapter 369 of the Acts of 2012.

s/Alderman Campbell and President Haggerty

August 15, 2017

In City Council, First Reading,  
Referred to Committee on Ordinances  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

September 5, 2017

In City Council Second Reading,  
Passed to be Ordained  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: September 7, 2017

Mayor's Office: September 7, 2017

Approved: s/Scott D. Galvin, Mayor

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## **ORDERED**

Be it ordained by the City Council of the City of Woburn that the 1989 Municipal Code, as amended, be further amended as follows:

12-1 Naming of streets.

The several streets, ways and squares in the city shall continue to be called and known by the names heretofore established; and all private streets and ways, and all streets, ways and squares hereafter laid out and accepted as public, shall be named by the City Council after a man or woman killed in action in Revolutionary War, Civil War, World War I, World War II, the Korean War, the Vietnam War or any other armed conflict involving the United States military forces and said person shall have a connection to Woburn. A list of those who were killed in action in war shall be assembled by the Veteran's Agent and filed with the City Clerk. The city council may change the name of any street or way at any time, and the superintendent of public works shall place and maintain suitable street signs on each street heretofore and hereafter named by the city council.

s/Alderman Gately

June 5, 2018  
In City Council, First Reading,  
Referred to Committee on Ordinances  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

June 19, 2018  
In City Council, Second Reading,  
Passed to be Ordained  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: June 21, 2018  
Mayor's Office: June 21, 2018  
Approved: s/Scott D. Galvin, Mayor

---

## **ORDERED**

Be it Ordained by the City Council of the City of Woburn that the 1989 Woburn Municipal Code, as amended, Title XII, Article VII, Conservation Area Use Regulations, be amended by deleting Section 12-40 in its entirety, and inserting in its place the following new Section 12-40:

### VII. CONSERVATION AREA USE REGULATIONS

#### 12-40 Rules and regulations designated.

As conservation areas are meant to be preserved in their natural state for their environmental value, their aesthetic importance and the public enjoyment, the following rules and regulations are established for the areas under the control of the Woburn Conservation Commission whether such control is by deed, Ordinance, or formal arrangement with other City officials or departments:

- A. Signs designating those areas which are conservation lands are to be posted at the entrances to each area.
- B. The conservation areas are open without charge or special permit (unless otherwise posted) to the general public from sunrise to sunset, to be used and enjoyed in conformity with these regulations.
- C. The following activities are expressly prohibited:
  - 1. The use of firearms.
  - 2. Hunting and trapping. Excepted from this prohibition is the temporary netting/capture of wildlife for research/public health purposes, i.e., banding or blood sampling, by qualified

individuals pursuant to a plan approved by the Conservation Commission; and the capture of wildlife by the City when there is a verifiable threat to public health or safety;

3. Open fires, except for organized scout groups with a camping permit issued by the Conservation Commission and a fire permit issued by the Woburn Fire Department;
  4. Littering or dumping;
  5. The use of motor vehicles or motorized vehicles, including off-the-road vehicles such as trail bikes and snowmobiles. Excepted from this prohibition are authorized city vehicles, emergency vehicles, and motorized wheelchairs;
  6. The cutting, removing, damaging or defacing of any plant life, animal life, rocks or soils, except with the written permission of the Conservation Commission;
  7. The defacement, destruction or removal of Conservation Commission signs and property or other structures such as dams, walls, fences, gates, etc., except with the written permission of the Conservation Commission;
  8. The posting of unauthorized signs, advertisements or notices selling or giving away goods or circulars, or engaging in commercial activities of any nature;
  9. The making of loud or disturbing noises. Excepted from this prohibition are authorized activities which have received a Special Event Permit in accordance with Title 12, Article XIV (such as the concert series), organized scout groups with a camping permit, authorized eagle scout projects, City organized activities such as Conservation Day, and work performed or ordered by the City such as repair of bridges and removal of hazardous trees or limbs which pose a threat to public health and safety; and
  10. The installation of unauthorized structures including birdhouses, bird feeders or memorials.
- D. In its sole discretion, the Conservation Commission may authorize trails being cut or marked, dams to be built or any structure such as a bridge, tower or handrail to be constructed.
- E. Dogs or other pets must be leashed at all times. Pet waste shall be picked up and properly disposed of.
- F. Fishing is allowed in accordance with state and local regulations.
- G. Overnight camping in designated areas is allowed only by written permit of the Conservation Commission to be obtained in the Conservation Commission office.
- H. The Conservation Commission does not assume for itself or for the City any liability of any kind for injuries to persons or damage done to their property while on conservation lands; persons entering thereon do so at their own risk.
- I. These rules are in addition to any applicable state and other local regulations.
- J. Visitors to conservation areas are urged to leave them cleaner than they were found, and to report violations of these rules to the Conservation Commission and the Woburn police.

K. Violations of these regulations are punishable by a fine of fifty dollars. (Prior Ch., sec. 9-A 5).”

s/Alderman Tedesco

January 16, 2018  
In City Council, First Reading,  
Laid on the Table  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

February 6, 2018  
In City Council, Second Reading,  
Passed to be Ordained  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: February 8, 2018  
Mayor’s Office: February 8, 2018  
Approved: s/Scott D. Galvin, Mayor

---

**B. Amendments to the 1985 Woburn Zoning Code, as amended**

**ORDERED**

Whereas, the redevelopment of the downtown area is desired and encouraged for the revitalization of the area, but is limited due to the inadequate inventory of both off and on street parking areas; and

Whereas, the redevelopment of the downtown area without adequate parking facilities would adversely affect existing residents and businesses by placing further demand on already-limited downtown parking; and

Whereas, the cost to the City of providing more parking in the downtown area is significant and can cost in excess of \$10,000 to \$15,000 per parking space; and

Whereas, in order to address the inadequacy of parking in the downtown area it is reasonable and responsible to condition further redevelopment projects by requiring a contribution to be expended toward the development of public parking.

Therefore, Be it Ordained by the City Council of the City of Woburn that the 1985 Zoning Ordinances, as amended, be further amended by deleting therefrom Section 8.3 Locations of Required Off Street Parking Facilities, and inserting in its place the following:

### 8.3 Off Street Parking Facilities Required

Off street parking facilities shall be provided on the same lot with the principal use, except that:

1. Within any R3, R4, Business, Mixed Use, Industrial, or Office Park district, the City Council, by Special Permit, may allow the parking facility requirements to be met on a lot separate from the use to be served, if such facilities are located within five hundred (500) feet of the use to be served, and if the City Council finds that suitable arrangements, such as ownership, long term lease or easement, have been made to assure the permanent provision of the parking facilities;
2. Within the B-D District, municipal parking facilities may be substituted for the required off street parking for non-residential uses, if such facilities are located within five hundred (500) ft. of the use to be served;
3. Within the B-D District, the City Council, by Special Permit, may allow municipal parking facilities to substitute for the required off street parking for residential uses under this Section if it imposes, as a condition of approval, the non-waivable fee required by Section 8.3.4 below and makes the following findings:
  - a. That the municipal parking facilities are located within five hundred (500) feet of the use to be served;
  - b. That the proposed combination of on-site, off-street parking spaces and municipal parking spaces is available and adequate to serve the proposed development; and c. That reliance on municipal parking facilities will not create an undue burden on the municipal parking facilities.
4. If a Special Permit is granted to allow municipal parking facilities to substitute for required off-street parking for residential uses in the B-D District, it shall be conditioned on the payment of a fee equal to Four Thousand Five Hundred Dollars (\$4,500) for each space in a municipal parking facility that substitutes for a required off-street parking space. The City Council shall not have the authority to vary or waive the fee, either in whole or in part, for any project. The payment of a fee shall not act as a guarantee that future tenants of the residential development shall be entitled to the reservation or designation of a parking space or spaces.

All such fees shall be deposited in a separate "Downtown Parking Enhancement Fund" to be established in the City Treasury and administered by the Treasurer/Collector. Funds deposited in this account shall only be used for costs incurred by the City in acquiring, designing, constructing and/or reconstructing land and facilities that increase the supply of parking within the B-D District. Expenditure of funds from this account shall only be authorized by a 2/3 vote of the City Council.

s/Alderman Higgins, Alderman Anderson, President Haggerty,  
Alderman Gatley, Alderman Tedesco, Alderman Campbell

February 21, 2017  
In City Council, First Reading,  
Referred to Public Hearing and Planning Board  
(8 in favor, 0 opposed, 1 absent, 0 abstained)

April 4, 2017  
In City Council, Second Reading,  
Public Hearing, Public Hearing Continued,  
Referred to Committee on Ordinances,  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

May 2, 2017  
In City Council,  
Public Hearing, Public Hearing Continued  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

June 6, 2017  
In City Council,  
Public Hearing, Public Hearing Continued  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

June 20, 2017  
In City Council,  
Public Hearing Continued  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

July 18, 2017  
In City Council,  
Laid on the Table  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

September 5, 2017  
In City Council, Public Hearing,  
Passed to be Ordained  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: September 7, 2017  
Mayor's Office: September 7, 2017  
Approved: s/Scott D. Galvin, Mayor

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## **ORDERED**

Be it Ordained by the City Council of the City of Woburn that the 1985 Woburn Zoning Ordinances, as amended, be further amended as follows:

By amending Section 5, Use Regulations, of the Woburn Zoning Ordinances, by adding the following:

### 5.9 Marijuana Establishments Forbidden

The operation of any marijuana establishment, as defined in G.L. c. 94G, § 1, including, without limitation, a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business, is prohibited in all zoning districts of the City. This prohibition shall not apply to the sale, distribution or cultivation of marijuana for medical purposes licensed under Chapter 369 of the Acts of 2012.

s/Alderman Campbell and President Haggerty

August 15, 2017

In City Council, First Reading,  
Referred to Public Hearing and Planning Board  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

September 19, 2017

In City Council, Second Reading,  
Public Hearing, Passed to be Ordained  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: September 21, 2017

Mayor's Office: September 21, 2017

Approved: s/Scott D. Galvin, Mayor

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## **ORDERED**

Be it Ordained by the City Council of the City of Woburn that the 1985 Woburn Zoning Ordinances, as amended, be further amended as follows:

1. By amending Table of Uses Section 5.1.41 entitled "Research and testing laboratory" by striking the "P" under I-P, IP-2, I-G, O-P and OP-93 and replacing same with an "X"; and by deleting "Section 12, Note 3" under "Site Plan Requirements";
2. By adding a new Table of Uses Section 5.1.41a entitled "41a Research and Testing laboratory uses – for new construction only – that create 25,000 sq. ft. or more of new gross floor area"; inserting a "-" under R-1, R-2, R-3, R-4, B-N, B-H, B-D, B-I, S-1 and O-S;

inserting a “P” under I-P, IP-2, I-G, S-2, O-P and OP-93; and inserting under “Notes; other sections” the following “Section 18”;

3. By renumbering the present Table of Uses Section 5.1.41a entitled “Biomedical Facility” as Section 5.1.41b; and
4. By amending the first paragraph of Section 18.3 (Criteria for Development Impact Mitigation) by replacing “41” with “41a”.

s/President Haggerty and Alderman Tedesco

October 3, 2017  
In City Council, First Reading,  
Referred to Public Hearing and Planning Board  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

November 21, 2017  
In City Council, Second Reading, Public Hearing,  
Passed to be Ordained  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: November 22, 2017  
Mayor’s Office: November 22, 2017  
Approved: s/Scott D. Galvin, Mayor

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## ORDERED

Be it Ordained by the City Council of the City of Woburn that the 1985 Woburn Zoning Ordinances, as amended, be further amended by amending Section 11.11.1 by deleting from the first sentence the words “the City Council shall require as a condition of any such special permit, the provision on site and within the development of affordable housing units equal to ten (10%) percent of the development's total number of dwelling units” and inserting in its place the words “a condition of any such special permit, the application for which was filed after January 1, 2018 at least fifteen percent (15%) of the units on site and within the development are to be occupied by Income Eligible Households as defined in 760 CMR 56.02, as may be amended from time to time.”

s/Alderman Campbell

September 5, 2017  
In City Council, First Reading,  
Referred to Public Hearing and Planning Board  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

October 3, 2017  
In City Council, Second Reading,  
Public Hearing, Public Hearing Continued  
and Referred to Committee on Ordinances  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

November 21, 2017  
In City Council, Public Hearing,  
Public Hearing Continued  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

January 16, 2018  
In City Council, Public Hearing,  
Passed to be Ordained  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: January 18, 2018  
Mayor's Office: January 18, 2018  
Approved: s/Scott D. Galvin, Mayor

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**ORDERED**

Be it Ordained by the City Council of the City of Woburn that the 1985 Woburn Zoning Ordinances, as amended, be further amended by amending Section 11.11.1 by inserting after the words "Section 5.1.4" the words "or wherever an application under this section for a Special Permit from the City Council seeks approval for the development of more than ten (10) units of Townhouse, Garden, or Elevator apartments as specified under Section 5.1.5".

s/Alderman Campbell

September 5, 2017  
In City Council, First Reading,  
Referred to Public Hearing and Planning Board  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

October 3, 2017  
In City Council, Second Reading,  
Public Hearing, Public Hearing Continued  
and Referred to Committee on Ordinances  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

November 21, 2017  
In City Council, Public Hearing,  
Public Hearing Continued  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

January 16, 2018  
In City Council, Public Hearing,  
Passed to be Ordained  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: January 18, 2018  
Mayor's Office: January 18, 2018  
Approved: s/Scott D. Galvin, Mayor

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## **ORDERED**

Be it Ordained by the City Council of the City of Woburn that the 1985 Woburn Zoning Ordinances, as amended, be further amended as follows:

1. By deleting Section 11.11.3 in its entirety;
2. By renumbering Section 11.11.4 as Section 11.11.3;
3. By deleting Section 11.11.5 in its entirety and inserting in its place the following: "11.11.4 In determining the number of units to be provided pursuant to Section 11.11.1, for all projects where there are a total of 10 or more units, fractional numbers less than .5 shall be rounded down to the nearest whole number and fractional units of .5 or greater shall be rounded up to the nearest whole number. For those projects where there are a total of units less than 10, in determining the number of units to be provided pursuant to Section 11.11.1, fractional numbers shall be rounded down to the nearest whole number."
4. By deleting from Section 11.11.2 the first sentence in its entirety.

s/Alderman Campbell

September 5, 2017  
In City Council, First Reading,  
Referred to Public Hearing and Planning Board  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

October 3, 2017  
In City Council, Second Reading,  
Public Hearing, Public Hearing Continued  
and Referred to Committee on Ordinances  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

November 21, 2017  
In City Council, Public Hearing,  
Public Hearing Continued  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

January 16, 2018  
In City Council, Public Hearing,  
Passed to be Ordained  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: January 18, 2018  
Mayor's Office: January 18, 2018  
Approved: s/Scott D. Galvin, Mayor

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**ORDERED**

Be it Ordained by the City Council of the City of Woburn that the 1985 Woburn Zoning Ordinances, as amended, Section 11, Special Permits and Variances, 11.3 Procedures for Special Permits, subparagraph 11, be amended by deleting "six (6) months" and replacing same with "twelve (12) months".

s/Alderman Anderson

November 21, 2017  
In City Council, First Reading,  
Referred to Public Hearing and Planning Board  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

December 19, 2017  
In City Council, Second Reading,  
Public Hearing, Public Hearing Continued  
and Referred to Committee on Ordinances  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

February 6, 2018  
In City Council, Public Hearing,  
Passed to be Ordained  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: February 8, 2018  
Mayor's Office: February 8, 2018  
Approved: s/Scott D. Galvin, Mayor

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## ORDERED

Be it Ordained by the City Council of the City of Woburn that the 1985 Woburn Zoning Ordinances, as amended, be further amended as follows:

1. By adding the following to Section 2 (DEFINITIONS) after Retail Use Area and before Roof Top Wind Energy Facility:

*“Rooftop Dining: The use of a structure’s roof, by a Full-Service Restaurant, for assembly or the consumption of food or beverages.”*

2. By adding “Note 27” to the column in Section 5.1 Table of Uses entitled “Notes; other sections” for line 28.

3. By adding the following to the end of Section 5.1, Table of Uses:

“27. Rooftop dining may be authorized by Special Permit from the City Council in the B-D (Downtown Business) zoning district if the conditions outlined in Section 11.6 are met.”

4. By adding the following to Section 11.6 (SPECIAL PERMITS AND VARIANCES, Additional Conditions for Special Permits for Specific Uses and Conditions):

“12. Rooftop Dining in the B-D District.

1. The rooftop dining area shall be associated with a Full-Service Restaurant establishment doing business within the same building.
2. The floor immediately below the rooftop area must either be occupied by a non-residential use or a provision inserted into the deeds or lease/rental agreements for each dwelling unit disclosing the existence of and general details about the rooftop dining operation and conditions associated with it (i.e. authorized business hours, occupancy limit, noise, customary activity levels, etc.).
3. The preferred main access to the rooftop shall be from the interior space of the Full-Service Restaurant establishment doing business within the same building, provided an exterior access may be permitted upon demonstration of a de minimus impact on surrounding properties.
4. The rooftop dining use shall comply with the minimum twenty-foot (20’) buffer requirement set forth in Section 5.7.1.
5. Use of the rooftop shall not occur unless the Full-Service Restaurant establishment doing business in the same building is also open;

6. Use of the rooftop shall not exceed the hours of operation for the Full-Service Restaurant establishment doing business within the same building but in no event shall the rooftop be open and/or occupied later than 10:30 p.m.
7. Equipment and structures associated with an elevator providing access to the rooftop area, restroom facilities required by State Building Code, and any service areas, preparation stations or similar facilities associated with the rooftop dining use shall:
  - a. Not exceed ten feet (10') in height;
  - b. Not be included in the calculation of the Height of a Building or subject to the setback requirements of section 12 below;
  - c. Not occupy more than fifteen percent (15%) of the gross area of the roof, except that for buildings that existed at the time of adoption of this Ordinance, the City Council may allow a greater percentage of roof coverage if it can be demonstrated that existing roof features require or justify such an increase. If the applicant can demonstrate that there is a pre-existing structure that applicant must design around and therefore requires applicant to exceed this limitation to provide adequate service and sanitary area, then the City Council may increase this percentage limitation;
  - d. To the extent practical be located in a manner that minimizes or prevents their visibility from street level; and
  - e. Be properly locked and secured at the end of each business day.
8. Live entertainment, music, speakers, televisions, or public address systems shall not be permitted on the rooftop unless the City Council so authorizes. The windows and doors to areas where such noise originates shall be closed (except when being used as permitted means of egress) or such areas must be sound-proofed so as to prevent sound from being heard at the street level of the building.
9. Service areas, preparation stations and similar facilities shall be ancillary in nature as determined by the City Council and shall service the rooftop dining area only.
10. No food shall be stored on the rooftop except during the hours the rooftop dining area is in use. No alcohol shall be stored on the rooftop unless it is properly locked and secured at the end of each business day.
11. All lighting associated with the rooftop dining area shall be designed to effectively eliminate glare, shall not be directed toward property lines and shall be turned off when the area is not in use.
12. Walls or railings to prevent patron encroachment within the set backs as provided herein shall comply with applicable Massachusetts Building Code requirements and shall be set far enough back from the edge of the building to provide safe conditions for both restaurant employees, patrons and the public, in the opinion of the City Council. These walls or railings shall, in concert with other structures and/or landscaping, provide a setback to prevent patron access from the edge of the building. At a minimum, the set back from the edge at the front of the building shall be ten (10) feet and the setback from the edge at the side and rear (if not abutting the wall of another building), shall be four (4) feet. The side and rear setback from the edge of the building does not apply to the Service and sanitary structures, if any.

13. Rooftop dining areas shall be kept free of trash, debris and food waste. All trash, debris, and food waste shall be properly stored while the rooftop dining area is in use and all trash, debris and food waste shall be removed from the rooftop entirely at the close of each business day.
14. Special Permits for rooftop dining shall be issued only to the applicant and shall not be transferrable without prior approval from the Woburn City Council.
15. The following restrictions shall apply:
  - a) Propane heaters, landscaping, ornamental trees or other permanent decorative items shall be shown on the plan of record.
  - b) Hot tubs shall not be allowed.
  - c) Decorations of any kind shall not extend farther than 8 feet above the rooftop.
  - d) Banners or signage shall not be allowed on or hanging over the rooftop.
  - e) Neon signs or signs advertising adult beverages shall not be allowed.

s/President Haggerty and Alderman Anderson

November 21, 2017  
In City Council, First Reading,  
Referred to Public Hearing and Planning Board  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

December 19, 2017  
In City Council, Second Reading,  
Public Hearing, Public Hearing Continued  
and Referred to Committee on Ordinances  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

January 16, 2018  
In City Council, Public Hearing,  
Public Hearing Continued  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

February 6, 2018  
In City Council, Public Hearing,  
Passed to be Ordained  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: February 8, 2018  
Mayor's Office: February 8, 2018  
Approved: s/Scott D. Galvin, Mayor

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## ORDERED

Be it ordained by the City Council of the City of Woburn that the 1985 Woburn Zoning Ordinances, as amended, be further amended as follows:

1. By amending Section 5.1.56 so that the section reads as follows: “Accessory structure such as but not limited to private garage, playhouse, greenhouse, tool shed, security gatehouse or private swimming pool for use of occupants of the premises and which is larger than 900 sq. ft. in size and/or has door(s) exceeding 8’ in height; by striking the “X” in all districts and replacing same with a “P” meaning and intending that such use shall be by special permit in all zoning districts; and by deleting under “Notes; other sections” the following “Note 15”;
2. By amending Section 5.1.55 so that the section reads as follows: “Accessory structure such as but not limited to private garage, playhouse, greenhouse, tool shed, security gatehouse or private swimming pool for use of occupants of the premises and which is 900 sq. ft. or less in size and has no door(s) exceeding 8’ in height; and by striking the “-“in the I-P, IP-2 and I-G zoning district and replacing same with a “X” meaning and intending that such use shall be by right in all zoning districts;
3. By deleting Note 15 from lines 5.1.56 and from the Notes to 5.1 Table of Use Regulations.

s/Alderman Tedesco

March 20, 2018  
In City Council, First Reading,  
Referred to Public Hearing and Planning Board  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

April 17, 2018  
In City Council, Second Reading,  
Public Hearing, Passed to be Ordained, As Amended  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: April 19, 2018  
Mayor’s Office: April 19, 2018  
Approved: s/Scott D. Galvin, Mayor

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## ORDERED

Be it ordained by the City Council of the City of Woburn that the 1985 Woburn Zoning Ordinances, as amended, be further amended by adding a new Section 5.2.1.5 as follows: “The maximum residential density on any parcel in all districts, except for B-D and overlay districts, shall not exceed 20 units per acre. This density limitation shall not apply to Assisted Living,

Assisted Living/Continuing Care, Congregate Elderly Apartments or Hospital, Extended Care uses.”

s/Alderman Anderson, Alderman Higgins,  
Alderman Tedesco, Alderman Mercer-Bruen,  
Alderman Gately, Alderman Campbell

February 6, 2018  
In City Council, First Reading,  
Referred to Public Hearing and Planning Board  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

March 20, 2018  
In City Council, Second Reading,  
Public Hearing, Public Hearing Continued  
and Referred to Committee on Ordinances  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

April 17, 2018  
In City Council, Public Hearing,  
Public Hearing Continued  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

May 15, 2018  
In City Council, Public Hearing,  
Passed to be Ordained, As Amended  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor May 17, 2018 and ten days having elapsed without same being approved, said Order became effective without his signature on May 30, 2018.

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**C. Amendments to the Zoning Map of the City of Woburn, as amended**

**ORDERED**

Be it Ordained by the City Council of the City of Woburn that the Zoning Map of the City of Woburn be further amended by changing the zoning district for three parcels of land known as 0 Hill Street (54-05-04); 0 Hill Street (54-05-01); and 1 Washington Avenue (62-01-29), Woburn, Massachusetts together containing approximately 60.95 acres of land as shown on a plan entitled “Zoning Amendment Plan” dated April 25, 2018 from I-G/B-I to Technology and Business Mixed Use Overlay District (TBOD).

s/By Montvale Land LLC, as an individual owning land to be affected by change or adoption pursuant to M.G.L. Ch. 40A, Sec. 5 (by its attorney)

May 1, 2018  
In City Council, First Reading,  
Referred to Public Hearing and Planning Board  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

June 5, 2018  
In City Council, Second Reading,  
Public Hearing, Public Hearing Continued  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

June 19, 2018  
In City Council, Public Hearing,  
Passed to be Ordained, As Amended  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: June 21, 2018  
Mayor's Office: June 21, 2018  
Approved: s/Scott D. Galvin, Mayor

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**D. Amendments to the 1935 Woburn Traffic Ordinances, as amended**

**ORDERED**

EAST DEXTER AVENUE – That a stop sign restriction be established on East Dexter Avenue westerly at the intersection with Chester Avenue.

June 15, 2017  
In Traffic Commission, First Reading  
(8 in favor, 0 opposed, 1 absent, 0 abstained)

September 21, 2017  
In Traffic Commission, Second Reading,  
Order Adopted, Referred to City Council  
(8 in favor, 0 opposed, 1 absent, 0 abstained)

October 3, 2017  
Presented to City Council  
Order Confirmed and Adopted  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor October 3, 2017 and ten days having elapsed without same being approved, said Order became effective without his signature on October 17, 2017.  
Published Woburn Daily Times Chronicle October 25, 2017 and November 1, 2017.

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**ORDERED**

Rule 13 of the Rules of the Woburn Traffic Commission are hereby amended by deleting Rule 13 in its entirety and replacing with the following:

Rule 13. Order of business at regular meeting

At every meeting of the Traffic Commission the order of business shall be as follows:

1. Roll Call of Members.
2. Minutes of the previous meeting.
3. Old Business.
4. New Business.
5. Public Hearings.
6. Adjournment.

And the above order shall not be departed from, except by vote of the majority of all the members present; and all questions relating thereto shall be decided without debate.

June 15, 2017  
In Traffic Commission, First Reading  
(8 in favor, 0 opposed, 1 absent, 0 abstained)

September 21, 2017  
In Traffic Commission, Second Reading,  
Order Adopted, Referred to City Council  
(8 in favor, 0 opposed, 1 absent, 0 abstained)

October 3, 2017  
Presented to City Council  
Order Confirmed and Adopted  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor October 3, 2017 and ten days having elapsed without same being approved, said Order became effective without his signature on October 17, 2017.  
Published Woburn Daily Times Chronicle October 25, 2017 and November 1, 2017.

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## **ORDERED**

That the 2016 Woburn Traffic Code, as amended, be further amended by amending Schedule 2 Turning and Moving Restrictions as follows:

CAMPBELL STREET - One-way easterly starting at a point 125 feet easterly from the intersection with Main Street to the intersection with Wade Avenue.

September 21, 2017

In Traffic Commission, First Reading  
(8 in favor, 0 opposed, 1 absent, 0 abstained)

October 19, 2017

In Traffic Commission, Second Reading,  
Order Adopted, Referred to City Council  
(6 in favor, 0 opposed, 3 absent, 0 abstained)

November 21, 2017

Presented to City Council  
Order Confirmed and Adopted  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: November 22, 2017

Mayor's Office: November 22, 2017

Approved: s/Scott D. Galvin, Mayor

Filed in the Office of the City Clerk: November 28, 2017

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## **ORDERED**

MT. PLEASANT STREET – That a stop sign restriction be established on Mt. Pleasant Street at the intersection with Prospect Street.

September 21, 2017

In Traffic Commission, First Reading  
(8 in favor, 0 opposed, 1 absent, 0 abstained)

October 19, 2017

In Traffic Commission, Second Reading,  
Order Adopted, Referred to City Council  
(6 in favor, 0 opposed, 3 absent, 0 abstained)

November 21, 2017

Presented to City Council  
Order Confirmed and Adopted  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: November 22, 2017  
Mayor's Office: November 22, 2017  
Approved: s/Scott D. Galvin, Mayor  
Filed in the Office of the City Clerk: November 28, 2017

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**ORDERED**

That the 2016 Woburn Traffic Code, as amended, be further amended by amending Schedule 2 Turning and Moving Restrictions as follows:

UNION STREET – One-way easterly starting at a point 140 feet easterly from the intersection with Main Street to the intersection with Montvale Avenue.

September 21, 2017  
In Traffic Commission, First Reading  
(8 in favor, 0 opposed, 1 absent, 0 abstained)

October 19, 2017  
In Traffic Commission, Second Reading,  
Order Adopted, Referred to City Council  
(6 in favor, 0 opposed, 3 absent, 0 abstained)

November 21, 2017  
Presented to City Council  
Order Confirmed and Adopted  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: November 22, 2017  
Mayor's Office: November 22, 2017  
Approved: s/Scott D. Galvin, Mayor  
Filed in the Office of the City Clerk: November 28, 2017

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**ORDERED**

That the 2016 Woburn Traffic Code, as amended be further amended by amending Schedule 1 Parking Restrictions by deleting "Union Street - One hour parking southerly side from Main Street easterly a distance of 260 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays." and replacing same with the following:

UNION STREET – One hour parking southerly side beginning at a point 105 feet from the intersection with Main Street easterly a distance of 155 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.

UNION STREET – No parking southerly side from the intersection with Main Street easterly a distance of 105 feet.

October 19, 2017  
In Traffic Commission, First Reading  
(6 in favor, 0 opposed, 3 absent, 0 abstained)

November 16, 2017  
In Traffic Commission, Second Reading,  
Order Adopted, Referred to City Council  
(6 in favor, 0 opposed, 3 absent, 0 abstained)

December 5, 2017  
Presented to City Council  
Order Confirmed and Adopted  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: December 7, 2017  
Mayor's Office: December 7, 2017  
Approved: s/Scott D. Galvin, Mayor  
Filed in the Office of the City Clerk: December 8, 2017

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**ORDERED**

WASHINGTON STREET – No parking from the southerly property line to the northerly property line in front of 100 Washington Street Monday through Friday between the hours of 7:00 a.m. to 9:00 a.m. and between the hours of 3:00 p.m. to 7:00 p.m.

October 19, 2017  
In Traffic Commission, First Reading  
(6 in favor, 0 opposed, 3 absent, 0 abstained)

November 16, 2017  
In Traffic Commission, Second Reading,  
Order Adopted, Referred to City Council  
(6 in favor, 0 opposed, 3 absent, 0 abstained)

December 5, 2017  
Presented to City Council  
Order Confirmed and Adopted  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: December 7, 2017  
Mayor's Office: December 7, 2017  
Approved: s/Scott D. Galvin, Mayor  
Filed in the Office of the City Clerk: December 8, 2017

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## **ORDERED**

Adoption of Traffic Regulations

### **Title 1 DEFINITIONS**

#### **SECTION 1-1 Definitions**

For the purpose of these regulations, the words and phrases used herein shall have the following meanings except in those instances where the context clearly indicates a different meaning.

#### **SECTION 1-2 Bus Stops**

An area in the roadway set aside for the boarding of or alighting from and the parking of buses.

#### **SECTION 1-3 Crosswalks**

That portion of a roadway ordinarily included within the prolongation or connection of curb lines and property lines at intersections, or at any portion of a roadway clearly indicated for pedestrian crossing by lines on the road surface or by other marking or signs.

#### **SECTION 1-4 Curb Marking, Official**

That portion of a curbing, the painting of which has been authorized by the Superintendent of Public Works, and which has the written approval of the Department of Public Works.

#### **SECTION 1-5 Emergency Vehicles**

Vehicles of the Fire Department, police vehicles, ambulances and emergency vehicles of federal, state and municipal departments or public service corporations when the latter are responding to an emergency in relation to the police or fire department.

#### **SECTION 1-6 Funerals**

Any procession of mourners properly identified as such accompanying the remains of a human body.

#### **SECTION 1-7 Intersection**

The area embraced within the extensions of the lateral curb lines or, if none, then the lateral boundary lines, of intersecting ways as defined in Section 1 of Chapter 90 of the General Laws, including divided ways.

The rules and regulations herein contained governing and restricting the movement of vehicles at and near intersecting ways shall apply at any place along any way at which drivers are to be controlled by traffic control signals whether or not such place is an intersection as herein defined.

**SECTION 1-8 Lane**

A longitudinal division of a roadway of sufficient width intended to accommodate the passage of a single line of vehicles.

**SECTION 1-9 Officers**

Any officer of the Woburn Police Department or any officer authorized to direct or regulate traffic or to make arrests for the violation of traffic regulations.

**SECTION 1-10 Parking**

The standing of a vehicle, whether occupied or not, otherwise than temporarily for the purpose of and while actually engaged in loading or unloading, or in obedience to an officer or traffic signs or signals, or while making emergency repairs or, if disabled, while arrangements are being made to move such vehicle.

**SECTION 1-11 Parking Meter**

The words "parking meter" shall mean any mechanical device, not inconsistent with the provisions of this regulation, and placed or erected on any public way or municipal off-street parking area within the City of Woburn for the regulation of parking. Each parking meter installed shall indicate by proper legend the legal parking time established by this regulation and when operated shall at all times indicate the balance of legal parking time permitted and at the expiration of such period shall indicate illegal or overtime parking.

**SECTION 1-12 Parking Meter Space**

The words "parking meter space" shall mean any space within a parking meter zone, adjacent to a parking meter which is duly designated for the parking of a single vehicle by lines painted on the surface of the street or municipal off-street parking area adjacent to or adjoining each parking meter.

**SECTION 1-13 Parking Meter Zone**

The words "parking meter zone shall mean and include any street or portion thereof or municipal off-street parking area upon which parking of vehicles is permitted for a limited time subject to compliance with the further provisions of this regulation.

**SECTION 1-14 Pedestrian**

Any person afoot or riding on a conveyance moving by human muscular power, except bicycles or tricycles, as defined in Chapter 90, Section 1 of the General Laws.

**SECTION 1-15 People**

The word "person" shall mean and include any individual, firm, co-partnership, association or corporation.

**SECTION 1-16 Railroad Crossing**

Any intersection of ways with a railroad right-of-way.

**SECTION 1-17 Roadways**

That portion of a street or highway between the regularly established curb lines or that part, exclusive of shoulders, improved and intended to be used for vehicular traffic.

**SECTION 1-18 Rotary-Traffic**

The counter-clockwise operation of a vehicle around an object or structure.

**SECTION 1-19 Safety Zone**

Any area or space set aside within a roadway for the exclusive use of pedestrians and which has been indicated by signs, lines or markings, having the written approval of the Department.

**SECTION 1-20 Service Zone**

An area in the roadway set aside for the accommodation of commercial and transient vehicular traffic.

**SECTION 1-21 Street or Highway**

The entire width between property lines of every way open to the use of the public for purposes of travel.

**SECTION 1-22 Street Marking, Official**

Any painted line, legend, marking or marker of any description painted or placed upon any way which purports to direct or regulate traffic and which has been authorized by the Traffic Commission and which has the written approval of the Department.

**SECTION 1-23 Taxicab Stands**

An area in the roadway in which certain taxicabs are authorized and required to park while waiting to be engaged.

**SECTION 1-24 Traffic**

Pedestrians, ridden or herded animals, vehicles, street cars or other conveyances either singly or together while using any street or highway for the purpose of travel.

**SECTION 1-25 Traffic Commission**

The Woburn Traffic Commission as established by Chapter 103 of the Acts of 2005 of the Massachusetts General Court and any special acts in amendment thereof.

**SECTION 1-26 Traffic Control Area**

Any area along any way, other than an intersecting way, at which drivers are to be controlled by traffic control signals.

**SECTION 1-27 Traffic Control Signal**

Any device using colored lights which conforms to the standards as prescribed by the Department, whether manually, electrically or mechanically operated, by which traffic may be alternately directed to stop and to proceed.

**SECTION 1-28 Traffic Islands**

Any area or space set aside within a roadway, which is not intended for use by vehicular traffic.

**SECTION 1-29 Traffic Signals, Official**

All signals, conforming to the standards as prescribed by the Department not inconsistent with these rules and orders, placed or erected by authority of a public body or official having jurisdiction, for the purpose of directing or warning traffic.

**SECTION 1-30 Traffic Signs, Official**

All signs, markings and devices, other than signals, not inconsistent with these rules and orders, and which conform to the standards prescribed by the Department and placed or erected by authority of public body or official having jurisdiction for the purpose of guiding, directing, warning, or regulating traffic.

**SECTION 1-31 U-Turn**

The turning of a vehicle by means of a continuous turn whereby the direction of such vehicle is reversed.

**SECTION 1-32 Vehicles**

Every device in, upon or by which any person or property is or may be transported or drawn upon a highway, including bicycles when the provisions of these rules are applicable to them, except other devices moved by human power or used exclusively upon stationary rails or tracks and devices which derive their for operation from stationary overhead wires.

**SECTION 1-33 Vehicles, Commercial**

Any vehicle being used in the transportation of goods, wares or merchandise for commercial purposes.

**SECTION 1-34 Vehicle, Heavy Commercial**

Any commercial vehicle of over two and one-half (2½) ton carrying capacity.

## **Title 2**

### **AUTHORITY AND DUTIES OF POLICE**

**SECTION 2-1 Traffic, Police to Direct**

It shall be the duty of officers designated by the Chief of Police to enforce the provisions of these regulations. Such officers are hereby authorized to direct all traffic either in person or by means of visible or audible signal in conformance with the provisions of these Regulations provided that in the event of a fire or other emergency, to expedite traffic or safeguard pedestrians, officers of the Police or Fire Department may direct traffic as conditions may require, notwithstanding the provisions of these Regulations.

**SECTION 2-2 Close Street, Police May Temporarily**

The Chief of Police is hereby authorized to close temporarily any street or highway in an impending or existing emergency, or for any lawful assemblage, demonstration or procession.

**SECTION 2-3 Parking, Police May Prohibit Temporarily**

The Chief of Police is hereby authorized to prohibit, temporarily, parking on any street or highway or part thereof in an impending or existing emergency or for a lawful assemblage demonstration or procession. Vehicles parked in places where parking is prohibited temporarily may be moved by or under the direction of an officer.

**SECTION 2-4 Exemptions**

The provisions of these Regulations shall not apply to drivers actually engaged in work upon a street or highway closed to travel or under construction or repair, to officers when engaged in the performance of public duties nor to drivers of emergency vehicles while operating in an emergency and in performance of public duties when the nature of the work of any of these necessitate a departure from any part of these Regulations. These exemptions shall not, however, protect the driver of any vehicle from the consequences of a reckless disregard of the safety of others.

## **Title 3**

### **TRAFFIC SIGNS, SIGNALS, MARKINGS AND ZONES**

**SECTION 3-1 Bus Stops, Taxicab Stands and Service Zones, Location of**

The location of all bus stops, taxicab stands and service zones shall be specified by the Traffic Commission and in the case of taxicab stands, the Chief of Police with the approval of the Traffic Commission shall designate who may use them as such.

**SECTION 3-2 Interference with Signs, Signals and Markings Prohibited**

Any person who willfully defaces, damages, moves, obstructs or interferes with any official traffic signs, signals or marking shall be liable to a penalty not exceeding twenty dollars (\$20.00) for each and every offense.

**SECTION 3-3 Obedience to Traffic Signs, Signals and Markings**

No driver of any vehicle or of any street car shall disobey the instructions of any official traffic control signal, sign, marking, marker or legend unless otherwise directed by a police officer.

**SECTION 3-4 Traffic Signs and Signals**

- a. The Superintendent of Public Works is hereby authorized, and as to those signs and signals required hereunder it shall be his duty, to place and maintain or cause to be placed and maintained all official traffic signs, signals, markings and safety zones. All signs, signals, markings and safety zones shall conform to the standards as prescribed by the Department.
- b. Sections 2-2 and 2-3 of Article II and Sections 5-2, 5-3, 5-6 and 5-8 to 5-10 inclusive of Article V relating to parking and Sections 7-7 and 7-10 of Article VII concerning turning movements and Section 7-20 of Article VII pertaining to exclusion shall be effective only

during such time as official signs are erected and maintained in each block designating the provisions of such sections and located so as to be easily visible to approaching drivers.

- c. Sections relating to one-way streets shall be effective only during such time as a sufficient number of official signs are erected and maintained at the entrance and each of the exits for each one-way street, so that at least one sign will be clearly visible for a distance of at least seventy-five (75) feet to drivers approaching such an exit.

### **SECTION 3-5 Signals, Signals and Markings Prohibited, Display of Unauthorized Devices**

No person or corporation shall place, maintain or display upon or in view of any street any unofficial device, sign, signal, curb marking or street marking which purports, to be or is an imitation of or resembles an official traffic device, sign, signal, curb marking or street marking or which attempts to direct the movement of traffic or which hides from view any official sign, signal, marking or device.

The Chief of Police is hereby empowered to remove every such prohibited sign, signal, marking or device or cause it to be removed without notice.

### **SECTION 3-6 Experimental Regulation**

For the purpose of trial the Traffic Commission may make temporary rules regulating traffic or test under actual conditions traffic signs, markings, or other devices. No such experimental rules relating to traffic shall remain in effect for a period longer than thirty (30) days.

## **Title 4 ZONE OF QUIET**

The Chief of Police may temporarily establish a zone of quiet upon any street where a person is seriously ill. Said temporary zone of quiet shall embrace all territory within a radius of two hundred (200) feet of the building occupied by the sick person. Said temporary zones of quiet shall be designated by the Chief of Police by causing to be placed at a conspicuous place in the street a sign or marker bearing the words ZONE OF QUIET.

## **Title 5 STOPPING, STANDING, PARKING**

### **SECTION 5-1 General Prohibitions**

No person shall allow, permit or suffer any vehicle registered in his name to stand or park in any street, way, highway, road or parkway under the control of the City of Woburn in violation of any of the Traffic Rules, Orders or Regulations adopted by the Traffic Commission and in particular in any of the following places except when necessary to avoid conflict with other traffic or in compliance with the direction of a police officer or traffic sign or signal.

- a. Within an intersection except within those intersections where the installation of parking meters has been specifically approved by the Department.
- b. Upon any sidewalk.
- c. Upon any crosswalk.
- d. Upon the roadway in a rural or sparsely settled district.

- e. Upon a roadway where parking is permitted unless both wheels on the right side of the vehicle are within twelve (12) inches of the curb or edge of the roadway, except upon those streets which are designated as one-way streets. On such one-way streets vehicles shall be parked in the direction in which said vehicle is moving and with both wheels within twelve (12) inches of the curb. This shall not apply to streets or parts of streets where angle parking is required by these regulations.
- f. Upon any roadway where the parking of a vehicle will not leave a clear and unobstructed lane at least ten (10) feet wide for passing traffic.
- g. Upon any street or highway within ten (10) feet of fire hydrant.
- h. In front of any private road or driveway.
- i. Upon any street or highway within twenty (20) feet of an intersecting way, except alleys.
- j. Within fifteen (15) feet of the wall of a fire station or directly across the street from such fire station provided signs are erected acquainting the driver of such restriction.
- k. Alongside or opposite any street excavation or obstruction when such stopping, standing or parking would obstruct traffic.
- l. Within twenty-five (25) feet of the nearest rail of a railroad crossing when there are no gates at such crossing, or otherwise within five (5) feet from the gate.
- m. On a bridge and the approach thereto.
- n. Directly across the street from a driveway if the street is substandard in width for a vehicle exiting a driveway to safely and adequately exit the driveway and proceed unobstructed onto said street.
- o. Upon the streets or highways or parts thereof set forth in Schedule 1.
- p. Outside of or across an official line or mark designating a parking space, or between such lines in a maneuvering area. (added 4/22/2016)
- q. The parking spaces indicated in the parking plan prepared by the City Engineer entitled "City of Woburn, Massachusetts – Chapter 90 Roadway Improvements 2015 – Contract 4-16-IFB-008 – Main Street Repaving Project" Sheets 1 through 6 dated July 2015 and prepared by the Woburn City Engineering Department shall be the lawful parking spaces as designated on the said Plan annexed to the 2016 Woburn Traffic Code as Schedule 9.

### **SECTION 5-2 Service Zones**

No person shall park a vehicle upon any street in any service zone for a period of time longer than thirty minutes and except while actually engaged in loading or unloading.

### **SECTION 5-3 Diagonal Parking**

- a. The Traffic Commission shall determine the street upon which diagonal parking will be permitted and shall cause said streets to be designated by signs and the surfaces thereof to be marked as directed by the Chief of Police.
- b. Diagonal parking is permitted upon certain sections of a number of streets as designated in Schedule 1. Where such diagonal parking is permitted, vehicles shall be parked with one wheel within twelve (12) inches of the curb and at the angle to the curb indicated by official marks and signs. The vehicle shall be parked so that all four wheels thereof shall be placed wholly within the area indicated for parking, and headed to the curb.

#### **SECTION 5-4 Parking Vehicle for Sale Prohibited**

It shall be unlawful for any person to park upon a street or highway any vehicle displayed for sale.

#### **SECTION 5-5 All Night Parking Prohibitions**

It shall be unlawful for the driver of any vehicle, other than one acting in an emergency, to park said vehicle on the even side of the street between the hours of 2:00 a.m. and 6:00 a.m. of any day each year during the period beginning at 12:00 midnight November 15 and ending at 12:00 midnight the following March 31.

#### **SECTION 5-6 Parking Location and Prohibitions**

Parking is prohibited, restricted or limited as to time, space and streets in accordance with a schedule of streets designated in Schedule 1. No operator shall park a vehicle in the designated prohibited locations or in the restricted locations for a period longer than is designated in Schedule 1.

#### **SECTION 5-7.1 Parking Meter Locations and Regulations**

Parking is restricted or limited as to time, space, streets are municipal off-street parking areas on the streets and municipal off-street parking areas designated in Schedule 1. This restriction shall not apply on Sundays or on legal holidays. In accordance with the foregoing parking meter zones are hereby established in the streets, parts of streets or municipal off-street parking area listed in Schedule 1.

#### **SECTION 5-7.2 Purchasing Agent Authorized to Acquire Parking Meters**

The Purchasing Agent is hereby empowered, with the approval of the Traffic Commission to contract, in accordance with provisions of Chapter 40 of the General Laws, for the acquisition and installation of parking meters provided for by this regulation and to maintain said meters in good workable condition.

#### **SECTION 5-7.3 Installation of Parking Meters**

The Superintendent of Public Works is hereby authorized and directed to install parking meters within the areas described in this regulation or cause the same to be so installed. The meters shall be placed at intervals of not less than twenty (20) feet apart except that beginning and ending spaces may be eighteen (18) feet and except where angle parking is permitted, and not less than twelve (12) inches nor more than twenty-four (24) inches from the face of the curb adjacent to individual meter spaces. Meters shall be so constructed as to display a signal showing legal parking upon the deposit therein of the proper coin or coins of the United States or upon credit card or debit card payment as indicated by instructions on said meters and for such period of time as is or shall be indicated by meter legend. Said signal shall remain in evidence until expiration of the parking period designated at which time a dropping of a signal automatically or some other mechanical operation shall indicate expiration of said parking period.

#### **SECTION 5-7.4 Establishment of Parking Meter Zones**

The Superintendent of Public Works is hereby authorized and directed to establish Parking meter spaces in such parking meter zones as are herein specified, or as may be hereafter fixed by amendment and to indicate the same by white markings upon the surface of the highway.

#### **SECTION 5-7.5 Parking Meter Fees**

Whenever any vehicle shall be parked adjacent to a parking meter, the owner or operator of said vehicle shall parking within the space designated by pavement marking lines and, upon entering such space, shall immediately deposit in said meter the required coin of the United States or upon credit card or debit card payment for a maximum legal parking period or proportionate period thereof, both as indicated or shown on the meter and if so required set the mechanism in motion. The fee for the maximum parking time in on-street parking meter zones and in municipal off-street parking areas shall be twenty-five (25) cents per hour.

It shall be unlawful for any person to deposit or cause to be deposited in a parking meter any coin for the purpose of permitting the vehicle of which he is in charge to remain in a parking space beyond the maximum period of time allowed in a particular zone.

It shall be unlawful for any person to park a vehicle within a parking meter space unless such vehicle is wholly within the painted lines adjacent to such meter.

It shall be unlawful for any unauthorized person to open, tamper with, break, injure or destroy any parking meter or to deposit or cause to be deposited in such meter any slugs, device or metallic substance or any other substitute for the coins required.

#### **SECTION 5-7.6 Loading and Unloading in a Parking Meter Zone**

Operators of commercial vehicles may park in a metered space without depositing a coin for a period not to exceed thirty (30) minutes for the purposes of loading or unloading. Parking in excess of this time limit without depositing the proper coin shall be deemed a violation of the provisions of this regulation.

#### **SECTION 5-7.7 Collection of Meters Fees**

The Chief of Police is hereby designated as the person authorized to collect monies deposited in parking meters or to cause the same to be so collected. Such monies shall be deposited forthwith with the Treasurer in a separate account to be known as the Woburn Parking Meter Account.

#### **SECTION 5-7.8 Use of Parking Meter Fees**

All fees received by said Treasurer from the operation and use of parking meters shall be used as authorized by Chapter 40 of the General Laws.

#### **SECTION 5-7.9 Enforcement of Parking Meter Regulations**

It shall be the duty of police officers to enforce the provisions of this section.

#### **SECTION 5-7.10 Penalties for Parking Meter Violations**

Any person who violates any parking provisions of this regulation shall be subject to the penalties provided by Chapter 90, Section 20A½ of the General Laws and any other violation shall be punishable as may be provided by law.

**SECTION 5-7.11 Official Vehicles Exempt from Parking Meter Fees**

No driver, while operating any vehicle owned and bearing indication of ownership by the City of Woburn, State or Federal governments, shall be required to deposit any fee in a parking meter as provided in this section.

**SECTION 5-8 Prohibited at Safety Zones**

No person shall park a vehicle within twenty (20) feet of either end of a safety zone which is located within thirty (30) feet of the curb or edge of the roadway.

**SECTION 5-9 Bus Stops**

- a. No person shall stop or park a vehicle other than a bus in a bus stop.
- b. No person shall park a bus upon any street within a business district at any place other than a bus stop when a nearby bus stop is available for use.

**SECTION 5-10 Taxicab Stands**

- a. No person shall park a vehicle other than a taxicab upon any street within a business district in any taxicab stand.
- b. No person shall park a taxicab upon any street within a business district at any place other than the taxicab stand or stands designated for the use of his taxicab or taxicabs.

**SECTION 5-11 Bus Parking in Residential Zones Prohibited**

- a. No person, firm, or corporation shall park or leave standing on any street or portion thereof in an area zoned for residential use (defined as any area zoned “R-1, R-2, R-3, or R-4” by the Zoning Ordinance and accompanying Zoning Map of the City of Woburn), any school bus having a manufacturer’s gross vehicle weight rating of two and one-half tons (2 ½) tons or more. The prohibition hereby imposed shall not apply to the parking or standing of such vehicle for the purpose of making pick-ups or drop-offs of students.
- b. Any person, firm, or corporation violating any provision of Section 5-11(a) above shall be fined the amount set forth in Section 9-1 herein for each offense, and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

**SECTION 5-12 Trailer or Semi-Trailer Parking Prohibitions**

No person shall park any trailer or semi-trailer on any part of any street, way, highway, road or parkway under the control of the City unless such trailer or semi-trailer is attached to a motor vehicle capable of towing it, except during the actual loading or unloading of materials.

**SECTION 5-13 All Night Commercial Vehicle Parking Prohibitions**

No person shall stand or park any commercial vehicle or trailer having a capacity of one ton or over, and no person shall allow, permit or suffer any commercial vehicle or trailer registered in his name having a capacity of one ton or over to stand or park for more than one hour between the hours of 12:01 a.m. and 7:00 a.m. of any day, or at any time on Sunday, on any street, way, highway, road or parkway under the control of the city, where parking or standing a vehicle is not otherwise prohibited, provided that this regulation shall not apply during the actual loading or unloading of materials.

**SECTION 5-14 Obstruction of snow removal from streets prohibited**

- a. No person shall allow any motor vehicle or any other vehicle of any description to remain in any street or way, so that it obstructs snow removal or street clearing, from the first day of November of each succeeding year to the first day of May of the following year.
- b. During a snow emergency declared by proper authority, no person shall allow any motor vehicle or any other vehicle of any description to remain in any street or way.

**SECTION 5-15 Improper Display of Handicapped Parking Placard**

A handicapped parking placard shall be properly displayed in a vehicle so as to be readily visible through the windshield of the vehicle and in compliance with M.G.L. Ch. 90, §2. (added 8/31/2016)

**Title 6  
ONE-WAY STREETS**

**SECTION 6-1 One-Way Streets**

The streets or portions thereof designated in Schedule 2 are declared to be one-way streets and all vehicular traffic shall move on those streets or portions thereof in the direction designated in said Schedule 2.

**SECTION 6-2 Rotary Traffic**

Within the area established as a rotary, vehicular traffic shall move only in a rotary counter-clockwise direction except when otherwise directed by an officer.

**Title 7  
OPERATION OF VEHICLES  
(MGL CHAPTER 89 GOVERNS)**

**SECTION 7-1 Overtake Only When There is a Space Ahead**

The driver of a vehicle shall not overtake and pass a vehicle proceeding in the same direction unless there is sufficient clear space ahead on the right side of the roadway to permit the overtaking to be completed without impeding the safe operation of any vehicle ahead.

**SECTION 7-2 Driver to Give Way to Overtaking Vehicle**

One driver of a vehicle when about to be overtaken and passed by another vehicle approaching from the rear shall give way to the right in favor of the overtaking vehicle on suitable and visible signal being given by the driver of the overtaking vehicle, and shall not increase the speed of his vehicle until completely passed by the overtaking vehicle.

**SECTION 7-3 Obstructing Traffic**

- a. No person shall drive in such a manner as to obstruct unnecessarily the normal movement of traffic on any street or highway. Officers are hereby authorized to require any driver who fails to comply with this section to drive to the side of the roadway and wait until such traffic as has been delayed has passed.

- b. No driver shall enter an intersection or a marked crosswalk unless there is sufficient space on the other side of the intersection or crosswalk and on the right half of the roadway to operate the vehicle he is operating without obstructing the passage of other vehicles or pedestrians notwithstanding any traffic control signal indication to proceed.

**SECTION 7-4 Following Too Closely**

The driver of a vehicle shall not follow another vehicle more closely than is reasonable and prudent, having due regard to the speed of such vehicle and the traffic upon and condition of the street or highway.

**SECTION 7-5 Clinging to Moving Vehicles**

It shall be unlawful for any person traveling upon a bicycle, motorcycle, coaster, sled, roller skates, or any toy vehicle to cling to, or attach himself or his vehicle to any moving vehicle or street car upon any roadway.

**SECTION 7-6 Care in Starting, Stopping, Turning or Backing**

The driver of any vehicle before starting, stopping, turning from a direct line or backing shall first see that such movement can be made in safety. If such movement cannot be made in safety or if it interferes unduly with the normal movement of other traffic, said driver shall wait for a more favorable opportunity to make such movement.

If the operation of another vehicle should be affected by a stopping or turning movement, the driver of such other vehicle shall be given a plainly visible signal as required by statute or law.

**SECTION 7-7 Prohibited and Mandatory Turning Movements**

Prohibited and mandatory turning movements are designated in Schedule 2.

**SECTION 7-8 Emerging from Alley or Private Driveway**

The operator of a vehicle emerging from an alley, driveway or a garage shall stop such vehicle immediately prior to driving on to a sidewalk or on to the sidewalk area extending across alleyway or driveway.

**SECTION 7-9 Obedience to Traffic Control Signals**

Colors and arrow indications in traffic control signals shall have the commands ascribed to them in this section, and no other meanings and every driver of a vehicle, railway car, or other conveyance shall comply therewith, except when otherwise directed by an officer or by a lawful traffic regulating sign (other than a "stop" sign), signal or device or except as provided in section 7-18(b) of these regulations. Traffic control signals under the jurisdiction of the City of Woburn are designated in Schedule 6.

In no case shall a driver enter or proceed through an intersection without due regard to the safety of other persons within the intersection, regardless of what indications may be given by traffic control signals.

1. Green indications shall have the following meanings:

- a. Vehicular traffic facing a CIRCULAR GREEN signal indication is permitted to proceed straight through or turn right or left or make a U-Turn unless such movement is modified by lane use signs, lane markings, roadway design, separate turn signal indications or other traffic control devices. Vehicular traffic turning right or left or making a U-Turn shall yield the right-of-way to other vehicles, and to pedestrians lawfully within the intersection or an adjacent crosswalk, at the time such signal is exhibited.
  - b. Vehicular traffic facing a GREEN ARROW signal indication displayed alone or in combination with another signal indication, may cautiously enter the intersection only to make the movement indicated by such arrow, or such other movements as is permitted by other indications displayed at the same time. Such drivers shall yield the right-of-way to pedestrians lawfully within an adjacent crosswalk and to other traffic lawfully using the intersection.
2. Steady yellow indications shall have the following meanings:
- a. Vehicular traffic facing a steady CIRCULAR YELLOW OR YELLOW ARROW signal is thereby warned that the related green movement is being terminated or that a red indication will be exhibited immediately thereafter when drivers shall not enter the intersection.
3. Steady red indications shall have the following meanings:
- a. Vehicular traffic facing a steady CIRCULAR RED signal and NO TURN ON RED SIGN shall stop at a clearly marked stop line, but if none, before entering the crosswalk on the near side of the intersection, or if none, then before entering the intersection and shall remain standing until an indication to proceed is shown except as provided in (b) below.
  - b. When no sign is in place prohibiting a right turn, or a left turn from a one way street to another one way street, drivers facing a steady circular red signal may cautiously enter the intersection to make the right turn, or left turn from a one way street to another one way street, after stopping as provided in (a) above. Such drivers shall yield the right-of-way to pedestrians lawfully within an adjacent crosswalk and to other traffic lawfully using the intersection.
  - c. Vehicular traffic facing a steady RED ARROW indication may not enter the intersection to make the movement indicated by such arrow, and unless entering the intersection to make such other movement as is permitted by other indications shown at the same time, shall stop at a clearly marked stop line, but if none, before entering the crosswalk on the near side of the intersection, or if none, then before entering the intersection and shall remain standing until an indication to make the movement indicated by such arrow is shown.
4. Flashing signal indication shall have the following meanings:
- a. FLASHING RED (stop signal) - When a red lens is illuminated with rapid intermittent flashes, driver of vehicles shall stop at a clearly marked stop line, but if none, before entering the crosswalk on the near side of the intersection, or if none, then at the point nearest the intersecting roadway where the drivers has a view of approaching traffic on the intersecting roadway before entering the intersection, and the right to proceed shall be subject to the provisions of Chapter 89, Section 8 of the General Laws.
  - b. FLASHING YELLOW (caution signal) - When a yellow lens is illuminated with rapid intermittent flashes, drivers of vehicles may proceed through the intersection or pass such signal only with caution.
  - c. FLASHING YELLOW ARROW . Vehicular traffic, on an approach to an intersection, facing a FLASHING YELLOW ARROW signal indication, displayed alone or in

combination with another signal indication, is permitted to cautiously enter the intersection only to make the movement indicated by such arrow, or other such movement as is permitted by other signal indications displayed at the same time. Such vehicular traffic, including vehicles turning right or left or making a U-turn, shall yield the right-of-way to:

- a. (a) Pedestrians lawfully within an associated crosswalk, and
- b. (b) Other vehicles lawfully within the intersection.

In addition, vehicular traffic turning left or making a U-turn to the left shall yield the right-of-way to other vehicles approaching from the opposite direction so closely as to constitute an immediate hazard during the time when such turning vehicle is moving across or within the intersection.

#### **SECTION 7-10 U Turns Prohibited**

No operator shall back or turn a vehicle so as to proceed in the direction opposite to that in which said vehicle is headed or traveling on the streets as designated in Schedule 2.

#### **SECTION 7-11 Stop Signs, Yield Signs, Through Ways For Stop Signs**

The streets listed in Schedule 3 of these regulations are hereby declared to constitute stop streets or flashing red signal intersections as the case may be.

#### **SECTION 7-12 Keep to the Right of Roadway Division**

Upon such roadways as are divided by a parkway, grass plot, reservation, viaduct, subway or by any structure or area, drivers shall keep to the right of such a division except when otherwise directed by an officer, signs, signals, or markings.

#### **SECTION 7-13 Operation of Under or Overpasses at Intersection with Islands**

At any junction or crossing of ways where the roadway grades have been separated and where the ways are connected by ramps and at any intersection of ways in which there are traffic islands, drivers of vehicles shall proceed only as indicated by official signs, signals or markings.

#### **SECTION 7-14 Driving on Road Surfaces Under Construction or Repair**

No operator shall enter upon a road surface of any street or highway or section thereof, when, by reason of construction, surface treatment, maintenance or the like, or because of some unprotected hazard, such road surface of the street or highway is not to be used or when so advised by an officer, watchman, member of a street or highway crew or employees of the town, either audibly or by signals.

#### **SECTION 7-15 No Driving on Sidewalks**

The driver of a vehicle shall not drive upon any sidewalk except at a permanent or temporary driveway.

#### **SECTION 7-16 No Driving Through Safety Zones**

It shall be unlawful for the driver of a vehicle, except on signal from a police officer to drive the same over or through a safety zone.

### **SECTION 7-17 Funerals to be Properly Identified**

A funeral composed entirely or partly of a procession of vehicles shall be identified as such by means of black pennants bearing a purple symbol attached to both the first and last vehicles or other suitable means.

### **SECTION 7-18 Right and Duties of Drivers in Funerals or Other Processions**

- a. It shall be the duty of each driver in a funeral or other procession to keep as near to the right edge of the roadway as is feasible and to follow the vehicle ahead as closely as practicable and safe.
- b. At an intersection where a traffic control signal is operating the driver of the first vehicle in a funeral or other procession shall be the only one required to stop for a red and/or yellow indication.
- c. At an intersection where a lawful Stop sign exists, the driver of first vehicle in a funeral or other procession shall be the only one required to stop before proceeding through the intersection.

### **SECTION 7-19 Unlawful Riding**

It shall be unlawful for any reason to ride on any portion of a vehicle not designated or intended for the use of passengers when the vehicle is in motion. This provision shall not apply to any employee engaged in the necessary discharge of a duty or within truck bodies in space intended for merchandise.

### **SECTION 7-20 Operation of Heavy Commercial Vehicles**

1. The use and operation of heavy commercial vehicles having a carrying capacity of more than 2½ tons, are hereby restricted on the streets or parts thereof designated in Schedule 4 and in the manner outlined and during the period of time set forth.
2. Exemptions - Part 1 of this Section shall not apply to heavy commercial vehicles going to or coming from places upon said streets for the purpose of making deliveries of goods, materials, or merchandise to or similar collections from abutting land or buildings or adjoining streets or ways to which access cannot otherwise be gained; or to vehicles used in connection with the construction, maintenance and repair of said streets or public utilities therein; or to Federal, State, Municipal or public service corporation owned vehicles.

### **SECTION 7-21 Regulation of Speed**

In accordance with General Laws, Chapter 90, Section 17, no person operating a motor vehicle on any way shall run it at a rate of speed greater than is reasonable and proper, having regard to traffic and the use of the way and the safety of the public. Unless a way is otherwise posted pursuant to a special speed regulation designated in Schedule 5, it shall be prima facie evidence of a rate of speed greater than is reasonable and proper as aforesaid (1) if a motor vehicle is operated on a divided highway outside a thickly settled or business district at a rate of speed exceeding fifty miles per hour for a distance of a quarter of a mile, or (2) on any other way outside a thickly settled or business district at a rate of speed exceeding forty miles per hour for a distance of a quarter of a mile, or (3) inside a thickly settled or business district at a rate of speed exceeding thirty miles per hour for a distance of one-eighth of a mile, or (4) within a school zone established as provided in General Laws, Chapter 85, Section 2 and designated in Schedule 8 at a rate of speed exceeding twenty miles per hour.

As defined in General Laws, Chapter 90, Section 1, "thickly settled or business district", shall mean the territory contiguous to any way which is built up with structures devoted to business, or the territory contiguous to any way where the dwelling houses are situated at such distances as will average less than two hundred feet between them for a distance of a quarter of a mile or over.

**SECTION 7-22 Parades and Processions**

No funeral, procession or parade containing two hundred (200) or more persons or fifty (50) or more vehicles, excepting the forces of the United States Army, Navy, Marines or Air Force, the military forces of the Commonwealth of Massachusetts, and the forces of the police and fire departments shall occupy, march or proceed along any way except in accordance with a permit issued by the Chief of Police and such of regulations as are set forth herein which may apply.

**Title 8  
ACCIDENT REPORTS**

**SECTION 8-1 Drivers Must Report Accidents**

Every person operating a motor vehicle which is in any manner involved in an accident in which any person is killed or injured or, in which there is damage in excess of one thousand dollars (\$1,000.00) to any one vehicle or other property, shall report such accident within five (5) days to the Registrar and to the Police Department in accordance with the provisions of Chapter 90, Section 26, of the General Laws.

**Title 9  
PENALTIES AND REPEALS**

**SECTION 9-1 Penalties**

Any person violating any provisions of any rule, regulation or order regulating the parking of motor vehicles made by anybody authorized to make the same shall be dealt with as provided in General Laws, Chapter 90, Section 20A or any Acts in amendment thereof, or in addition thereto, and any person violating any of the rules and regulations applicable to State Highways made by the Department under authority of General Laws, Chapter 85, Section 2, and Acts in amendment thereof, and in addition thereto, shall be subject to the penalty provided in said rules and regulations.

Any person convicted of a violation of any other rule, regulation or order made hereunder, except as otherwise provided herein, shall be punished by a fine not exceeding twenty dollars (\$20.00) for each offense.

Fines for the following offenses shall be as follows:

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| Meter violations .....     | \$ 10.00 |
| Parking in taxi stand..... | \$ 10.00 |
| Parking in bus stop.....   | \$ 10.00 |

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| Parking in a service zone .....                                 | \$ 15.00 |
| Parking over time allowed .....                                 | \$ 15.00 |
| Parking on roadway in rural area .....                          | \$ 15.00 |
| Parking over one foot from curb .....                           | \$ 15.00 |
| Parking within 20 feet of intersection .....                    | \$ 15.00 |
| Parking in front of private driveway on road .....              | \$ 15.00 |
| Parking with less than 10 feet unobstructed lane .....          | \$ 15.00 |
| Parking within intersection .....                               | \$ 15.00 |
| Parking trailer or semi-trailer on street .....                 | \$ 15.00 |
| All night parking of commercial vehicles .....                  | \$ 15.00 |
| Parking outside parking space line or in maneuvering area ..... | \$ 15.00 |
| Overnight parking .....   | \$ 20.00 |
| Parking in restricted area .....                                | \$ 20.00 |
| Parking with vehicle facing wrong direction .....               | \$ 20.00 |
| Double parking .....  | \$ 20.00 |
| Parking within 10 feet from hydrant .....                       | \$ 20.00 |
| Parking within 15 feet from fire station .....                  | \$ 20.00 |
| Parking in a tow zone .....                                     | \$ 20.00 |
| Parking in a fire lane .....                                    | \$ 25.00 |
| Parking upon a sidewalk .....                                   | \$ 25.00 |
| Parking upon a crosswalk .....                                  | \$ 25.00 |
| Improper display of handicapped parking placard .....           | \$ 25.00 |
| Parked vehicle Interfering with snow removal .....              | \$ 50.00 |
| Parked in roadway for 72 hours (abandonment) .....              | \$ 50.00 |
| Bus parking in residential zone .....                           | \$100.00 |
| Handicapped zone without a placard .....                        | \$300.00 |

(amended 4/22/2016; amended 8/31/2016)

**SECTION 9-2 Repeal**

These regulations are adopted with the intent that each of them shall have force and effect separately and independently of every other except insofar as by express reference or necessary implication any regulation or any part of a regulation is made dependent upon another regulation or part thereof.

All official signs, lights, markings, signal systems or devices erected or installed under prior rules or regulations and necessary to the enforcement of these regulations and necessary to the enforcement of these regulations shall be deemed to have been lawfully erected or installed hereunder provided the same are erected or installed with the permission and approval of the Department, if required, and insofar as the same are necessary as aforesaid for the enforcement of these regulations they shall be deemed continuing hereunder but in all other respects all prior rules, orders, ordinances and regulations made by the Woburn Traffic Commission or Woburn City Council for the regulation of vehicles are hereby expressly repealed. This repeal, however, shall not affect any punishment or penalty imposed or any complaint or prosecution pending at the time of the passage hereof for any offense committed under said prior rules, orders, ordinances or regulations hereby repealed, nor shall said repeal be effective unless and until these regulations have been approved and published as required by law.

**SECTION 9-3 Effect of Regulations**

If any section, subsection, sentence, clause or phrase of these regulations and orders is for any reason unconstitutional, such decisions shall not affect the validity of the remaining portion of these regulations and orders. The Traffic Commission hereby declares that it would have passed these regulations and each section, subsection, sentence, clause or phrase thereof irrespective of the fact that any one of more sections, subsection, sentence, clauses or phrases be declared unconstitutional.

**SECTION 9-4 Owner Prima Facie Responsible for Violations**

If any vehicle is found upon any street or highway in violation of any provisions of these rules and regulations and the identity of the driver cannot be determined, the owner or the person in whose name such a vehicle is registered shall be held prima facie responsible for such violations.

**Title 10**  
**Schedules and Appendices**

The following schedules and appendices are part of the Traffic Regulations of the City of Woburn and incorporated herein by reference:

Schedule 1 - Parking Restrictions

Schedule 2 – Turning and Movement Restrictions

Schedule 3 – Stop Signs

Schedule 4 – No Heavy Trucking

Schedule 5 – Special Speed Limits

Schedule 6 – Traffic Control Ordinances

Schedule 7 – Tow Zones

Schedule 8 – School Zones

Schedule 9 – Downtown Parking Plan

## Schedule 1 – Parking Restrictions

| <b>Street</b>           | <b>Location</b>   | <b>Restriction</b> |
|-------------------------|---|--------------------|
| <b>Abbott Street</b>    | 15 minute angle parking on the northerly side from Federal Street westerly for a distance of 150 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays. | 15 Minutes         |
| <b>Abbott Street</b>    | No parking on the southerly side from Federal Street westerly for a distance of 150 feet.   | No Parking         |
| <b>Abbott Street</b>    | No parking both sides starting at a point 150 feet westerly from Federal Street to a point 250 feet westerly from the intersection with Federal Street.   | No Parking         |
| <b>Abbott Street</b>    | Two hour parking from Pleasant Street in a northerly direction for 207 feet on both sides any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.             | Two Hours          |
| <b>Adele Road</b>       | No parking on both sides from Industrial Parkway to the points of the cul-de-sac at the end of Adele Road.  | No Parking         |
| <b>Albany Street</b>    | No parking easterly side for a distance of 300 feet from Montvale Avenue southerly to the railroad easement.  | No Parking         |
| <b>Albany Street</b>    | No parking on the westerly side from Montvale Avenue to Erie Street.  | No Parking         |
| <b>Altavesta Circle</b> | No parking on both sides between the hours at 7:00pm and 7:00am   | No Parking         |
| <b>Arlington Road</b>   | No parking on the easterly side from Pleasant Street to a point 100 feet south of Pleasant Street.  | No Parking         |
| <b>Arlington Road</b>   | No parking both sides from Lake Avenue northerly a distance of 300 feet.  | No Parking         |
| <b>Arlington Road</b>   | No parking on the westerly side from Pleasant Street to a point 210 feet south of Pleasant Street.  | No Parking         |
| <b>Arlington Road</b>   | No parking westerly side from Sturgis Street northerly a distance of 945 feet.  | No Parking         |
| <b>Arrow Drive</b>      | No parking on the northerly side westerly for a distance of 495 feet from Wildwood Avenue.  | No Parking         |
| <b>Ash Street</b>       | No parking both sides westerly from Main Street a distance of 40 feet.  | No Parking         |
| <b>Ash Street</b>       | No parking northerly side from a point 112 feet west of Main Street in a westerly direction a distance of 100 feet.   | No Parking         |
| <b>Ashburton Avenue</b> | No parking from Main Street to Richmond Avenue on both sides.   | No Parking         |
| <b>Auburn Street</b>    | No parking easterly side for the entire length.   | No Parking         |
| <b>Beach Street</b>     | No parking from Salem Street to Hyde Avenue for a distance 280 feet on both sides.  | No Parking         |

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| <b>Beach Street</b>                          | No parking along entire length adjacent to Memorial Green at the intersection of Salem Street and Memorial Avenue.  | No Parking             |
| <b>Beacon Street</b>                         | No parking on the westerly side the entire length.  | No Parking             |
| <b>Bedford Road</b>                          | No parking on northerly side from Willow Street to Bruce Road.  | No Parking             |
| <b>Bedford Road</b>                          | No parking northerly side starting at a point 82 feet west of Elijah Street in a westerly direction for 288 feet, from one lot line to the other lot line of the school property. | No Parking             |
| <b>Bennett Street</b>                        | No parking westerly side.   | No Parking             |
| <b>Bennett Street</b>                        | Two hour parking on easterly side any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.   | Two Hours              |
| <b>Blake Terrace</b>                         | No parking from Mishawum Road both sides.   | No Parking             |
| <b>Blueberry Hill Road</b> (added 5/19/2016) | No parking northerly side beginning at a point 100 feet from Fox Road easterly a distance of 78 feet Monday through Friday between the hours of 7:00 a.m. to 5:00 p.m.            | No Parking             |
| <b>Border Street</b>                         | No parking northerly side for a distance of 40 feet from Main Street.   | No Parking             |
| <b>Bow Street</b>                            | No parking on the easterly side starting at the northerly sideline of Hilltop Terrace a distance of 165 feet in a northerly direction.  | No Parking             |
| <b>Bow Street</b>                            | No parking on the easterly side starting at the southerly sideline of Hilltop Terrace a distance of 100 feet in a southerly direction.  | No Parking             |
| <b>Campbell Street</b>                       | No parking southerly side from a point 150 feet easterly from Main Street to Montvale Avenue.   | No Parking             |
| <b>Campbell Street</b>                       | No parking either side easterly from Main Street a distance of 50 feet.   | No Parking             |
| <b>Campbell Street</b>                       | One hour both sides starting at a point 50 feet from Main Street for a distance of 150 feet between 8:00 a.m. and 9:00 p.m. any day except Sundays and public holidays.           | One Hour               |
| <b>Canterbury Road</b>                       | No parking both sides from Lexington Street easterly a distance of 42 feet.   | No Parking             |
| <b>Carter Place</b>                          | No parking both sides for the entire length of the street.  | No Parking             |
| <b>Caulfield Road</b>                        | No parking easterly side from Church Avenue a distance of 320 feet in a southerly direction.  | No Parking             |
| <b>Cedar Drive</b>                           | No parking both sides from Salem Street northwesterly a distance of 476 feet.   | No Parking             |
| <b>Cedar Street</b>                          | No parking both sides from Washington Street to Salem Street.   | No Parking             |
| <b>Central Street</b>                        | Two handicapped accessible parking spaces westerly side starting at a point 230 feet north of Montvale Avenue to a point 293 feet north of Montvale Avenue.                       | Handicapped Accessible |

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| <b>Central Street</b>        | No parking westerly side from Montvale Avenue southerly a distance of 100 feet.   | No Parking             |
| <b>Central Street</b>        | Two hours westerly side from Pine Street to intersection with Hawthorne Street between 7:00 a.m. and 5:00 p.m. Monday through Friday.   | No Parking             |
| <b>Central Street</b>        | No parking westerly side from Montvale Avenue a distance of 461 feet in a northerly direction between 6:00 a.m. and 5:00 p.m. Monday through Friday with the exception of school buses servicing the Goodyear School.                   | No Parking             |
| <b>Central Street</b>        | Two hours at any time easterly side from Montvale Avenue southerly a distance of 150 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.   | Two Hours              |
| <b>Central Street</b>        | Two hours at any time easterly side from the intersection with Montvale Avenue northerly a distance of 250 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.                       | Two Hours              |
| <b>Central Street</b>        | Two hours easterly from Utica Street to Pine Street between 6:00 a.m. and 10:00 a.m. Monday through Friday.   | Two Hours              |
| <b>Central Street</b>        | Two hours westerly side from Orange Street to Hawthorne Street between 6:00 a.m. and 10:00 a.m. Monday through Friday.  | Two Hours              |
| <b>Church Avenue</b>         | No parking southerly side the entire length.  | No Parking             |
| <b>Church Avenue</b>         | One hour parking northerly side in a westerly direction from the intersection with Main Street to the intersection with Gallagher Way any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays. | One Hour               |
| <b>Church Street</b>         | One handicapped accessible parking space southerly side at 5 Church Street.   | Handicapped Accessible |
| <b>City Hall Parking Lot</b> | No parking in designated areas without City of Woburn employee parking permit.  | Permit Parking         |
| <b>Clinton Street</b>        | No parking northerly side from Main Street easterly 85 feet.  | No Parking             |
| <b>Clinton Street</b>        | No parking southerly side from Main Street easterly 100 feet.   | No Parking             |
| <b>Clinton Street</b>        | No parking northerly side from Mishawum Road easterly 70 feet.  | No Parking             |
| <b>Clinton Street</b>        | No parking southerly side from Mishawum Road westerly 100 feet.   | No Parking             |
| <b>Columbus Road</b>         | No parking both sides a distance of 75 feet from Locust Street.   | No Parking             |
| <b>Commerce Way</b>          | No parking both sides the entire length.  | No Parking             |

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| <b>Common Street</b>                 | No parking both sides the entire length.   | No Parking             |
| <b>Conn Street</b>                   | No parking southerly side from Main Street northeasterly a distance of 625 feet.   | No Parking             |
| <b>Conn Street</b>                   | No parking entire length southerly side from Main Street to Bryant Street.   | No Parking             |
| <b>Court Street</b>                  | No parking easterly side from Caulfield Road to Pleasant Street.   | No Parking             |
| <b>Court Street</b>                  | No parking both sides from Warren Avenue to Caulfield Road.  | No Parking             |
| <b>Crossman Road</b>                 | No parking both sides from Cambridge Road westerly a distance of 202 feet.   | No Parking             |
| <b>Davis Street</b>                  | No parking northerly side a distance of 350 feet from Main Street in an easterly direction.  | No Parking             |
| <b>Dearborn Terrace</b>              | No parking both sides the entire length.   | No Parking             |
| <b>Dows Lane</b>                     | No parking both sides the entire length.   | No Parking             |
| <b>Dragon Court</b>                  | No parking the southwesterly side the entire length.   | No Parking             |
| <b>East Nichols Street</b>           | No parking northerly side from Main Street to App Court.   | No Parking             |
| <b>East Nichols Street Extension</b> | No parking both sides starting at 111 feet west of Poole Street for a distance of 222 feet.  | No Parking             |
| <b>Eastern Avenue</b>                | Handicapped accessible parking space easterly side at 62 Eastern Avenue.   | Handicapped Accessible |
| <b>Eastern Avenue</b>                | No parking both sides from Green Street northerly a distance of 200 feet.  | No Parking             |
| <b>Eastern Avenue</b>                | No parking westerly side from Montvale Avenue to the intersection with Hanson Court between 7:00 a.m. and 2:00 p.m. Monday through Friday.   | No Parking             |
| <b>Eastern Avenue</b>                | No parking both sides from Montvale Avenue to Jefferson Avenue Monday through Friday between the hours of 9:00 a.m. to 1:00 p.m.   | No Parking             |
| <b>Eaton Avenue</b>                  | No parking both sides from Main Street easterly a distance of 130 feet.  | No Parking             |
| <b>Eaton Avenue</b>                  | No parking southerly side from westerly intersection of Eaton Avenue and Newbury Street to the easterly intersection of Eaton Avenue and Newbury Street.   | No Parking             |
| <b>Eaton Avenue</b>                  | No parking northerly side beginning at a point 130 feet easterly of Main Street to a point 390 feet easterly of Main Street between the hours of 2:00 p.m. and 3:00 p.m. Monday through Friday from September 1 through June 30. | No Parking             |
| <b>Edgehill Road</b>                 | No parking both sides the entire length.   | No Parking             |
| <b>Ellis Street</b>                  | No parking both sides from Pleasant Street northerly a distance of 110 feet.   | No Parking             |
| <b>Elm Street</b>                    | Two handicapped accessible parking spaces northerly side at 90 Elm Street.   | Handicapped Accessible |

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| <b>Elm Street</b>       | No parking easterly side from Main Street westerly a distance of 125 feet excluding Sundays and Holidays.  | No Parking       |
| <b>Erie Street</b>      | No parking both sides from intersection with Central Street to the intersection with Washington Street.  | No Parking       |
| <b>Everberg Road</b>    | No parking both sides the entire length.   | No Parking       |
| <b>Everett Street</b>   | No parking northerly and northeasterly side the entire length from Main Street to Montvale Avenue.   | No Parking       |
| <b>Everett Street</b>   | Two hour parking southerly side from Main Street easterly a distance of 192 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.         | Two Hours        |
| <b>Federal Street</b>   | No parking westerly side from Pleasant Street northwesterly a distance of 180 feet.  | No Parking       |
| <b>Federal Street</b>   | One hour parking easterly side from Pleasant Street northeasterly a distance of 400 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays. | One Hour         |
| <b>Flagg Street</b>     | No parking easterly side from Franklin Street northwesterly a distance of 286 feet.  | No Parking       |
| <b>Fletcher Road</b>    | No parking westerly side from School Street southerly for a distance of 70 feet.   | No Parking       |
| <b>Forest Park Road</b> | No parking easterly side from Rumford Park Avenue southerly a distance of 270 feet.  | No Parking       |
| <b>Forest Park Road</b> | No parking easterly side from the intersection with Rumford Park Avenue to the intersection with Thomas Street.  | No Parking       |
| <b>Forest Park Road</b> | No parking westerly side beginning at a point 400 feet northerly from Brentwood Road northerly to the southerly sideline of the Route I-95/Route 128 bridge.                               | No Parking       |
| <b>Fourth Road</b>      | No parking both sides the entire length.   | No Parking       |
| <b>Fowle Street</b>     | No parking northerly side from Main Street easterly a distance of 100 feet.  | No Parking       |
| <b>Fowle Street</b>     | No parking southerly side from Main Street easterly a distance of 550 feet.  | No Parking       |
| <b>Fowle Street</b>     | No parking southerly side from Highland Street to Conn Street between from March 30th to November 15th.  | No Parking       |
| <b>Frances Street</b>   | No parking southerly side from Main Street easterly a distance of 85 feet.   | No Parking       |
| <b>Frances Street</b>   | Resident sticker permit parking only both sides beginning at a point 100 feet easterly of Main Street easterly to the terminus of the street.  | Resident Parking |
| <b>Frank Wall Drive</b> | No parking both sides the entire length.   | No Parking       |

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| <b>Franklin Street</b>           | No parking both sides from Main Street westerly to Johnson Street.   | No Parking             |
| <b>Franklin Street</b>           | No parking northerly side from Johnson Street westerly a distance of fifty (50) feet.  | No Parking             |
| <b>Franklin Street</b>           | No parking both sides from Winn Street easterly a distance of 177 feet.  | No Parking             |
| <b>Gallagher Way</b>             | Two handicapped accessible parking spaces at the rear entrance to City Hall with no time limit.  | Handicapped Accessible |
| <b>Gallagher Way</b>             | One hour westerly side starting at a point 100 feet southerly of Pleasant Street to a point 200 feet southerly of Pleasant Street.   | One Hour               |
| <b>Gallagher Way</b>             | Thirty minutes westerly side from Pleasant Street a distance of 100 feet southerly, with the exception of one handicapped accessible parking space with no time limit.   | Thirty Minutes         |
| <b>Gallagher Way</b>             | Thirty minutes easterly side starting at Common Street southerly a distance of 65 feet, with the exception of two handicapped accesible parking spaces with no time limit and a space reserved for the Mayor with no time limit. | Thirty Minutes         |
| <b>Garfield Avenue</b>           | No parking easterly side from Jefferson Avenue southerly a distance of 308 feet.   | No Parking             |
| <b>Gately Drive</b>              | No parking southerly from Cambridge Road easterly a distance of 75 feet.   | No Parking             |
| <b>Gill Street</b>               | No parking both sides the entire length.   | No Parking             |
| <b>Green Street</b>              | No parking both sides from Eastern Avenue westerly a distance of 200 feet.   | No Parking             |
| <b>Green Street</b>              | No parking southerly side from Main Street to Prospect Street.   | No Parking             |
| <b>Green Street</b>              | No parking northerly side from Main Street easterly a distance of 200 feet.  | No Parking             |
| <b>Greenwood Avenue</b>          | No parking westerly side from Montvale Avenue southerly a distance of 110 feet.  | No Parking             |
| <b>Hanson School Parking Lot</b> | Two hours parking any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.  | Two Hours              |
| <b>Harrison Avenue</b>           | No parking northerly side from Winn Street to North Warren Street.   | No Parking             |
| <b>Harrison Avenue</b>           | Two hour parking southerly side from Winn Street westerly a distance of 258 feet any time.   | Two Hours              |
| <b>Hawthorne Street</b>          | No parking both sides from Washington Street westerly a distance of 225 feet between the hours of 6:00 a.m. to 10:00 a.m. on Monday through Friday.  | No Parking             |
| <b>High Street</b>               | No parking southerly side beginning at a point 140 feet easterly of Main Street to Greenwood Avenue.   | No Parking             |
| <b>High Street</b>               | No parking northerly side beginning at a point 224 feet easterly of Main Street to Greenwood Avenue.   | No Parking             |

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| <b>High Street</b>        | Two hour parking southerly side from Main Street easterly a distance of 140 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays. | Two Hours              |
| <b>High Street</b>        | Two hour parking northerly side from Main Street easterly a distance of 224 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays. | Two Hours              |
| <b>Highland Street</b>    | No parking westerly side from South Street southerly a distance of 300 feet.   | No Parking             |
| <b>Hill Street</b>        | No parking both sides from Montvale Avenue southerly a distance of 525 feet.   | No Parking             |
| <b>Hilltop Parkway</b>    | No parking southerly side beginning at a point 25 feet from Bow Street easterly a distance of 150 feet between 7:00 a.m. and 4:00 p.m.   | No Parking             |
| <b>Hilltop Parkway</b>    | No parking both sides from Bow Street easterly a distance of 25 feet.  | No Parking             |
| <b>Holden Place</b>       | No parking both sides from Montvale Avenue southerly a distance of 482 feet.   | No Parking             |
| <b>Hovey Street</b>       | No parking both sides from Main Street to Spring Street.   | No Parking             |
| <b>Hudson Street</b>      | Handicapped accessible parking space beginning at a point 152 feet westerly from Main Street westerly a distance of 20 feet.   | Handicapped Accessible |
| <b>Hudson Street</b>      | No parking both sides from Lakeview Terrace westerly a distance of 361 feet.   | No Parking             |
| <b>Industrial Parkway</b> | No parking both sides the entire length.   | No Parking             |
| <b>James Street</b>       | No parking both sides the entire length.   | No Parking             |
| <b>James Terrace</b>      | No parking easterly side from the easterly intersection with Green Street southerly a distance of 140 feet.  | No Parking             |
| <b>John Street</b>        | No parking northerly side in front of 18 John Street starting at a point 7 feet from the westerly lot line in an easterly direction 61 feet.                                       | No Parking             |
| <b>Johnson Street</b>     | No parking both sides the entire length.   | No Parking             |
| <b>Kennedy Park Road</b>  | No parking both sides from Locust Street southerly a distance of 75 feet.  | No Parking             |
| <b>Kentucky Avenue</b>    | No parking both sides from Ashburton Avenue in a northerly direction.  | No Parking             |
| <b>Kilby Street</b>       | No parking southerly side from Winn Street easterly a distance of 221 feet.  | No Parking             |
| <b>Lake Avenue</b>        | No parking both sides from Arlington Road southwesterly to the Winchester town line.   | No Parking             |
| <b>Lake Avenue</b>        | Two hour parking both sides from Main Street to Pickering Street at any time any time.   | Two Hours              |
| <b>Lawrence Street</b>    | No parking both sides from Warren Avenue westerly a distance of 150 feet.  | No Parking             |
| <b>Linscott Road</b>      | No parking both sides the entire length.   | No Parking             |

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| <b>Locust Street</b>                    | No parking southerly side from Cambridge Road to Willow Street.  | No Parking             |
| <b>Locust Street</b>                    | No parking both sides of traffic island at Willow Street.  | No Parking             |
| <b>Lowell Street</b>                    | No parking both sides from Marion Avenue westerly a distance of 925 feet.  | No Parking             |
| <b>Main Street</b>                      | Handicapped accessible parking space easterly side at 911 Main Street.   | Handicapped Accessible |
| <b>Main Street</b><br>(added 4/22/2016) | Handicapped accessible parking space be established westerly side beginning at a point forty (40) feet north of the northerly curb line of Park Street a distance of 20 feet.              | Handicapped Accessible |
| <b>Main Street</b><br>(added 4/22/2016) | Handicapped accessible parking space be established easterly side beginning at a point thirty (30) feet south of the southerly curb line of Walnut Street southerly a distance of 20 feet. | Handicapped Accessible |
| <b>Main Street</b><br>(added 4/22/2016) | Handicapped accessible parking space be established easterly side beginning at a point fifty (50) feet north of the northerly curb line of Walnut Street northerly a distance of 20 feet.  | Handicapped Accessible |
| <b>Main Street</b><br>(added 4/22/2016) | Handicapped accessible parking space be established easterly side beginning at a point at the northerly end of the extended curb at 389 Main Street a distance of 20 feet.                 | Handicapped Accessible |
| <b>Main Street</b><br>(added 4/22/2016) | Handicapped accessible parking space be established easterly side beginning at a point forty (40) feet north of the northerly curb line of Salem Street northerly a distance of 20 feet.   | Handicapped Accessible |
| <b>Main Street</b><br>(added 4/22/2016) | Handicapped accessible parking space be established westerly side beginning at a point directly opposite the southerly curb line of Everett Street northerly a distance of 20 feet.        | Handicapped Accessible |
| <b>Main Street</b><br>(added 4/22/2016) | Handicapped accessible parking space be established westerly side a distance of seventeen (17) feet south of the southerly curb line of Hovey Street southerly a distance of 20 feet.      | Handicapped Accessible |
| <b>Main Street</b>                      | No parking westerly side from Common Street to Pleasant Street.  | No Parking             |
| <b>Main Street</b>                      | No parking westerly side from Lake Avenue northerly a distance of 175 feet.  | No Parking             |
| <b>Main Street</b>                      | No parking westerly side from Manns Court southerly a distance of 125 feet.  | No Parking             |
| <b>Main Street</b>                      | No parking westerly side Veteran Road southerly a distance of 100 feet.  | No Parking             |
| <b>Main Street</b>                      | No parking westerly side from Ash Street southerly a distance of 25 feet.  | No Parking             |
| <b>Main Street</b>                      | No parking easterly side from Fowle Street southerly a distance of 130 feet.   | No Parking             |

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| <b>Main Street</b> | No parking westerly side from Warren Avenue northerly a distance of 100 feet.   | No Parking |
| <b>Main Street</b> | No parking westerly side at Hammond Green and adjoining island.   | No Parking |
| <b>Main Street</b> | No parking westerly side from Myrtle Street to Summer Street.   | No Parking |
| <b>Main Street</b> | No parking easterly side from O'Neil Road northerly a distance of 375 feet.   | No Parking |
| <b>Main Street</b> | No parking easterly side from Conn Street to John Street.   | No Parking |
| <b>Main Street</b> | No parking easterly side from Fowle Street to Green Street.   | No Parking |
| <b>Main Street</b> | No parking easterly side from Eaton Avenue southerly a distance of 50 feet.   | No Parking |
| <b>Main Street</b> | No parking easterly side from Manning Street southerly a distance of 450 feet.  | No Parking |
| <b>Main Street</b> | No parking westerly side from Green Street southerly a distance of 100 feet.  | No Parking |
| <b>Main Street</b> | No parking westerly side from Minot Street to the northerly intersection of Elm Street.   | No Parking |
| <b>Main Street</b> | No parking easterly side from Clinton Street northerly a distance of 183 feet.  | No Parking |
| <b>Main Street</b> | No parking along the perimeter of all traffic islands   | No Parking |
| <b>Main Street</b> | One hour parking westerly side from Common Street southerly to Myrtle Street any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.  | One Hour   |
| <b>Main Street</b> | One hour parking easterly side from High Street to Harlow Court any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.   | One Hour   |
| <b>Main Street</b> | One hour parking westerly side from Park Street northerly a distance of 775 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.  | One Hour   |
| <b>Main Street</b> | One hour parking westerly side from a point beginning 100 feet northerly of Warren Avenue northerly a distance of 300 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.      | One Hour   |
| <b>Main Street</b> | One hour parking easterly side from a point 50 feet south of Eaton Avenue southerly to a point 183 feet north of Clinton Street any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays. | One Hour   |
| <b>Main Street</b> | One hour parking westerly side from Wilcox Circle to Wyman Place any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.  | One Hour   |

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| <b>Main Street</b>               | One hour parking both sides from 667 Main Street to Eaton Avenue  | One Hour     |
| <b>Main Street</b>               | Two hour parking westerly side from Lake Avenue to Lydon Court any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.                    | Two Hours    |
| <b>Main Street</b>               | Two hour parking easterly side from Cranes Court to Cross Street any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.                  | Two Hours    |
| <b>Main Street</b>               | Two hour parking easterly side from Cranes Court northerly a distance of 150 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays. | Two Hours    |
| <b>Main Street</b>               | Two hours parking westerly side from Franklin Street to Plympton Street any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays..          | Two Hours    |
| <b>Manning Street</b>            | No parking both sides from Main Street easterly a distance of 70 feet.  | No Parking   |
| <b>Manns Court</b>               | No parking northerly side the entire length.  | No Parking   |
| <b>Manns Court</b>               | No parking southerly side beginning at a point 74 feet westerly from Main Street westerly to the terminus of the roadway.   | No Parking   |
| <b>Manns Court</b>               | One hour parking southerly side from Main Street westerly a distance of 74 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.   | Time Limited |
| <b>Manny Terrace</b>             | No parking both sides from Pleasant Street southerly a distance of 100 feet.  | No Parking   |
| <b>Memorial Drive</b>            | No parking both sides from Beach Street to Salem Street.  | No Parking   |
| <b>Merrimac Street</b>           | No parking northerly side from Dartmouth Street easterly a distance of 75 feet.   | No Parking   |
| <b>Merrimac Street</b>           | No parking both sides from westerly intersection with North Maple Street easterly to New Boston Street.   | No Parking   |
| <b>Middle Street</b>             | No parking northerly side from from Fryeburg Road southwesterly a distance of 300 feet.   | No Parking   |
| <b>Middlesex Canal Park Road</b> | No parking both sides the entire length.  | No Parking   |
| <b>Milan Avenue</b>              | No parking westerly side from Naples Avenue to West Dexter Avenue.  | No Parking   |
| <b>Minot Street</b>              | No parking northerly side from Main Street westerly a distance of 257 feet between the hours of 9:00 a.m. and 5:00 p.m., excluding Sundays and holidays.                            | No Parking   |

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| <b>Mishawum Road</b>                         | No parking both sides from Washington Street to southerly sideline of the Route I-95/Route 128 bridge.   | No Parking |
| <b>Mishawum Road</b>                         | No parking both sides from Ryan Road to Industrial Parkway   | No Parking |
| <b>Montvale Avenue</b>                       | No parking southerly side from Eastern Avenue westerly a distance of 400 feet.   | No Parking |
| <b>Montvale Avenue</b>                       | No parking northerly side from Main Street to Prospect Street.   | No Parking |
| <b>Montvale Avenue</b>                       | No parking southerly side from Greenwood Avenue to Prospect Street.  | No Parking |
| <b>Montvale Avenue</b>                       | No parking southerly side from Main Street easterly for a distance of 40 feet.   | No Parking |
| <b>Montvale Avenue</b>                       | No parking both sides from Central Street to Green Street.   | No Parking |
| <b>Montvale Avenue</b>                       | No parking both sides from Washington Street to the intersection with the westernly sideline of Route I-93.  | No Parking |
| <b>Montvale Avenue</b><br>(amended 5-9-2016) | Two hour parking southerly side starting at a point 40 feet easterly of Main Street to Prospect Street any time between the hours of 8:00 a.m. and 9:00 p.m. any day except Sundays and public holidays. | Two Hours  |
| <b>Myrtle Street</b>                         | No parking northerly side the entire length.   | No Parking |
| <b>Myrtle Street</b>                         | One hour parking southerly side from Main Street westerly a distance of 200 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.                       | No Parking |
| <b>Nashua Street</b>                         | No parking westerly side from Montvale Avenue southerly for a distance of 150 feet all days but Sunday.  | No Parking |
| <b>Nashua Street</b>                         | No parking easterly side from Montvale Avenue southerly to the intersection with Holton Street.  | No Parking |
| <b>New Boston Street</b>                     | No parking both sides the entire length.   | No Parking |
| <b>Newbury Street</b>                        | No parking westerly side from the westerly intersection with Eaton Avenue southerly a distance of 272 feet.  | No Parking |
| <b>Nichols Street</b>                        | No parking both sides the entire length.   | No Parking |
| <b>North Maple Street</b>                    | No parking from Merrimac Street to Industrial Parkway.   | No Parking |
| <b>North Warren Street</b>                   | No parking both sides from Pleasant Street westerly a distance of 80 feet.   | No Parking |
| <b>Old Mishawum Road</b>                     | No parking both sides the entire length.   | No Parking |
| <b>Olympia Avenue</b>                        | No parking both sides the entire length.   | No Parking |
| <b>Orange Street</b>                         | No parking from Central Street a distance of 280 feet in a westerly and then northwesterly direction between the hours of 6:00 a.m. to 8:00  | No Parking |

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|                         | a.m. and between the hours of 1:00 p.m. to 3:00 p.m.   |                        |
| <b>Park Street</b>      | Handicapped accessible parking space easterly side at 41 Park Street.  | Handicapped Accessible |
| <b>Park Street</b>      | No parking westerly side from Main Street northwesterly a distance of 528 feet.  | No Parking             |
| <b>Park Street</b>      | One hour parking easterly side from Main Street northwesterly a distance of 192 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays. | One Hour               |
| <b>Paul Avenue</b>      | No parking both sides from Montvale Avenue northerly a distance of 210 feet between 11:00 p.m. and 7:00 a.m.   | No Parking             |
| <b>Pearl Street</b>     | No parking easterly side from Sylvan Road northeasterly a distance of 1100 feet.   | No Parking             |
| <b>Pickering Street</b> | No parking westerly side the entire length.  | No Parking             |
| <b>Pine Street</b>      | No parking westerly side from Salem Street southerly a distance of 1500 feet.  | No Parking             |
| <b>Pleasant Street</b>  | No parking southerly side from Warren Avenue easterly a distance of 25 feet.   | No Parking             |
| <b>Pleasant Street</b>  | No parking northerly side from Converse Place to Reed Street.  | No Parking             |
| <b>Pleasant Street</b>  | No parking northerly side from Winn Street to the intersection with Abbott Street.   | No Parking             |
| <b>Pleasant Street</b>  | No parking southerly side from Winn Street westerly a distance of 550 feet.  | One Hour               |
| <b>Pleasant Street</b>  | One hour parking from Bennett Street easterly a distance of 100 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.                 | Time Limited           |
| <b>Pleasant Street</b>  | Two hour parking both sides from Abbott Street to North Warren Street any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.                | Two Hours              |
| <b>Plympton Street</b>  | No parking northerly side from Scott Street to Flagg Street.   |                        |
| <b>Plympton Street</b>  | No parking both sides from Johnson Street to Main Street.  | No Parking             |
| <b>Plympton Street</b>  | No parking southerly side from Johnson Street westerly a distance of 100 feet.   | No Parking             |
| <b>Porter Street</b>    | No parking southerly side from Warren Avenue westerly a distance of 25 feet.   | No Parking             |
| <b>Porter Street</b>    | No parking northerly side from Warren Avenue westerly a distance of 75 feet.   | No Parking             |
| <b>Prospect Street</b>  | No parking easterly side from Montvale Avenue to High Street.  | No Parking             |

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| <b>Prospect Street</b>      | No parking easterly side from Mt. Pleasant Street to Green Street.  | No Parking             |
| <b>Prospect Street</b>      | No parking westerly side from Montvale Avenue southerly a distance of 65 feet.  | No Parking             |
| <b>Prospect Street</b>      | No parking both sides from High Street southerly a distance of 485 feet.  | No Parking             |
| <b>Rath Road</b>            | No parking both sides the entire length.  | No Parking             |
| <b>Revere Road</b>          | No parking both sides from Cambridge Road westerly a distance of 150 feet.  | No Parking             |
| <b>Richardson Street</b>    | One handicapped accessible parking space northerly side 9 Richardson Street.  | Handicapped Accessible |
| <b>Richardson Street</b>    | No parking loading zone southerly side from Main Street westerly a distance of 55 feet.   | Loading Zone           |
| <b>Richardson Street</b>    | No parking northerly side from Main Street a distance of 150 feet.  | No Parking             |
| <b>Richmond Park</b>        | No parking both sides from Warren Avenue westerly a distance of 161 feet.   | No Parking             |
| <b>Roessler Road</b>        | No parking both sides the entire length.  | No Parking             |
| <b>Russell Court</b>        | No parking easterly side the entire length.   | No Parking             |
| <b>Russell Street</b>       | No parking northerly side from Cambridge Road westerly a distance of 552 feet.  | No Parking             |
| <b>Ryan Road</b>            | No parking both sides the entire length.  | No Parking             |
| <b>Salem Street</b>         | No parking northerly side beginning at a point 500 feet easterly of Walnut Court easterly for a distance of 253 feet.   | No Parking             |
| <b>Salem Street</b>         | No parking northerly side from Main Street easterly a distance of 200 feet.   | No Parking             |
| <b>Salem Street</b>         | One hour parking southerly side beginning at a point 108 feet easterly from the intersection with Main Street easterly a distance of 292 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays. | One Hour               |
| <b>School Street</b>        | No parking both sides from Ryan Road westerly a distance of 100 feet.   | No Parking             |
| <b>Scott Street</b>         | No parking both sides from Johnson Street to Main Street.   | No Parking             |
| <b>Scott Street</b>         | No parking westerly side from Plympton Street northerly for a distance of 80 feet.  | No Parking             |
| <b>Second Road</b>          | No parking both sides the entire length.  | No Parking             |
| <b>Sherman Place</b>        | No parking westerly side from Montvale Avenue for a distance of 60.   | No Parking             |
| <b>Sixth Road</b>           | No parking both sides the entire length.  | No Parking             |
| <b>South Bedford Street</b> | No parking northerly side the entire length.  | No Parking             |
| <b>Spring Street</b>        | No parking both sides the entire length.  | No Parking             |
| <b>Squanto Road</b>         | No parking westerly side from Russell Street southerly a distance of 25 feet.   | No Parking             |
| <b>Stonewall Drive</b>      | No parking easterly side the entire length.   | No Parking             |

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| <b>Sturgis Street</b>            | No parking both sides from Warren Avenue westerly a distance of 130 feet.  | No Parking             |
| <b>Suffolk Street</b>            | No parking both sides the entire length.   | No Parking             |
| <b>Summer Street</b>             | Two handicapped accessible parking spaces northerly side beginning at a point 133 feet westerly of Main Street westerly a distance of 45 feet.                                     | Handicapped Accessible |
| <b>Summer Street</b>             | No parking southerly side from Main Street to Edgehill Road.   | No Parking             |
| <b>Torrice Drive</b>             | No parking both sides from Fourth Road northerly for a distance of 280 feet.   | No Parking             |
| <b>Union Street</b>              | One handicapped accessible parking space southerly side beginning at a point 86 feet westerly of First Street.   | Handicapped Accessible |
| <b>Union Street</b>              | No parking northeasterly side the entire length.   | No Parking             |
| <b>Union Street</b>              | No parking southerly side from Montvale Avenue westerly for a distance of 185 feet.  | No Parking             |
| <b>Union Street</b>              | One hour parking southerly side from Main Street easterly a distance of 260 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays. | One Hour               |
| <b>Valley Road</b>               | No parking easterly side from Pleasant Street northerly for a distance of 157 feet.  | No Parking             |
| <b>Valley Road</b>               | No parking easterly side southerly from Harrison Avenue a distance of 150 feet.  | No Parking             |
| <b>Valley Road</b>               | No parking westerly side from Pleasant Street northely a distance of 40 feet.  |                        |
| <b>Walnut Hill Park</b>          | No parking westerly side the entire length.  | No Parking             |
| <b>Walnut Street</b>             | No parking both sides from Main Street southerly a distance of 150 feet.   | No Parking             |
| <b>Walnut Street Parking Lot</b> | Two hour parking in the Walnut Street Municipal Parking Lot any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.                      | Two Hours              |
| <b>Warren Avenue</b>             | No parking westerly side from Porter Street to Main Street.  | No Parking             |
| <b>Warren Avenue</b>             | No parking westerly side from Porter Street northerly a distance of 300 feet.  | No Parking             |
| <b>Warren Avenue</b>             | One hour parking easterly side from Pleasant Street to Lawrence Street any time between the hours of 7:00 a.m. and 5:00 p.m. any day except Sundays and public holidays.           | One Hour               |
| <b>Washington Street</b>         | Two handicapped accessible parking spaces westerly side starting at a point 234 feet northerly of Utica Street northerly a distance of 42 feet.                                    | Handicapped Accessible |
| <b>Washington Street</b>         | No parking both sides from Cedar Street southerly a distance of 200 feet.  | No Parking             |
| <b>Washington Street</b>         | No parking easterly side from Ran Drive to Erie Street.  | No Parking             |

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| <b>Washington Street</b>  | No parking westerly side from D Street to Erie Street.   | No Parking |
| <b>Washington Street</b>  | One hour parking easterly side from Montvale Avenue northerly for a distance of 250 feet between the hours of 7:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.              | One Hour   |
| <b>Washington Street</b>  | One hour parking westerly side from Montvale Avenue northerly for a distance of 163 feet between the hours of 7:00 a.m. and 6:00 p.m. any day except Sundays and public holidays.              | One Hour   |
| <b>Water Street</b>       | No parking both sides from Woburn Parkway easterly a distance of 145 feet between the hours of 9:00 p.m. to 5:00 a.m.  | No Parking |
| <b>Water Street</b>       | No parking westerly side fromh Pleasant Street to Adams Drive.   | No Parking |
| <b>Water Street</b>       | No parking from the easterly side of the intersection with Woburn Parkway to intersection of the southerly side of Sturgis Street and easterly side of Water Street.                           | No Parking |
| <b>West Dexter Avenue</b> | No parking northerly side from Naples Avenue to Main Street.   |            |
| <b>Wildwood Avenue</b>    | No parking both sides the entire length.   | No Parking |
| <b>Willow Street</b>      | No parking both sides from Lexington Street to Bedford Road.   | No Parking |
| <b>Winn Street</b>        | No parking easterly side beginning at a point 250 feet from Pleasant Street northwesterly a distance of a distance of 250 feet.  | No Parking |
| <b>Winn Street</b>        | No parking easterly side from Kilby Street southerly a distance of 267 feet.   | No Parking |
| <b>Winn Street</b>        | No parking easterly side from Middlesex Street southerly a distance of 100 feet.   | No Parking |
| <b>Winn Street</b>        | No parking easterly side from Franklin Street southerly for a distance of 50 feet.   | No Parking |
| <b>Winn Street</b>        | No parking westerly side from Pleasant Street to Federal Street.   | One Hour   |
| <b>Winn Street</b>        | Two hour parking westerly side from Harrison Avenue northwesterly for a distance of 469 feet any time between the hours of 8:00 a.m. and 6:00 p.m. any day except Sundays and public holidays. | Two Hours  |
| <b>Winn Street</b>        | No parking easterly side from Franklin Street northerly a distance of 50 feet.   |            |
| <b>Woburn Common</b>      | No parking the entire perimeter.   | No Parking |
| <b>Woburn Parkway</b>     | No parking both sides from Pleasant Street to Cove Street.   | No Parking |
| <b>Wood Street</b>        | No parking westerly side from a point beginning at 150 feet northerly from Montvale Avenue a distance of 200 feet except Sundays and public holidays.  | No Parking |

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| <b>Wright Street</b> | No parking westerly side from Winn Street northerly a distance of 40 feet. | No Parking |
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**Schedule 2 – Turning and Movement Restrictions**

| <b>Street</b>           | <b>Description</b>   | <b>Restriction</b> |
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| <b>Abbott Street</b>    | One-way westerly from the intersection with Federal Street a distance of 150 feet.   | One-way            |
| <b>Arlington Road</b>   | No turn on red northerly at the intersection with Pleasant Street.   | No turn on red     |
| <b>Beach Street</b>     | One-way easterly from intersection of Mishawum Road to intersection with Clinton Street.   | One-way            |
| <b>Bedford Road</b>     | No turn on red easterly at the intersection with Winn Street.  | No turn on red     |
| <b>Bennett Street</b>   | One-way northerly from the intersection with Church Avenue to the intersection with Pleasant Street.   | One-way            |
| <b>Brentwood Road</b>   | No through traffic from the intersection with Main Street to the intersection with Forest Park Road both directions between 7:00 a.m. and 9:00 a.m. and between 2:00 p.m. and 6:00 p.m.. | No through traffic |
| <b>Campbell Street</b>  | One-way easterly from the intersection with Main Street to the intersection with Wade Avenue.  | One-way            |
| <b>Center Street</b>    | One way southerly from the intersection with Franklin Street to the intersection with Park Street.   | One-way            |
| <b>Chestnut Street</b>  | No through traffic westerly from intersection with Main Street to the intersection with Middlesex Street between 7:00 a.m. and 10:00 a.m. and between 4:00 p.m. and 7:00 p.m.            | No through traffic |
| <b>Church Avenue</b>    | One-way westerly from the intersection with Main Street to the intersection with Bennett Street.   | One-way            |
| <b>Church Street</b>    | One-way easterly from the intersection with Main Street to the intersection with Manning Street.   | One-way            |
| <b>Cleveland Avenue</b> | One-way northeasterly from the intersection with Beach Street to the intersection with Mishawum Road.  | One-way            |
| <b>Colonial Road</b>    | No through traffic from the intersection with Winn Street to the intersection with Wyman Street in both directions between 7:00 a.m. and 9:00 a.m. and between 4:00 p.m. and 6:00 p.m.   | No through traffic |
| <b>Commerce Way</b>     | Southbound vehicles in the right lane must turn right to Mishawum Road westbound.  | Right turn only    |
| <b>Commerce Way</b>     | Southbound vehicles in the left lane must turn left to Mishawum Road eastbound.  | Left turn only     |

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| <b>Commerce Way</b>        | One-way northerly in the east side of the divided highway from the intersection with Mishawum Road to the intersection with Presidential Way.                             | One-way            |
| <b>Commerce Way</b>        | One-way southerly in the west side of the divided highway from the intersection with Presidential Way to the intersection with Mishawum Road.                             | One-way            |
| <b>Common Street</b>       | Eastbound vehicles in left two lanes left turn only at the intersection with Main Street northbound.  | Left turn only     |
| <b>Common Street</b>       | Eastbound vehicles in the middle lane must travel straight eastbound to Montvale Avenue.  | No turns           |
| <b>Common Street</b>       | Eastbound vehicles in the right lane right turn only at the intersection with Main Street southbound.   | Right turn only    |
| <b>Common Street</b>       | One-way easterly from the intersection with Pleasant Street to the intersection with Main Street.   | One-way            |
| <b>Common Street</b>       | Eastbound vehicles in left two lanes left turn on red after stop.   | Left turn on red   |
| <b>Court Street</b>        | One-way in a northwesterly direction from the intersection with Caulfield Road to the intersection with Pleasant Street.  | One-way            |
| <b>Cummings Avenue</b>     | No through traffic from the intersection with Kilby Street to the intersection with Winn Street between 7:00 a.m. and 9:00 a.m. and between 3:00 p.m. and 6:00 p.m.       | No through traffic |
| <b>Day Circle</b>          | No through traffic easterly from the intersection with Cambridge Road between 4:00 p.m. and 6:00 p.m.   | No through traffic |
| <b>Deb Road</b>            | One-way southerly from the intersection with Montvale Avenue to the intersection with Green Street.   | One-way            |
| <b>Dewey Avenue</b>        | Eastbound vehicles right turn only at the intersection with Washington Street.  | Right turn only    |
| <b>Dewey Avenue</b>        | No through traffic from the intersection with Washington Street to the intersection with Orange Avenue between 7:00 a.m. and 9:00 a.m. and between 4:00 p.m. to 6:00 p.m. | No through traffic |
| <b>East Nichols Street</b> | No through traffic from the intersection with Main Street between 7:00 a.m. and 9:00 a.m. and between 2:00 p.m. and 7:00 p.m.   | No through traffic |
| <b>Eaton Avenue</b>        | No turn on red westerly at the intersection with Main Street between the hours of 7:00 a.m. to 9:00 a.m. and 2:00 p.m. to 4:00 p.m.                                       | No turn on red     |
| <b>Ellis Court</b>         | One-way easterly from the intersection with Campbell Street to the intersection with Wade Avenue.   | One-way            |
| <b>Everett Street</b>      | One-way easterly then southeasterly from the intersection with Main Street to the intersection with Montvale Avenue.  | One-way            |

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| <b>Federal Street</b>   | One-way northerly from the intersection with Pleasant Street to the intersection with Abbott Street.  | One-way            |
| <b>First Street</b>     | One-way southerly from the intersection with Union Street to the intersection with Montvale Avenue.   | One-way            |
| <b>Fowle Street</b>     | One-way westerly from the intersection with Fulton Street to the intersection with Eastern Avenue.  | One-way            |
| <b>Franklin Street</b>  | One-way northerly from the intersection with Main Street to the intersection with Johnson Street.   | One-way            |
| <b>Hinston Road</b>     | No through traffic from the intersection with Wildwood Street to the intersection with Maple Avenue between 7:30 a.m. and 9:00 a.m. and between 2:00 p.m. and 3:00 p.m.   | No through traffic |
| <b>Hobson Avenue</b>    | No through traffic from the intersection with Olympia Avenue to the intersection with Dewey Avenue between 7:00 a.m. and 9:00 a.m. and between 4:00 p.m. and 6:00 p.m.  | No through traffic |
| <b>Houghton Street</b>  | No through traffic from the intersection with Bedford Road to the intersection with Harrison Avenue between 7:30 a.m. and 8:30 a.m. and between 2:30 p.m. to 3:30 p.m. Monday through Friday between September 1 through June 25. | No through traffic |
| <b>Hudson Street</b>    | One-way westerly from the intersection with Lakeview Terrace to the intersection with Arlington Road.   | One-way            |
| <b>Intervale Street</b> | No through traffic from the intersection with Main Street to the intersection with Brentwood Road both directions between 7:00 a.m. and 9:00 a.m. and between 2:00 p.m. and 6:00 p.m.   | No through traffic |
| <b>Jan Street</b>       | No through traffic westerly from the intersection with Mishawum Road to the intersection with Emerson Road between 7:00 a.m. and 9:00 a.m. and between 4:00 p.m. to 6:00 p.m.   | No through traffic |
| <b>Johnson Street</b>   | One-way northerly from the intersection with Franklin Street to the intersection with Plympton Street.  | One-way            |
| <b>Kilby Street</b>     | No turn on red westerly at the intersection with Winn Street  | No turn on red     |
| <b>Lord Terrace</b>     | One-way southerly from the intersection with East Nichols Street to the intersection with School Street.  | One-way            |
| <b>Lowell Street</b>    | Southbound vehicles right turn only at the intersection with Main Street.   | Right turn only    |
| <b>Lowell Street</b>    | One-way southeasterly from the intersection with Wilcox Circle to the intersection with Main Street.  | One-way            |

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| <b>Main Street</b>               | One-way northerly from the intersection with Common Street to the intersection with Pleasant Street.  | One-way            |
| <b>Main Street</b>               | Northbound vehicles in left lane left turn only at the intersection with Pleasant Street.   | Left turn only     |
| <b>Main Street</b>               | Northbound vehicles no left from Main Street to Winn Street at the intersection of Park Street.   | No left turn       |
| <b>Main Street</b>               | Southbound vehicles in right lane right turn only lane at the intersection with Middlesex Canal Park Road.  | Right turn only    |
| <b>Main Street</b>               | Southbound vehicles in left lane left turn only at intersection with Fisher Terrace.  | Left turn only     |
| <b>Main Street</b>               | No turn on red northerly at the intersection with Eaton Avenue between the hours of 7:00 a.m. to 9:00 a.m. and 2:00 p.m. to 4:00 p.m.   | No turn on red     |
| <b>Main Street</b>               | No turn on red northerly at the intersection with School Street between the hours of 7:00 a.m. to 9:00 a.m. and 2:00 p.m. to 4:00 p.m.  | No turn on red     |
| <b>Main Street</b>               | Northbound vehicles no left turn at the intersection with Kearsarge Avenue between 7:30 a.m. and 9:00 a.m. Monday through Friday.   | No left turn       |
| <b>Main Street</b>               | Southbound vehicles no right turn at the intersection with Kearsarge Avenue between 7:30 a.m. and 9:00 a.m. Monday through Friday   | No right turn      |
| <b>Maple Avenue</b>              | No through traffic easterly at the intersection with Beach Street between 7:30 a.m. and 9:00 a.m. and between 2:00 p.m. and 3:00 p.m.   | No through traffic |
| <b>Marietta Street</b>           | No through traffic in both directions from the intersection with Olympia Avenue to the intersection with Dewey Avenue between 7:00 a.m. and 9:00 a.m. and between 4:00 p.m. and 6:00 p.m. | No through traffic |
| <b>Maywood Terrace</b>           | No through traffic from the intersection with Beach Street.   | No through traffic |
| <b>Memorial Avenue</b>           | Southbound vehicles no left turn at the intersection with Salem Street.   | No left turn       |
| <b>Middlesex Canal Park Road</b> | Eastbound vehicles in left lane left turn only at the intersection with Main Street.  | Left turn only     |
| <b>Middlesex Canal Park Road</b> | Eastbound vehicles in right lane right turn only at the intersection with Main Street.  | Right turn only    |
| <b>Middlesex Street</b>          | No through traffic northerly from the intersection with Winn Street between 7:00 a.m. and 10:00 a.m. and between 4:00 p.m. and 7:00 p.m.  | No through traffic |
| <b>Mishawum Road</b>             | Eastbound vehicles in right lane must turn right at intersection with on-ramp to Route I-95/Route 128 westbound.  | Right turn only    |

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| <b>Montvale Avenue</b>     | Westbound vehicles no left turn at intersection with Albany Street between 7:00 a.m. and 9:00 a.m. Monday through Friday.  | No left turn       |
| <b>Montvale Avenue</b>     | Eastbound vehicles no right turn at intersection with Albany Street between 7:00 a.m. and 9:00 a.m. Monday through Friday.   | No right turn      |
| <b>Montvale Avenue</b>     | Westbound vehicles right turn only at the intersection with Main Street.   | Right turn only    |
| <b>Montvale Avenue</b>     | No turn on red westerly at the intersection with Main Street.  | No turn on red     |
| <b>Montvale Avenue</b>     | No turn on red easterly at the intersection with Washington Street.  | No turn on red     |
| <b>Montvale Avenue</b>     | No turn on red westerly at the intersection with Washington Street.  | No turn on red     |
| <b>Mountain Street</b>     | Eastbound vehicles no left turn at the intersection with Townsend Street between 4:30 p.m. and 6:00 p.m. Monday through Friday.  | No left turn       |
| <b>Mountain Street</b>     | Westbound vehicles no right turn at the intersection with Townsend Street between 4:30 p.m. and 6:00 p.m. Monday through Friday.   | No right turn      |
| <b>Myrtle Street</b>       | One-way westerly from the intersection with Main Street to the intersection with Warren Avenue between 7:30 a.m. and 9:00 a.m. and between 2:00 p.m. and 4:00 p.m.                             | One-way            |
| <b>Newbridge Avenue</b>    | One-way easterly from the intersection with Elm Street to the intersection with Main Street.   | One-way            |
| <b>Newbury Street</b>      | One-way northerly from the intersection with Knollwood Avenue to the easterly intersection with Eaton Avenue between 7:30 a.m. and 8:30 a.m. and between 2:30 p.m. and 3:30 p.m.               | One-way            |
| <b>Newbury Street</b>      | One-way southerly then easterly from the westerly intersection with Eaton Avenue to the intersection with Knollwood Avenue between 7:30 a.m. and 8:30 a.m. and between 2:30 p.m. and 3:30 p.m. | One-way            |
| <b>North Warren Street</b> | One-way northerly from the intersection with Pleasant Street to the intersection with Harrison Avenue.   | One-way            |
| <b>Old Cambridge Road</b>  | One-way southwesterly from the intersection with Cambridge Road a distance of 400 feet.  | One-way            |
| <b>Olympia Avenue</b>      | Eastbound vehicles in right lane right turn only at the intersection with Washington Street.   | Right turn only    |
| <b>Olympia Avenue</b>      | Eastbound vehicles in left lane left turn only at the intersection with Washington Street.   | Left turn only     |
| <b>Oregon Avenue</b>       | No through traffic both directions between 7:00 a.m. and 9:00 a.m. and between 4:00 p.m. and 6:00 p.m.   | No through traffic |
| <b>Park Street</b>         | One-way northwesterly from the intersection with Main Street to the intersection with Franklin Street.   | One-way            |

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| <b>Parker Street</b>      | No through traffic between 7:00 a.m. and 9:00 a.m. and between 4:00 p.m. and 6:00 p.m.   | No through traffic |
| <b>Parker Street</b>      | One-way westerly from the intersection with Cambridge Road to the intersection with Jean Road.   | One-way            |
| <b>Pine Grove Road</b>    | No through traffic westerly from the intersection with Mishawum Road between 7:00 a.m. and 9:00 a.m. and between 2:00 p.m. and 6:00 p.m.   | No through traffic |
| <b>Pleasant Street</b>    | One-way westerly from the intersection with Main Street to the intersection with Common Street.  | One-way            |
| <b>Plympton Street</b>    | One way easterly from the intersection with Johnson Street to the intersection with Main Street.   | One-way            |
| <b>Presidential Way</b>   | One-way northerly in the east side of the divided highway from the intersection with Mishawum Road northerly a distance of 950 feet.   | One-way            |
| <b>Presidential Way</b>   | One-way southerly in the west side of the divided highway from a point northerly a distance of 950 feet from the intersection with Mishawum Road to the intersection with Mishawum Road. | One-way            |
| <b>Prospect Street</b>    | One-way southerly from the intersection with Green Street to the intersection with Fowle Street.   | One-way            |
| <b>Rehabilitation Way</b> | Westbound vehicles right turn only at the intersection with Cambridge Road.  | Right turn only    |
| <b>Rumford Park Drive</b> | No through traffic westbound from the intersection with Mishawum Road to the intersection with Forest Park Road between 7:00 a.m. and 9:00 a.m. and between 2:00 p.m. and 6:00 p.m.      | No through traffic |
| <b>Salem Street</b>       | Westbound vehicles no left turn at the intersection with Salem Avenue between 7:00 a.m. and 9:00 a.m. of each day.   | No left turn       |
| <b>Salem Street</b>       | Eastbound vehicles no right turn at the intersection with Salem Avenue between 7:00 a.m. and 9:00 a.m. of each day.  | No right turn      |
| <b>Salem Street</b>       | Eastbound vehicles no left turn at the intersection with Washington Street.  | No left turn       |
| <b>Salem Street</b>       | No turn on red westerly at the intersection with Washington Street.  | No turn on red     |
| <b>Salem Street</b>       | No turn on red easterly at the intersection with Washington Street.  | No turn on red     |
| <b>Spring Court</b>       | One-way beginning at the easterly intersection with Green Street northerly a distance of 256 feet then westerly a distance of 551 feet then southerly a distance of 514 feet.            | One-way            |

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| <b>Spring Court Extension</b> | One-way from the intersection with Spring Court in a northerly direction then a westerly direction then a southerly direction to the intersection with Spring Court Terrace.                      | One-way            |
| <b>Spring Court Terrace</b>   | One-way southerly from the intersection with Spring Court Extension to the intersection with Spring Court.  | One-way            |
| <b>Summer Street</b>          | One-way easterly from the intersection with Warren Avenue to the intersection with Main Street between 7:30 a.m. to 9:00 a.m. and between 2:00 p.m. and 4:00 p.m.                                 | One-way            |
| <b>Sunset Avenue</b>          | No through traffic from the intersection with Hinston Road to the intersection with Maple Avenue between 7:30 a.m. and 9:00 a.m. and between 2:00 p.m. and 3:00 p.m.                              | No through traffic |
| <b>Tidd Avenue</b>            | One-way easterly from the intersection with Elm Street to the intersection with Main Street.  | One-way            |
| <b>Union Street</b>           | One-way easterly from the intersection with Main Street to the intersection with Montvale Avenue.   | One-way            |
| <b>Wade Place</b>             | One-way easterly from the intersection with North Warren Street.  | One-way            |
| <b>Wainwright Avenue</b>      | No through traffic from the intersection with Olympia Avenue to the intersection with Dewey Avenue between 7:00 a.m. and 9:00 a.m. and between 4:00 p.m. and 6:00 p.m.                            | No through traffic |
| <b>Washington Circle</b>      | No through traffic from the intersection with Pine Street to the northerly intersection with Washington Street both directions between 7:00 a.m. and 9:00 a.m. and between 2:00 p.m. to 6:00 p.m. | No through traffic |
| <b>Washington Street</b>      | Northbound vehicles no right turn at the intersection with Erie Street between 4:00 p.m. and 6:00 p.m. Monday through Friday.   | No right turn      |
| <b>Washington Street</b>      | Northbound vehicles no right turn at the intersection with Grape Street between 4:00 p.m. to 6:00 p.m. Monday through Friday.   | No right turn      |
| <b>Washington Street</b>      | Northbound vehicles no right turn at the intersection with Schneider Court between 4:00 p.m. and 6:00 p.m. Monday through Friday.   | No right turn      |
| <b>Washington Street</b>      | Southbound vehicles no left turn at the intersection with Schneider Court between 4:00 p.m. and 6:00 p.m. Monday through Friday.  | No left turn       |
| <b>Washington Street</b>      | Northbound vehicles no left turn at the intersection with Cedar Street.   | No left turn       |
| <b>Washington Street</b>      | No turn on red northerly at the intersection with Salem Street.   | No turn on red     |
| <b>Washington Street</b>      | No turn on red southerly at the intersection with Salem Street.   | No turn on red     |

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| <b>Washington Street</b> | No turn on red northerly at the intersection with Montvale Avenue.  | No turn on red  |
| <b>Washington Street</b> | No turn on red southerly at the intersection with Montvale Avenue.  | No turn on red  |
| <b>West Street</b>       | One-way westerly from the intersection with Elm Street to the intersection with Pearl Street.                                       | One-way         |
| <b>Wilcox Circle</b>     | No turn on red easterly at the intersection with Main Street between the hours of 7:00 a.m. to 9:00 a.m. and 2:00 p.m. to 4:00 p.m. | No turn on red  |
| <b>Winn Street</b>       | Southbound vehicles right turn only at the intersection with Pleasant Street.   | Right turn only |
| <b>Winn Street</b>       | One-way westerly from the intersection with Main Street to the intersection with Pleasant Street.                                   | One-way         |
| <b>Wright Street</b>     | No turn on red easterly at the intersection with Winn Street.   | No turn on red  |

### Schedule 3 – Stop Signs

| <b>Street</b>    | <b>Location</b>                    |
|------------------|------------------------------------|
| Akeson Road      | Southbound at Lexington Street     |
| Albany Street    | Southbound at Grape Street         |
| Albany Street    | Northbound at Grape Street         |
| Albany Street    | Southbound at Erie Street          |
| Albany Street    | Northbound at Erie Street          |
| Albany Street    | Northbound at Montvale Avenue      |
| Albert Drive     | Northbound at Mill Street          |
| Alfred Street    | at Forest Park Road                |
| Anna Road        | Westbound at Robinson Road         |
| Anna Road        | Westbound at Carroll Road          |
| Anna Road        | Eastbound at Carroll Road          |
| Ashburton Street | Westbound at Main Street           |
| Asbury Avenue    | Southbound at Erie Street          |
| Asbury Avenue    | Westbound at Central Street        |
| B Street         | Eastbound at Washington Street     |
| B Street         | Westbound at Central Street        |
| Banks Street     | Northeastbound at Jones Avenue     |
| Banks Street     | Southwestbound at Dartmouth Street |
| Battlemarch Way  | Southbound at Sylvanus Wood Lane   |
| Beach Street     | Southeastbound at Salem Street     |
| Beach Street     | Westbound at Mishawum Road         |
| Beacon Street    | Northbound at Pleasant Street      |
| Beacon Street    | Southbound at Sturgis Street       |
| Bedford Road     | Eastbound at Winn Street           |
| Belmont Street   | Westbound at Arlington Street      |
| Bird Street      | Northeastbound at Montvale Road    |
| Bird Street      | Southwestbound at Pine Street      |

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| Blueberry Hill Road | Eastbound at Garfield Avenue                     |
| Border Street       | Eastbound at Main Street                         |
| Bow Street          | Northbound at Salem Street                       |
| Bow Street          | Southbound at Montvale Avenue                    |
| Bradford Road       | Northbound at Blueberry Hill Road                |
| Brandon Court       | Southbound at Reed Street                        |
| Brandt Road         | Eastbound at Willow Street                       |
| Brentwood Road      | Eastbound at Forest Park Road                    |
| Brookland Street    | Southbound at Lexington Street                   |
| Burlington Street   | Northwestbound at Bedford Road                   |
| Burlington Street   | Southeastbound at Bedford Road                   |
| Burlington Street   | Northbound at Willow Street                      |
| C Street            | Eastbound at Washington Street                   |
| C Street            | Westbound at Central Street                      |
| Cabot Road          | Eastbound at Commerce Way                        |
| Campbell Street     | Eastbound at Montvale Avenue                     |
| Campbell Street     | Westbound at the intersection Wade Avenue        |
| Campbell Street     | Eastbound at Wade Avenue                         |
| Cannon Road         | Southbound at Lexington Street                   |
| Canterbury Road     | Northwestbound at Lexington Street               |
| Carlena Terrace     | Westbound at Washington Street                   |
| Carroll Road        | Southbound at Robinson Road                      |
| Carson Road         | Westbound at Robinson Road                       |
| Carson Road         | Westbound at Carroll Road                        |
| Carson Road         | Eastbound at Carroll Road                        |
| Cedar Street        | Southwestbound at Washington Street              |
| Central Street      | Northbound at Washington Circle                  |
| Chase Street        | Northeastbound at Montvale Road                  |
| Chase Street        | Southwestbound at Pine Street                    |
| Chester Avenue      | Northbound at East Dexter Avenue                 |
| Chester Avenue      | Southbound at Dartmouth Street                   |
| Cleveland Avenue    | Northeastbound at Beach Street                   |
| Clinton Street      | Eastbound at Mishawum Road                       |
| Clinton Street      | Westbound at Mishawum Road                       |
| Clinton Street      | Westbound at Main Street                         |
| Commerce Way        | Eastbound from the Woburn Mall onto Commerce Way |
| Commonwealth Avenue | Westbound at Commerce Way                        |
| Conn Street         | West bound at Main Street                        |
| Conn Street         | Eastbound at Bryant Street                       |
| Coolidge Road       | Eastbound at Main Street                         |
| Crescent Avenue     | Eastbound at Pine Street                         |
| Cross Street        | Westbound at Main Street                         |
| Cutting Avenue      | Southbound at East Dexter Avenue                 |
| D Street            | Eastbound at Washington Street                   |
| D Street            | Westbound at Central Street.                     |
| Dale Street         | Northeastbound at Montvale Road                  |
| Dale Street         | Southwestbound at Pine Street                    |
| Dartmouth Street    | Southeastbound at Merrimac Street                |

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| Dewey Avenue                            | Eastbound at Washington Street     |
| Dexter Avenue                           | Westbound at Main Street           |
| Dix Road                                | Northbound at Russell Street       |
| Dows Lanes                              | Westbound at Arlington Road        |
| Duren Avenue                            | Southeastbound at Russell Street.  |
| East Dexter Avenue                      | Northeastbound at Chester Avenue   |
| East Dexter Avenue (added<br>11/1/2017) | Westerly at Chester Avenue         |
| East Nichols Street                     | Westbound at Main Street           |
| Eastern Avenue                          | Northbound at Green Street         |
| Eastern Avenue                          | Southbound at Green Street         |
| Eaton Avenue                            | Westbound at Main Street           |
| Eaton Avenue                            | Eastbound at Mishawum Road         |
| Ellen Road                              | Southbound at Millyan Road.        |
| Ellis Court                             | Northeastbound at Wade Avenue      |
| Elm Avenue                              | Northeastbound at Montvale Road    |
| Elm Avenue                              | Southwestbound at Pine Street      |
| Erie Street                             | Westbound at Washington Street     |
| Erie Street                             | Eastbound at Washington Street     |
| Erie Street                             | Westbound at Central Street        |
| Everett Street                          | Southbound at Montvale Avenue      |
| Fairmount Street                        | Southbound at High Street          |
| Fairmount Street                        | Northbound at Montvale Avenue      |
| Felton Street                           | Northeastbound at Montvale Road    |
| Felton Street                           | Southwestbound at Pine Street      |
| First Street                            | Southbound at Montvale Avenue      |
| Fisher Terrace                          | Southeastbound at Main Street      |
| Forbes Road                             | Southwestbound at Cedar Street     |
| Forest Park Road                        | Southbound at Mishawum Road        |
| Forest Park Road                        | Northbound at School Street        |
| Foster Street                           | Eastbound at Jones Avenue          |
| Foster Street                           | Westbound at Dartmouth Street      |
| Fowle Street                            | Eastbound at Fulton Street         |
| Fowle Street                            | Westbound at Eastern Avenue        |
| Franklin Street                         | Westbound at Winn Street           |
| Franklin Street                         | Northeastbound at Johnson Street   |
| Fremont Street                          | Westbound at Washington Street     |
| Fryeburg Road                           | Eastbound at Fairview Terrace      |
| Fryeburg Road                           | Westbound at Fairview Terrace      |
| Fulton Street                           | Southbound at Blueberry Hill Road  |
| Garden Street                           | Southbound at Lexington Street     |
| Garfield Avenue                         | Northbound at Green Street         |
| Garfield Avenue                         | Southbound at Green Street         |
| Garfield Avenue                         | Northbound at Fowle Street         |
| Garfield Avenue                         | Southbound at Fowle Street         |
| Garfield Avenue                         | Northbound at Jefferson Avenue     |
| Garfield Avenue                         | Southbound at Jefferson Avenue     |
| Gayle Street                            | Northwestbound at Russell Street   |
| George Avenue                           | Southeastbound at the Salem Avenue |

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|--------------------|------------------------------------|
| Gill Street        | Eastbound at New Boston Street     |
| Glenwood Avenue    | Eastbound at Lexington Street      |
| Glenwood Street    | Eastbound at Highland Street       |
| Glenwood Street    | Westbound at Highland Street       |
| Grace Road         | Northwestbound at Lexington Street |
| Grape Street       | Eastbound at Washington Street     |
| Grape Street       | Westbound at Washington Street     |
| Grape Street       | Westbound at Central Street        |
| Grape Street       | Eastbound at Albany Street         |
| Grape Street       | Westbound at Albany Street         |
| Green Street       | Westbound at Main Street           |
| Green Street       | Northeastbound on Montvale Avenue  |
| Gregg Street       | Southwest bound at Pine Street     |
| Gregg Street       | Northeastbound at Montvale Road    |
| Harrison Avenue    | Eastbound at Winn Street           |
| Harrison Avenue    | Eastbound at North Warren Street   |
| Harrison Avenue    | Westbound at North Warren Street   |
| Hawthorne Street   | Eastbound at Washington Street     |
| Hawthorne Street   | Westbound at Central Street        |
| Hawthorne Street   | Eastbound at Central Street        |
| Hawthorne Street   | Westbound at Orange Street         |
| Helen Drive        | Southeastbound at Lexington Street |
| Henderson Road     | Northbound at Grace Road           |
| High Street        | Northbound at Prospect             |
| High Street        | Southbound at Prospect Street      |
| Highland Street    | Northbound at Green Street         |
| Highland Street    | Southbound at Green Street         |
| Highland Street    | Northeastbound at Glenwood Street  |
| Highland Street    | Southeastbound at Glenwood Street  |
| Hinston Road       | Eastbound at Wildwood Street       |
| Hobson Avenue      | Northbound at Olympia Avenue.      |
| Hobson Avenue      | Southbound at Dewey Avenue         |
| Hudson Street      | Southwestbound at Arlington Road   |
| Independence Drive | Southbound at Revere Road          |
| Industrial Parkway | Southbound at Mishawum Road        |
| Intervale Street   | Northbound at Brentwood Road       |
| Intervale Street   | Southbound at Brentwood Road       |
| Jan Street         | Westbound at Alice Road            |
| Jefferson Avenue   | Northeastbound at Eastern Avenue   |
| Jefferson Avenue   | Eastbound at Garfield Avenue       |
| Jefferson Avenue   | Westbound at Garfield Avenue       |
| Johnson Street     | Northbound at Plympton Street      |
| Jones Avenue       | Southbound at Chester Avenue       |
| Jones Avenue       | Northwestbound at Longwood Avenue  |
| Kerrigan Way       | Eastbound at Washington Street     |
| Kilby Street       | Westbound at Winn Street           |
| Kimball Court      | Southeastbound at Pearl Street     |
| Lafayette Place    | Northwest at Sylvanus Wood Lane    |

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| Leonard Street        | Northbound at Fowle Street                         |
| Leonard Street        | Northbound at Blueberry Hill Road                  |
| Leonard Street        | Southbound at Blueberry Hill Road                  |
| Leonard Street        | Southbound at Fowle Street                         |
| Library Park Road     | Northbound at Harrison Avenue                      |
| Lillian Street        | Southeastbound at Maple Avenue                     |
| Lincoln Road          | Southwestbound at Pine Street                      |
| Locust Street         | Eastbound at Willow Street                         |
| Locust Street         | Westbound at Willow Street                         |
| Locust Street         | Northeastbound at Burlington Street                |
| Lowell Street         | Southeastbound at Wyman Street                     |
| Lynn Street           | Southwestbound at Salem Street.                    |
| Main Street           | Main Street Northwestbound at Park Street          |
| Main Street           | Northwestbound at Winn Street                      |
| Maple Avenue          | Southwest at Beach Street                          |
| Maple Avenue          | Northeastbound at Lillian Street                   |
| Maple Avenue          | Southwestbound at Lillian Street                   |
| Maple Street          | Nnorthwestbound at Montvale Avenue.                |
| Marietta Street       | Northbound at Olympia Avenue                       |
| Marilyn Court         | Eastbound at Washington Street                     |
| Maura Drive           | Wwestbound at Lexington Street                     |
| Mayflower Road        | Westbound at Lexington Street                      |
| Melo Road             | Southwestbound at Carroll Road                     |
| Memorial Avenue       | Southwestbound at Salem Street                     |
| Merrimac Street       | Northeastbound at New Boston Street                |
| Middle Street         | Southwestbound at Mishawum Road                    |
| Middle Street         | Northwestbound at Mishawum Road                    |
| Mill Street           | Soutwestbound at Salem Street                      |
| Mill Street           | Southwestbound at Washington Street                |
| Mill Terrace          | Northwestbound at Mill Street                      |
| Millyan Road          | Southbound at Lowell Street                        |
| Minot Street          | Eastbound at Main Street                           |
| Mishawum Road         | Northbound at School Street                        |
| Mishawum Road         | Northbound at Clinton Street and Beach Street      |
| Mishawum Road         | Southbound at Clinton Street and Beach Street      |
| Munroe Avenue         | Southeastbound at Pine Street                      |
| Munroe Avenue         | Northeastbound at Montvale Road                    |
| Montvale Road         | Southwestbound at Pine Street                      |
| Mount Pleasant Street | Northwestbound at Green Street                     |
| Mount Pleasant Street | Southeastbound at Green Street                     |
| Mount Pleasant Street | Southeastbound at Playstead Avenue                 |
| Mount Pleasant Street | Southeast bound at South Street (added 10-16-2016) |
| Mount Pleasant Street | Northwest bound at South Street (added 10-16-2016) |
| Mountain Street       | Westbound at Winter Street                         |
| Mountain Street       | Eastbound at Main Street                           |
| Nashua Street         | Northbound at Montvale Avenue                      |
| Nashua Street         | Eastbound at Draper Street                         |

|                          |                                      |
|--------------------------|--------------------------------------|
| Nashua Street            | Northbound at Green Street           |
| Nashua Street            | Southbound at Green Street           |
| Nason Terrace            | Southeastbound at Washington Circle  |
| New Boston Street        | Northbound at Industrial Parkway     |
| Nichols Street           | Eastbound at Main Street             |
| Nichols Street Extension | Northeastbound at Poole Street       |
| North Maple Street       | Eastbound at Torrice Drive           |
| North Maple Street       | Westbound at Merrimac Street         |
| North Maple Street       | Southbound at Merrimac Street        |
| North Warren Street      | Northbound at Winn Street            |
| North Warren Street      | Northbound at Harrison Avenue        |
| North Warren Street      | Southbound at Harrison Avenue        |
| O'Connor Lane            | Southbound at Lynn Street            |
| Olympia Avenue           | Westbound at Mishawum Road           |
| Orange Street            | Northwestbound at Pine Street        |
| Orange Street            | Southeastbound at Central Street     |
| Orange Street            | Northbound at 35 Orange Street       |
| Orange Street            | Southbound at 35 Orange Street       |
| Oregon Avenue            | Southeastbound at Dewey Avenue       |
| Park Street              | Northwest bound at Franklin Street   |
| Pento Road               | Southbound at Mill Street            |
| Pernokas Drive           | Northeastbound at Washington Street  |
| Pine Street              | Westbound at Salem Street            |
| Pine Street              | Southeastbound at Central Street     |
| Place Lane               | Eastbound at Main Street             |
| Pleasant Street          | Southeastbound at Common Street      |
| Plympton Street          | Southwestbound at Flagg Street       |
| Plympton Street          | Northeastbound at Main Street        |
| Poole Street             | Southeastbound at Nichols Street     |
| Porter Street            | Eastbound at Warren Avenue           |
| Porter Street            | Northwestbound at Warren Avenue      |
| Prescott Street          | Southbound at East Dexter Avenue     |
| Prospect Street          | Northwestbound at Montvale Avenue    |
| Prospect Street          | Northwestbound at Green Street       |
| Prospect Street          | Southeastbound at Green Street       |
| Quimby Avenue            | Southwestbound at Burlington Street  |
| Quimby Avenue            | Northeastbound at Winn Street        |
| Rainin Road              | Southeastbound at Montvale Avenue    |
| Ran Drive                | Westbound at Washington Street       |
| Rumford Park Avenue      | Eastbound at Mishawum Road           |
| Rumford Park Avenue      | Westbound at Forest Park Road        |
| Russell Street           | Northeastbound at Cambridge Road     |
| Ryan Road                | Southbound at School Street          |
| Ryan Road                | Northeastbound at Industrial Parkway |
| Ryder Drive              | Southeastbound at Lexington Street   |
| Salem Avenue             | Northeastbound at Salem Street       |
| Salem Street             | Westbound at Cedar Street            |
| Samoset Road             | Southeast bound at Lexington Street  |

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| Schneider Court      | Westbound at Washington Street               |
| Schneider Court      | Eastbound at Robert Avenue                   |
| School Street        | Westbound at Main Street                     |
| School Street        | Northwestbound at Merrimac Street            |
| Scott Street         | Eastbound at Main Street                     |
| Second Street        | Southbound at Montvale Avenue                |
| Second Street        | Northbound at Union Street                   |
| Senator Road         | Southeast at Robinson Road                   |
| Seneca Road          | Westbound at Squanto Road.                   |
| Seneca Road          | Southeastbound at Squanto Road               |
| Sheridan Street      | Southwestbound at Burlington Street          |
| Sheridan Street      | Northeastbound at Winn Street                |
| Silk Street          | Eastbound at Central Street                  |
| Skyview Road         | Northwestbound at Blueberry Hill Road        |
| South Bedford Street | Southeastbound at Burlington Street          |
| South Bedford Street | Southwestbound at Willow Street              |
| South Bedford Street | Northwestbound at Willow Street              |
| South Street         | Southwestbound at Mount Pleasant Street      |
| South Street         | Northeastbound at Mount Pleasant Street      |
| South Street         | Southwestbound at Highland Avenue            |
| Spartan Circle       | Westbound at Pento Road                      |
| Spring Street        | Southbound at Hovey Street                   |
| Stephanie Circle     | Southwestbound at Salem Street               |
| Sturgis Street       | Eastbound at Arlington Road                  |
| Sturgis Street       | Westbound at Arlington Road                  |
| Sullivan Street      | Southbound at Eastern Avenue                 |
| Sunset Avenue        | Eastbound at Wildwood Street                 |
| Sunset Avenue        | Northwestbound at Maple Avenue               |
| Surrey Road          | Eastbound at Columbus Road                   |
| Thistle Road         | Southwestbound at Burlington Street          |
| Thistle Road         | Northbound at Winn Street                    |
| Torrice Drive        | Northeastbound at Sixth Road                 |
| Torrice Drive        | Southbound at Sixth Road                     |
| Totman Drive         | Northwestbound at Lexington Street           |
| Traverse Street      | Northeastbound at Elm Street                 |
| Tremont Street       | Southbound at Nashua Street                  |
| True Place           | Eastbound at Main Street                     |
| Union Street         | Eastbound at Montvale Avenue                 |
| Utica Street         | Eastbound at Washington Street               |
| Utica Street         | Westbound at Central Street                  |
| Van Norden Road      | Northbound at Fletcher Road                  |
| Van Norden Road      | Southbound at Fletcher Road                  |
| Van Norden Road      | Northbound at School Street                  |
| Wade Avenue          | Northwestbound at Salem Street               |
| Wade Avenue          | Southeastbound at Campbell Street            |
| Wainright Avenue     | Northbound at Olympia Avenue                 |
| Ward Street          | Eastbound at Ward Street and Traverse Street |
| Ward Street          | Eastbound at Elm Street                      |

|                    |                                     |
|--------------------|-------------------------------------|
| Ward Street        | Southwestbound at Pearl Street      |
| Ward Street        | Northwestbound at Traverse Street   |
| Ward Street        | Northeastbound at Traverse Street   |
| Warren Avenue      | Southeastbound at Main Street       |
| Warren Avenue      | Norhtwestbound at Pleasant Street   |
| Washington Avenue  | Southwestbound at Washington Street |
| Washington Circle  | Eastbound at Washington Street      |
| Washington Circle  | Westbound at Central Street         |
| Washington Circle  | Southbound at Central Street        |
| Washington Street  | Northbound at Montvale Avenue       |
| Waashington Street | Southbound at Montvale Avenue       |
| Washington Terrace | Eastbound at Mill Street            |
| Washington Terrace | Westbound at Washington Street      |
| Water Street       | Eastbound at Woburn Parkway         |
| Water Street       | Southbound at Sturgis Street        |
| Waverly Road       | Northbound at Glenwood Avenue       |
| Waverly Road       | Southbound at Glenwood Avenue       |
| Webster Avenue     | Northeast bound at Poole Street     |
| Webster Avenue     | Southwestbound at Pearl Street      |
| West Street        | Westbound at Pearl Street           |
| Wildwood Street    | Southeastbound at Salem Street      |
| Wildwood Street    | Northwestbound at Olympia Avenue    |
| Willow Street      | Southbound at Lexington Street      |
| Willow Street      | Northbound at Bedford Road          |
| Willow Street      | Southbound at Bedford Road          |
| Wilson Street      | Southbound at East Dexter Avenue    |
| Winn Street        | Southeastbound at Pleasant Street   |
| Woburn Parkway     | Southbound at Water Street          |
| Wood Street        | Southeast bound at Montvale Avenue  |
| Wood Street        | Northwestbound at Salem Street      |

#### Schedule 4 – No Heavy Trucking

| Street                | Exclusion From         | Exclusion To           | Exclusion Type               | Exclusion Times           | Location  | Permit No.   |
|-----------------------|------------------------|------------------------|------------------------------|---------------------------|---|--------------|
| <b>Alfred Street</b>  | Main Street (Route 38) | Forest Park            | All vehicles over 2 1/2 tons | 24 Hours, 7 days per week | entire length                                       | E-B-347-5284 |
| <b>Arlington Road</b> | Pleasant Street        | Lake Avenue            | All vehicles over 2 1/2 tons | 24 Hours, 7 days per week | at all times  | 722; B-1000  |
| <b>Bow Street</b>     | Salem Street           | Montvale Avenue        | All vehicles over 2 1/2 tons |                           | entire length, twenty-four hour ban, seven (7) days | E-B-347-6212 |
| <b>Eaton Avenue</b>   | Mishawum Road          | Main Street (Route 38) | All vehicles over 2 1/2 tons | 24 Hours, 7 days per week | entire length                                       | E-B-347-5284 |
| <b>Green Street</b>   | Prospect Street        | Nashua Street          | All vehicles over 2 1/2 tons | 24 Hours, 7 days per week | from Prospect Street to Nashua Street, at all times | B-1000       |

|                          |                           |                                    |                              |   |  |              |
|--------------------------|---------------------------|------------------------------------|------------------------------|---|--|--------------|
| <b>Holton Street</b>     | Winchester town line      | Green Street                       | All vehicles over 2 1/2 tons | 8 Hours, 10:00 p.m. to 6:00 a.m., 7 days per week | between the hours of 10:00 p.m. and 6:00 a.m.  | B-3949       |
| <b>Merrimac Street</b>   | Main Street (Route 38)    | North Maple Street                 | All vehicles over 2 1/2 tons | 10:00 p.m. to 6:00 a.m., 7 days per week          | between the hours of 10:00 p.m. and 6:00 a.m. weekends only  | E-B-347-7053 |
| <b>Mishawum Road</b>     | Main Street (Route 38)    | Rumford Park Avenue                | All vehicles over 2 1/2 tons | 24 Hours, 7 days per week                         | all vehicles in excess of 2 1/2 tons at all times, along Mishawum Road between Main Street and Rumford Park Avenue                                       | E-B-347-5285 |
| <b>Nashua Street</b>     | Montvale Avenue           | Holton Street                      | All vehicles over 2 1/2 tons | 8:00 p.m. to 6:00 a.m., 7 days per week           | Wood Street from Salem Street to Montvale Avenue and its effective extension of Nashua Street during the hours of 8:00 p.m. to 6:00 a.m., seven (7) days | E-B-347-6212 |
| <b>Pine Street</b>       | Salem Street              | Washington Street                  | All vehicles over 2 1/2 tons | 24 Hours, 7 days per week                         | entire length, twenty-four hour ban, seven (7) days  | E-B-347-6212 |
| <b>School Street</b>     | Merrimac Street           | Mishawum Road                      | All vehicles over 2 1/2 tons | 24 Hours, 7 days per week                         | from Merrimac Street to Mishawum Road only. Buses traveling on School Street to service the Senior Center shall be allowed                               | E-B-347-5284 |
| <b>Wade Avenue</b>       | Salem Street              | Campbell Street                    | All vehicles over 2 1/2 tons | 24 Hours, 7 days per week                         | entire length, twenty-four hour ban, seven (7) days  | E-B-347-6212 |
| <b>Warren Avenue</b>     | Pleasant Street           | Main Street (Route 38)             | All vehicles over 2 1/2 tons | 24 Hours, 7 days per week                         | at all times   | 635; B-1000  |
| <b>Washington Street</b> | Montvale Avenue northerly | Cedar Street and Washington Street | All vehicles over 2 1/2 tons | 24 Hours, 7 days per week                         | from Montvale Avenue in a northerly direction on Washington Street to Cedar Street and Washington Street   | E-B-347-5343 |
| <b>Washington Street</b> | Montvale Avenue           | Cedar Street                       | All vehicles over 2 1/2 tons | 9:00 p.m. to 6:00 a.m., 7 days per week           | hours 9:00 p.m. to 6:00 a.m., seven (7) days   | E-B-347-6212 |
| <b>Wood Street</b>       | Salem Street              | Montvale Avenue                    | All vehicles over 2 1/2 tons | 8:00 p.m. to 6:00 a.m., 7 days per week           | from Salem Street to Montvale Avenue and its effective extension of Nashua Street during the hours of 8:00 p.m. to 6:00 a.m., seven (7) days             | E-B-347-6212 |

## Schedule 5 – Special Speed Limits

| Street         | Restriction  | Permit No. |
|----------------|--|------------|
| Alfred Street  | Eastbound beginning at the junction of Main Street thence easterly on Alfred Street 0.51 miles at 30 miles per hour ending at the junction of Forest Park Road; the total distance being 0.51 miles. Turn warning signs (W1-1R&L) and Advisory Speed Plates of 20 miles per hour (W-13-1(20)) posted in advance of the curvilinear roadway condition in the vicinity of #16-#18 Alfred Street. | #7841      |
| Alfred Street  | Westbound beginning at the junction of Forest Park Road thence westerly on Alfred Street 0.51 miles at 30 miles per hour ending at the junction of Main Street; the total distance being 0.51 miles. Turn warning signs (W1-1R&L) and Advisory Speed Plates of 20 miles per hour (W-13-1(20)) posted in advance of the curvilinear roadway condition in the vicinity of #16-#18 Alfred Street. | #7841      |
| Arlington Road | Northbound beginning at Lake Avenue thence northerly on Arlington Road 0.47 miles at 35 miles per hour, 0.42 miles at 30 miles per hour ending at Pleasant Street; the total distance being 0.89 miles   | #474       |
| Arlington Road | Southbound beginning at Pleasant Street thence southerly on Arlington Road 0.42 miles at 30 miles per hour, 0.47 miles at 35 miles per hour ending at Lake Avenue; total distance being 0.89 miles   | #474       |
| Beach Street   | Eastbound beginning at Mishawum Road thence easterly on Beach Street 0.06 miles at 20 miles per hour, 0.48 miles at 30 miles per hour ending at Salem Street; the total distance being 0.54 miles  | #7498      |
| Beach Street   | Westbound beginning at a point 390 feet from Salem Street thence westerly on Beach Street 0.41 miles at 30 miles per hour, 0.06 miles at 20 miles per hour ending at Mishawum Road; the total distance being 0.47 miles  | #7498      |
| Bedford Road   | Eastbound beginning at Winn Street thence easterly on Bedford Road 1.43 miles at 30 miles per hour, 0.09 miles at 20 miles per hour ending at Burlington town line; the total distance being 1.52 miles.   | #474       |
| Bedford Road   | Westbound beginning at the Burlington town line thence westerly on Bedford Road 0.09 miles at 20 miles per hour, 1.43 miles at 30 miles per hour ending at Winn Street; the total distance being 1.52 miles  | #474       |
| Briarwood Road | Eastbound beginning at Winter Street thence easterly on Briarwood Road 0.32 miles at 25 miles per hour ending at the cul-de-sac; the total distance being 0.32 miles   | #7518      |
| Briarwood Road | Westbound beginning at the cul-de-sac thence westerly on Briarwood Road 0.32 miles at 25 miles per hours ending at Winter Street; the total distance being 0.32 miles  | #7518      |

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| <b>Burlington Street</b>        | Northbound beginning at a point 230 feet from Lexington and Pleasant Street thence northerly on Burlington Street 0.44 miles at 20 miles per hour, 0.56 miles at 25 miles per hour ending at the Burlington Town Line; the total distance being 1.00 miles                                       | #7429 |
| <b>Burlington Street</b>        | Southbound beginning at the Burlington Town Line thence southerly on Burlington Street 0.56 miles at 25 miles per hour, 0.48 miles at 20 miles per hour ending at the Lexington and Pleasant Street; the total distance being 1.04 miles   | #7429 |
| <b>Cambridge Road (Route 3)</b> | Northbound beginning at the Winchester-Woburn Town Line thence northerly in Woburn 0.26 miles at 40 miles per hour, 0.62 miles at 35 miles per hour, 0.17 miles at 30 miles per hour, 0.23 miles at 35 miles per hour, 0.72 miles at 40 miles per hour ending at the Woburn-Burlington Town Line | #722  |
| <b>Cambridge Road (Route 3)</b> | Southbound beginning at the Burlington-Woburn Town Line 0.72 miles at 40 miles per hour, 0.19 miles at 35 miles per hour, 0.21 miles at 30 miles per hour, 0.62 miles at 35 miles per hour, 0.26 miles at 40 miles per hour ending at the Woburn-Winchester Town Line                            | #722  |
| <b>Campbell Street</b>          | Eastbound beginning at the junction of Main Street thence easterly on Campbell Street 0.29 miles at 25 miles per hour ending at the junction of Montvale Avenue; the total distance being 0.29 miles.  | #7857 |
| <b>Campbell Street</b>          | Westbound beginning at junction of Montvale Avenue thence westerly on Campbell Street 0.08 miles at 25 miles per hour ending at the junction of Wade Avenue; the total distance being 0.08 miles.  | #7857 |
| <b>Clinton Street</b>           | Eastbound beginning at Main Street (Route 38) thence easterly on Clinton Street 0.18 miles at 30 miles per hour ending at Beach Street; the total distance being 0.18 miles  | #7498 |
| <b>Clinton Street</b>           | Westbound beginning at Beach Street 0.06 miles at 20 miles per hour, 0.48 miles at 30 miles per hour ending at Salem Street; the total distance being 0.54 miles   | #7498 |
| <b>Commerce Way</b>             | Southbound beginning at the junction of Atlantic Avenue thence southerly on Commerce Way 1.09 miles at 40 miles per hour ending at the junction of Mishawum Road; the total distance being 1.09 miles  | #7800 |
| <b>Commerce Way</b>             | Northbound beginning at a point 150 feet north of the junction of Mishawum Road thence northerly on Commerce Way 1.06 miles at 40 miles per hour ending at the junction of Atlantic Avenue; the total distance being 1.06 miles  | #7800 |
| <b>Cranes Court</b>             | Eastbound beginning at the junction of Main Street (Route 38) thence easterly on Cranes Court 0.08 miles at 20 miles per hour ending at the cul-de-sac; the total distance being 0.08 miles  | #7925 |

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| <b>Cranes Court</b>     | Westbound beginning at the beginning of Cranes Court at the cul-de-sac thence westerly on Cranes Court 0.08 miles at 20 miles per hour ending at the junction of Main Street (Route 38); the total distance being 0.08 miles  | #7925 |
| <b>Forest Park Road</b> | Northbound beginning at the junction of Mishawum Road thence northerly on Forest Park Road 0.71 miles at 30 miles per hour ending at the junction of School Street; the total distance being 0.71 miles. Playground sign (W15-1) and Advisory Speed Plates of 20 miles per hour (W12-1(20)) posted in advance of playground area. | #7841 |
| <b>Forest Park Road</b> | Southbound beginning at the junction of School Street thence southerly on Forest Park Road 0.71 miles at 30 miles per hour ending at the junction of Mishawum Road; the total distance being 0.71 miles. Playground sign (W15-1) and Advisory Speed Plates of 20 miles per hour (W12-1(20)) posted in advance of playground area. | #7841 |
| <b>Frances Street</b>   | Eastbound beginning at Main Street (Route 38) thence easterly on Frances Street 0.11 miles at 25 miles per hour ending at the cul-de-sac; the total distance being 0.11 miles   | #7525 |
| <b>Frances Street</b>   | Westbound beginning at the cul-de-sac thence westerly on Frances Street 0.11 miles at 25 miles per hour ending at Main Street (Route 38); the total distance being 0.11 miles   | #7525 |
| <b>Frank Wall Drive</b> | Eastbound beginning at Industrial Park Road thence easterly on Frank Wall Drive 0.10 miles at 40 miles per hour ending at New Mishawum Road; the total distance being 0.10 miles  | #7053 |
| <b>Frank Wall Drive</b> | Westbound beginning at New Mishawum Road thence westerly on Frank Wall Drive 0.10 mile at 40 miles per hour ending at Industrial Park Road; the total distance being 0.10 miles   | #7053 |
| <b>Franklin Street</b>  | Eastbound beginning at Winn Street thence easterly on Franklin Street 0.17 miles at 25 miles per hour ending at a point 264 feet from Main Street; the total distance being 0.17 miles  | #7429 |
| <b>Franklin Street</b>  | Westbound beginning at Main Street thence westerly on Franklin Street 0.05 miles at 20 miles per hour, 0.17 miles at 25 miles per hour ending at Winn Street; the total distance being 0.22 miles   | #7429 |
| <b>Green Street</b>     | Eastbound beginning 300 feet east of Route 38 thence easterly on Green Street 0.57 miles at 30 miles per hour, 0.46 miles at 35 miles per hour ending at Montvale Avenue; the total distance being 1.03 miles   | #3052 |
| <b>Green Street</b>     | Westbound beginning 150 feet west of Montvale Avenue thence westerly on Green Street 0.43 miles at 35 miles per hour, 0.63 miles at 30 miles per hour ending at Main Street; the total distance being 1.06 miles  | #3052 |
| <b>Hart Street</b>      | Northbound beginning at Kilby Street thence northerly on Hart Street 0.34 miles at 30 miles per hour ending at Wyman Street; the total distance being 0.34 miles  | #7429 |

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|------------------------------------|--|-------------------|
| <b>Hart Street</b>                 | Southbound beginning at Wyman Street thence southerly on Hart Street 0.34 miles at 30 miles per hour ending at Kilby Street; the total distance being 0.34 miles   | #7429             |
| <b>Holton Street/Nashua Street</b> | Northbound beginning at the Winchester/Woburn City Line thence northerly on Nashua Street/Holton Street 0.77 miles at 30 miles per hour ending at the junction of Montvale Avenue; the total being 0.77 miles.   | #7841             |
| <b>Holton Street/Nashua Street</b> | Southbound beginning at the junction of Montvale Avenue thence southerly on Nashua Street/Holton Street 0.77 miles at 30 miles per hour ending at the Woburn/Winchester town line; the total distance being 0.77 miles. End Speed Zone sign (R2-7) posted facing southbound traffic at Woburn/Winchester Town Line.  | #7841             |
| <b>Industrial Park Road</b>        | Eastbound beginning at a point 250 feet from New Boston Street thence easterly on Industrial Park Road 0.24 miles at 40 miles per hour ending at Frank Wall Drive; the total distance being 0.24 miles   | #7053             |
| <b>Industrial Park Road</b>        | Westbound beginning at Frank Wall Drive thence westerly on Industrial Park Road 0.24 miles at 40 miles per hour, 0.05 miles at 25 miles per hour ending at New Boston Street; the total distance being 0.29 miles  | #7053             |
| <b>Lexington Street</b>            | Eastbound beginning at the Lexington-Woburn Town Line thence easterly 1.97 miles at 35 miles per hour  | #613-A;<br>#613-B |
| <b>Lexington Street</b>            | Westbound beginning at a point 1.97 miles east of the Woburn-Lexington Town Line westerly to the Woburn-Lexington Town Line 35 miles per hour  | #613-A;<br>#613-B |
| <b>Liberty Avenue</b>              | Eastbound beginning at Eastern Avenue thence easterly on Liberty Avenue 0.14 miles at 20 miles per hour ending at Gardner Avenue; the total distance being 0.14 miles  | #7519             |
| <b>Liberty Avenue</b>              | Westbound at Gardner Avenue thence westerly on Liberty Avenue 0.14 miles at 20 miles per hour ending at Eastern Avenue; the total distance being 0.14 miles  | #7519             |
| <b>Main Street (Route 38)</b>      | Northbound beginning at Winchester Town Line thence northerly on Route 38 0.99 miles at 25 miles per hour, 0.37 miles at 20 miles per hour, 0.76 miles at 25 miles per hour, 0.29 miles at 35 miles per hour ending at the beginning of State Highway south of Routes 128 and 95; and beginning again at the end of State Highway north of Routes 128 and 95 thence northerly 0.36 miles at 25 miles per hour ending at the beginning of State Highway; the total distance being 2.77 miles. | #545;<br>#545-A   |
| <b>Main Street (Route 38)</b>      | Southbound beginning at the end of State Highway thence southerly on Route 38 0.36 miles at 25 miles per hour ending at the beginning of State Highway north of Routes 128 and 95; and beginning again at the end of State Highway south of Routes 128 and 95 thence southerly 0.29 miles at 35 miles per hour, 0.76 miles at 25 miles per hour, 0.43 miles at 20 miles per hour, 0.99 miles at 25 miles per hour ending at the Winchester Town Line; the total distance being 2.83 miles.   | #545:<br>#545-A   |

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| <b>Main Street (Route 38)</b> | Southbound beginning at the Wilmington-Woburn Town Line southerly in Woburn 0.58 miles at 30 miles per hour ending at the end of State Highway north of town; and beginning again at the beginning at State Highway south of town, thence southerly in Woburn 0.36 miles at 35 miles per hour, 0.49 miles at 25 miles per hour ending at the end of State Highway.  | #543;<br>#543-A            |
| <b>Main Street (Route 38)</b> | Northbound beginning in Woburn at the beginning of the State Highway, then northerly 0.45 miles at 25 miles per hour, 0.38 miles at 35 miles per hour ending at the end of the State Highway south of town, thence northerly in Woburn; and beginning again 350 feet north of the beginning of State Highway north of town thence northerly in Woburn 0.51 miles at 30 miles per hour to the Wilmington Line. | #543;<br>#543-A            |
| <b>Mishawum Road</b>          | Eastbound beginning at a point 180 feet from Main Street thence easterly on Mishawum Road 1.11 miles at 30 miles per hour, 0.22 miles at 20 miles per hour ending at the intersection of Industrial Parkway and Frank Wall Drive; the total distance being 1.33 miles   | #7437                      |
| <b>Mishawum Road</b>          | Westbound beginning at the intersection of Industrial Parkway and Frank Wall Drive thence westerly on Mishawum Road 0.22 miles at 20 miles per hour, 1.15 miles at 30 miles per hour ending at Main Street; the total distance being 1.37 miles   | #7437                      |
| <b>Merrimac Street</b>        | Eastbound beginning at School Street thence easterly on Merrimac Street 0.82 miles at 35 miles per hour, 0.06 miles at 25 miles per hour ending at New Boston Street; the total distance being 0.88 miles   | #545                       |
| <b>Merrimac Street</b>        | Westbound beginning at a point 160 feet west of New Boston Street thence westerly on Merrimac Street 0.80 miles at 35 miles per hour, 0.05 miles at 25 miles per hour ending at School Street; the total distance being 0.85 miles  | #545                       |
| <b>Montvale Avenue</b>        | Eastbound beginning on Main Street thence easterly on Montvale Avenue 0.18 miles at 25 miles per hour, 0.75 miles at 30 miles per hour, 0.59 miles at 35 miles per hour, 0.29 miles at 30 miles per hour ending at the beginning of State Highway, the total distance being 1.81 miles  | #474;<br>#474-A;<br>#474-B |
| <b>Montvale Avenue</b>        | Westbound beginning at the end of State Highway thence westerly on Montvale Avenue, 0.29 miles at 30 miles per hour, 0.59 miles at 35 miles per hour, 0.75 miles at 30 miles per hour, 0.18 miles at 25 miles per hour ending at Main Street, the total distance being 1.81 miles   | #474;<br>#474-A;<br>#474-B |
| <b>Mountain Street</b>        | Eastbound beginning at Winter Street thence easterly on Mountain Street 0.22 miles at 25 miles per hour 0.19 miles at 20 miles per hour ending at Main Street (Route 38); the total distance being 0.41 miles   | #7393                      |

|                                    |   |       |
|------------------------------------|---|-------|
| <b>Mountain Street</b>             | Westbound beginning at Main Street (Route 38) thence westerly on Mountain Street 0.19 miles at 20 miles per hour 0.22 miles at 25 miles per hour ending at Winter Street; the total distance being 0.41 miles   | #7393 |
| <b>Nashua Street/Holton Street</b> | Northbound beginning at the Winchester/Woburn City Line thence northerly on Nashua Street/Holton Street 0.77 miles at 30 miles per hour ending at the junction of Montvale Avenue; the total being 0.77 miles.  | #7841 |
| <b>Nashua Street/Holton Street</b> | Southbound beginning at the junction of Montvale Avenue thence southerly on Nashua Street/Holton Street 0.77 miles at 30 miles per hour ending at the Woburn/Winchester town line; the total distance being 0.77 miles. End Speed Zone sign (R2-7) posted facing southbound traffic at Woburn/Winchester Town Line. | #7841 |
| <b>New Boston Street</b>           | Northbound beginning at School Street thence northerly on New Boston Street 0.22 miles at 25 miles per hour, 0.61 miles at 35 miles per hour, 0.31 miles at 25 miles per hour ending at the entrance to New England Resin Pigments Corporation; the total distance being 1.14 miles                                 | #7053 |
| <b>New Boston Street</b>           | Southbound beginning at the entrance to the New England Resin Pigments Corporation thence southerly on New Boston Street 0.31 miles at 25 miles per hour, 0.61 miles at 35 miles per hour, 0.08 miles at 25 miles per hour ending at Industrial Park Road; the total distance being 1.00 miles                      | #7053 |
| <b>New Mishawum Road</b>           | Eastbound beginning at Frank Wall Drive thence easterly on New Mishawum Road 0.26 miles at 35 miles per hour, 0.34 miles at 30 miles per hour ending at Washington Street, the total distance being 0.60 miles  | #7053 |
| <b>New Mishawum Road</b>           | Westbound beginning at a point 200 feet from Washington Street thence westerly on New Mishawum Road 0.30 miles at 30 miles per hour, 0.26 miles at 35 miles per hour ending at Frank Wall Drive; the total distance being 0.56 miles  | #7053 |
| <b>Olympia Avenue</b>              | Eastbound beginning at Mishawum Road thence easterly on Olympia Avenue 0.84 mile at 35 miles per hour, 0.04 miles at 25 miles per hour ending at Washington Street; the total distance being 0.88 miles.  | #7041 |
| <b>Olympia Avenue</b>              | Westbound beginning at Washington Street thence westerly on Olympia Avenue 0.84 miles at 35 miles per hour, 0.04 miles at 25 miles per hour ending at Mishawum Road; the total distance being 0.88 miles  | #7041 |
| <b>Orange Street</b>               | Northbound beginning at the junction of Central Street thence northerly on Orange Street 0.26 miles at 25 miles per hour ending at the junction of Pine Street; the total distance being 0.26 miles   | #7818 |
| <b>Orange Street</b>               | Southbound beginning at the junction of Pine Street thence southerly on Orange Street 0.26 miles at 25 miles per hour ending at the junction of Central Street; the total distance being 0.26 miles   | #7818 |

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| <b>Pearl Street</b>     | Northbound beginning at Sylvan Road thence northerly on Pearl Street 0.22 miles at 30 miles per hour, 0.38 miles at 25 miles per hour, 0.20 miles at 30 miles per hour ending at the Burlington Town Line; the total distance being 0.80 miles   | #6097 |
| <b>Pearl Street</b>     | Southbound beginning at the Burlington Town Line thence southerly on Pearl Street 0.20 miles at 30 miles per hour, 0.38 miles at 25 miles per hour, 0.18 miles at 30 miles per hour, 0.04 miles at 20 miles per hour ending at Sylvan Road; the total distance being 0.80 miles  | #6097 |
| <b>Pine Street</b>      | Northbound beginning at Central Street thence northerly on Pine Street 0.33 miles at 25 miles per hour, 0.24 miles at 35 miles per hour, 0.07 miles at 25 miles per hour ending at Salem Street; the total distance being 0.64 miles   | #545  |
| <b>Pine Street</b>      | Southbound beginning at Salem Street thence southerly on Pine Street 0.10 miles at 25 miles per hour, 0.23 miles at 35 miles per hour, 0.31 miles at 25 miles per hour ending at Central Street; the total distance being 0.64 miles   | #545  |
| <b>Pleasant Street</b>  | Eastbound beginning at Burlington Street thence easterly on Pleasant Street 0.31 miles at 30 miles per hour, 0.23 miles at 25 miles per hour ending at Federal Street; the total distance being 0.54 miles.  | #474  |
| <b>Pleasant Street</b>  | Westbound beginning at Winn Street thence westerly on Pleasant Street 0.29 miles at 25 miles per hour, 0.31 miles at 30 miles per hour ending at Burlington Street; the total distance being 0.60 miles  | #474  |
| <b>Presidential Way</b> | Northbound beginning at the junction of Atlantic Avenue thence northerly on Presidential Way 1.05 miles at 35 miles per hour ending at the junction of New Boston Street; the total distance being 1.05 miles. Curve Warning signs (W1-2R & L) reading 30 miles per hour posted in advance of the curve in the vicinity of #10 Presidential Way. Winding Road warning signs (W1-5R & L) and Advisory Speed Plates of 30 miles per hour (W13-1) posted in advance of the curvilinear roadway condition in the vicinity of #1 to #15 Presidential Way. | #7800 |
| <b>Presidential Way</b> | Southbound beginning at the junction of New Boston Street thence southerly on Presidential Way 1.05 miles at 35 miles per hour ending at the junction of Atlantic Avenue; the total distance being 1.05 miles. Curve Warning signs (W1-2R & L) reading 30 miles per hour posted in advance of the curve in the vicinity of #10 Presidential Way. Winding Road warning signs (W1-5R & L) and Advisory Speed Plates of 30 miles per hour (W13-1) posted in advance of the curvilinear roadway condition in the vicinity of #1 to #15 Presidential Way. | #7800 |
| <b>Revere Road</b>      | Eastbound beginning at Stevan Drive thence easterly on Revere Road 0.28 miles at 20 miles per hour, 0.33 miles at 30 miles per hour, 0.07 miles at 25 miles per hour ending at Cambridge Street (Rte. 3); the total distance being 0.68 miles.   | #7472 |

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| <b>Revere Road</b>        | Westbound beginning at Cambridge Street (Rte. 3) thence westerly on Revere Road 0.40 miles at 30 miles per hour, 0.28 miles at 20 miles per hour ending at Stevan Drive; the total distance being 0.68 miles.   | #7472 |
| <b>Richardson Street</b>  | Eastbound beginning at Arlington Road thence easterly on Richardson Street 0.19 miles at 25 miles per hour ending at Main Street; the total distance being 0.19 miles   | #7437 |
| <b>Richardson Street</b>  | Westbound beginning at Main Street thence westerly on Richardson Street 0.19 miles at 25 miles per hour ending at Arlington Road; the total distance being 0.19 miles   | #7437 |
| <b>Russell Street</b>     | Eastbound beginning at a point 200 feet east of the Lexington-Woburn line thence easterly on Russell Street 1.33 miles at 35 miles per hour, 0.08 miles at 25 miles per hour ending at Route 3; the total distance being 1.41 miles   | #545  |
| <b>Russell Street</b>     | Westbound beginning at a point 260 feet west of Route 3 thence westerly on Russell Street 1.40 miles at 35 miles per hour ending at the Woburn-Lexington line; the total distance being 1.40 miles  | #545  |
| <b>Salem Street</b>       | Eastbound beginning at Main Street thence easterly on Salem Street 0.10 miles at 20 miles per hour, 0.96 miles at 35 miles per hour ending at the beginning of State Highway; and beginning again at the end of State Highway thence easterly on Salem Street 0.12 miles at 35 miles per hour, 0.20 miles at 25 miles per hour, 0.33 miles at 35 miles per hour ending at the Woburn-Stoneham line; the total distance being 1.71 miles | #545  |
| <b>Salem Street</b>       | Westbound beginning at the Stoneham-Woburn line thence westerly on Salem Street 0.33 miles at 35 miles per hour, 0.19 miles at 25 miles per hour, 0.13 miles at 35 miles per hour ending at the beginning of State Highway; and beginning again at the end of State Highway thence westerly on Salem Street 0.98 miles at 35 miles per hour, 0.08 miles at 20 miles per hour ending at Main Street; the total distance being 1.71 miles | #545  |
| <b>School Street</b>      | Eastbound beginning at a point 180 feet from Main Street thence easterly on School Street 0.12 miles at 20 miles per hour, 0.91 miles at 35 miles per hour ending at the intersection of Ryan Road and Mishawum Road; the total distance being 1.05 miles   | 7518  |
| <b>School Street</b>      | Westbound beginning at the intersection of Ryan Road and Mishawum Road thence westerly on School Street 0.91 miles at 35 miles per hour, 0.15 miles at 20 miles per hour ending at Main Street; the total distance being 1.06 miles   | #7518 |
| <b>South Bedford Road</b> | Eastbound beginning at the junction of Bedford Road thence easterly on South Bedford Road 0.40 miles at 25 miles per hour ending at the junction of Burlington Street; the total distance being 0.40 miles  | #7857 |

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|---------------------------|---|-------|
| <b>South Bedford Road</b> | Westbound beginning at the junction of Burlington Street thence westerly on South Bedford Road 0.40 miles at 25 miles per hour ending at the junction of Bedford Road; the total distance being 0.40 miles.   | #7857 |
| <b>Washington Street</b>  | Northbound beginning at the Winchester town line thence northerly on Washington Street 0.38 miles at 35 miles per hour, 0.19 miles at 25 miles per hour, 1.00 miles at 35 miles per hour ending at Cedar Street; the total distance being 1.57 miles                    | #474  |
| <b>Washington Street</b>  | Southbound beginning at Cedar Street thence southerly on Washington Street 1.00 miles at 35 miles per hour, 0.19 mile at 25 miles per hour, 0.38 mile at 35 miles per hour ending at the Winchester town line; the total distance being 1.57 miles                      | #474  |
| <b>Wildwood Street</b>    | North bound beginning at Salem Street thence northerly on Wildwood Street 0.25 miles at 25 miles per hour 0.64 miles at 30 miles per hour ending at Olympia Avenue; the total distance being 0.89 miles   | #7041 |
| <b>Wildwood Street</b>    | South bound beginning at Olympia Avenue thence southerly on Wildwood Street 0.64 miles at 30 miles per hour 0.25 miles at 25 miles per hour ending at Salem Street; the total distance being 0.89 miles   | #7041 |
| <b>Willow Street</b>      | Northbound beginning at a point 100 feet north of Lexington Street thence northerly on Willow Street 0.42 miles at 35 miles per hour, 0.36 miles at 30 miles per hour ending at Burlington Street; the total distance being 0.78 miles                                  | #840  |
| <b>Willow Street</b>      | Southbound beginning at a point 100 feet south of Burlington Street thence southerly on Willow Street 0.34 miles at 30 miles per hour, 0.39 miles at 35 miles per hour, 0.05 miles at 25 miles per hour ending at Lexington Street; the total distance being 0.78 miles | #840  |
| <b>Winn Street</b>        | Northbound beginning at Pleasant Street thence northerly on Winn Street 0.41 miles at 25 miles per hour, 0.72 miles at 35 miles per hour ending at the Burlington town line; the total distance being 1.13 miles  | #474  |
| <b>Winn Street</b>        | Southbound beginning at the Burlington town line thence southerly on Winn Street 0.72 miles at 35 miles per hour, 0.41 miles at 25 miles per hour ending at Pleasant Street; the total distance being 1.13 miles.   | #474  |
| <b>Winter Street</b>      | Northbound beginning at the Burlington Town Line thence northerly on Winter Street 0.35 miles at 25 miles per hour, 0.08 miles at 20 miles per hour ending at the Wilmington Town Line; the total distance being 0.43 miles   | #6097 |
| <b>Winter Street</b>      | Southbound beginning at the Wilmington Town Line thence southerly on Winter Street 0.08 miles at 20 miles per hour, 0.35 miles at 25 miles per hour ending at the Burlington Town Line; the total distance being 0.43 miles   | #6097 |

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| <b>Wood Street</b> | Northbound beginning at Montvale Avenue thence northerly on Wood Street 0.48 miles at 30 miles per hour ending at Salem Street; the total distance being 0.48 miles | #7041 |
| <b>Wood Street</b> | Southbound beginning at Salem Street thence southerly on Wood Street 0.48 miles at 30 miles per hour ending at Montvale Avenue; the total distance being 0.48 miles | #7041 |

### Schedule 6 – Traffic Control Signals

| Street              | Intersection  | Permit No.                                   |
|---------------------|---|--|
| Alfred Street       | at Main Street and Elm Street                             | AB-347-2761                                  |
| Arlington Road      | at North Warren Street, Pleasant Street and Warren Avenue | B-122; B-122(a)                              |
| Bedford Road        | at Cambridge Road   | AB-347-2225                                  |
| Bedford Road        | at Willow Street  | B-941  |
| Bedford Road        | at Winn Street, Kilby Street and Wright Street            | B-373  |
| Brookland Road      | at Lexington Street and Willow Street                     | B-642  |
| Cambridge Road      | at Bedford Road   | AB-347-2225                                  |
| Cambridge Road      | at Country Club Road                                      | AB-347-2110                                  |
| Campbell Street     | at Main Street and Salem Street                           | B-123; B-123(a); B-123(b)                    |
| Cedar Street        | at Washington Street                                      |  |
| Central Street      | at Montvale Avenue  |  |
| Church Street       | at Main Street, Plympton Street and Scott Street          | B-1683                                       |
| Clinton Street      | at Main Street  | B-641; B-641(a)                              |
| Clinton Street      | at Mishawum Road  | B-315  |
| Commerce Way        | at Mishawum Road and I-95 southbound ramps                | B-1465; AB-347-2710                          |
| Commerce Way        | at Lowe's Drive and Woburn Mall Drive                     | AB-347-2602(A); AB-347-2602B; AB-347-2602(C) |
| Common Street       | at Main Street and Montvale Avenue                        | B-125; B-125(a)                              |
| Common Street       | at Pleasant Street  | B-1682                                       |
| Country Club Road   | at Cambridge Road   | AB-347-2110                                  |
| East Nichols Street | at Main Street and Nichols Street                         | B-640  |
| Eaton Avenue        | at Main Street and Wilcox Circle                          | B-5; B-5(a)                                  |
| Elm Street          | at Main Street and Alfred Street                          | AB-347-2761                                  |
| Fowle Street        | at Main Street, Warren Avenue and Porter Street           | B-199  |
| Harrison Avenue     | at North Warren Street                                    | B-98   |
| Hill Street         | at Montvale Avenue  |  |

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|---------------------------|--|--------------------------------|
| Industrial Parkway        | at Ryan Road   |                                |
| Kilby Street              | at Main Street   | B-1684                         |
| Kilby Street              | at Winn Street, Bedford Road and Wright Street             | B-373                          |
| Lexington Street          | at Brookland Road and Willow Street                        | B-642                          |
| Main Street               | at Alfred Street and Elm Street                            | AB-347-2761                    |
| Main Street               | at Clinton Street  | B-641; B-641(a)                |
| Main Street               | at Common Street and Montvale Avenue                       | B-125; B-125(a)                |
| Main Street               | at Eaton Avenue  | B-5                            |
| Main Street               | at Kilby Street  | B-1684                         |
| Main Street               | at Middlesex Canal Park Road                               |                                |
| Main Street               | at Mishawum Road   | B-59; B-59(a)                  |
| Main Street               | at Nichols Street and East Nichols Street                  | B-640                          |
| Main Street               | at Pleasant Street and Winn Street                         | B-58                           |
| Main Street               | at Plympton Street, Scott Street and Church Street         | B-1683                         |
| Main Street               | at Salem Street and Campbell Street                        | B-123 ; B-123(a); B-123(b)     |
| Main Street               | at School Street   | B-124; B-124(a)                |
| Main Street               | at Warren Avenue, Fowle Street and Porter Street           | B-199                          |
| Main Street               | at Wilcox Circle and Eaton Avenue                          | B-5; B-5(a)                    |
| Main Street               | at Winn Street and Park Street                             | B-58(a)                        |
| Middlesex Canal Park Road | at Main Street   |                                |
| Mishawum Road             | at Clinton Street  | B-315                          |
| Mishawum Road             | at Commerce Way and I-95 southbound ramps                  | B-1465; AB-347-2710            |
| Mishawum Road             | at Main Street   | B-59; B-59(a)                  |
| Mishawum Road             | at School Street and New Industrial Road (n/k/a Ryan Road) | B-180                          |
| Mishawum Road             | at Washington Street                                       | B-1466; B-1466(a); AB-347-2708 |
| Mishawum Road             | at Woburn Mall/Hampton Inn                                 | AB-347-2709                    |
| Montvale Avenue           | and Central Street   |                                |
| Montvale Avenue           | and Nashua Street  | B-355                          |
| Montvale Avenue           | at Main Street and Common Street                           | B-125; B-125(a)                |
| Montvale Avenue           | at Washington Street                                       | B-200; B-200(a)                |
| Montvale Avenue           | at Wood Street   | B-355                          |
| Nashua Street             | at Montvale Avenue   | B-355                          |
| New Industrial Road       | at School Street and Mishawum Road                         | B-180                          |
| Nichols Street            | at Main Street and East Nichols Street                     | B-640                          |
| North Warren Street       | at Harrison Avenue   | B-98                           |

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| North Warren Street     | at Pleasant Street, Arlington Road and Warren Avenue           | B-122; B-122(a)                |
| Olympia Avenue          | at Washington Street   | AB-347-2707                    |
| Pleasant Street         | at Common Street   | B-1682                         |
| Pleasant Street         | at North Warren Street, Arlington Road and Warren Avenue       | B-122; B-122(a)                |
| Pleasant Street         | at Winn Street and Main Street                                 | B-58                           |
| Plympton Street         | at Main Street, Scott Street and Church Street                 | B-1683                         |
| Porter Street           | at Main Street, Warren Avenue and Fowle Street                 | B-199                          |
| Ryan Road               | at School Street and Mishawum Road                             | B-180                          |
| Ryan Road               | at Industrial Parkway  |                                |
| Salem Street            | at Main Street and Campbell Street                             | B-123; B-123(a); B-123(b)      |
| Salem Street            | at Washington Street   | B-41; B-41(a); AB-347-41(B)    |
| School Street           | at Main Street   | B-124 ; B-124(a)               |
| School Street           | at Mishawum Road, and New Industrial Road (n/k/a Ryan Road)    | B-180                          |
| Scott Street            | at Main Street, Plympton Street and Church Street              | B-1683                         |
| Tower Office Park Drive | at Washington Street and Route I-95/Route 128 northbound ramps | AB-347-2711                    |
| Warren Avenue           | at Main Street, Fowle Street and Porter Street                 | B-199                          |
| Warren Avenue           | at Pleasant Street, Arlington Road and North Warren Street     | B-122; B-122(a)                |
| Washington Street       | at Cedar Street  |                                |
| Washington Street       | at Route I-95/Route 128 northbound ramps and Tower Park Drive  | AB-347-2711                    |
| Washington Street       | at Mishawum Road   | B-1466; B-1466(a); AB-347-2708 |
| Washington Street       | at Montvale Avenue   | B-200; B-200(a)                |
| Washington Street       | at Olympia Avenue  | AB-347-2707                    |
| Washington Street       | at Salem Street  | B-41; B-41(a); AB-347-41(B)    |
| Wilcox Circle           | at Main Street and Eaton Avenue                                | B-5(a)                         |
| Willow Street           | at Bedford Road  | B-941                          |
| Willow Street           | at Lexington Street and Brookland Road                         | B-642                          |
| Winn Street             | at Bedford Road, Kilby Street and Wright Street                | B-373                          |
| Winn Street             | at Main Street and Park Street                                 | B-58(a)                        |
| Winn Street             | at Pleasant Street and Main Street                             | B-58                           |
| Wood Street             | at Montvale Avenue   | B-355                          |
| Wright Street           | at Winn Street, Kilby Street and Bedford Road                  | B-373                          |

## Schedule 7 – Tow Zones

| Street          | Restriction  |
|-----------------|--|
| Campbell Street | Starting at a point 191 feet east of Main Street the entire length to Montvale Avenue going in a northeasterly direction.              |
| Campbell Street | Northeasterly from Main Street a distance of 60 feet   |
| Campbell Street | Starting at a point 160 feet northeasterly of Main Street a distance of 73 feet  |
| Church Avenue   | Southerly side from Main Street to Bennett Street  |
| Common Street   | Northerly side from Pleasant Street to Mani Street   |
| Common Street   | Southerly side from Main Street going in a westerly direction a distance of 560 feet to include the front of the Woburn District Court |
| Everett Street  | Northeasterly side the entire length of street   |
| Federal Street  | Westerly side from Pleasant Street for a distance of 220 feet in a northerly direction   |
| High Street     | Southerly side starting at a point 140 feet easterly from Main Street to Greenwood Avenue  |
| High Street     | Northerly side starting at a point 224 feet easterly from Main Street to Greenwood Avenue  |
| Hovey Street    | Northerly side from Main Street westerly a distance of 115 feet  |
| Main Street     | Westerly side from Common Street southerly a distance of 40 feet   |
| Main Street     | Westerly side from Common Street northerly a distance of 233 feet to Pleasant Street   |
| Main Street     | Westerly side from Winn Street to Park Street  |
| Main Street     | Westerly side from Manns Court southerly a distance of 135 feet  |
| Main Street     | Easterly side from Montvale Avenue southerly a distance of 110 feet  |
| Main Street     | Easterly side from Montvale Avenue northerly a distance of 55 feet   |
| Main Street     | Easterly side starting at a point 230 feet north of Montvale Avenue for a distance of 115 feet   |
| Main Street     | Easterly side from Walnut Street northerly to Salem Street   |
| Main Street     | Easterly from Salem Street northerly a distance of 40 feet   |
| Main Street     | No parking and tow zone along the perimeter of all traffic islands   |
| Main Street     | No parking and tow zones at all bus stops  |
| Manns Court     | Northerly side westerly from Main Street   |

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| Montvale Avenue | Southerly side from Main Street to a point 65 feet east of Main Street |
| Montvale Avenue | Northerly side from Main Street eastlery to Prospect Street            |
| Park Street     | Southwesterly side from Main Street to Center Street                   |
| Pleasant Street | Northwesterly side from Main Street to Abbott Street                   |
| Pleasant Street | Southeasterly side from Main Street to Common Street                   |
| Salem Street    | Southerly from Main Street easterly a distance of 60 feet              |
| Union Street    | Northeasterly side the entire length of street                         |
| Walnut Street   | Both sides from Main Street easterly the entire length of street       |
| Warren Avenue   | Northeasterly side from Pleasant Street a distance of 60 feet          |
| Winn Street     | Westerly side from Pleasant Street to Federal Street                   |
| Woburn Parkway  | Both sides the entire length   |

### Schedule 8 – School Zones

| Street   | Restrictions  | Conditions  | Permit No. |
|--|---|---|------------|
| Altavesta School, Main Street                                  | Monday through Friday during the normal school year from 7:30 a.m. to 8:30 a.m., 11:00 a.m. to 12:00 noon, and 2:30 p.m. to 3:30 p.m. | Effective only during such times that official traffic signs and pavement markings are installed and maintained as required by official standards. See approved plan. | B-796      |
| Clapp Elementary School, Arlington Road at Hudson Street       | Monday through Friday during the normal school year from 7:30 a.m. to 8:30 a.m. and 2:30 p.m. to 3:30 p.m.                            | Effective only during such times that official traffic signs and pavement markings are installed and maintained as required by official standards. See approved plan. | B-118      |
| Goodyear Elementary School, Central Street and Montvale Avenue | Monday through Friday during the normal school year from 7:30 a.m. to 8:30 a.m. and 2:30 p.m. to 3:30 p.m.                            | Effective only during such times that official traffic signs and pavement markings are installed and maintained as required by official standards. See approved plan. | B-194      |

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| Hurd Elementary School, Bedford Road                           | Monday through Friday during the normal school year from 7:30 a.m. to 8:30 a.m. and 2:30 p.m. to 3:30 p.m.                            | Effective only during such times that official traffic signs and pavement markings are installed and maintained as required by official standards. See approved plan. | B-121                        |
| Joyce Junior High School, Willow Street and Locust Street      | Monday through Friday during the normal school year from 8:00 a.m. to 9:00 a.m. and 2:00 p.m. to 3:00 p.m.                            | Effective only during such times that official traffic signs and pavement markings are installed and maintained as required by official standards. See approved plan. | B-797                        |
| Linscott-Rumford Elementary School, Elm Street                 | Monday through Friday during the normal school year from 7:30 a.m. to 8:30 a.m. and 2:30 p.m. to 3:30 p.m.                            | Effective only during such times that official traffic signs and pavement markings are installed and maintained as required by official standards. See approved plan. | B-123                        |
| Malcolm White Elementary School, Bow Street at Hilltop Parkway | Monday through Friday during the normal school year from 7:30 a.m. to 8:30 a.m. and 2:30 p.m. to 3:30 p.m.                            | Effective only during such times that official traffic signs and pavement markings are installed and maintained as required by official standards. See approved plan. | B-117                        |
| Plympton Elementary School, Plympton Street and Scott Street   | Monday through Friday during the normal school year from 7:30 a.m. to 8:30 a.m. and 2:30 p.m. to 3:30 p.m.                            | Effective only during such times that official traffic signs and pavement markings are installed and maintained as required by official standards. See approved plan. | B-122                        |
| Reeves School, Lexington Street and Cambridge Road             | Monday through Friday during the normal school year from 7:30 a.m. to 8:30 a.m., 11:00 a.m. to 12:00 noon, and 2:30 p.m. to 3:30 p.m. | Effective only during such times that official traffic signs and pavement markings are installed and maintained as required by official standards. See approved plan. | B-794;<br>B-795;<br>B-795(a) |
| Shamrock Elementary School, Eastern Avenue                     | Monday through Friday during the normal school year from 7:30 a.m. to 8:30 a.m. and 2:30 p.m. to 3:30 p.m.                            | Effective only during such times that official traffic signs and pavement markings are installed and maintained as required by official standards. See approved plan. | B-119                        |

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| St.Charles Elementary School, Main Street (Route 38)         | Monday through Friday during the normal school year from 7:30 a.m. to 8:30 a.m. and 2:15 p.m. to 3:15 p.m. | Effective only during such times that official traffic signs and pavement markings are installed and maintained as required by official standards. See approved plan. | B-116 |
| Tarkey Elementary School, Russell Street and Silvermine Road | Monday through Friday during the normal school year from 7:30 a.m. to 8:30 a.m. and 2:30 p.m. to 3:30 p.m. | Effective only during such times that official traffic signs and pavement markings are installed and maintained as required by official standards. See approved plan. | B-124 |
| Veteran's Memorial School, School Street                     | Monday through Friday during the normal school year from 7:30 a.m. to 8:30 a.m. and 2:30 p.m. to 3:30 p.m. | Effective only during such times that official traffic signs and pavement markings are installed and maintained as required by official standards. See approved plan. | B-120 |

**Schedule 9 - Downtown Parking Plan**

See maps on following pages entitled “City of Woburn Chapter 90 Roadway Improvements Contract 4-16-IFB-008 Main Street Repaving Project” prepared by City of Woburn Engineering Department City Engineer John E. Corey, Jr., PE, dated July 2015.

November 16, 2017  
 In Traffic Commission, First Reading  
 (6 in favor, 0 opposed, 3 absent, 0 abstained)

December 14, 2017  
 In Traffic Commission, Second Reading,  
 Order Adopted, Referred to City Council  
 (7 in favor, 0 opposed, 2 absent, 0 abstained)

January 2, 2018  
 Presented to City Council  
 Order Confirmed and Adopted  
 (9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: January 5, 2018  
 Mayor’s Office: January 5, 2018  
 Approved: s/Scott D. Galvin, Mayor  
 Filed in the Office of the City Clerk: January 5, 2018

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**WOBURN TRAFFIC COMMISSION**

**ORDERED**

That the 2016 Woburn Traffic Code, as amended, be further amended by amending Schedule 2 Turning and Moving Restrictions by adding the following:

CLINTON STREET – No turn on red westerly at the intersection with Main Street.

October 19, 2017

In Traffic Commission, First Reading  
(6 in favor, 0 opposed, 3 absent, 0 abstained)

November 16, 2017

In Traffic Commission, Second Reading,  
Laid on the Table  
(6 in favor, 0 opposed, 3 absent, 0 abstained)

December 14, 2017

In Traffic Commission, Second Reading,  
Order Adopted, Referred to City Council  
(6 in favor, 0 opposed, 3 absent, 0 abstained)

January 2, 2018

Presented to City Council  
Order Confirmed and Adopted  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: January 5, 2018

Mayor's Office: January 5, 2018

Approved: s/Scott D. Galvin, Mayor

Filed in the Office of the City Clerk: January 5, 2018

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**ORDERED**

That Schedule 3 Stop Signs of the 2017 Woburn Traffic Code, as amended be further amended by adding the following:

GEORGE AVENUE – That a stop sign restriction be established on George Avenue at the intersection with Salem Avenue.

March 15, 2018

In Traffic Commission, First Reading  
(8 in favor, 0 opposed, 1 absent, 0 abstained)

April 19, 2018

In Traffic Commission, Second Reading,  
Order Adopted, Referred to City Council  
(7 in favor, 0 opposed, 2 absent, 0 abstained)

May 1, 2018

Presented to City Council  
Order Confirmed and Adopted  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: March 15, 2018

Mayor's Office: May 3, 2018

Approved: s/Scott D. Galvin, Mayor

Filed in the Office of the City Clerk: May 8, 2018

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## **ORDERED**

That the 2017 Woburn Traffic Code, as amended, be further amended by adding to Schedule 3 Stop Signs the following:

JEFFERSON AVENUE – Stop sign westerly at the intersection with Prospect Street.

March 15, 2018

In Traffic Commission, First Reading  
(8 in favor, 0 opposed, 1 absent, 0 abstained)

April 19, 2018

In Traffic Commission, Second Reading,  
Order Adopted, Referred to City Council  
(7 in favor, 0 opposed, 2 absent, 0 abstained)

May 1, 2018

Presented to City Council  
Order Confirmed and Adopted  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor May 3, 2018 and ten days having elapsed without same being approved, said Order became effective without his signature on May 15, 2018.

Returned unsigned by the Mayor: May 8, 2018

Filed in the Office of the City Clerk: May 15, 2018

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**ORDERED**

That Schedule 3 Stop Signs of the 2017 Woburn Traffic Code, as amended be further amended by adding the following:

ROBERT AVENUE – That a stop sign restriction be established on Robert Avenue at the intersection with George Avenue.

March 15, 2018

In Traffic Commission, First Reading  
(8 in favor, 0 opposed, 1 absent, 0 abstained)

April 19, 2018

In Traffic Commission, Second Reading,  
Order Adopted, Referred to City Council  
(7 in favor, 0 opposed, 2 absent, 0 abstained)

May 1, 2018

Presented to City Council  
Order Confirmed and Adopted  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor May 3, 2018 and ten days having elapsed without same being approved, said Order became effective without his signature on May 15, 2018.

Returned unsigned by the Mayor: May 8, 2018

Filed in the Office of the City Clerk: May 15, 2018

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**ORDERED**

That the 2016 Woburn Traffic Code, as amended, be further amended by adding to Schedule 3 Stop Signs the following:

SACHEM ROAD – Stop sign northeast at the intersection with Samoset Road.

November 16, 2017  
In Traffic Commission, First Reading  
(6 in favor, 0 opposed, 3 absent, 0 abstained)

December 14, 2017  
In Traffic Commission, Second Reading,  
Order Adopted, Referred to City Council  
(6 in favor, 0 opposed, 3 absent, 0 abstained)

January 2, 2018  
Presented to City Council  
Order Confirmed and Adopted  
(9 in favor, 0 opposed, 0 absent, 0 abstained)

Presented to the Mayor: January 5, 2018  
Mayor's Office: January 5, 2018  
Approved: s/Scott D. Galvin, Mayor  
Filed in the Office of the City Clerk: January 5, 2018

## VI. Record of Election Statistics

### A. Election Officials

# ORDERED

That the following list of Wardens, Clerks, Inspectors and Substitutes be approved for all Elections between September 1, 2017 and August 31, 2018:

| Ward | Precinct | First Name | Last Name  | Address                  | Office    |
|------|----------|------------|------------|--------------------------|-----------|
| 1    | 1        | Barbara    | Fagan      | 33 Dix Rd. Ext.          | Warden    |
| 1    | 1        | Sharon     | Flynn      | 6 Thornton St.           | Clerk     |
| 1    | 1        | Diane      | Ahern      | 2 Keith Circle           | Inspector |
| 1    | 1        | Roberta    | Bengtson   | 6 Samoset Road           | Inspector |
| 1    | 1        | Jean       | Bergeron   | 8 Brooks Street          | Inspector |
| 1    | 1        | Marie      | Giangrande | 6 Flint Circle           | Inspector |
| 1    | 1        | Claire     | Regan      | 8 Howard Court           | Inspector |
| 1    | 1        | Loretta    | Schuck     | 44 Leonard St            | Inspector |
| 1    | 1        | Florianna  | Tobin      | 59 Campbell St #309      | Inspector |
| 1    | 1        | Catherine  | Walsh      | 273 Cambridge Rd<br>#202 | Inspector |
| 1    | 2        | Mary       | Packard    | 101 Montvale Ave         | Warden    |
| 1    | 2        | Philip     | Hughes     | 855 Main Street #8       | Clerk     |

|   |   |              |              |                      |           |
|---|---|--------------|--------------|----------------------|-----------|
| 1 | 2 | Carmelita    | Alessandrone | 29 Grace Road        | Inspector |
| 1 | 2 | Carol        | Beckwith     | 27 Buttaro Road      | Inspector |
| 1 | 2 | Hans         | Christenson  | 256 Salem Street     | Inspector |
| 1 | 2 | Anne         | Decubellis   | 1 Library Place #507 | Inspector |
| 1 | 2 | Dorothy      | Geary        | 1 Belmont Street     | Inspector |
| 1 | 2 | Betty        | Parechianian | 7 Hope Lane          | Inspector |
| 1 | 2 | Robert       | Hurkett      | 16 Linden Street     | Inspector |
| 1 | 2 | Richard      | Packard      | 101 Montvale Ave     | Inspector |
| 2 | 1 | Sandra       | Luther       | 19 Cummings Ave      | Warden    |
| 2 | 1 | Roy          | Luther       | 19 Cummings Ave      | Clerk     |
| 2 | 1 | Carmella     | Crowell      | 30 Dix Road Ext      | Inspector |
| 2 | 1 | Arthur       | Cumming      | 27 Anna Road         | Inspector |
| 2 | 1 | Deborah Jean | Finn         | 1 Village Street     | Inspector |
| 2 | 1 | Connie       | Pandolph     | 9 Park Drive         | Inspector |
| 2 | 1 | Theresa      | Smith        | 25-0 Arlington Rd 4  | Inspector |
| 2 | 1 | Frank        | Starble      | 11 Page Place        | Inspector |
| 2 | 1 | Calvin       | McCall       | 32 Webster Avenue    | Inspector |
| 2 | 1 | Diane        | Burton       | 35 Union Street      | Inspector |
| 2 | 2 | Paula        | Nagle        | 8 Thomas Street      | Warden    |
| 2 | 2 | Judith       | Nagle        | 8 Thomas Street      | Clerk     |
| 2 | 2 | Eleanor      | Cunniff      | 93 Waltham Street    | Inspector |
| 2 | 2 | Nancy Farrey | Forsyth      | 9 Sedgewick Pk       | Inspector |
| 2 | 2 | Patricia     | McCuish      | 14 Scott Street      | Inspector |
| 2 | 2 | Jean         | Mernin       | 2 Walnut Court       | Inspector |
| 2 | 2 | Florence     | Keefe        | 43 Leonard Street    | Inspector |
| 2 | 2 | Loretta      | Lentz        | 47 Conn Street       | Inspector |
| 2 | 2 | Theresa      | Nardone      | 2 Albert Drive #3    | Inspector |
| 2 | 2 | Robert       | Leonard, Jr. | 176 Montvale Ave     | Inspector |
| 3 | 1 | Donald       | MacGee       | 26 Cranston Circle   | Warden    |
| 3 | 1 | Marcia       | Andrews      | 238 Winn Street      | Clerk     |
| 3 | 1 | Stella       | DiGirolamo   | 9 Lee Road           | Inspector |
| 3 | 1 | Marion       | Dora         | 2 Kimball Ct #406    | Inspector |
| 3 | 1 | Donna        | Donovan      | 5 Pilgrim Road       | Inspector |
| 3 | 1 | Janet        | Irwin        | 37 Waltham Street    | Inspector |
| 3 | 1 | Marie        | Landino      | 12 Minchin Drive     | Inspector |
| 3 | 1 | Elizabeth A. | Simonds      | 3 Court Street       | Inspector |
| 3 | 1 | Rosemary     | Spencer      | 5 Caulifield Road    | Inspector |
| 3 | 1 | Anthony      | Zeoli        | 15 Independence Dr   | Inspector |
| 3 | 2 | Elizabeth    | Donovan      | 5 Crescent Road      | Warden    |
| 3 | 2 | Geraldine    | Easler       | 7 Adams Circle       | Clerk     |

|   |   |            |             |                          |           |
|---|---|------------|-------------|--------------------------|-----------|
| 3 | 2 | Pauline    | Barkalow    | 12 Wolcott Road          | Inspector |
| 3 | 2 | Godfredo   | Alaras      | 7 Bradford Road          | Inspector |
| 3 | 2 | Marilyn    | Crampton    | 35 So. Bedford Street    | Inspector |
| 3 | 2 | Judith     | Zeoli       | 15 Independence Dr       | Inspector |
| 3 | 2 | Pamela B.  | Doherty     | 1 Felton Street          | Inspector |
| 3 | 2 | Helen      | Sherburne   | 12 Ward Street           | Inspector |
| 3 | 2 | Tom        | Barkalow    | 12 Wolcott Road          | Inspector |
| 3 | 2 | Lois       | Surette     | 78 Kilby Street          | Inspector |
| 4 | 1 | Sarkis     | Chinian     | 8 Asbury Avenue          | Warden    |
| 4 | 1 | Vincent    | Rivela      | 16 Jan Street            | Clerk     |
| 4 | 1 | Deanna     | Lesser      | 1 Kimball Ct #410        | Inspector |
| 4 | 1 | Robert     | Coffey      | 273 Cambridge Rd<br>#307 | Inspector |
| 4 | 1 | Mary Anne  | Damico      | 20 Brentwood Road        | Inspector |
| 4 | 1 | James      | Doherty     | 45 Brentwood Road        | Inspector |
| 4 | 1 | Edward     | Grzyb       | 26 Carroll Road          | Inspector |
| 4 | 1 | Mary Alice | Grzyb       | 26 Carroll Road          | Inspector |
| 4 | 1 | Francis    | Mooney      | 3 Oakwood Lane           | Inspector |
| 4 | 1 | Gerald     | Murray      | 6 Asbury Avenue          | Inspector |
| 4 | 2 | Elaine     | Haggerty    | 30 Thistle Road          | Warden    |
| 4 | 2 | Thomas     | Fuller      | 178 Montvale Ave         | Clerk     |
| 4 | 2 | Alfred     | Autenzio    | 9 Arbor Lane             | Inspector |
| 4 | 2 | Hazel      | Lambert     | 3 Elmwood Terrace        | Inspector |
| 4 | 2 | Jeanne     | Lingblom    | 18 Day Circle            | Inspector |
| 4 | 2 | Eleanor    | Collins     | 19 Squanto Road          | Inspector |
| 4 | 2 | Geraldine  | Moscaritolo | 200 Bedford Rd #20E      | Inspector |
| 4 | 2 | Jennie     | Keough      | 16 Parliament Lane       | Inspector |
| 4 | 2 | Cecelia    | Rivela      | 16 Jan Street            | Inspector |
| 4 | 2 | Margaret   | Stack       | 7 Willow Street          | Inspector |
| 5 | 1 | Joyce      | Marshall    | 5 Elijah Street          | Warden    |
| 5 | 1 | Rodney     | Flynn       | 6 Thornton St            | Clerk     |
| 5 | 1 | Peter      | Benoit      | 35 Carroll Road          | Inspector |
| 5 | 1 | Kevin      | Kaufman     | 41 Montvale Road         | Inspector |
| 5 | 1 | Nancy      | Doyle       | 7 Flint Circle           | Inspector |
| 5 | 1 | Mary Ellen | Jones       | 5 Hilltop Circle         | Inspector |
| 5 | 1 | Rosemarie  | Spinazola   | 1 Library Place #401     | Inspector |
| 5 | 1 | Gloria     | Platon      | 6 Fieldstone Drive       | Inspector |
| 5 | 1 | Maria      | Hennessy    | 6 Jan Street             | Inspector |
| 5 | 1 | Robert     | Hennessy    | 6 Jan Street             | Inspector |
| 5 | 2 | Helen      | Hatch       | 14 Marlboro Road         | Warden    |

|   |   |           |             |                          |           |
|---|---|-----------|-------------|--------------------------|-----------|
| 5 | 2 | Melinda   | Drapeau     | 6 Whispering Hill Rd     | Clerk     |
| 5 | 2 | Shirley   | Butler      | 28 Felton Street         | Inspector |
| 5 | 2 | Theresa   | Chotkowski  | 3 Pond Terrace           | Inspector |
| 5 | 2 | William   | Coady       | 35 Glenwood Ave          | Inspector |
| 5 | 2 | Myles     | Collins     | 19 Squanto Road          | Inspector |
| 5 | 2 | Anna      | Cumming     | 27 Anna Road             | Inspector |
| 5 | 2 | Mary      | Dickie      | 1 Linden Circle          | Inspector |
| 5 | 2 | Diane     | Fogarty     | 117 Washington St        | Inspector |
| 5 | 2 | Elizabeth | Hatch       | 14 Marlboro Road         | Inspector |
| 6 | 1 | Jean      | O'Connor    | 9 Rock Street            | Warden    |
| 6 | 1 | Linda     | McLaughlin  | 269 Cambridge Rd<br>#103 | Clerk     |
| 6 | 1 | Carolyn   | Agostino    | 295 Salem Street #71     | Inspector |
| 6 | 1 | Kathleen  | Bailey      | 4 Utica Street           | Inspector |
| 6 | 1 | Judy      | Elios       | 9 Thomas Street          | Inspector |
| 6 | 1 | Anne      | Grammer     | 1 Baldwin Ave            | Inspector |
| 6 | 1 | Donna     | Winitzer    | 18 Hart Place            | Inspector |
| 6 | 1 | Caroline  | Murphy      | 3 Akeson Road            | Inspector |
| 6 | 1 | Theresa   | Christerson | 33 Sherman Place         | Inspector |
| 6 | 1 | Barbara   | Ridley      | 129 Place Lane           | Inspector |
| 6 | 2 | Diane     | Autenzio    | 23 Milan Avenue          | Warden    |
| 6 | 2 | Irene     | Decata      | 57 Wood Street           | Clerk     |
| 6 | 2 | Christine | Bellekevicz | 17 Jan Street            | Inspector |
| 6 | 2 | Michelina | DeAngelis   | 255 Lexington Street     | Inspector |
| 6 | 2 | Marilyn   | Ebrecht     | 40 West Street           | Inspector |
| 6 | 2 | Sheila    | Marshall    | 26 Boyd Road             | Inspector |
| 6 | 2 | Patricia  | Ryan        | 99 Pearl Street          | Inspector |
| 6 | 2 | Marilyn   | Smith       | 16 Nichols Street Ext    | Inspector |
| 6 | 2 | Patrice   | McCall      | 32 Webster Avenue        | Inspector |
| 6 | 2 | Lina      | Cicchetto   | 22 Longwood Ave          | Inspector |
| 7 | 1 | Darlene   | Daddario    | 3 McDevitt Drive         | Warden    |
| 7 | 1 | MaryAnn   | Chorlton    | 312 Lexington Street     | Clerk     |
| 7 | 1 | Barbara   | Callahan    | 32 Van Norden Road       | Inspector |
| 7 | 1 | Dorothy   | Curran      | 1 Dix Road               | Inspector |
| 7 | 1 | Virginia  | Evans       | 12 Barbara Circle        | Inspector |
| 7 | 1 | Ruthann   | Gridelli    | 25 Grape Street          | Inspector |
| 7 | 1 | Camille   | Maccini     | 3 Pheasant Lane          | Inspector |
| 7 | 1 | Ellen     | Magro       | 9 Rich Road              | Inspector |
| 7 | 1 | James     | Rooney      | 38 Carroll Road          | Inspector |
| 7 | 1 | Florence  | Tully       | 5 Hiawatha Road          | Inspector |
| 7 | 2 | M. Joyce  | O'Donnell   | 442 Russell Street       | Warden    |

|   |   |           |            |                     |            |
|---|---|-----------|------------|---------------------|------------|
| 7 | 2 | Patti     | Doyle      | 6 Thomas Street     | Clerk      |
| 7 | 2 | Donna     | Bullen     | 27 Robinson Road    | Inspector  |
| 7 | 2 | Gail      | Burke      | 6 Janis Terrace     | Inspector  |
| 7 | 2 | Phyllis   | Flight     | 99 Middle Street    | Inspector  |
| 7 | 2 | Mary      | Harrison   | 48 Lake Ave #BC5    | Inspector  |
| 7 | 2 | Dorothy   | Livolsi    | 57 Winter Street    | Inspector  |
| 7 | 2 | Nancy     | Matthews   | 361 Place Lane      | Inspector  |
| 7 | 2 | Carol     | Murphy     | 275 Russell Street  | Inspector  |
| 7 | 2 | Margaret  | Reilly     | 7 Williams Lane     | Inspector  |
|   |   | Carol     | Stima      | 44 Elm Avenue       | Substitute |
|   |   | Mary      | Willis     | 164 Place Lane      | Substitute |
|   |   | Julie     | Triessl    | 482 Place Lane      | Substitute |
|   |   | Anthony   | DiFrumolo  | 9 Quimby Avenue     | Substitute |
|   |   | Joan      | DiSarcina  | 13 Ellen Road       | Substitute |
|   |   | Paul      | Farrey     | 5 Sedgewick Park    | Substitute |
|   |   | Esther A. | Henehan    | 118 Main Street     | Substitute |
|   |   | Linda     | Loreth     | 19 Rich Road        | Substitute |
|   |   | Jo-Ann    | Lyons      | 10 Grant Street     | Substitute |
|   |   | Sheila    | Newman     | 81 Willow Street    | Substitute |
|   |   | Mary      | Regan      | 12 Lakeview Terrace | Substitute |
|   |   | Mary      | Sasso      | 39 Carroll Road     | Substitute |
|   |   | Janet     | Sutton     | 11 Lawrence Street  | Substitute |
|   |   | Sandra    | Strong     | 9 Arlington Street  | Substitute |
|   |   | Carolyn   | Youngclaus | 2 Park Drive        | Substitute |
|   |   | David     | Youngclaus | 2 Park Drive        | Substitute |
|   |   | Nancy     | Kerrigan   | 328 Place Lane      | Substitute |
|   |   | Susan     | Hicks      | 213 Cambridge Road  | Substitute |

## B. Election Results

| Candidate                                      | 1-1       | 1-2       | 2-1       | 2-2       | 3-1       | 3-2        | 4-1       | 4-2       | 5-1       | 5-2       | 6-1       | 6-2       | 7-1        | 7-2        | Totals      |
|--|-----------|-----------|-----------|-----------|-----------|------------|-----------|-----------|-----------|-----------|-----------|-----------|------------|------------|-------------|
| <b>Senator in Gen Court</b>                    |           |           |           |           |           |            |           |           |           |           |           |           |            |            |             |
| Cindy F. Friedman,<br>30 Mill St, Arlington    | 75        | 86        | 56        | 44        | 55        | 90         | 65        | 69        | 46        | 73        | 24        | 45        | 117        | 83         | 928         |
| Ian T. Jackson,<br>232 Highland Ave, Arlington | 10        | 6         | 5         | 4         | 7         | 13         | 3         | 12        | 6         | 12        | 4         | 7         | 16         | 16         | 121         |
| All others                                     | 1         | 0         | 0         | 0         | 1         | 2          | 1         | 4         | 1         | 0         | 0         | 1         | 0          | 3          | 14          |
| Blanks   | 1         | 3         | 2         | 2         | 1         | 3          | 3         | 3         | 0         | 2         | 1         | 1         | 1          | 1          | 24          |
| <b>Total</b>                                   | <b>87</b> | <b>95</b> | <b>63</b> | <b>50</b> | <b>64</b> | <b>108</b> | <b>72</b> | <b>88</b> | <b>53</b> | <b>87</b> | <b>29</b> | <b>54</b> | <b>134</b> | <b>103</b> | <b>1087</b> |

Municipal Preliminary Election  
September 12, 2017

| Candidate                                    | 3-1 | 3-2 | Totals |
|--|-----|-----|--------|
| <b>Alderman Ward Three</b>                   |     |     |        |
| Philip Antonio Ciampa,<br>20 Plympton Street | 12  | 5   | 17     |
| Claire M. Malaguti,<br>10 Colonial Road      | 12  | 9   | 21     |
| Mark E. Gaffney,<br>162 Winn Street          | 105 | 134 | 239    |
| All Others                                   | 0   | 3   | 3      |
| Blanks                                       | 1   | 0   | 1      |
| Total  | 130 | 151 | 281    |

## CITY OF WOBURN ELECTION

November 7, 2017

Official

|   | 1-1 | 1-2 | 2-1  | 2-2 | 3-1  | 3-2  | 4-1  | 4-2  | 5-1 | 5-2  | 6-1 | 6-2  | 7-1  | 7-2  | Totals |
|---|-----|-----|------|-----|------|------|------|------|-----|------|-----|------|------|------|--------|
| <b>Mayor</b>                                  |     |     |      |     |      |      |      |      |     |      |     |      |      |      |        |
| Scott D. Galvin,<br>4 Foley Road              | 143 | 132 | 205  | 130 | 236  | 322  | 222  | 172  | 161 | 192  | 128 | 341  | 340  | 380  | 3104   |
| All others                                    | 3   | 9   | 3    | 6   | 6    | 17   | 5    | 6    | 3   | 8    | 3   | 0    | 11   | 8    | 88     |
| Blanks  | 15  | 46  | 41   | 29  | 49   | 71   | 57   | 35   | 28  | 41   | 41  | 136  | 80   | 108  | 777    |
| Total   | 161 | 187 | 249  | 165 | 291  | 410  | 284  | 213  | 192 | 241  | 172 | 477  | 431  | 496  | 3969   |
| <b>Alderman At Large</b>                      |     |     |      |     |      |      |      |      |     |      |     |      |      |      |        |
| Michael P. Concannon,<br>1 Rose Farm Lane     | 120 | 132 | 170  | 100 | 212  | 301  | 200  | 153  | 147 | 172  | 109 | 286  | 280  | 306  | 2688   |
| Richard M. Haggerty,<br>32 Leonard Street     | 100 | 136 | 170  | 115 | 184  | 276  | 194  | 137  | 125 | 166  | 106 | 268  | 255  | 277  | 2509   |
| All others                                    | 1   | 3   | 0    | 0   | 1    | 8    | 0    | 0    | 1   | 4    | 1   | 0    | 6    | 0    | 25     |
| Blanks  | 101 | 103 | 158  | 115 | 185  | 235  | 174  | 136  | 111 | 140  | 128 | 400  | 321  | 409  | 2716   |
| Total   | 322 | 374 | 498  | 330 | 582  | 820  | 568  | 426  | 384 | 482  | 344 | 954  | 862  | 992  | 7938   |
| <b>School Committee</b>                       |     |     |      |     |      |      |      |      |     |      |     |      |      |      |        |
| Patricia A. Chisholm,<br>6 Forest Park Circle | 103 | 98  | 134  | 96  | 170  | 229  | 182  | 121  | 128 | 156  | 113 | 253  | 245  | 247  | 2275   |
| Christopher T. Kisiel,<br>54 Hinston Road     | 109 | 108 | 148  | 94  | 183  | 254  | 152  | 129  | 131 | 147  | 98  | 253  | 245  | 260  | 2311   |
| Frederick J. Metters,<br>20 Warren Avenue     | 98  | 119 | 152  | 94  | 167  | 244  | 162  | 134  | 121 | 171  | 89  | 240  | 247  | 245  | 2283   |
| Michael P. Mulrenan,<br>937 Main Sreet        | 110 | 123 | 173  | 107 | 197  | 260  | 182  | 147  | 134 | 175  | 105 | 307  | 267  | 289  | 2576   |
| John M. Wells,<br>5 Curtis Road               | 98  | 112 | 152  | 104 | 172  | 239  | 174  | 129  | 125 | 147  | 87  | 239  | 236  | 253  | 2267   |
| All others                                    | 1   | 2   | 2    | 0   | 2    | 9    | 4    | 0    | 0   | 2    | 1   | 0    | 7    | 3    | 33     |
| Blanks  | 286 | 373 | 484  | 330 | 564  | 815  | 564  | 405  | 321 | 407  | 367 | 1093 | 908  | 1183 | 8100   |
| Total   | 805 | 935 | 1245 | 825 | 1455 | 2050 | 1420 | 1065 | 960 | 1205 | 860 | 2385 | 2155 | 2480 | 19845  |
| <b>Alderman Ward One</b>                      |     |     |      |     |      |      |      |      |     |      |     |      |      |      |        |
| Joanne E. Campbell,<br>45 Arlington Road      | 134 | 142 |      |     |      |      |      |      |     |      |     |      |      |      | 276    |
| All others                                    | 2   | 2   |      |     |      |      |      |      |     |      |     |      |      |      | 4      |
| Blanks  | 25  | 43  |      |     |      |      |      |      |     |      |     |      |      |      | 68     |
| Total   | 161 | 187 |      |     |      |      |      |      |     |      |     |      |      |      | 348    |
| <b>Alderman Ward Two</b>                      |     |     |      |     |      |      |      |      |     |      |     |      |      |      |        |
| Richard F. Gately, Jr.,<br>1 Abbott Court     |     |     | 196  | 129 |      |      |      |      |     |      |     |      |      |      | 325    |
| All others                                    |     |     | 3    | 0   |      |      |      |      |     |      |     |      |      |      | 3      |
| Blanks  |     |     | 50   | 36  |      |      |      |      |     |      |     |      |      |      | 86     |
| Total   |     |     | 249  | 165 |      |      |      |      |     |      |     |      |      |      | 414    |

## CITY OF WOBURN ELECTION

November 7, 2017

Official

| Candidate                                   | 1-1 | 1-2 | 2-1 | 2-2 | 3-1 | 3-2 | 4-1 | 4-2 | 5-1 | 5-2 | 6-1 | 6-2 | 7-1 | 7-2 | Totals |
|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|--------|
| <b>Alderman Ward Three</b>                  |     |     |     |     |     |     |     |     |     |     |     |     |     |     |        |
| Mark E. Gaffney,<br>162 Winn Street         |     |     |     |     | 214 | 299 |     |     |     |     |     |     |     |     | 513    |
| Claire M. Malaguti,<br>10 Colonial Road     |     |     |     |     | 71  | 92  |     |     |     |     |     |     |     |     | 163    |
| All others                                  |     |     |     |     | 1   | 7   |     |     |     |     |     |     |     |     | 8      |
| Blanks                                      |     |     |     |     | 5   | 12  |     |     |     |     |     |     |     |     | 17     |
| Total                                       |     |     |     |     | 291 | 410 |     |     |     |     |     |     |     |     | 701    |
| <b>Alderman Ward Four</b>                   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |        |
| Michael Dean Anderson,<br>3 Frances Street  |     |     |     |     |     |     | 230 | 172 |     |     |     |     |     |     | 402    |
| All others                                  |     |     |     |     |     |     | 0   | 1   |     |     |     |     |     |     | 1      |
| Blanks                                      |     |     |     |     |     |     | 54  | 40  |     |     |     |     |     |     | 94     |
| Total                                       |     |     |     |     |     |     | 284 | 213 |     |     |     |     |     |     | 497    |
| <b>Alderman Ward Five</b>                   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |        |
| Darlene Mercer-Bruen,<br>22 Richard Circle  |     |     |     |     |     |     |     |     | 152 | 193 |     |     |     |     | 345    |
| All others                                  |     |     |     |     |     |     |     |     | 5   | 9   |     |     |     |     | 14     |
| Blanks                                      |     |     |     |     |     |     |     |     | 35  | 39  |     |     |     |     | 74     |
| Total                                       |     |     |     |     |     |     |     |     | 192 | 241 |     |     |     |     | 433    |
| <b>Alderman Ward Six</b>                    |     |     |     |     |     |     |     |     |     |     |     |     |     |     |        |
| Edward Anthony Tedesco,<br>1 Tedesco Drive  |     |     |     |     |     |     |     |     |     |     | 83  | 265 |     |     | 348    |
| John Joseph Beauchamp,<br>224 School Street |     |     |     |     |     |     |     |     |     |     | 86  | 208 |     |     | 294    |
| All others                                  |     |     |     |     |     |     |     |     |     |     | 0   | 0   |     |     | 0      |
| Blanks                                      |     |     |     |     |     |     |     |     |     |     | 3   | 4   |     |     | 7      |
| Total                                       |     |     |     |     |     |     |     |     |     |     | 172 | 477 |     |     | 649    |
| <b>Alderman Ward Seven</b>                  |     |     |     |     |     |     |     |     |     |     |     |     |     |     |        |
| Lindsay E. Higgins,<br>61 Waverly Road      |     |     |     |     |     |     |     |     |     |     |     |     | 270 | 302 | 572    |
| Charles Viola,<br>2 Morningside Circle      |     |     |     |     |     |     |     |     |     |     |     |     | 161 | 193 | 354    |
| All others                                  |     |     |     |     |     |     |     |     |     |     |     |     | 0   | 0   | 0      |
| Blanks                                      |     |     |     |     |     |     |     |     |     |     |     |     | 0   | 1   | 1      |
| Total                                       |     |     |     |     |     |     |     |     |     |     |     |     | 431 | 496 | 927    |

## **Woburn Council on Aging**

I hereby submit the Annual Report of the Woburn Council on Aging for Fiscal Year 2018, i.e., July 1, 2017 – June 30, 2018.

### **Council on Aging Members**

|                   |                                |
|-------------------|--------------------------------|
| Margaret Casey    | Chairperson                    |
| Angela Amato      | Vice-chair                     |
| Vincent Simeone   | Treasurer                      |
| Geraldine Benecke | Member                         |
| Dorothy Capone    | Member                         |
| Eleanor Collins   | ember                          |
| Myles Collins     | Member                         |
| Mary Foley        | Member (Deceased January 2018) |
| John Kelly        | Member                         |
| Barbara Ridley    | Member                         |

### **Committees**

**Nominating:** Geraldine Benecke, Dorothy Capone, Eleanor Collins, Mary Foley and Barbara Ridley

**Entertainment:** Angela Amato, Eleanor Collins, Joanne Collins, Barbara Ridley and Margaret Casey

**Finance:** Geraldine Benecke, Joanne Collins, Joanne DiMambro, Catherine Murray, Vincent Simeone and Margaret Casey

**Transportation:** Angela Amato, Joanne Collins, Joanne DiMambro, Tracey Murphy, Catherine Murray and Margaret Casey

**Building/Grounds:** Dorothy Capone, Joanne Collins, Myles Collins, John Kelly, Donald Olsen, Vincent Simeone, and Margaret Casey

**Programs:** Dorothy Capone, Joanne Collins, Joanne DiMambro, Mary Foley, Jack Kelly, Catherine Murray, Judy Tanner and Margaret Casey

**Fraud/Scam:** Angela Amato, Dorothy Capone, Myles Collins, Vincent Simeone, Judy Tanner and Margaret Casey

The Woburn Council on Aging is a municipally-appointed, volunteer board authorized under Massachusetts General Law, Chapter 40, Section 8B, established to:

- 1) Identify the total needs of elders in the community,
- 2) Educate the community, and enlist support and participation of all citizens about these needs,
- 3) Design, promote and implement services to fill these needs, or to coordinate existing services in the community, and
- 4) Enhance the quality of life for seniors and the community by providing educational, recreational and cultural programs and activities.

The mission of the Woburn Council on Aging is to ensure the highest possible quality of management and leadership with regard to our community's use of its human, physical and fiscal resources for the elderly in cooperation with programs of the department of elder affairs. The Council on Aging provides information and referral, outreach, transportation, health screening, nutrition, education, peer support, recreation, volunteer development and intergenerational programming.

The Council's major responsibilities include the setting of local policy for the administration of elder programs and services; developing, coordinating and/or conducting such activities; serving as an advocate for elders; and educating the community-at-large about the needs and resources affecting the lives of elders.

The Woburn Council on Aging holds its open monthly meeting the first Monday of the month at 10:00 a.m. at the Woburn Senior Center, located at 144 School Street. The Council's membership shall consist of not less than seven (7), not more than ten (10) members, who must demonstrate interest in the welfare of the elderly residents of Woburn, and desire to participate in promoting the purposes and objectives of the Council.

During Fiscal Year 2018 the Woburn Council on Aging Senior Center has continued to grow in the programs, services, and activities we offer our seniors and their families. We have provided information, advocacy, programs, services and /or transportation for 2,490 elders, and serve an average of 898 people monthly. The Woburn COA Senior Center is able to serve the ever-growing number of people thanks to the dedication of its wonderful staff and volunteers. In Fiscal Year 2018, the Senior Center Volunteers gave 20,285 hours, or the equivalent of 10 full-time staff members.

The Senior Center continues to add new programs and services including: Balance Screening and Fall Prevention Education, "Savvy Caregiver Training", "Bocce and other Games" during the warm months, multi-generational programs with the Woburn Public Library--Drop-in Storytime for ages 5 and under, and "Kids and Seniors Club" for ages 6 to 10.

### **Woburn Council on Aging Programs and Services**

The Woburn Council on Aging Senior Center served approximately 2,490 elders during the fiscal year ending June 30, 2018. Approximately 1,857 people were women and 633 were men.

The Council on Aging, the staff of the senior center, and approximately 76 senior volunteers, who served more than 1 hour each week, worked together to offer numerous programs, activities, and services, including:

|                                       |                        |                              |
|---------------------------------------|------------------------|------------------------------|
| Exercise classes                      | Drawing/Painting Class | Movies and Chess             |
| Senior Singers                        | Book Club              | Morning Stretch              |
| Woodcarving                           | Health Screenings      | Italian Classes              |
| Line Dancing                          | Cribbage/Whist         | Scrabble and Bingo           |
| Yoga Class                            | Scrapbooking           | Quilting/Knitting/Crocheting |
| Mahjong                               | Line Dancing           | Zumba and T'ai Chi           |
| “Prescription Drug Take-back Program” |                        | Core Balance                 |

|                              |                                |
|------------------------------|--------------------------------|
| Monthly Newsletter           | Senior Friendship Circle       |
| Low Vision Support Group     | Diabetic Support Group         |
| Bereavement Support Group    | Legal and Fuel Assistance      |
| Tax Preparation Assistance   | Computer and Internet Classes  |
| Senior Discount Taxi Program | Property Tax Work-off Program  |
| Woburn COA Van Services      | Senior Issues Discussion Group |
| Home Delivered Meals         | Telephone Reassurance          |
| SHINE Counselors             | Outreach Department            |
| Volunteer Opportunities      | “Buried in Treasures” Group    |
| Flu Shots                    |                                |

Numerous Social Events including:

“City Band” Outdoor Concerts at Senior Center”, July 18<sup>th</sup>, August 1 and 15, 2017  
Intergenerational Event, July 13, 20, and August 15, 2017  
Mayor’s “Seniors Red Sox Day”, July 27, 2017  
Fall Festival/Health and Resource Day/Open House, September 15, 2017  
“Halloween Pizza Party”, October 26, 2017  
Veterans’ Recognition Event, November 9, 2017  
Holiday Party at the Senior Center, December 14, 2017  
Intergenerational Event, Feb. 21, 2018  
St. Patrick’s Day Party, March 15, 2018  
Volunteer Recognition Day, April 4, 2018  
Grandchildren’s Day, April 18, 2018  
Veteran’s Recognition Day, May 31, 2018  
35<sup>th</sup> Annual Senior Olympics, June 11<sup>th</sup> through June 15<sup>th</sup>  
Senior Olympic Closing Ceremony and Ice Cream Social, June 15, 2018

### **Accomplishments & Highlights of Fiscal Year 2018**

1. The primary focus of the Woburn Council on Aging during FY2018 has been our “Safe Home Initiative” Programming including a day long Forum held at the Senior Center on May 17, 2018. The Council On Aging Senior Center staff and board have collaborated with Winchester and Lahey Hospitals, HealthSouth NE Rehab Hospital, the Woburn Fire and

Police Departments, Minuteman Senior Services, the Woburn Rotary Club, Woburn Public Media Center, and Friends Helping Seniors, Inc. to offer programs and services including: Fire Safety Presentations and Videos, Balance Screenings and Fall Prevention Education, and Carbon monoxide/smoke alarm installations at Seniors homes.

2. We also have been recognizing and thanking our wonderful Volunteers with the “Volunteer Spotlight” and our Annual Volunteer Appreciation Day. A total of 75 Volunteers have been “Spotlighted” in our lobby, 26 during Fiscal Year 2018. People share photos of themselves, and interesting facts about their heritage, hobbies, volunteer services, work history, and their “most grateful moment”.
3. The “Yesterday and Today” Intergenerational Grant Project sponsored by Lahey Clinic and the Woburn YMCA was held at the Woburn Senior Center.
4. The Woburn Council on Aging Van Service provided 6,786 rides to 141+ individuals and the Senior Discount Taxi Program provided 10,366 rides to seniors.
5. The Woburn Senior Center Annual “Fall Festival”-Health and Resource Day for seniors and their families-was a great success with approximately 400 attendees/vendors.
6. Karen DaCampo RN, provided bi-monthly Blood Pressure Screening at the Senior Center. She also coordinated a Flu Shot Clinic at the Woburn Senior Center.
7. Judy Tanner has maintained a “On-line Resource Manual” on the City of Woburn Website/Senior Center Page to assist Seniors and their families
8. The AARP Tax Assistance Program filed approximately 219+ returns for seniors served at the Senior Center, February to April 2018.
9. Catherine Cook, Susan Fennelly and Barbara Manuck served as the volunteer SHINE (Serving Health Information Needs of **Everyone**) Counselors. They met with 446+ seniors to help them with health insurance and prescription drug coverage issues.
10. The Woburn Senior Center “Group Support Programs”, including our “Senior Issues Discussion Group”, Low Vision Support, Diabetic Support and Senior Friendship Circle, served 314 seniors during FY2018. Many speakers have given Presentations on topics including “Health”, “Safety” “Elder Abuse Prevention”, and “How to avoid Scams”,
11. The 35<sup>th</sup> Annual Senior Olympics took place from June 11<sup>th</sup> to June 15<sup>th</sup>. Many seniors enjoyed participating in the numerous events including bocci, golf, bowling, cribbage, whist, horseshoes, pool, scrabble, “hand and foot”, “corn hole” and shuffleboard.
12. Numerous building and grounds accomplishments took place during FY2018, including: Continuing the renovation of the Minuteman/COA Kitchen, freshly painting the Reception Entry and numerous other spaces, the repair of our parking lot, the installation of new carpet in the Program/Volunteer and Outreach Offices, and last but not least, the repair of the “Courtyard Fountain” and leaking windows.

### **Recognition and Acknowledgements**

The Staff of the Woburn Senior Center work very well with the WCOA and Friends Helping Seniors, Inc. and the Center’s Volunteers. Thank you for all your efforts throughout the year. The Senior Center serves so many due to the dedication and genuine caring of the following:

|                |                                  |
|----------------|----------------------------------|
| Margaret Casey | Woburn Council on Aging Chair    |
| Joanne Collins | Woburn Council on Aging Director |
| Joyce Parker   | Receptionist                     |

|                  |  |
|------------------|--|
| Judy Tanner      | Programs/Volunteers                              |
| Patti Meehan     | Outreach Worker                                  |
| Tracey Murphy    | Transportation Coordinator (Resigned March 2018) |
| Meghan Rodriguez | Transportation Coordinator (Started May 2018)    |
| Terry Desmond    | Van Driver                                       |
| Jack Foley       | Van Driver                                       |
| Ed Grant         | Van Driver                                       |
| Paul Hogan       | Van Driver                                       |
| Doug Murphy      | Custodian (Deceased January 2018)                |
| Paul Medeiros    | Custodian (Started April 2018)                   |
| Karen DaCampo    | Board of Health Nurse                            |
| Larry Guisepppe  | Veterans' Services Officer                       |
| Jennifer Murray  | Assistant VSO (Resigned July 2018)               |
| Don Olsen        | Friends Helping Seniors, Chair                   |
| Catherine Cook   | Volunteer SHINE Counselor                        |
| Susan Fennelly   | Volunteer SHINE Counselor                        |
| Barbara Manuck   | Volunteer SHINE Counselor                        |

Many thanks also go to the Woburn Department of Public Works and the Woburn Parks Department for all their help, hard work, and support. These departments, under the direction of Jay Duran, Lenny Burnham, and James DeLong, have done a tremendous job maintaining and improving the Senior Center and its grounds.

In conclusion, thank you to Mayor Scott D. Galvin; Marie Lingblom, Assistant to the Mayor; the Woburn City Council; all City Departments; and to the wonderful people who have volunteered to assist at the Woburn Council on Aging and Senior Center.

Respectfully submitted,  
Joanne Collins  
Director, Woburn Council on Aging

# **Woburn Board of Health Nurse's Office**

I hereby submit the Annual Report of Board of Health Nurse

## **Goal of Board of Health Nurse**

The Public Health Nurse's functions is to improve the health of the entire community using knowledge from professional theories and public health sciences. The primary concerns of the Public Health Nurse are health promotion, disease prevention, health maintenance, health education and coordination of health care in the community.

\*Clinics-Blood Pressure Clinics @City Hall-Monthly, @Senior Center-Biweekly

\*Immunizations.....67

\*Tuberculosis Testing.....1

\*Home Visits/Direct Observed Therapy & B12 Injections .....179

\*Communicable Diseases – Reporting, Investigation & Intervention.....322

## **Seasonal Influenza Vaccine**

Total Doses of Seasonal Influenza Administered.....340  
@ 2 City-Wide Clinics, City Employees, Homebound & Woburn Residents

## **Committees**

Region 4A Emergency Prep Coalition Voting Member  
Massachusetts Public Health Nurse Association (MAPHN) Executive Board  
Member & President of Northeast Chapter of MAPHN  
Mystic Valley Regional Emergency Prep Council (REPC) Member  
Community Health Network Area (CHNA) Member  
Woburn Coalition against Substance Abuse (CASA) Member  
Massachusetts Health Officers Association (MHOA) Member

## **Activities/Functions**

- Annual Rabies Clinic
- Emergency Planning & Bioterrorism Preparedness Planning
- Camp Inspections to Comply with MDPH Camp Regulations for Immunizations
- Regis College RN-BSN Preceptor/ Community Health Rotation
- Medical Reserve Corps (MRC) Coordinator/Woburn:
  - \*Volunteer Management/Recruitment for Emergency Dispensing Site
  - \*Management of Database MA Responds for Volunteers
- MDPH Immunization Program & Annual Training & Audit
- Stop The Bleed Campaign Trainer
- CPR Re-Certification
- YMCA Sun Safety Kiosk- Children's Melanoma Prevention Foundation
- City Hall Annual Employee Health Fair for Blood Pressure/Education
- Senior Center Annual Health Fair
- Commonwealth Medicine Annual Vaccine Reimbursement Training
- Massachusetts Immunization Info system (MIIS) Flu Roster Training
- Communicable Disease Reporting/Enforce Isolation & Quarantine Regulations
- Tuberculosis Investigation Case Manager & Conference
- Resource to Woburn Public School Department:
  - \*Control of Communicable Diseases,
  - \*Immunization Regulations and Enforcement

Respectfully submitted,  
Karen DaCampo, RN Woburn Board of Health

## **Inspectional Services Department**

I submit herewith the Annual Report of the Department of Inspection Services for the period July 1, 2017 thru June 30, 2018. The Inspection Services Department activity (including building, electrical, plumbing & gas fees) has issued 4,641 permits and fees totaled: \$2,270,066.22.

### **PERSONNEL**

Thomas Quinn, Jr., Building Commissioner  
Brian Gingras, Local Building Inspector  
Paul D'Amore, Local Building Inspector  
Dennis M. Stone, Electrical Inspector  
Joseph Rozzi, Plumbing & Gas Inspector  
Gail M. Swymer, Administrative Assistant  
Andrea DiMambro, Head Clerk

### **REPORT OF BUILDING COMMISSIONER**

|  |                |
|--|----------------|
| Total number of building permits       | 1,622          |
| Total number of occupancy permits      | 188            |
| Total number of certifications         | 187            |
| <br>                                   |                |
| Amount collected for building permits  | \$1,971,507.62 |
| Amount collected for occupancy permits | \$ 6,600.00    |
| Amount collected for certifications    | \$ 18,700.00   |

### **REPORT OF PLUMBING & GAS INSPECTOR**

|                                  |              |
|----------------------------------|--------------|
| Total number of plumbing permits | 821          |
| Total number of fees collected   | \$111,170.00 |
| Total number of gas permits      | 649          |
| Total number of fees collected   | \$42,811.00  |

### **REPORT OF ELECTRICAL INSPECTOR**

|  |                |
|--|----------------|
| Total number of electrical permits                     | 1,174          |
| Total number of fees collected                         | \$119,278.00   |
| <br>   |                |
| Total amount of fees collected by inspection services: | \$2,270,066.62 |

Respectfully,  
Thomas C. Quinn, Jr., Building Commissioner

# **Woburn Public Library**

## **The Members of the Corporation**

Mr. Richard Mahoney, President  
Mrs. Janet M. Rabbitt, Vice-President & Controller  
Mrs. Loretta C. Schuck, Co-Clerk  
Mrs. Joanne McNamee, Co-Clerk  
Dr. Mary E. Hines  
Atty. Judith Kelley  
Mrs. Carol Seitz  
Mr. William Callahan

## **Officers and Employees**

### **Administration**

Andrea Bunker, Director  
Rebecca Meehan, Assistant Director

### **Technical Services**

Beverly Thompson, Technical Services Librarian  
Assistant Cataloger (frozen)  
Jessica Stitson, Acquisitions Librarian

### **Reference**

Reference Librarian (frozen)  
Gregg Bouley, Assistant Reference Librarian

### **Children's Department**

Cynthia Fordham, Children's Librarian (retired October 2017)  
Dorothy Karlin, Youth Services Librarian (began October 2017)  
Mary Wing, General Assistant  
Christine Kitowicz-Anderson, Part-time General Assistant

### **Glennon Archives**

Thomas Doyle, Archivist  
Sue Ellen Holland, Part-time Assistant

### **General Assistants**

Patricia Daley, Ann Atkins, Tracy Breeden, Suzanne Bouthillette  
(1 frozen position)

### **Part-time General Assistants**

Victoria Massaro, Denise Creamer, Stephanie Nelson

**Pages**  
2 Positions (both frozen)

**Custodians**  
Lee Rankin, Full-time  
Part-time  
Martin LaCarbonara, Kevin McBride

**LIBRARY SERVICES**

|   |          |
|---|----------|
| HOURS OPEN .....                          | 65 (59*) |
| DAYS OPEN .....                           | 6*       |
| NUMBER OF ADULT and YA PROGRAMS .....     | 79       |
| ATTENDANCE AT ADULT AND YA PROGRAMS ..... | 2,037    |
| NUMBER OF CHILDREN'S PROGRAMS .....       | 171      |
| ATTENDANCE AT CHILDREN'S PROGRAMS.....    | 6,357    |
| NUMBER OF REGISTERED BORROWERS .....      | 12,551   |
| TOTAL NUMBER OF HOURS VOLUNTEERED .....   | 723      |
| TOTAL ATTENDANCE IN LIBRARY SYSTEM.....   | 51,684   |

\*Required for state certification and state aid eligibility

**LIBRARY RESOURCES  
HOLDINGS INFORMATION**

|                         |        |
|-------------------------|--------|
| PRINT MATERIALS         |        |
| BOOKS                   |        |
| ADULT .....             | 39,494 |
| CHILDREN .....          | 28,712 |
| YOUNG ADULT.....        | 2,765  |
| NON-PRINT MATERIALS     |        |
| AUDIO MATERIALS.....    | 1,935  |
| VIDEO MATERIALS .....   | 9,033  |
| E-BOOKS .....           | 83,334 |
| DOWNLOADABLE AUDIO..... | 20,037 |

DOWNLOADABLE VIDEO .....687

**LIBRARY USE  
CIRCULATION**

ADULT BOOKS .....28,761  
CHILDREN’S BOOKS .....53,342  
YOUNG ADULT BOOKS .....2,358  
PRINT PERIODICALS (Adult, YA, Children’s)..... 3,257  
AUDIO (Adult, YA, Children’s) ..... 4,258  
VIDEO (Adult, YA, Children’s)..... 21,385  
E-BOOKS .....14,266  
DOWNLOADABLE AUDIO.....10,489  
DOWNLOADABLE VIDEO .....358  
MATERIALS IN ELECTRONIC FORMAT .....26  
MATERIALS IN MICROFORM .....0\*  
ELECTRONIC COLLECTIONS .....18,928  
MISCELLANEOUS .....921  
TOTAL .....158,349

\*in-library use only

**INTERLIBRARY LOANS**

Interlibrary loans RECEIVED FROM other libraries .....18,327  
Interlibrary loans PROVIDED TO other libraries .....20,260

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**SERVICE CONDITIONS WHICH CAUSED FIGURES REPORTED HERE TO VARY  
SUBSTANTIALY FROM LAST YEAR:**

The library completed its first full fiscal year of service in its temporary space at 36 Cummings Park. With 33% of the collection available to patrons, circulation statistics have exceeded expectations, holding at 77% of the circulation performed at our permanent location. The library’s location off of Washington Street has made it difficult for some patrons to visit; therefore, they have opted to use neighboring Minuteman libraries for the duration of the construction project, causing attendance to decrease.

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**LIBRARY BUILDING PROJECT**

With the preparation of the sitework completed, the renovation of the Richardson began in July. Crews stripped the floor down to its original hardwoods on the first floor, which were deemed to be in good condition for sanding and sealing. On the stairwells, they uncovered intricate, scalloped iron detailing on the risers. Below, on the ground floor, crews jackhammered the rat slabs until they reached the dirt floor, providing two more feet of headroom in those previously low-ceiling spaces. On the ground floor and in the first floor bathrooms, they removed severely damaged walls, exposing the respective fieldstone and brick underneath and preparing for the

installation of framing and drywall. By the end of the fiscal year, crews accomplished the following in the Richardson's interior: poured the concrete floor and erected drywall over the walls on the ground level; installed new ductwork, pipes, wiring, and mechanical equipment throughout; begun the woodwork restoration on the first floor; finished plaster repairs on the first and second floors; begun mock-ups of the original paint colors on the first floor; and created in situ mock-ups for the first floor's wooden floor infill made necessary by grill removal and old termite damage.

On the exterior in July, crews erected scaffolding on the South side of the Richardson to begin window removal, sash repair, masonry cleaning, masonry repointing, roof vapor barrier installation, and slate tile repair. On the North side, Schnabel Foundation Company, a subcontractor of Consigli's subcontractor W.L. French, began work on the underpinning of the foundation. However, tragedy struck on July 11, when Mark Camire, a young husband, father, son, artist, and crew member of Schnabel Foundation, suffered a fatal injury from a loosened boulder. All work on the site came to a halt, as OSHA investigated. Our thoughts have remained with the Camire family.

Consigli, CBT, French, and Schnabel reassessed the method for shoring up the Richardson's foundation, opting for jet-grouting. This change resulted in an alteration of the ground floor plans where the Richardson and CBT addition meet. Once the steel was erected and the decks for each level poured, the ramp to the staff area in ground floor of the Richardson from the addition was moved to the Children's Gallery. The casework in the Children's Gallery and Children's Room were moved inward to conceal the protruding fieldstone.

In September of 2017, Mayor Galvin executed a legal document with the Trustees for another \$2 million from the Frizzell bequest to be paid in annual installments of \$80,000 for twenty-five years beginning in August 2019. The City also executed two legal documents with the Trustees: a Ground Lease, which states that the City of Woburn owns the addition for the length of the 25-year bond, and a Facilities Agreement that charges the Trustees with overseeing the operation and maintenance of both the Richardson and addition. After 25 years, the Trustees may petition the City for ownership of the addition.

The final beam of steel for the addition was signed by stakeholders from the Trustees, City, Friends, Foundation, and Staff and put in place at a Topping Off ceremony on December 8, 2017. By the end of the fiscal year, crews finished the following in the addition: framing and drywalling of interior spaces; installation of new ductwork, pipes, wiring, and mechanical equipment; connection of the roof to the Richardson; installation of the glass curtainwall; laying of the granite foundation (which comes from the same quarry in Westerly, RI as the granite on the original Richardson); and installation of the knightwall hanging system with cream-colored sandstone (which comes from the same quarry in Ohio as the cream-colored sandstone on the original Richardson).

While construction was underway, the interior design team from CBT met with a committee from the library for the selection of furniture. After visiting several showrooms to see pieces in person and try out a variety of seating options, the interior designers put together a furniture package that then underwent a value engineering process to choose durable and cost-effective

pieces that fit the aesthetic of each side of the married building. Fabrics were finalized after the historic paint colors were determined in the Spring by Boston Conservation Associates. This was finalized for a FY19 bidding process. In addition to selecting furniture, the interior design team worked with the library staff on shelving needs and went through the bid process for the finalized shelving package, choosing Tucker Interiors for cost-effectiveness and their starter-adder shelving.

CBT and library staff met with Scott Love to begin the design of interior and exterior signage.

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## **STRATEGIC PLAN**

The Strategic Planning Committee and Library Strategies continued work that had begun in the prior fiscal year for drafting a new Strategic Plan. The work the previous year involved a one-day community retreat with 43 community members from a diverse range of entities, organizations, and groups in the City. Library Strategies then sought input from three City Officials after the retreat to draft a comprehensive plan for the library that reflected community needs and requests. After a final meeting of the Strategic Plan Committee in August 2017, a unanimous decision was made to recommend the draft of a new three-year strategic plan to the Woburn Public Library's Board of Trustees. On September 12, 2017, the Board of Trustees approved the following mission, vision, goals, and strategies for the library through fiscal year 2020:

**MISSION:** The Woburn Public Library serves as the hub of community, connecting residents to resources, services and experiences that educate, enrich and entertain.

**VISION:** The Woburn Public Library is recognized as a transformative organization, advancing the needs of the community in the area of literacy, workforce development, civic engagement, and culture.

**GOAL 1 : NEW LIBRARY - Successfully re-open and celebrate the new Library**

**STRATEGIES:**

1. Continue with ongoing plans for collections, resources and services to be full operational at the new library on opening day
2. Plan for an opening day celebration, and vibrant community offerings for the following month
3. Develop a marketing strategy for the opening day celebration and the following year of new services
4. Update and approve any new policies and procedures needed for the new facility

**GOAL 2 : YOUR SERVICES & RESOURCES - Develop robust youth services and resources in the new Library**

**STRATEGIES:**

1. Create meaningful community goals and outcomes for youth services and an annual evaluation process to measure progress

2. Ensure that strong collections, vibrant spaces, up-to-date technology, and increased services are available for children and teens on opening day
3. Increase dedicated teen and children's services staff
4. Cultivate additional partnerships with schools, and other children's and teen service providers, to increase programs, awareness and use of youth resources

GOAL 3: COMMUNITY & CULTURE - Advance the Library's role as a community and cultural center

STRATEGIES:

1. Increase the amount and types of adult and multi-generational programming
2. Promote the Library, and the availability of the new meeting spaces, to community groups, businesses, and cultural organizations
3. Working with partners, foster a welcoming environment for Woburn's diverse communities, including offering ongoing programming and events
4. Acquire up-to-date equipment and increase technology staffing to make the Library a valuable and well-known digital resource in the community

GOAL 4: LIBRARY AWARENESS - Raise awareness and use of the Library and its resources

STRATEGIES:

1. Create a public relations plan to increase awareness of the array of available resources and services in the new Library
2. Develop or enhance collaborations with community partners to promote the Library and increase usage
3. Dedicate resources to ongoing marketing and public relations activities

GOAL 5: PUBLIC/PRIVATE PARTNERSHIP - Ensure the sustainability of the Library through a public/private partnership

STRATEGIES:

1. Work with City officials to increase the municipal appropriation to minimum state standards
2. Create an annual citizens-based advocacy program to increase public support for the Library
3. With the Foundation and Friends, create a development plan to increase annual private support
4. Develop a plan for use of the new space, especially the historic structure, to generate income for the Library
5. Re-examine the role and function of the Library Board, and consider phasing out lifetime appointments

Upon approval of the plan, Library Strategies worked with Library Staff on an Implementation Plan and furnished the Library with a dashboard to track progress and professionally-designed strategic plan documents to disseminate. The Library Staff, Trustees, Friends, and Foundation have begun efforts to attain the goals above through the actions outlined.

For goal one, an Opening Day Celebration Committee was formed and has been meeting to solidify plans for the grand opening of the new library in March of 2019. The Director, Assistant Director, and Staff have been working with the Trustees to update and create new policies for the changing library environment and for the new services and resources that will be offered.

For goal two, the Youth Services Staff have planned and implemented expanded programming for children from birth through sixth grade. Collection development efforts have prioritized diversity and have resulted in updated, dynamic resources. The Youth Services Librarian and Director visited the elementary PTOs throughout the fiscal year to discuss the services, programs, collections, and new youth services spaces. While there were efforts to increase the staffing levels in the new Children's Room to be able to offer 65 hours per week of service, they were not fully realized and resulted in gaining one part-time General Assistant. A Teen Services Librarian was also granted for overseeing the Teen Room and services to that age group. The other two full-time positions requested- a Children's Librarian and a General Assistant- were not approved.

For goal three, the Youth Services Staff has been planning and implementing multi-generational programming at the Woburn Senior Center, inviting seniors to both partake in and lead activities for children. The Director and Assistant Director have been working with community organizations and partners to offer conversation groups and a book club for English language learners, a Social Justice Book Club, voter registration, and programs that focus on diversity in Woburn presently and in the past. Work with these and other organizations and partners extends to discussions about utilization of the meeting spaces soon to be available in the new library. As for updated technology, two 3-D printers have been purchased for the library's new Maker Space, and a technology package was prepared for approval and funding in the following fiscal year.

For goal four, both a Library Ambassadors group and a PR Committee were formed. The Library Ambassadors promote the library's resources, services, and programs by sharing the library's marketing materials with their communities within our community and engaging community members in discussions about what the library offers when the opportunity arises. The PR Committee worked on recoloring the library's logo to reflect the colors in the new building and then coordinating the logos of entities connected to the library for a more cohesive look. In addition to logo work, the PR Committee began discussions about branding for different types of library marketing materials. No budget was set for marketing materials, but efforts to allow for in-house production of materials were discussed.

For goal five, the President of the Trustees and the Director met with the Mayor and the five City Councilors out of nine who agreed to meet to discuss the library's municipal budget, the unbroken waiver cycle for State certification, the library's frozen positions, and the staffing needs to operate the library 65-hours per week. These discussions began in January of 2018 and continued until the budget hearing in June of 2018. A budget was passed for the next fiscal year that lifted the library out of the waiver cycle, having funded the library at a level that meets State requirements for the first time since 2008. The efforts to reinstate the five reclassified frozen positions and hire a full-time Facilities Manager to meet the needs of the new library were not as

successful, resulting in the approval of one full-time position and one part-time position out of five full-time positions and one part-time position. In terms of private funding for the operation of the new library, the Trustees have begun exploring use of the new library for events. The Friends and Foundation continued to fundraise respectively for operational and capital needs through events and annual appeals.

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### **STAFF**

In October of 2017, Children's Librarian Cynthia Fordham retired after 18 years of service, and the position was reclassified as a Youth Services Librarian to oversee both the Children's and Teen Services Staff. Dorothy (Dorrie) Karlin joined the Staff in October of 2017 as the new Youth Services Librarian.

In June of 2018, Patricia Daley, the Head of Circulation, retired after 29 years of service. Her successor will join the Staff in FY 2019.

Respectfully submitted,  
Andrea Bunker, Director

# **Woburn Housing Authority**

## OUTLINE

- I. FINANCIAL COMPARATIVE
- II. VACANCY ANALYSIS (CALENDAR YEAR)
- III. ORGANIZATION FLOW CHART
- IV. TENANT SERVICES AND PROGRAMS
- V. PUBLIC SAFETY
  - A. CALLS FOR SERVICE
- VI. MODERNIZATION

**WOBURN HOUSING AUTHORITY**

**ANNUAL REPORT**

**FINANCIAL COMPARITIVES**

**WOBURN HOUSING AUTHORITY**  
**ANALYSIS OF OPERATING RESERVE BALANCES AND**  
**THE RESULTS OF OPERATIONS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

| PROGRAM                     | DESCRIPTION                       | BALANCE         |
|-----------------------------|-----------------------------------|-----------------|
| <b>SECTION 8 PROGRAM</b>    | NET( LOSS ) FROM OPERATIONS       | \$ 24,179.00    |
|                             | OPERATING RESERVE BALANCE         | \$ 244,907.00   |
| <b>FEDERAL MA 19-1</b>      | NET INCOME (LOSS)                 | \$ 176,134.00   |
|                             | OPERATING RESERVE BALANCE         | \$ 718,218.00   |
|                             | MAXIMUM OPERATING RESERVE ALLOWED | \$ 1,165,318.00 |
|                             | MINIMUM RESERVE REQUIRED          | \$ 110,859.00   |
|                             | PERCENT OF MAXIMUM RESERVE        | 61.63%          |
|                             |                                   |                 |
| <b>STATE 400-01 PROGRAM</b> | NET INCOME (LOSS)                 | \$ 197,332.00   |
|                             | OPERATING RESERVE BALANCE         | \$ 1,138,806.00 |
|                             | MAXIMUM OPERATING RESERVE ALLOWED | \$ 1,253,599.00 |
|                             | MINIMUM RESERVE REQUIRED          | \$ 250,720.00   |
|                             | PERCENT OF MAXIMUM RESERVE        | 90.84%          |
|                             | AMOUNT ABOVE MINIMUM RESERVE      | \$ 888,086.00   |
| <b>LOCAL MANAGEMENT</b>     | NET INCOME (LOSS)                 | \$ 44,496.00    |
|                             | OPERATING RESERVE BALANCE         | \$ 477,715.00   |
|                             | MAXIMUM OPERATING RESERVE ALLOWED | NONE            |
|                             | MINIMUM RESERVE REQUIRED          | NONE            |
|                             |                                   |                 |
|                             |                                   |                 |

**WOBURN HOUSING AUTHORITY**

**COST COMPARATIVE**

**FEDERAL MA19-1 PROGRAM**

**PERIOD JULY 1, 2017 TO JUNE 30, 2018**

| <b>BUDGET<br/>LINE ITEMS</b>  | <b>TOTAL<br/>BUDGET</b> | <b>BUDGET<br/>TO DATE</b> | <b>ACTUAL<br/>TO DATE</b> | <b>VARIANCE<br/>(BAD)</b> |
|-------------------------------|-------------------------|---------------------------|---------------------------|---------------------------|
| <b>INCOME</b>                 |                         |                           |                           |                           |
| DWELLING RENTS                | 785,000                 | 785,000                   | 810,078                   | 25,078                    |
| INTEREST UNRESTRICTED         | 3,400                   | 3,400                     | 5,768                     | 2,368                     |
| MISCELLANEOUS                 | 29,130                  | 29,130                    | 0                         | (29,130)                  |
| <b>TOTAL INCOME</b>           | <b>817,530</b>          | <b>817,530</b>            | <b>815,846</b>            | <b>(1,684)</b>            |
| <b>EXPENSES</b>               |                         |                           |                           |                           |
| <b>ADMINISTRATIVE</b>         |                         |                           |                           |                           |
| SALARIES                      | 176,711                 | 176,711                   | 107,403                   | 69,308                    |
| COMPENSATED ABSENCES          | 0                       | 0                         | 12,618                    | (12,618)                  |
| LEGAL                         | 20,000                  | 20,000                    | 3,840                     | 16,160                    |
| TRAVEL                        | 2,812                   | 2,812                     | 1,607                     | 1,205                     |
| ACCOUNTING                    | 9,850                   | 9,850                     | 9,000                     | 850                       |
| AUDIT FEE                     | 4,000                   | 4,000                     | 3,700                     | 300                       |
| SUNDRY ADMIN COSTS            | 28,440                  | 28,440                    | 19,669                    | 8,771                     |
| <b>TENANT SERVICES</b>        |                         |                           |                           |                           |
| RESIDENT SERVICES             | 50,000                  | 50,000                    | 0                         | 50,000                    |
| <b>UTILITIES</b>              |                         |                           |                           |                           |
| WATER & SEWER                 | 58,000                  | 58,000                    | 53,300                    | 4,700                     |
| ELECTRIC                      | 28,556                  | 28,556                    | 26,843                    | 1,713                     |
| GAS                           | 111,055                 | 111,055                   | 102,092                   | 8,963                     |
| ENERGY CONSERVATION           | 0                       | 0                         | 0                         | 0                         |
| <b>MAINTENANCE</b>            |                         |                           |                           |                           |
| LABOR                         | 258,003                 | 258,003                   | 234,127                   | 23,876                    |
| MATERIALS                     | 72,000                  | 72,000                    | 44,504                    | 27,496                    |
| CONTRACT COSTS                | 54,700                  | 54,700                    | 23,729                    | 30,971                    |
| <b>GENERAL EXPENSES</b>       |                         |                           |                           |                           |
| INSURANCE                     | 63,887                  | 63,887                    | 56,786                    | 7,101                     |
| PILOT                         | 55,800                  | 55,800                    | 62,784                    | (6,984)                   |
| EMPLOYEE BENEFITS             | 170,504                 | 170,504                   | 178,946                   | (8,442)                   |
| COLLECTION LOSSES             | 1,000                   | 1,000                     | 1,753                     | (753)                     |
| <b>NONROUTINE EXPENSES</b>    |                         |                           |                           |                           |
| EXTRAORDINARY NOT CAPITALIZED | 10,000                  | 10,000                    | 0                         | 10,000                    |
| EQUIPMENT NOT CAPITALIZED     | 10,525                  | 10,525                    | 5,204                     | 5,321                     |
| <b>CAPITAL EXPENDITURES</b>   |                         |                           |                           |                           |
| EQUIPMENT CAPITALIZED         | 4,386                   | 4,386                     | 3,002                     | 1,384                     |
| BETTERMENTS CAPITALIZED       | 0                       | 0                         | 0                         | 0                         |
| <b>TOTAL EXPENSES</b>         | <b>1,190,229</b>        | <b>1,190,229</b>          | <b>950,908</b>            | <b>239,321</b>            |
| <b>SURPLUS (DEFICIT)</b>      | <b>(372,699)</b>        |                           | <b>(135,062)</b>          |                           |
| <b>SUBSIDY</b>                | <b>345,000</b>          |                           | <b>311,196</b>            |                           |
| <b>NET INCOME(DEFICIT)</b>    | <b>(27,699)</b>         |                           | <b>176,134</b>            |                           |

**WOBURN HOUSING AUTHORITY**  
**SCHEDULE OF EXTRAORDINARY WORK, NON-CAPITALIZED EQUIPMENT,**  
**CAPITALIZED EQUIPMENT AND CAPITALIZED BETTERMENTS & ADDITIONS**  
**FEDERAL 19-1 PROGRAM**  
**PERIOD JULY 1, 2017 TO JUNE 30, 2018**

**ACCOUNT NUMBER - 4610 - EXTRAORDINARY NOT CAPITALIZED**

| WORK<br>ITEM<br>NUMBER                        | DESCRIPTION OF EXTRAORDINARY WORK | BUDGET<br>AMOUNT    | ACTUAL<br>COST |
|---|-----------------------------------|---------------------|----------------|
| 18-1  | SECURITY CAMERAS                  | \$ 10,000.00        | \$ -           |
| 18-2  |                                   | \$ -                | \$ -           |
| 18-3  |                                   | \$ -                | \$ -           |
| <b>TOTAL EXTRAORDINARY COSTS ACCOUNT 4610</b> |                                   | <b>\$ 10,000.00</b> | <b>\$ -</b>    |

**ACCOUNT NUMBER - 4611 REPLACEMENT OF EQUIPMENT - NOT CAPITALIZED**

|   | DESCRIPTION OF EQUIPMENT                 | BUDGET<br>AMOUNT    | ACTUAL<br>COST     |
|---|--|---------------------|--------------------|
|   | KITCHEN APPLIANCES                       | \$ 6,000.00         | \$ 4,728.00        |
|   | COMPUTER & PRINTER                       | \$ 1,500.00         | \$ -               |
|   | MAINTENANCE TOOLS                        | \$ -                | \$ -               |
|   | SNOWBLOWER                               | \$ 2,500.00         | \$ -               |
|   | LANDSCAPE EQUIPMENT REPAIR LIFT (CODE10) | \$ 525.00           | \$ 475.96          |
| <b>TOTAL NON-CAPITALIZED EQUIPMENT - ACCOUNT 4611</b> |  | <b>\$ 10,525.00</b> | <b>\$ 5,203.96</b> |

**ACCOUNT NUMBER - 7520 REPLACEMENT OF EQUIPMENT - CAPITALIZED**

|   | DESCRIPTION OF EQUIPMENT    | BUDGET<br>AMOUNT   | ACTUAL<br>COST     |
|---|-----------------------------|--------------------|--------------------|
|   | LANDSCAPE TRAILER (CODE 10) | \$ 2,975.00        | \$ 1,830.50        |
|   | COPIER (CODE 13)            | \$ 1,411.00        | \$ 1,171.23        |
| <b>TOTAL CAPITALIZED EQUIPMENT - ACCOUNT 7520</b> |                             | <b>\$ 4,386.00</b> | <b>\$ 3,001.73</b> |

**ACCOUNT NUMBER 7540 CAPITALIZED BETTERMENTS & ADDITIONS**

| WORK<br>ITEM<br>NO                      | DESCRIPTION CAPITALIZED BETTERMENTS | BUDGET<br>AMOUNT | ACTUAL<br>COST |
|---|-------------------------------------|------------------|----------------|
| 18-50                                   |                                     | \$ -             | \$ -           |
| <b>TOTAL BETTERMENTS - ACCOUNT 7540</b> |                                     | <b>\$ -</b>      | <b>\$ -</b>    |

| WOBURN HOUSING AUTHORITY                 |          |         |         |          |
|--|----------|---------|---------|----------|
| COST COMPARATIVE                         |          |         |         |          |
| SECTION 8 HOUSING CHOICE VOUCHER PROGRAM |          |         |         |          |
| PERIOD JULY 1, 2017 TO JUNE 30, 2018     |          |         |         |          |
|  |          |         |         |          |
| BUDGET                                   | TOTAL    | BUDGET  | ACTUAL  | VARIANCE |
| LINE ITEMS                               | BUDGET   | TO DATE | TO DATE | (BAD)    |
| <b>INCOME</b>                            |          |         |         |          |
| ADMINISTRATIVE FEE                       | 324,060  | 324,060 | 303,253 | (20,807) |
| MOBILITY ADMIN FEE                       | 1,800    | 1,800   | 698     | (1,102)  |
| FRAUD RECOVERIES 50%                     | 1,400    | 1,400   | 1,525   | 125      |
| INTEREST                                 | 508      | 508     | 2,212   | 1,704    |
| TOTAL INCOME                             | 327,768  | 327,768 | 307,688 | (20,080) |
| <b>EXPENSES</b>                          |          |         |         |          |
| <b>ADMINISTRATIVE</b>                    |          |         |         |          |
| SALARIES                                 | 183,518  | 183,518 | 118,713 | 64,805   |
| COMPENSATED ABSENCES                     | 0        | 0       | 9,183   | (9,183)  |
| LEGAL                                    | 7,000    | 7,000   | 3,691   | 3,309    |
| TRAVEL                                   | 2,436    | 2,436   | 1,305   | 1,131    |
| ACCOUNTING                               | 11,050   | 11,050  | 10,200  | 850      |
| AUDIT                                    | 2,000    | 2,000   | 1,900   | 100      |
| SUNDRY ADMIN COSTS                       | 56,820   | 56,820  | 52,992  | 3,828    |
| <b>GENERAL EXPENSES</b>                  |          |         |         |          |
| INSURANCE                                | 7,738    | 7,738   | 6,966   | 772      |
| EMPLOYEE BENEFITS                        | 77,117   | 77,117  | 72,723  | 4,394    |
| MOBILITY ISSUED FEES                     | 4,000    | 4,000   | 2,322   | 1,678    |
| <b>NONROUTINE EXPENSES</b>               |          |         |         |          |
| NON CAPITALIZED EQUIP                    | 1,200    | 1,200   | 0       | 1,200    |
| CAPITALIZED EQUIPMENT                    | 4,234    | 4,234   | 3,514   | 720      |
| TOTAL EXPENSES                           | 357,113  | 357,113 | 283,509 | 73,604   |
| EST INCOME ( LOSS )                      | (29,345) |         | 24,179  |          |

**WOBURN HOUSING AUTHORITY**  
**SCHEDULE OF EXTRAORDINARY WORK, NON-CAPITALIZED EQUIPMENT,**  
**CAPITALIZED EQUIPMENT AND CAPITALIZED BETTERMENTS & ADDITIONS**  
**SECTION 8 HOUSING CHOICE VOUCHER PROGRAM**  
**PERIOD JULY 1, 2017 TO JUNE 30, 2018**

**ACCOUNT NUMBER - 4610 - EXTRAORDINARY NOT CAPITALIZED**

| WORK<br>ITEM<br>NUMBER                        | DESCRIPTION OF EXTRAORDINARY WORK | BUDGET<br>AMOUNT | ACTUAL<br>COST |
|---|-----------------------------------|------------------|----------------|
|   | THIS SECTION NOT APPLICABLE       | \$ -             | \$ -           |
| <b>TOTAL EXTRAORDINARY COSTS ACCOUNT 4610</b> |                                   | <b>\$ -</b>      | <b>\$ -</b>    |

**ACCOUNT NUMBER - 4611 REPLACEMENT OF EQUIPMENT - NOT CAPITALIZE**

| DESCRIPTION OF EQUIPMENT                              | BUDGET<br>AMOUNT | ACTUAL<br>COST     |
|---|------------------|--------------------|
| <b>COMPUTER &amp; PRINTER</b>                         | \$ 1,200.00      | \$ -               |
| <b>TOTAL NON-CAPITALIZED EQUIPMENT - ACCOUNT 4611</b> |                  | <b>\$ 1,200.00</b> |

**ACCOUNT NUMBER - 7520 REPLACEMENT OF EQUIPMENT - CAPITALIZED**

| DESCRIPTION OF EQUIPMENT                          | BUDGET<br>AMOUNT | ACTUAL<br>COST     |
|---|------------------|--------------------|
| <b>COPIER (CODE 13)</b>                           | \$ 4,234.00      | \$ 3,513.68        |
| <b>TOTAL CAPITALIZED EQUIPMENT - ACCOUNT 7520</b> |                  | <b>\$ 4,234.00</b> |

**ACCOUNT NUMBER 7540 CAPITALIZED BETTERMENTS & ADDITIONS**

| WORK<br>ITEM<br>NO                      | DESCRIPTION CAPITALIZED BETTERMENTS | BUDGET<br>AMOUNT | ACTUAL<br>COST |
|---|-------------------------------------|------------------|----------------|
|   | THIS SECTION NOT APPLICABLE         |                  |                |
| <b>TOTAL BETTERMENTS - ACCOUNT 7540</b> |                                     | <b>\$ -</b>      | <b>\$ -</b>    |

| WOBURN HOUSING AUTHORITY             |           |           |           |          |
|--------------------------------------|-----------|-----------|-----------|----------|
| COST COMPARATIVE                     |           |           |           |          |
| STATE 400-C PROGRAM                  |           |           |           |          |
| PERIOD JULY 1, 2017 TO JUNE 30, 2018 |           |           |           |          |
| BUDGET                               | TOTAL     | BUDGET    | ACTUAL    | VARIANCE |
| LINE ITEMS                           | BUDGET    | TO DATE   | TO DATE   | (BAD)    |
| INCOME                               |           |           |           |          |
| DWELLING RENTS                       | 2,500,000 | 2,500,000 | 2,480,123 | (19,877) |
| INTEREST UNRESTRICTED                | 7,000     | 7,000     | 12,590    | 5,590    |
| MISCELLANEOUS                        | 10,000    | 10,000    | 8,767     | (1,233)  |
| RETAINED REVENUE                     | 0         | 0         | 10,473    | 10,473   |
| TOTAL INCOME                         | 2,517,000 | 2,517,000 | 2,511,953 | (5,047)  |
| EXPENSES                             |           |           |           |          |
| ADMINISTRATIVE                       |           |           |           |          |
| SALARIES                             | 425,073   | 425,073   | 279,519   | 145,554  |
| COMPENSATED ABSENCES                 | 0         | 0         | 29,728    | (29,728) |
| LEGAL                                | 18,000    | 18,000    | 18,771    | (771)    |
| MEMBERS COMP                         | 29,000    | 29,000    | 25,774    | 3,226    |
| TRAVEL                               | 1,326     | 1,326     | 1,147     | 179      |
| ACCOUNTING                           | 15,200    | 15,200    | 14,700    | 500      |
| AUDIT FEE                            | 4,900     | 4,900     | 4,800     | 100      |
| SUNDRY ADMIN COSTS                   | 88,270    | 88,270    | 76,347    | 11,923   |
| TENANT SERVICES                      |           |           |           |          |
| RESIDENT SERVICES                    | 1,250     | 1,250     | 0         | 1,250    |
| UTILITIES                            |           |           |           |          |
| WATER & SEWER                        | 220,000   | 220,000   | 221,195   | (1,195)  |
| ELECTRIC                             | 363,954   | 363,954   | 342,294   | 21,660   |
| GAS                                  | 168,646   | 168,646   | 152,251   | 16,395   |
| ENERGY CONSERVATION                  | 0         | 0         | 0         | 0        |
| MAINTENANCE                          |           |           |           |          |
| LABOR                                | 362,956   | 362,956   | 352,117   | 10,839   |
| MATERIALS                            | 145,985   | 145,985   | 127,163   | 18,822   |
| CONTRACT COSTS                       | 222,000   | 222,000   | 195,343   | 26,657   |
| GENERAL EXPENSES                     |           |           |           |          |
| INSURANCE                            | 83,306    | 83,306    | 76,862    | 6,444    |
| PILOT                                | 6,336     | 6,336     | 6,336     | 0        |
| EMPLOYEE BENEFITS                    | 300,924   | 300,924   | 291,698   | 9,226    |
| COLLECTION LOSSES                    | 20,000    | 20,000    | 24,591    | (4,591)  |
| NONROUTINE EXPENSES                  |           |           |           |          |
| EXTRAORDINARY NOT CAPITALIZED        | 45,000    | 45,000    | 45,000    | 0        |
| EQUIPMENT NOT CAPITALIZED            | 14,000    | 14,000    | 8,904     | 5,096    |
| CAPITAL EXPENDITURES                 |           |           |           |          |
| EQUIPMENT CAPITALIZED                | 11,640    | 11,640    | 8,475     | 3,165    |
| BETTERMENTS CAPITALIZED              | 23,500    | 23,500    | 21,606    | 1,894    |
| TOTAL EXPENSES                       | 2,571,266 | 2,571,266 | 2,324,621 | 246,645  |
| SURPLUS (DEFICIT)                    | (54,266)  |           | 187,332   |          |
| SUBSIDY                              | 10,000    |           | 10,000    |          |
| NET INCOME(DEFICIT)                  | (44,266)  |           | 197,332   |          |

**WOBURN HOUSING AUTHORITY**  
**SCHEDULE OF EXTRAORDINARY WORK, NON-CAPITALIZED EQUIPMENT,**  
**CAPITALIZED EQUIPMENT AND CAPITALIZED BETTERMENTS & ADDITIONS**  
**STATE 400-C PROGRAM**  
**PERIOD JULY 1, 2017 TO JUNE 30, 2018**

**ACCOUNT NUMBER - 4610 - EXTRAORDINARY NOT CAPITALIZED**

| WORK<br>ITEM<br>NUMBER                        | DESCRIPTION OF EXTRAORDINARY WORK | BUDGET<br>AMOUNT    | ACTUAL<br>COST      |
|---|-----------------------------------|---------------------|---------------------|
| 18-1  | EXTERMINATION                     | \$ 45,000.00        | \$ 45,000.00        |
| 18-2  |                                   | \$ -                | \$ -                |
| 18-3  |                                   | \$ -                | \$ -                |
| 18-4  |                                   | \$ -                | \$ -                |
| 18-5  |                                   | \$ -                | \$ -                |
| <b>TOTAL EXTRAORDINARY COSTS ACCOUNT 4610</b> |                                   | <b>\$ 45,000.00</b> | <b>\$ 45,000.00</b> |

**ACCOUNT NUMBER - 4611 REPLACEMENT OF EQUIPMENT - NOT CAPITALIZED**

|   | DESCRIPTION OF EQUIPMENT | BUDGET<br>AMOUNT    | ACTUAL<br>COST     |
|---|--------------------------|---------------------|--------------------|
|   | KITCHEN APPLIANCES       | \$ 14,000.00        | \$ 8,904.00        |
|   |                          | \$ -                | \$ -               |
|   |                          | \$ -                | \$ -               |
|   |                          | \$ -                | \$ -               |
|   |                          | \$ -                | \$ -               |
|   |                          | \$ -                | \$ -               |
| <b>TOTAL NON-CAPITALIZED EQUIPMENT - ACCOUNT 4611</b> |                          | <b>\$ 14,000.00</b> | <b>\$ 8,904.00</b> |

**ACCOUNT NUMBER - 7520 REPLACEMENT OF EQUIPMENT - CAPITALIZED**

|   | DESCRIPTION OF EQUIPMENT    | BUDGET<br>AMOUNT    | ACTUAL<br>COST     |
|---|-----------------------------|---------------------|--------------------|
|   | LANDSCAPE TRAILER (CODE 10) | \$ 5,525.00         | \$ 3,399.50        |
|   | COPIER (CODE 13)            | \$ 6,115.00         | \$ 5,075.31        |
|   |                             | \$ -                | \$ -               |
| <b>TOTAL CAPITALIZED EQUIPMENT - ACCOUNT 7520</b> |                             | <b>\$ 11,640.00</b> | <b>\$ 8,474.81</b> |

**ACCOUNT NUMBER 7540 CAPITALIZED BETTERMENTS & ADDITIONS**

| WORK<br>ITEM<br>NO                      | DESCRIPTION CAPITALIZED BETTERMENTS | BUDGET<br>AMOUNT    | ACTUAL<br>COST      |
|---|-------------------------------------|---------------------|---------------------|
| 18-50                                   | HVAC UNIT                           | \$ 8,500.00         | \$ 7,600.00         |
| 18-51                                   | BOILER ROOM                         | \$ 15,000.00        | \$ 14,006.00        |
| <b>TOTAL BETTERMENTS - ACCOUNT 7540</b> |                                     | <b>\$ 23,500.00</b> | <b>\$ 21,606.00</b> |

| WOBURN HOUSING AUTHORITY             |                |                |                |                |
|--------------------------------------|----------------|----------------|----------------|----------------|
| COST COMPARATIVE                     |                |                |                |                |
| MANAGEMENT PROGRAM                   |                |                |                |                |
| PERIOD JULY 1, 2017 TO JUNE 30, 2018 |                |                |                |                |
| BUDGET                               | TOTAL          | BUDGET         | ACTUAL         | VARIANCE       |
| LINE ITEMS                           | BUDGET         | TO DATE        | TO DATE        | (BAD)          |
| <b>INCOME</b>                        |                |                |                |                |
| RENT                                 | 50,000         | 50,000         | 49,440         | (560)          |
| INTEREST                             | 1,900          | 1,900          | 3,615          | 1,715          |
| MISCELLANEOUS INCOME                 | 21,000         | 21,000         | 20,580         | (420)          |
| CITY OF WOBURN                       | 62,136         | 62,136         | 69,120         | 6,984          |
| JUMP START PROGRAM                   | 0              | 0              | 29,030         | 29,030         |
| <b>TOTAL INCOME</b>                  | <b>135,036</b> | <b>135,036</b> | <b>171,785</b> | <b>36,749</b>  |
| <b>EXPENSES</b>                      |                |                |                |                |
| <b>ADMINISTRATIVE</b>                |                |                |                |                |
| SALARIES                             | 32,083         | 32,083         | 20,367         | 11,716         |
| COMPENSATED ABSENCES                 | 0              | 0              | 508            | (508)          |
| LEGAL                                | 0              | 0              | 14             | (14)           |
| TRAVEL                               | 1,526          | 1,526          | 1,094          | 432            |
| ACCOUNTING                           | 2,100          | 2,100          | 2,100          | 0              |
| AUDIT                                | 300            | 300            | 300            | 0              |
| SUNDRY ADMIN COSTS                   | 20,070         | 20,070         | 19,364         | 706            |
| <b>TENANT SERVICES</b>               |                |                |                |                |
| RESIDENT SERVICES                    | 3,000          | 3,000          | 34,374         | (31,374)       |
| <b>UTILITIES</b>                     |                |                |                |                |
| WATER & SEWER                        | 0              | 0              | 0              | 0              |
| <b>MAINTENANCE</b>                   |                |                |                |                |
| LABOR                                | 8,423          | 8,423          | 7,509          | 914            |
| MATERIALS                            | 3,000          | 3,000          | 1,189          | 1,811          |
| CONTRACT COSTS & CONDO FEES          | 30,000         | 30,000         | 25,593         | 4,407          |
| <b>GENERAL EXPENSES</b>              |                |                |                |                |
| INSURANCE                            | 2,419          | 2,419          | 2,070          | 349            |
| EMPLOYEE BENEFITS                    | 11,851         | 11,851         | 11,144         | 707            |
| COLLECTION LOSSES                    | 0              | 0              | 0              | 0              |
| <b>NONROUTINE EXPENSES</b>           |                |                |                |                |
| EXTRAORDINARY NOT CAPITALIZED        | 0              | 0              | 0              | 0              |
| EQUIPMENT NOT CAPITALIZED            | 6,400          | 6,400          | 1,663          | 4,737          |
| <b>CAPITAL EXPENDITURES</b>          |                |                |                |                |
| EQUIPMENT CAPITALIZED                | 0              | 0              | 0              | 0              |
| BETTERMENTS CAPITALIZED              | 0              | 0              | 0              | 0              |
| <b>TOTAL EXPENSES</b>                | <b>121,172</b> | <b>121,172</b> | <b>127,289</b> | <b>(6,117)</b> |
| <b>SURPLUS (DEFICIT)</b>             | <b>13,864</b>  |                | <b>44,496</b>  |                |
| SUBSIDY                              | 0              |                | 0              |                |
| <b>NET INCOME(DEFICIT)</b>           | <b>13,864</b>  |                | <b>44,496</b>  |                |
| JUMP START GRANT                     |                |                | \$ 29,030      |                |
| JUMP START EXPENSES                  |                |                | \$ 34,374      |                |
| REIMBURSEMENT OWED                   |                |                | \$ (5,344)     |                |

SEE ACCOUNTANTS COMPILATION REPORT

**WOBURN HOUSING AUTHORITY**

**SCHEDULE OF EXTRAORDINARY WORK, NON-CAPITALIZED EQUIPMENT,  
CAPITALIZED EQUIPMENT AND CAPITALIZED BETTERMENTS & ADDITIONS  
MANAGEMENT PROGRAM**

**PERIOD JULY 1, 2017 TO JUNE 30, 2018**

**ACCOUNT NUMBER - 4610 - EXTRAORDINARY NOT CAPITALIZED**

| WORK<br>ITEM<br>NUMBER                 | DESCRIPTION OF EXTRAORDINARY WORK | BUDGET<br>AMOUNT | ACTUAL<br>COST |
|--|-----------------------------------|------------------|----------------|
| 18-1                                   |                                   |                  | \$ -           |
| 18-2                                   |                                   |                  | \$ -           |
| TOTAL EXTRAORDINARY COSTS ACCOUNT 4610 |                                   | \$ -             | \$ -           |

**ACCOUNT NUMBER - 4611 REPLACEMENT OF EQUIPMENT - NOT CAPITALIZED**

|  | DESCRIPTION OF EQUIPMENT | BUDGET<br>AMOUNT | ACTUAL<br>COST |
|--|--------------------------|------------------|----------------|
|  | APPLIANCES               | \$ 6,400.00      | \$ 1,663.00    |
|  |                          | \$ -             |                |
| TOTAL NON-CAPITALIZED EQUIPMENT - ACCOUNT 4611 |                          | \$ 6,400.00      | \$ 1,663.00    |

**ACCOUNT NUMBER - 7520 REPLACEMENT OF EQUIPMENT - CAPITALIZED**

|  | DESCRIPTION OF EQUIPMENT | BUDGET<br>AMOUNT | ACTUAL<br>COST |
|--|--------------------------|------------------|----------------|
|  | NONE                     | \$ -             | \$ -           |
| TOTAL CAPITALIZED EQUIPMENT - ACCOUNT 7520 |                          | \$ -             | \$ -           |

**ACCOUNT NUMBER 7540 CAPITALIZED BETTERMENTS & ADDITIONS**

| WORK<br>ITEM<br>NO               | DESCRIPTION CAPITALIZED BETTERMENTS | BUDGET<br>AMOUNT | ACTUAL<br>COST |
|----------------------------------|-------------------------------------|------------------|----------------|
| 18-50                            | NONE                                | \$ -             | \$ -           |
| TOTAL BETTERMENTS - ACCOUNT 7540 |                                     | \$ -             | \$ -           |

**WOBURN HOUSING AUTHORITY**

**ANNUAL REPORT**

**VACANCY ANALYSIS**

**(CALENDAR YEAR)**



CALENDER YEAR 2017

| DEVELOPMENT            | ACTIVITY PERCENTAGES |                  |                      |
|------------------------|----------------------|------------------|----------------------|
|                        | MOVE OUT PERCENTAGE  | REHAB PERCENTAGE | OCCUPANCY PERCENTAGE |
| SPRING COURT EXT       | 0.06                 | 0.05             | 0.05                 |
| CRESTON AVE            | 0.12                 | 0.15             | 0.22                 |
| WEBSTER AVE            | 0.00                 | 0.00             | 0.00                 |
| LIBERTY AVE            | 0.10                 | 0.10             | 0.08                 |
| FAMILY DEV TOTAL AVG   | 6.88%                | 7.25%            | 8.70%                |
| WARREN AVE             | 0.05                 | 0.05             | 0.05                 |
| NICHOLS ST EXT         | 0.09                 | 0.07             | 0.06                 |
| CAMPBELL ST            | 0.13                 | 0.15             | 0.14                 |
| LIBRARY PLACE          | 0.07                 | 0.07             | 0.09                 |
| ELDERLY DEV TOTAL AVG  | 9.62%                | 10.04%           | 9.62%                |
| TOTAL FAMILY & ELDERLY | 8.16%                | 8.54%            | 9.13%                |

END OF MONTH VACANCIES 2017

| DEVELOPMENT                          | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | TOTAL |
|--------------------------------------|-----|-----|-----|-----|-----|------|------|-----|------|-----|-----|-----|-------|
| SPRING COURT                         | 0   | 1   | 1   | 0   | 0   | 1    | 0    | 0   | 2    | 0   | 0   | 0   | 5     |
| CRESTON AVE                          | 0   | 0   | 1   | 1   | 1   | 1    | 2    | 1   | 1    | 0   | 0   | 0   | 8     |
| WEBSTER AVE                          | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0    | 0   | 0   | 0   | 0     |
| LIBERTY AVE                          | 0   | 0   | 0   | 0   | 2   | 1    | 0    | 1   | 1    | 0   | 1   | 0   | 6     |
| <b>SUB TOTAL FAMILY DEVELOPMENTS</b> | 0   | 1   | 2   | 3   | 2   | 2    | 2    | 2   | 4    | 0   | 1   | 0   | 19    |
| WARREN AVE                           | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0    | 1   | 0   | 0   | 1     |
| NICHOLS ST EXT                       | 1   | 0   | 0   | 0   | 1   | 1    | 0    | 0   | 0    | 0   | 0   | 1   | 4     |
| CAMPBELL ST                          | 2   | 2   | 1   | 2   | 1   | 0    | 1    | 1   | 0    | 0   | 0   | 0   | 10    |
| LIBRARY PLACE                        | 0   | 0   | 1   | 1   | 0   | 0    | 0    | 0   | 1    | 0   | 0   | 1   | 3     |
| <b>SUBTOTAL ELDERLY DEVELOPMENTS</b> | 0   | 2   | 4   | 6   | 4   | 4    | 4    | 4   | 8    | 1   | 2   | 0   | 39    |
| <b>TOTALS</b>                        | 0   | 1   | 2   | 3   | 2   | 2    | 2    | 2   | 4    | 4   | 0   | 1   | 19    |

MOVEOUTS 2017

| DEVELOPMENT                          | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | TOTAL |
|--------------------------------------|-----|-----|-----|-----|-----|------|------|-----|------|-----|-----|-----|-------|
| SPRING COURT                         | 0   | 1   | 1   | 0   | 0   | 1    | 0    | 0   | 2    | 0   | 0   | 0   | 6     |
| CRESTON AVE                          | 1   | 0   | 1   | 0   | 1   | 1    | 2    | 2   | 0    | 0   | 0   | 0   | 8     |
| WEBSTER AVE                          | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 0   | 0    | 0   | 0   | 0   | 0     |
| LIBERTY AVE                          | 0   | 0   | 0   | 2   | 0   | 0    | 0    | 1   | 1    | 0   | 1   | 0   | 5     |
| <b>SUB TOTAL FAMILY DEVELOPMENTS</b> | 1   | 1   | 2   | 2   | 1   | 2    | 2    | 3   | 3    | 0   | 1   | 1   | 19    |
| WARREN AVE                           | 0   | 0   | 0   | 0   | 0   | 0    | 0    | 1   | 0    | 0   | 0   | 1   | 2     |
| NICHOLS ST EXT                       | 1   | 0   | 1   | 1   | 0   | 1    | 0    | 0   | 0    | 0   | 0   | 1   | 5     |
| CAMPBELL ST                          | 2   | 1   | 1   | 3   | 1   | 0    | 1    | 2   | 0    | 1   | 0   | 1   | 13    |
| LIBRARY PLACE                        | 0   | 0   | 1   | 0   | 0   | 0    | 0    | 0   | 1    | 0   | 0   | 1   | 3     |
| <b>SUBTOTAL ELDERLY DEVELOPMENTS</b> | 3   | 1   | 3   | 4   | 1   | 1    | 1    | 3   | 1    | 1   | 1   | 3   | 23    |
| <b>TOTALS</b>                        | 4   | 2   | 5   | 6   | 2   | 3    | 3    | 6   | 4    | 1   | 2   | 4   | 42    |

REHAB PRODUCTION  
2017

| DEVELOPMENT                          | JAN      | FEB      | MAR      | APR      | MAY      | JUNE     | JULY     | AUG      | SEPT     | OCT      | NOV      | DEC      | TOTAL     |
|--------------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| SPRING COURT                         | 0        | 0        | 1        | 1        | 0        | 0        | 1        | 0        | 0        | 2        | 0        | 0        | 5         |
| CRESTON AVE                          | 2        | 1        | 0        | 1        | 0        | 1        | 1        | 3        | 1        | 0        | 0        | 0        | 10        |
| WEBSTER AVE                          | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0         |
| LIBERTY AVE                          | 0        | 0        | 0        | 0        | 1        | 1        | 0        | 1        | 0        | 1        | 0        | 1        | 5         |
| <b>SUB TOTAL FAMILY DEVELOPMENTS</b> | <b>2</b> | <b>1</b> | <b>1</b> | <b>2</b> | <b>1</b> | <b>2</b> | <b>2</b> | <b>4</b> | <b>1</b> | <b>3</b> | <b>0</b> | <b>1</b> | <b>20</b> |
| WARREN AVE                           | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 1        | 0        | 1        | 0        | 0        | 2         |
| NICHOLS ST EXT                       | 0        | 1        | 0        | 1        | 0        | 1        | 0        | 0        | 0        | 0        | 0        | 1        | 4         |
| CAMPBELL ST                          | 1        | 3        | 1        | 2        | 2        | 2        | 1        | 1        | 0        | 2        | 0        | 0        | 15        |
| LIBRARY PLACE                        | 0        | 0        | 1        | 0        | 0        | 0        | 0        | 0        | 0        | 1        | 0        | 1        | 3         |
| <b>SUBTOTAL ELDERLY DEVELOPMENTS</b> | <b>1</b> | <b>4</b> | <b>2</b> | <b>3</b> | <b>2</b> | <b>3</b> | <b>1</b> | <b>2</b> | <b>0</b> | <b>4</b> | <b>0</b> | <b>2</b> | <b>24</b> |
| <b>TOTALS</b>                        | <b>3</b> | <b>5</b> | <b>3</b> | <b>5</b> | <b>3</b> | <b>5</b> | <b>3</b> | <b>6</b> | <b>1</b> | <b>7</b> | <b>0</b> | <b>3</b> | <b>44</b> |

"accepted by manager"

OCCUPANCY PRODUCTION - LEASE-UPS 2017

| DEVELOPMENT                          | JAN      | FEB      | MAR      | APR      | MAY       | JUNE     | JULY     | AUG      | SEPT     | OCT      | NOV      | DEC      | TOTAL     |
|--------------------------------------|----------|----------|----------|----------|-----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| SPRING COURT                         | 0        | 0        | 1        | 0        | 1         | 0        | 0        | 1        | 1        | 0        | 1        | 0        | 5         |
| CRESTON AVE                          | 2        | 2        | 0        | 0        | 5         | 0        | 2        | 3        | 0        | 1        | 0        | 0        | 15        |
| WEBSTER AVE                          | 0        | 0        | 0        | 0        | 0         | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0         |
| LIBERTY AVE                          | 0        | 0        | 0        | 0        | 1         | 1        | 1        | 0        | 0        | 1        | 0        | 1        | 4         |
| <b>SUB TOTAL FAMILY DEVELOPMENTS</b> | <b>2</b> | <b>2</b> | <b>1</b> | <b>0</b> | <b>7</b>  | <b>1</b> | <b>2</b> | <b>4</b> | <b>1</b> | <b>2</b> | <b>2</b> | <b>0</b> | <b>24</b> |
| WARREN AVE                           | 0        | 0        | 0        | 0        | 0         | 0        | 0        | 1        | 0        | 0        | 0        | 1        | 2         |
| NICHOLS ST EXT                       | 0        | 1        | 0        | 0        | 1         | 0        | 0        | 1        | 0        | 0        | 0        | 0        | 3         |
| CAMPBELL ST                          | 2        | 0        | 2        | 2        | 2         | 1        | 0        | 2        | 0        | 2        | 0        | 1        | 14        |
| LIBRARY PLACE                        | 0        | 0        | 0        | 1        | 2         | 0        | 0        | 0        | 0        | 1        | 0        | 0        | 4         |
| <b>SUBTOTAL ELDERLY DEVELOPMENTS</b> | <b>2</b> | <b>1</b> | <b>2</b> | <b>3</b> | <b>5</b>  | <b>1</b> | <b>0</b> | <b>4</b> | <b>0</b> | <b>3</b> | <b>1</b> | <b>1</b> | <b>23</b> |
| <b>TOTALS</b>                        | <b>4</b> | <b>3</b> | <b>3</b> | <b>3</b> | <b>12</b> | <b>2</b> | <b>2</b> | <b>8</b> | <b>1</b> | <b>5</b> | <b>3</b> | <b>1</b> | <b>47</b> |

TOTALS 2017 YEAR END

|                | MOVE OUTS |    |    |   | REHAB OCCUPIED TRANSFER |    |           |          | WAITING LIST |           |   | RA CE |  |
|----------------|-----------|----|----|---|-------------------------|----|-----------|----------|--------------|-----------|---|-------|--|
|                | 6         | 5  | 5  | 0 | 5                       | 0  | EMERGENCY | STANDARD | WHITE        | NON-WHITE |   |       |  |
| Spring Court   | 8         | 10 | 15 | 1 | 0                       | 0  | 0         | 0        | 0            | 3         | 2 |       |  |
| Creston Ave    | 0         | 0  | 0  | 0 | 0                       | 0  | 2         | 8        | 7            | 4         | 0 |       |  |
| Webster Ave    | 5         | 5  | 4  | 1 | 1                       | 1  | 1         | 3        | 2            | 3         | 0 |       |  |
| Liberty Ave    |           |    |    |   |                         |    |           |          |              |           |   |       |  |
| Sub Total      | 19        | 20 | 24 | 2 | 2                       | 3  | 11        | 12       | 12           | 9         |   |       |  |
|                |           |    |    |   |                         |    |           |          |              |           |   |       |  |
|                |           |    |    |   |                         |    |           |          |              |           |   |       |  |
|                |           |    |    |   |                         |    |           |          |              |           |   |       |  |
| Warren Ave     | 2         | 2  | 2  | 0 | 0                       | 1  | 1         | 1        | 1            | 1         | 0 |       |  |
| Nichols Street | 5         | 4  | 3  | 0 | 0                       | 3  | 2         | 5        | 0            | 0         | 0 |       |  |
| Campbell St    | 13        | 15 | 14 | 3 | 3                       | 5  | 6         | 12       | 2            | 2         | 0 |       |  |
| Library Place  | 3         | 3  | 4  | 1 | 1                       | 0  | 1         | 2        | 0            | 0         | 0 |       |  |
| Sub Total      | 23        | 24 | 23 | 4 | 4                       | 9  | 10        | 20       | 3            |           |   |       |  |
|                |           |    |    |   |                         |    |           |          |              |           |   |       |  |
|                |           |    |    |   |                         |    |           |          |              |           |   |       |  |
| Total          | 42        | 44 | 47 | 6 | 6                       | 12 | 21        | 32       | 12           |           |   |       |  |

WOBURN HOUSING AUTHORITY

ANNUAL REPORT

ORGANIZATION FLOW CHART(S)

Woburn Housing Authority  
Organizational Chart

Board of Directors  
Chairman- Daniel Gately; Carol Donovan; Kathy Gallagher; Larry Rideout; Thomas Quinn

Executive Director  
Thomas Maher

Assistant Director  
Fran Coulter

Director of Programs  
Vacant

Comptroller  
Anne Priante

Working Supervisor  
Jimmy Burgess

Senior Family Manager  
Charles Moran

Receptionist  
Paula Palmer

Maintenance Mechanic II  
Ryan Giddings

Program Assistant  
Amanda Avelares

Receptionist  
Elizabeth Glover

Maintenance Mechanic I  
John DeSantis

Program Assistant (FT/PT)  
Vacant

PT Administrative Assistant  
Linda McLaughlin

Maintenance Mechanic I  
Steven Diritto

PT Administrative Assistant  
Vacant

Groundskeeper  
Derek Meaney

Jump Start Grant  
Brendan Doherty  
Stephen McDonough

Groundskeeper  
Thomas Quinn

Groundskeeper  
Ryan Doherty

Groundskeeper  
Jack Duran

**WOBURN HOUSING AUTHORITY**

**ANNUAL REPORT**

**TENANT SERVICES AND PROGRAMS**

**WOBURN HOUSING AUTHORITY  
RESIDENT SERVICES PROGRAMS**

The Woburn Housing Authority is dedicated to maintaining a safe and opportunity rich environment for its residents through community policing initiatives and educational opportunities. The developed programs are designed to reduce the criminal element, prevent and intervene in youth high risk behavior, and empower residents to move towards a self-sufficient lifestyle. The Woburn Police Department and other community agencies coordinate with the Housing Authority to implement programming.

**PROGRAM DESCRIPTIONS**

| <b>PROGRAM NAME</b>   | <b>FUNDING SOURCE</b> | <b>DESCRIPTION</b>   |
|---|-----------------------|--|
| <b>ERI Youth Employment<br/><br/>JUMP START<br/>PROGRAM</b> | Woburn Housing        | ERI is an educational youth program for high school students residing in public housing. Two high school teachers run a summer educational program 5 hours a day focusing on current events, math, reading, life skills and career planning. Youths participate in Educational Programs at Middlesex Community College on a different topic each year. (Theater Arts, Forensic Science). During the academic year youth behavior and performance in school is tracked as well as attendance and behavior in the community. |
| <b>Housing Liaison Police</b>                               | None                  | The Housing Liaison Police Officer conducts crime investigations, coordinates police response within the developments, conducts crime analysis within the housing developments, and works cooperatively with the Administration and staff for the purpose of community based education, computer networking, domestic violence response, and assisting with court evictions.   |
| <b>Drug Investigations</b>                                  | None                  | The Housing Liaison Officer/ and Administration work cooperatively with the drug unit to investigate drug related activity and crime for the all-around safety of the residents and determining evictions.   |

|                              |                                 |  |
|------------------------------|---------------------------------|--|
| <b>Employment Assistance</b> | Woburn<br>Housing/ Career Place | The Woburn Housing Authority works collaboratively with Career Place to encourage resident career planning, training and employment. We send to the developments and post in office lobby, flyers advertising different training programs including, the Work Smart Computer training Program, Career Training Programs, Job Readiness Programs, and Job Placement Programs. |
|------------------------------|---------------------------------|--|

**WOBURN HOUSING AUTHORITY**

**ANNUAL REPORT**

**PUBLIC SAFETY**

**A. CALLS FOR SERVICE**

The Woburn Police Department responded to 69 calls for service at the four public elderly complexes between July 1,2017 and June 30,2018. . These responses were for disturbances (including loud radios, fights, neighbors arguing, fireworks etc) Domestic related issues, larceny/fraud reports, vandalism, deterrent checks (D runs), suspicious activity, warrant/summons/ restraining order service, break and entering (including MV) threats/harassment, assault and well being checks.

|                  | Nichols St Ext | 59 Campbell | 70 Warren | Library Pl |
|------------------|----------------|-------------|-----------|------------|
| Disturbances     | 1              | 5           | 3         | 1          |
| Domestic         |                | 1           |           |            |
| Lar/fraud        |                | 7           |           |            |
| Vandalism        | 1              |             |           |            |
| D Run            | 8              | 7           |           |            |
| Susp.Act         |                | 1           | 1         | 1          |
| War/Sum/R.O      | 1              | 1           | 4         | 1          |
| B&E              |                |             |           |            |
| Threats/Harr     |                | 5           | 2         |            |
| Well Being Check | 2              | 10          | 3         |            |
| Assault          |                | 3           |           |            |
|                  | 13             | 40          | 13        | 3          |

\*\*\*\*\* Report excludes medical responses \*\*\*\*\*

The Woburn Police Department responded to 169 calls for service at the four public housing complexes between July 1, 2017 and June 30, 2018. These responses were for disturbances (including loud radios, fights, neighbors arguing, fireworks etc) Domestic related issues, larceny/fraud reports, vandalism, deterrent checks (D runs), suspicious activity, warrant/summons/ restraining order service, break and entering (including MV) threats/harassment and assault.

|              | Webster Ave | Liberty Ave | Creston Ave | Sp.Ct Ext |
|--------------|-------------|-------------|-------------|-----------|
| Disturbances | 8           | 14          | 7           | 14        |
| Domestic     | 3           | 3           | 8           | 3         |
| Lar/fraud    | 2           | 1           | 5           | 3         |
| Vandalism    | 1           |             |             |           |
| D Run        | 2           | 6           | 11          | 23        |
| Susp. Act.   | 2           | 3           | 3           | 15        |
| War/Sum/R.O  | 5           |             | 7           | 2         |
| B&E          |             |             | 3           | 2         |
| Threats/Harr | 1           | 3           | 2           | 3         |
| Assault      |             |             | 2           | 2         |
|              | _____       | _____       | _____       | _____     |
|              | 24          | 30          | 48          | 67        |

**WOBURN HOUSING AUTHORITY**

**ANNUAL REPORT**

**MODERNIZATION**

| DEVELOPMENT   | WORK ITEM        | STATUS  | 9/7/2018 |
|---|------------------|---|----------|
|  <p><b>WOBURN</b><br/>HOUSING AUTHORITY</p> <p><b>SPRING COURT</b></p> | Bathrooms        | Ongoing during rehabs 85% Complete  |          |
|   | Interior doors   | Ongoing During rehabs- Replacing all interior doors with wooden six panel solid doors |          |
|   | Grounds          | Replaced entire main cement walkway-curbng right side of development                  |          |
|   | Grounds          | Trimming of all large trees   |          |
|   | Grounds          | Fence line even side to abutter   |          |
|   | Grounds          | New dumpster enclosure with gate to include fencing (shop)                            |          |
|   | Buildings        | Upgrade to all LED lighting on buildings (grant)                                      |          |
|   | Maint. Shop      | New boiler & hot water system   |          |
|   | Maint Shop       | New Bathroom  |          |
|   | Maint Shop       | All New windows   |          |
| CRESTON AVE   | School           | All New windows   |          |
|   | School           | Replaced Main entrance doors and hardware   |          |
| WEBSTER AVE   | Buildings        | Upgrade to all LED lighting on buildings (grant)                                      |          |
|   | Grounds          | Trimming of all large trees   |          |
| LIBERTY AVE   | Grounds          | Trimming of all large trees   |          |
|   | Grounds          | Seal Coat & Re-line Parking Lot   |          |
| WARREN AVE  | Buildings        | Upgrade to all LED lighting on buildings (grant)                                      |          |
|   | Buildings        | All New Underground wiring to building (contractor)                                   |          |
| CAMPBELL ST   | Grounds          | Trimming of all large trees   |          |
|   | Grounds          | Add a few trees where needed  |          |
| NICHOLS ST  | Buildings        | Added new railings 1st Floors where Needed from porches                               |          |
|   | Buildings        | New Awnings over all entrances  |          |
|   | Grounds          | SealCoat & Restripe Parking areas   |          |
|   | Bath Room Vanity | On Going 85% of Building Finished---New wood Vanity,sink,shutoffs during rehabs       |          |
|   | Rec Hall         | New Split System central A/C unit   |          |
|   | Grounds          | New Bus stop  |          |
|   | Building         | Install New security system(cameras) entire Building                                  |          |
|   | Building         | Upgrade to all LED lighting on Building (grant)                                       |          |
|   | Office           | Upgrade main Printer  |          |
|   | Office           | Upgrade various Computers, Desks, Flooring (Anne's Office)                            |          |
| LIBRARY PLACE   | Buildings        | Upgrade to all LED kighting on Building (grant)                                       |          |
|   | Buildings        | Install New Security System (camera system) 1st Floor                                 |          |
|   | Buildings        | New Hallway lighting motion sensing   |          |
|   | Buildings        | Upgrade to all LED kighting on Building (grant)                                       |          |

# Modernization Report 2018

**NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL DISTRICT**

**SCHOOL ADMINISTRATION**

**SUPERINTENDENT-DIRECTOR**

David DiBarri

**PRINCIPAL-DEPUTY DIRECTOR**

Carla Scuzzarella

**DISTRICT SCHOOL COMMITTEE**

**SCHOOL COMMITTEE CHAIRMAN**

Deborah P. Davis - Woburn

**VICE CHAIRMAN**

Judith M. Dymont - North Reading

**SECRETARY**

Peter A. Rossetti, Jr. - Saugus

**TREASURER**

Larry Means - Stoneham

**ASSOCIATE TREASURER**

Vincent J. Carisella - Wakefield

**COMMITTEE MEMBERS**

Michael T. Wall - Chelsea

Robert S. McCarthy - Reading

Jeanne M. Feeley - Malden

Ronald J. Jannino - Revere

Henry S. Hooton - Melrose

Grant Leung - Winchester

Dawne H. Armitstead - Winthrop

# **NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL DISTRICT**

**100 Hemlock Road - Wakefield, Massachusetts 01880-3597**

**ANNUAL REPORT 2018**

## **OUTSTANDING STUDENT AWARD**

Mary Fung from Stoneham a student in the HVAC/R program was chosen as Northeast's nominee at the State Awards Dinner for Outstanding Vocational Technical Students. The event is co-sponsored by the Massachusetts Association of Vocational Administrators and the Massachusetts Vocational Association.

## **\*NATIONAL TECHNICAL HONOR SOCIETY**

The Northeast Chapter of the National Technical Honor Society held its annual Induction Ceremony in April. At the ceremony, 2 Seniors and 57 Juniors were inducted. There are a total of 59 Technical Honor Society members for the 2017-2018 school year.

## **\*NATIONAL HONOR SOCIETY**

The Annual Induction Ceremony to the Northeast Chapter of the National Honor Society "Artisans" was held in April. At the ceremony 17 Juniors and 11 sophomores were inducted for the 2017-2018 school year bringing the total membership to 28.

## **SCHOLARSHIP COMMITTEE**

The Northeast Awards and Scholarship Committee and PAC board presented awards and scholarships to 86 deserving students at the annual Senior Recognition Night. A total of \$40,225.00 was presented to Northeast students who will be working in their vocational fields, entering trade apprentice programs, or going on to one, two, or four-year programs at accredited colleges, universities, and trade schools. These awards and scholarships provide the students opportunities to purchase tools and equipment, and assist in offsetting the expense of attending institutions of higher education.

## **SCHOOL WIDE PROFESSIONAL DEVELOPMENT 17-18**

The goal of professional development is to:

- Ensure that staff members are in compliance with current regulations enacted by the Massachusetts Department of Elementary and Secondary Education (DESE).
- Guarantee that all staff members are knowledgeable of legislation impacting the educational process of the commonwealth.
- Make staff members aware of the most recent trends and strategies in the district's mission of improving student achievement.

The activities that met these goals during the 2017-2018 school year included:

**First Day Back Professional Development Day (August 28, 2017):**

Included training on observation and evaluation, school culture and team building through One School – One Book activities and book discussion. In addition, training was held on Special and General Education Laws, Civil Rights, and Discipline.

**Second Day Back Professional Development Day (August 28, 2017)**

Included training trauma sensitive schools and SEL learning, Google Classroom implementation, and Five Year NEASC visitation planning and team construction.

**New Teacher and Second and Third Year Teacher Monthly Professional Development Meetings**

Teacher training included Creating a Classroom Culture, Goal Setting, Well-Structured Lessons, Meeting Diverse Student Needs, Adjustment of Practice, Sharing Conclusions with Students, Two-way Communication, Student Motivation and Self-Assessment.

**Student Safety Concerns (November 13, 2017)**

The school resource officer worked in conjunction with the Deans and the Administration to host Alice training to the entire staff and students.

**Professional Development Day – Meeting Diverse Needs (January 16, 2017)**

Teachers had the opportunity to choose from a variety of sessions centered on differentiation in both the shop and academic settings during seven hours of professional development time.

**2017 SUMMER TRANSITION PROGRAM:**

The Summer Transition and Enrichment Program at Northeast Metropolitan Regional Vocational School is a two-week program that ran from Monday July 9th until Friday July, 19th. This program was conducted as a transitional experience for students entering grade 9 in August 2017. This year, due to a decrease in grant funding available the program was conducted in 2-4 day sessions. This transition opportunity providing mathematics, English language arts, and career and technical introductory activities is funded by the federal Title 1, and Carl D. Perkins grants. The students are provided with busing to and from school, and a mid-morning snack. These services, as well as the program itself are run at no cost for the students or parents/ guardians. The students are divided into ten groups of no more than ten students. These groups spend one half of the morning split between mathematics and English Language Arts. The other half of the morning is spent in a career and technical mini exploratory exercise.

*Funding for this program was provided through Title 1, and the Carl D. Perkins Occupational Education Act Federal grants.*

## **SUPPORT SERVICES**

The Northeast Student Services staff offers support and counseling to all students through individual and group counseling, specialized workshops and presentations, health services, and mediation services. All Northeast counselors are certified as School Adjustment Counselors and Guidance Counselors and are qualified to handle a wide range of student issues. One School Adjustment Counselor is bilingual (Spanish-speaking).

The Career Counselor and Small Business Coordinator provide career awareness and career development services to all students. The Career Counselor and School Adjustment Counselors provide specialized support to students enrolled in non-traditional vocational areas. Two School Nurses provide health services and a Peer Mediation Coordinator implements a Peer Mediation Program.

Support groups are established each year based on student needs. Support groups for pregnant and parenting teens, social skills groups for freshmen, anger management, anxiety, and non-traditional support groups are examples of groups that have been offered.

The School Adjustment Counselors provide individual counseling support and crisis intervention to all students as needed. They will provide support to homeless students, assessing their special needs and coordinating with the Homeless Liaison (Administrator of Student Services). They also are responsible for developing and monitoring Section 504 Accommodation Plans in conjunction with the Administrator of Student Services. School Adjustment Counselors collaborate with school personnel, family members, doctors, psychiatrists, outside therapists, social workers, police, court personnel, and others.

The School Adjustment Counselor work to connect students and families with community based mental health services as needed. Elliot Community Human Services of Lynn serves as our crisis intervention linkage for emergency mental health services in the community. Arbour Counseling Services in Woburn provides individual therapy services at Northeast for students referred by their School Adjustment Counselors.

The Bilingual School Adjustment Counselor provides native language support (Spanish) as needed to limited English proficient students and families across all grades. She provides specific support to the English Language Education program at Northeast, but supports other Northeast Latino students and families as needed. Translation services (oral and written) and interpreting services are often required for parent communication throughout the building, and as needed, this counselor coordinates with all departments to assist. Referrals are made to a Spanish-speaking Psychologist for testing for Special Education evaluation.

Career counseling and the college application process are emphasized by all school counselors. The Career Center is the focal area for a well-planned four-year career development program that prepares all Northeast students for their individually chosen career paths. The curriculum focuses on career assessment; career information and requirements; employability and entrepreneurial skills; interviewing skills; portfolios; and resume preparation. By providing assessments to evaluate skills, interests, and work values, the Career Counselor works with the School Adjustment Counselors to assist freshmen in their vocational selection process and upper class students with linkages to post-secondary education and employment opportunities.

The Career and Adjustment Counselors provide directed support to those students who are enrolled in career areas that are considered non-traditional for their gender. Students have the opportunity to participate in support groups, specialized presentations, and field trips that prepare them to understand the benefits of non-traditional choices, to manage challenges in each occupation and to understand the required post-secondary linkages to achieve their goals.

The School Nurses have coordinated support services for pregnant and parenting teens with outside providers affiliated with local hospitals. In addition, they provide support to students with chronic medical conditions, coordinating with parents, doctors, nurses, etc. The School Nurses work closely with the School Adjustment Counselors to coordinate assistance when mental health needs arise. They also work closely with the Deans when emergency medical evaluations are required.

The Peer Mediation Coordinator at Northeast operates a Peer Mediation Program where upper class students undergo twelve hours of specialized training in mediation skills and implement a program to work out arising conflicts between students. This is a very positive prevention program that contributes to the development of a positive school climate as students learn to come to their own agreements about how to solve conflict.

In addition to the support provided by the counseling staff, the Special Education Department offers a TEAM meeting process that promotes monitoring of student progress and educational support. Each Special Education student is assigned a Liaison who is a teacher in the Special Education Department who oversees progress in relation to the Individual Education Program, communicating with parents, teachers, and counselors to help all students achieve success.

The Northeast Mentoring Program is a freshmen transition program that matches junior and senior mentors with small groups of freshmen students. The Northeast Mentors present the Freshmen Orientation day for freshmen and then meet with their groups throughout the year to offer support and to deliver positive lessons that promote a positive school climate. The mentors are trained in a leadership climate by the student services staff, developing a core of approximately 90 peer leaders from 11<sup>th</sup> and 12<sup>th</sup> grades.

The After School Help Program is one of educational assistance provided to students having difficulty with one or more academic subjects by academic and vocational teachers. This free assistance is offered every Wednesday in the library from 2:45-3:25. Water and snacks are provided as well as free transportation home.

Special school-wide workshops and presentations are offered through the year for different groups of students. Each year, all freshmen participate in group workshops focusing on identifying the signs of depression and gender equity issues. Large group assemblies and presentations have been offered focusing on goal setting and acts of kindness, substance abuse, teen dating issues, tolerance, character building.

On a larger scale, the student service emphasis is on communication – communication with students and with parents. Mid-term progress reports are sent to parents each quarter and report cards are sent home four times per year. E-mail communication is welcomed and progress update meetings are held as needed. Parents and guardians are asked to be involved with all class scheduling activities.

Post-graduate planning information is shared through career assessment and planning activities. Additionally, the Guidance department held a FASFA night for parents to offer free support with financial aid specialists. A college planning night was held for sophomore, junior and senior parents. Career Plans are sent home annually for parent

review. Language development is communicated for Limited-English proficient students through assessment data and parent meetings. It is our goal to service all students equitably while attending specifically to those who have specific life challenges.

**GRANTS RECEIVED IN FY 2018:**

**Entitlement and Allocation Grants**

**Title II, Part A: Improving Educator Quality, Fund Code: 140**

The purpose of this federal grant program is to increase student achievement through comprehensive district initiatives that focus on the preparation, training, recruitment, and retention of highly qualified educators. These funds were utilized to support professional development in supervision.

**Federal Special Education Entitlement, Fund Code: 240**

The purpose of this federal entitlement grant program is to supplement local and state funds in providing services to students with disabilities. This funding source provides professional development for teachers of students with disabilities in addition to providing extended school day and extended school year (summer) learning opportunities for this targeted population.

**Special Education: Program Improvement Grant Fund Code: 274**

The purpose of this state-funded grant program is to support professional development activities that will improve the quality of the services provided by the special education staff. During school year 2016-17 the focus of this funding was to research the positive placement data for students with disabilities over the past three years. This data will be used to determine best practices in the career pathways to assist our graduates from this targeted population secure high paying, highly skilled positions that are in high demand either after high school or upon completion of post-secondary education.

**Title I, Part A, Fund Code: 305:**

Title I, the Elementary and Secondary Education Act, provides school district with funding to increase student achievement. The district utilizes these funds to support extended school day and extended school year (summer) learning opportunities for all students. The incoming grade 9 summer orientation program is one of the primary programs funded Title 1. Professional development, targeting increasing student achievement, is also funded through Title 1.

**Perkins Act Allocation Grant Program – Secondary, Fund Code: 400**

The Carl D. Perkins Occupational Education Act provides funding to assist school districts in improving secondary career and technical programs. The district utilizes this funding source primarily to secure supplies, technology and equipment to guarantee that state-of-the-art conditions are being replicated in each career pathway. In FY2018 Perkins funding was used to support staff salaries and supplies in the newly instituted Robotics and Automation Technology pathway. Perkins funding was also utilized to purchase a new van for the Dental Assisting program. This van is a necessary expense to transport students and teachers to work-based internships for the program.

**Massachusetts Capital Skills Grant:**

This competitive grant brought in \$500,000 to the district. These funds were used to purchase equipment and

supplies for the aforementioned Robotics and Automation technology program. Three robots, 3-D printers, laptop computers are some of the larger purchases made possible by these funds. Supplies, such as tools and software were also purchased with Capital Skills Funds.

**Credit for Life Grant:**

The \$5,000 awarded to District through this grant was used to purchase supplies for the Business Technology Career Pathway. The students in this department researched and developed presentations on the positive and negative uses of credit that consumers need to know. Stations were set up in the cafeteria and the entire grade 11 population of the school attended the presentations and visited each of the 10 stations where lessons were demonstrated.

**Cummings Foundation Grant:**

This grant allowed the district to conduct Saturday sessions for students from the district non-vocational high schools. The pathways of: Automotive Technology, Cosmetology, Drafting and Design, Design and Visual, Metal Fabrication and Plumbing were made available to this population. This program was conducted over twelve weeks during February, March and April.

**SUMMER PROGRAMS**

Northeast Metro Tech Summer School Program enjoyed another successful campaign since its inception in 1988. The Northeast Summer School serviced high school students, from a number of surrounding communities, in six different academic areas including, Math, Science, English, Social Studies, Language, and Vocational Related. The goals of promoting a positive learning atmosphere, retention, and promotion, as well as providing skills to assist each student at the next grade level are paramount objectives behind the philosophical make-up of our summer school.

Our summer program also continued with its Basic Welding certification program. This program was not only extremely successful, but gives both students and adults, from our surrounding communities, an opportunity to explore and possible begin new careers.

The Northeast Summer School program launched an on-line credit recovery program in 2014. In 2018, with the exception of a chemistry class with lab, all other courses were run through our on-line credit recovery program with our credit recovery specialist instructor, and meet all Massachusetts DESE curriculum frameworks.

## **COMMUNITY EDUCATION PROGRAM**

The Community Education Program is a broad base collaborative community initiative assisting learners of all kinds complete their education and achieve economic self-sufficiency through empowerment skills, health care, support services and meaningful employment.

Our vision is to deliver educational experience in a positive environment that will enable Northeast to reach new heights together with our lifelong learning community. The focus of the Community Education Program is to offer programs that meet the demands of our learning populations. In doing this, we give people the opportunity to improve employment skills, fulfill lifelong goals, or enrich their lives with social activities. With the most qualified instructors, and state of the art labs Northeast strives to maintain the highest standards of education. Emphasis is on our new technology, upgrades such as brochure modification, new state of the art web site construction, and the introduction of new programs in the medical field, new culinary classes, continuing education in all construction related courses, computer and CAD classes, photography and many other enrichment courses.

## **2018 GRADUATES**

The 2017-18 school year represents the Forty Sixth class to matriculate at Northeast Metropolitan Regional Vocational School. Northeast graduated 287 students. Breakdown of graduates' status after graduation is as follows:

|                          |    |                           |    |
|--------------------------|----|---------------------------|----|
| Attending 4-year college | 92 | Employed                  | 95 |
| Attending 2-year college | 60 | Entering Military Service | 6  |
| Apprentice school        | 6  | Other                     | 28 |

## **SPECIAL EDUCATION ENROLLMENT**

Special Education enrollment for the 2017-18 school year continued to represent approximately one quarter share of the total school enrollment with students. The 278 Special Education students represent 23% of the school population. Additionally, 93 students were eligible for services under section 504 of the Rehabilitation Act.

## **DISTRICT SCHOOL COMMITTEE ELECTION OF OFFICERS**

At the Annual Organizational Meeting of the District School Committee on January 10, 2018 the following members were elected as Officers of the Northeast District School Committee:

|                  |                                    |
|------------------|------------------------------------|
| Chairman         | Deborah P. Davis, of Woburn        |
| Vice Chairman    | Judith M. Dymont, of North Reading |
| Secretary        | Peter A. Rossetti, Jr. of Saugus   |
| Treasurer        | Larry Means, of Stoneham           |
| Assoc. Treasurer | Vincent J. Carisella, of Wakefield |

## CONCLUSION

As Northeast celebrates its forty-seventh year of career/technical excellence with its twelve member communities, the district continues to offer students the finest career technical education with which to build a successful career.

The District supports curriculum in both academic and career technical classrooms with the latest equipment and technology. Evidence of our commitment is reflected in the State's grade 9 – 12 Dropout rate reports which indicates Northeast significantly lower at 0.6% versus the State rate of 2.0%. Recent graduate follow up data indicates that 98% of students from the Class of 2017 were positively placed in relevant post-secondary areas (*Source: MA DESE CVTE Grad Follow-up Survey INTERIM Results, Nov 2017*).

In fact, Northeast currently employs 30 alumni at the school, including the Superintendent-Director. Alumni's stories of success and their readiness and willingness to help their alma mater by recruiting graduates for cooperative education experiences or employment is proof of their dedication to Northeast. Testimonials as to the success of our graduates continue to be received which makes us proud to have contributed in some small way to their accomplishments

The Northeast Class of 2017 achieved a 99.7% pass rate on the MCAS assessments. Northeast continues to offer school day MCAS Enrichment Classes and after school enrichment programs for those students in need of additional preparation for the MCAS. Northeast also offers a well-attended Summer Transition Program for incoming freshmen and as a Summer Enrichment Program for enrolled at risk students preparing for the MCAS state assessments.

The Career Center facilitates student access to technology to further learn business aspects of their industries, develop career plans, resumes, and comprehensive portfolios, and prepare college and other post- secondary documents with the assistance of our faculty including Career and Adjustment Counselors.

Northeast continues to provide students the finest career technical education with which to build a positive and productive post-secondary experience, be it college or career, offering experiences with the latest equipment and technology in both the career technical and academic programs.

Once again, I am proud to have represented Woburn as a member of the Northeast Metropolitan Regional Vocational District School Committee. I will continue to serve as the guardian of funds allocated from the community to this educational institution and assist in and provide counsel to the school in maintaining the highest standards of educational excellence possible.

Respectfully submitted,  
Deborah P. Davis, Committee Chairman  
Northeast School Committee  
Woburn Representative

**ENROLLMENT HISTORY**

| <b>CITY/TOWN<br/>DISTRICT</b>                | <b>S.Y.<br/>05-06</b> | <b>S.Y.<br/>06-07</b> | <b>S.Y.<br/>07-08</b> | <b>S.Y.<br/>08-09</b> | <b>S.Y.<br/>09-10</b> | <b>S.Y.<br/>10-11</b> | <b>S.Y.<br/>11-12</b> | <b>S.Y.<br/>12-13</b> | <b>S.Y.<br/>13-14</b> | <b>S.Y.<br/>14-15</b> | <b>S.Y.<br/>15-16</b> | <b>S.Y.<br/>16-17</b> |
|--|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Chelsea                                      | 221                   | 203                   | 198                   | 206                   | 190                   | 195                   | 199                   | 204                   | 199                   | 208                   | 218                   | 239                   |
| Malden                                       | 215                   | 238                   | 234                   | 222                   | 216                   | 215                   | 198                   | 194                   | 189                   | 170                   | 165                   | 150                   |
| Melrose                                      | 56                    | 64                    | 64                    | 48                    | 45                    | 62                    | 61                    | 67                    | 74                    | 62                    | 60                    | 42                    |
| North Reading                                | 28                    | 40                    | 38                    | 37                    | 37                    | 36                    | 35                    | 32                    | 27                    | 34                    | 37                    | 33                    |
| Reading                                      | 19                    | 26                    | 26                    | 26                    | 28                    | 23                    | 16                    | 19                    | 17                    | 17                    | 16                    | 20                    |
| Revere                                       | 241                   | 242                   | 238                   | 244                   | 238                   | 234                   | 225                   | 223                   | 224                   | 216                   | 234                   | 250                   |
| Saugus                                       | 146                   | 137                   | 138                   | 161                   | 174                   | 191                   | 204                   | 200                   | 190                   | 199                   | 187                   | 215                   |
| Stoneham                                     | 34                    | 46                    | 44                    | 46                    | 52                    | 54                    | 59                    | 69                    | 73                    | 71                    | 62                    | 59                    |
| Wakefield                                    | 59                    | 65                    | 61                    | 84                    | 91                    | 98                    | 79                    | 70                    | 68                    | 64                    | 63                    | 68                    |
| Winchester                                   | 7                     | 9                     | 9                     | 7                     | 11                    | 13                    | 15                    | 14                    | 11                    | 9                     | 13                    | 8                     |
| Winthrop                                     | 41                    | 45                    | 44                    | 55                    | 65                    | 58                    | 60                    | 65                    | 62                    | 68                    | 60                    | 47                    |
| Woburn                                       | 99                    | 97                    | 97                    | 70                    | 59                    | 55                    | 65                    | 83                    | 98                    | 115                   | 114                   | 105                   |
| <b>TOTALS:</b>                               | <b>1166</b>           | <b>1212</b>           | <b>1191</b>           | <b>1206</b>           | <b>1206</b>           | <b>1234</b>           | <b>1216</b>           | <b>1240</b>           | <b>1232</b>           | <b>1235</b>           | <b>1229</b>           | <b>1236</b>           |
| <b>NON<br/>DISTRICT<br/>GRAND<br/>TOTAL:</b> | <b>43</b>             | <b>47</b>             | <b>53</b>             | <b>39</b>             | <b>42</b>             | <b>31</b>             | <b>35</b>             | <b>28</b>             | <b>29</b>             | <b>32</b>             | <b>30</b>             | <b>10</b>             |
| <b>TOTAL:</b>                                | <b>1209</b>           | <b>1259</b>           | <b>1244</b>           | <b>1245</b>           | <b>1248</b>           | <b>1265</b>           | <b>1251</b>           | <b>1268</b>           | <b>1261</b>           | <b>1267</b>           | <b>1259</b>           | <b>1246</b>           |
| <br>SPECIAL<br>NEEDS<br>ENROLLMENT           | 287                   | 320                   | 342                   | 333                   | 323                   | 330                   | 331                   | 326                   | 313                   | 317                   | 314                   | 278                   |
| % SPECIAL<br>NEEDS<br>ENROLLMENT             | 24%                   | 26%                   | 27%                   | 27%                   | 26%                   | 26%                   | 26%                   | 26%                   | 26%                   | 27%                   | 23%                   | 23%                   |

***CITY OF WOBURN, MASSACHUSETTS***

***REPORT ON EXAMINATION OF  
BASIC FINANCIAL STATEMENTS***

***YEAR ENDED JUNE 30, 2018***

CITY OF WOBURN, MASSACHUSETTS

REPORT ON EXAMINATION OF BASIC FINANCIAL STATEMENTS

JUNE 30, 2018

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## Independent Auditor's Report

To the Honorable Mayor  
City of Woburn, Massachusetts

## Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Woburn, Massachusetts, as of and for the year ended June 30, 2018 (except for the Woburn Contributory Retirement System which is as of and for the year ended December 31, 2017), and the related notes to the financial statements, which collectively comprise the City of Woburn, Massachusetts' basic financial statements as listed in the table of contents.

## Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

## Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Woburn, Massachusetts, as of June 30, 2018 (except for the Woburn Contributory Retirement System which is as of and for the year ended December 31, 2017), and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated March 27, 2019, on our consideration of the City of Woburn, Massachusetts' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Woburn, Massachusetts' internal control over financial reporting and compliance.



March 27, 2019

# ***Management's Discussion and Analysis***

## ***Management's Discussion and Analysis***

As management of the City of Woburn, Massachusetts (City), we offer readers of these financial statements this narrative overview and analysis of the financial activities for the year ended June 30, 2018. We encourage readers to consider the information presented in this report. All amounts, unless otherwise indicated, are expressed in whole dollars.

The Governmental Accounting Standards Board (GASB) is the authoritative standard setting body that provides guidance on how to prepare financial statements in conformity with generally accepted accounting principles (GAAP). Users of these financial statements (such as investors and rating agencies) rely on the GASB to establish consistent reporting standards for all governments in the United States. This consistent application is the only way users (including citizens, the media, legislators and others) can assess the financial condition of one government compared to others.

### **Financial Highlights**

- The liabilities and deferred inflows of resources of the City of Woburn exceeded the assets and deferred outflows of resources at the close of the most recent year by \$32.6 million (net position).
- Beginning net position of the governmental activities, the business-type activities and the enterprise funds have been revised to reflect the implementation of GASB Statement #75, "*Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*". The implementation of this standard required the calculation of the OPEB liability to be revised due to the use of different methods and assumptions as previously required by GASB Statement #45, "*Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*". Accordingly, the City's net position as of June 30, 2017, has been revised to reflect these changes. (See Note 17 for further details regarding the revised balances).
- At the close of the current year, the City's general fund reported an ending fund balance of \$50.9 million. Total fund balance represents 34% of total general fund expenditures.
- The City's total debt (short-term and long-term combined) increased by \$21.4 million during the year.
- The City's net other postemployment benefits (OPEB) liability increased by \$9.8 million and totaled \$254.4 million at year-end.
- The City's net pension liability decreased by \$3.7 million and totaled \$75.1 million at year-end.

### **Overview of the Financial Statements**

This discussion and analysis is intended to serve as an introduction to the City of Woburn's basic financial statements. These basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The government-wide financial statements provide both long-term and short-term information about the City as a whole. The fund financial statements focus on the individual components of the City government, reporting the City's operations in more detail than the government-wide statements. Both presentations (government-wide and fund) allow the user to address relevant questions, broaden the basis of comparison and enhance the City's accountability. This report also contains other required supplementary information in addition to the basic financial statements themselves.

**Government-wide financial statements.** The *government-wide financial statements* are designed to provide readers with a broad overview of finances, in a manner similar to private-sector business.

The *statement of net position* presents information on all assets and liabilities and deferred outflows/inflows of resources, with the difference reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities include general government, public safety, education, public works, health and human services, culture and recreation, and interest. The business-type activities include the activities of water and sewer operations.

The government-wide financial statements include not only the City of Woburn itself (known as the *primary government*), but also a legally separate public employee retirement system. Financial information for this *component unit* is reported separately within the fiduciary fund statements.

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

**Governmental funds.** *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund statements focus on *near-term inflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The City of Woburn adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

**Proprietary funds.** The City maintains one type of proprietary fund.

*Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The City accounts for its water and sewer activities as an enterprise fund.

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statements because the resources of those funds are *not* available to support the City's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

**Notes to the basic financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**Government-wide Financial Analysis**

As noted earlier, net position may serve over time as a useful indicator of a government’s financial position. The City of Woburn’s total liabilities and deferred inflows of resources exceeded total assets and deferred outflows of resources by \$32.6 million at the close of 2018.

Net position of \$203.7 million reflects its net investment in capital assets (e.g., land, land improvements, buildings, vehicles, machinery and equipment, building improvements, and infrastructure) less any related debt used to acquire those assets that are still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the governmental net position, \$16 million, represents resources that are subject to external restrictions on how they may be used. The balance of *unrestricted net position* has a year-end deficit of \$252.3 million. The primary reason for this deficit balance is the recognition of the net other postemployment benefits and net pension liabilities totaling \$254.4 million and \$75.1 million, respectively.

At the end of the current year, the City of Woburn is able to report positive balances in two out of three categories of net position for the governmental activities and for the City as a whole. The business-type activities report positive balances in the two applicable categories of net position.

**Governmental Activities**

The City of Woburn’s total liabilities and deferred inflows of resources exceeded total assets and deferred outflows of resources for governmental activities by \$75.8 million at the close of 2018.

|  | 2018                          | 2017<br>(As Revised)          |
|--|-------------------------------|-------------------------------|
| <b>Assets:</b>                                       |                               |                               |
| Current assets.....                                  | \$ 95,593,441                 | \$ 86,483,222                 |
| Noncurrent assets (excluding capital).....           | -                             | 1,123,293                     |
| Capital assets, non depreciable.....                 | 75,905,497                    | 38,639,246                    |
| Capital assets, net of accumulated depreciation..... | <u>161,301,108</u>            | <u>159,462,467</u>            |
| <b>Total assets.....</b>                             | <b><u>332,800,046</u></b>     | <b><u>285,708,228</u></b>     |
| <b>Deferred outflows of resources.....</b>           | <b>15,354,663</b>             | <b>22,498,000</b>             |
| <b>Liabilities:</b>                                  |                               |                               |
| Current liabilities (excluding debt).....            | 14,557,107                    | 8,627,392                     |
| Noncurrent liabilities (excluding debt).....         | 331,796,694                   | 325,529,494                   |
| Current debt.....                                    | 13,860,627                    | 8,122,600                     |
| Noncurrent debt.....                                 | <u>58,590,859</u>             | <u>39,362,400</u>             |
| <b>Total liabilities.....</b>                        | <b><u>418,805,287</u></b>     | <b><u>381,641,886</u></b>     |
| <b>Deferred inflows of resources.....</b>            | <b>5,130,972</b>              | <b>1,253,000</b>              |
| <b>Net position:</b>                                 |                               |                               |
| Net investment in capital assets.....                | 170,055,252                   | 157,023,141                   |
| Restricted.....                                      | 16,037,855                    | 15,475,911                    |
| Unrestricted.....                                    | <u>(261,874,657)</u>          | <u>(247,187,710)</u>          |
| <b>Total net position.....</b>                       | <b><u>\$ (75,781,550)</u></b> | <b><u>\$ (74,688,658)</u></b> |

|   | 2018                   | 2017<br>(As Revised)   |
|---|------------------------|------------------------|
| <b>Program Revenues:</b>  |                        |                        |
| Charges for services.....   | \$ 7,878,289           | \$ 6,753,786           |
| Operating grants and contributions.....                                     | 29,210,570             | 29,544,035             |
| Capital grants and contributions.....                                       | 9,845,700              | 6,635,343              |
| <b>General Revenues:</b>  |                        |                        |
| Real estate and personal property taxes,<br>net of tax refunds payable..... | 106,594,084            | 96,970,971             |
| Tax liens.....  | 762,383                | 743,822                |
| Motor vehicle excise taxes.....   | 7,075,417              | 7,101,091              |
| Hotel/motel tax.....  | 3,288,794              | 3,182,058              |
| Meals tax.....  | 1,067,729              | 1,021,682              |
| Penalties and interest on taxes.....  | 359,855                | 504,770                |
| Grants and contributions not restricted to<br>specific programs.....        | 6,303,975              | 6,172,440              |
| Unrestricted investment income.....   | 1,417,263              | 1,903,242              |
| Miscellaneous.....  | -                      | 37,116                 |
| <b>Total revenues.....</b>  | <b>173,804,059</b>     | <b>160,570,356</b>     |
| <b>Expenses:</b>  |                        |                        |
| General government.....   | 8,075,178              | 7,151,619              |
| Public safety.....  | 37,262,132             | 33,094,560             |
| Education.....  | 108,814,545            | 105,597,983            |
| Public works.....   | 14,850,710             | 13,467,850             |
| Health and human services.....  | 2,078,669              | 1,962,301              |
| Culture and recreation.....   | 3,764,729              | 3,484,464              |
| Interest.....   | 1,595,120              | 1,382,498              |
| <b>Total expenses.....</b>  | <b>176,441,083</b>     | <b>166,141,275</b>     |
| <b>Excess (Deficiency) before transfers.....</b>                            | <b>(2,637,024)</b>     | <b>(5,570,919)</b>     |
| <b>Transfers.....</b>   | <b>1,544,132</b>       | <b>1,421,036</b>       |
| <b>Change in net position.....</b>  | <b>(1,092,892)</b>     | <b>(4,149,883)</b>     |
| <b>Net position, beginning of year (as revised).....</b>                    | <b>(74,688,658)</b>    | <b>(70,538,775)</b>    |
| <b>Net position, end of year.....</b>                                       | <b>\$ (75,781,550)</b> | <b>\$ (74,688,658)</b> |

Beginning net position of the governmental activities has been revised to reflect the implementation of GASB Statement #75. The implementation of this standard required the OPEB liability to be revised due to the use of different methods and assumptions as previously required by GASB Statement #45. Accordingly, previously reported net position of \$95.1 million has been revised and totals a deficit of \$74.7 million (see note 17).

Governmental expenses totaled \$176.4 million of which \$46.9 million (27%) was directly supported by program revenues consisting of charges for services, operating and capital grants and contributions. General revenues totaled \$126.9 million, primarily coming from property taxes, motor vehicle excise taxes, hotel/motel taxes and non-restricted state aid.

Governmental net position decreased by \$1.1 million during the current year. The primary components of this decrease include a \$9 million increase in the net OPEB liability and deferred outflows/inflows of resources related to OPEB and a \$8 million increase in the net pension liability and deferred outflows/inflows of resources related to pensions. These decreases were offset by the recognition of \$9.8 million of capital grants, a general fund surplus of \$2.8 million and \$4.5 million of capital additions funded in the operating budget.

## Business-type Activities

For the City's business-type activities, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$43.2 million at the close of 2018.

|  | 2018                        | 2017<br>(As Revised)        |
|--|-----------------------------|-----------------------------|
| <b>Assets:</b>   |                             |                             |
| Current assets.....                                      | \$ 14,653,760               | \$ 15,719,906               |
| Noncurrent assets (excluding capital).....               | 237,441                     | 343,037                     |
| Capital assets, non depreciable.....                     | 485,637                     | 631,788                     |
| Capital assets, net of accumulated depreciation.....     | <u>56,370,595</u>           | <u>56,209,200</u>           |
| <b>Total assets.....</b>                                 | <b><u>71,747,433</u></b>    | <b><u>72,903,931</u></b>    |
| <b>Deferred outflows of resources.....</b>               | <b>103,000</b>              | <b>226,000</b>              |
| <b>Liabilities:</b>                                      |                             |                             |
| Current liabilities (excluding debt).....                | 718,302                     | 715,646                     |
| Noncurrent liabilities (excluding debt).....             | 2,842,763                   | 2,855,051                   |
| Current debt.....  | 2,710,264                   | 4,107,386                   |
| Noncurrent debt.....                                     | <u>22,322,751</u>           | <u>23,099,765</u>           |
| <b>Total liabilities.....</b>                            | <b><u>28,594,080</u></b>    | <b><u>30,777,848</u></b>    |
| <b>Deferred inflows of resources.....</b>                | <b>76,319</b>               | <b>19,000</b>               |
| <b>Net position:</b>                                     |                             |                             |
| Net investment in capital assets.....                    | 33,639,027                  | 31,929,666                  |
| Unrestricted.....  | <u>9,541,007</u>            | <u>10,403,417</u>           |
| <b>Total net position.....</b>                           | <b><u>\$ 43,180,034</u></b> | <b><u>\$ 42,333,083</u></b> |
| <b>Program Revenues:</b>                                 |                             |                             |
| Charges for services.....                                | \$ 18,759,934               | \$ 18,786,678               |
| Operating grants and contributions.....                  | 43,293                      | 57,499                      |
| Capital grants and contributions.....                    | 1,299,750                   | 867,444                     |
| <b>Expenses:</b>   |                             |                             |
| Water and sewer.....                                     | <u>17,711,894</u>           | <u>17,474,820</u>           |
| <b>Excess (Deficiency) before transfers.....</b>         | <b>2,391,083</b>            | <b>2,236,801</b>            |
| <b>Transfers.....</b>                                    | <b><u>(1,544,132)</u></b>   | <b><u>(1,421,036)</u></b>   |
| <b>Change in net position.....</b>                       | <b>846,951</b>              | <b>815,765</b>              |
| <b>Net position, beginning of year (as revised).....</b> | <b><u>42,333,083</u></b>    | <b><u>41,517,318</u></b>    |
| <b>Net position, end of year.....</b>                    | <b><u>\$ 43,180,034</u></b> | <b><u>\$ 42,333,083</u></b> |

Beginning net position of the business-type activities has been revised to reflect the implementation of GASB Statement #75. The implementation of this standard required the OPEB liability to be revised due to the use of different methods and assumptions as previously required by GASB Statement #45. Accordingly, previously reported net position of \$43.6 million has been revised and totals \$42.3 million (see note 17).

Business-type net position of \$33.6 million (78%) represents the net investment in capital assets while \$9.5 million (22%) is unrestricted.

The water and sewer enterprise fund net position increased by \$847,000 in the current year. This increase is primarily due to the recognition of \$1.3 million from capital grants.

### ***Financial Analysis of the Government's Funds***

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** The focus of the City's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the year.

As of the end of the current year, governmental funds reported combined ending fund balances of \$67.1 million. This was comprised of the general fund totaling \$50.9 million, the Hurd/Wyman School fund totaling \$371,000, a deficit of \$5.6 million for the library construction fund and \$21.4 million for the nonmajor funds.

The general fund is the chief operating fund. At the end of the current year, unassigned fund balance of the general fund was \$41.3 million, while total fund balance was \$50.9 million. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 27% of the total general fund expenditures, while total fund balance represents 34% of that same amount. Committed fund balance totals \$8.8 million and consists of the affordable housing stabilization fund totaling \$3.3 million and unexpended capital articles totaling \$5.5 million that were carried forward to the subsequent year. Assigned fund balance totals \$774,000 and consists of unexpended appropriations that were encumbered to be expended in the subsequent year.

The general fund increased by \$2.8 million due to better than expected revenue collections and unexpended appropriations. These increases were offset by the use of reserves to fund appropriations and the OPEB trust fund, respectively.

The State highway grants fund recognized \$580,000 of capital grant revenue and incurred \$580,000 of road improvement costs.

The Hurd/Wyman School fund recognized \$6.8 million of capital grant revenue along with \$11.2 million in debt; and incurred \$18.8 million of school building costs for the construction of the new elementary school.

The Library Construction fund recognized \$1.5 million of capital grant revenue along with \$10 million in debt and premiums; and incurred \$16.9 million of expenditures related to the renovation and expansion of the Woburn Public Library.

### ***General Fund Budgetary Highlights***

The \$10.4 million (8%) increase between the original budget and the final amended budget was primarily due to increases in appropriations for public safety, capital outlay, debt service and a transfer to the general stabilization fund.

## ***Capital Asset and Debt Administration***

**Capital Assets.** In conjunction with the annual operating budget, the City annually prepares a capital budget for the upcoming year and a five-year Capital Improvement Plan (CIP) that is used as a guide for future capital expenditures.

The City's net investment in capital assets for its governmental and business-type activities as of June 30, 2018, amounts to \$294.1 million (net of accumulated depreciation). This investment in capital assets includes land, construction in progress, land improvements, buildings, building improvements, vehicles, machinery and equipment and infrastructure.

Current year additions for the governmental investment in capital assets totaled \$43.4 million. \$16.9 million of additions relate to the public library project, \$18.8 million is for the Hurd/Wyman elementary school construction project, \$580,000 relates to street resurfacing, \$2.7 million is for various building improvements and \$4.4 million is for vehicles, equipment and other capital additions.

The \$2 million in water and sewer additions are mainly attributable to inflow and infiltration improvements as well as other water and sewer infrastructure improvements.

**Debt Administration.** The City maintains a AA1 credit rating with Moody's Investors Service, Inc. and continues to maintain strong market access for both note and bond sales.

Outstanding long-term debt of the general government totaled \$62.7 million, of which \$41.2 million relates to school projects, \$8.4 million relates to land acquisition and \$13.1 million relates to various other capital projects.

The water and sewer enterprise fund has \$24.8 million of outstanding long-term debt, which is fully supported by rates and does not rely on a general fund subsidy.

Short-term debt outstanding at year-end for the governmental activities totaled \$9.7 million of which \$602,000 is for the Hurd/Wyman Elementary School building project, \$9.0 million is for the Library Reconstruction and \$65,000 is for the ice rink. The water and sewer enterprise fund outstanding short-term debt totaled \$199,000 million and was used to finance water infrastructure improvements.

The Commonwealth has approved school construction assistance for the Hurd/Wyman elementary school. The assistance program is administered by the Massachusetts School Building Authority (MSBA) and under the program, the assistance is paid to support construction costs and reduce the total debt service of the City. Through the end of 2018, the City recorded grant proceeds totaling \$12.4 million, which is equal to 55% of approved construction costs submitted for reimbursement. The City anticipates receiving an additional \$1.6 of grant proceeds in 2019.

Please refer to the notes to the financial statements for further discussion of the major capital and debt activity.

## ***Requests for Information***

This financial report is designed to provide a general overview of the City of Woburn's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the City Auditor, City Hall, 10 Common Street, Woburn, Massachusetts 01801.

# ***Basic Financial Statements***

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**STATEMENT OF NET POSITION**

JUNE 30, 2018

|   | <i>Primary Government</i>     |                             |                               |
|---|-------------------------------|-----------------------------|-------------------------------|
|   | Governmental<br>Activities    | Business-type<br>Activities | Total                         |
| <b>ASSETS</b>   |                               |                             |                               |
| <b>CURRENT:</b>   |                               |                             |                               |
| Cash and cash equivalents.....                                  | \$ 62,793,088                 | \$ 5,529,167                | \$ 68,322,255                 |
| Investments.....  | 23,636,233                    | -                           | 23,636,233                    |
| Receivables, net of allowance for uncollectibles:               |                               |                             |                               |
| Real estate and personal property taxes.....                    | 489,000                       | -                           | 489,000                       |
| Tax and utility liens.....                                      | 2,516,667                     | 64,339                      | 2,581,006                     |
| Motor vehicle and other excise taxes.....                       | 430,986                       | -                           | 430,986                       |
| User charges.....   | -                             | 8,954,658                   | 8,954,658                     |
| Departmental and other.....                                     | 1,008,759                     | -                           | 1,008,759                     |
| Intergovernmental.....  | 4,015,944                     | 105,596                     | 4,121,540                     |
| Tax foreclosures.....   | 702,764                       | -                           | 702,764                       |
| Total current assets.....                                       | <u>95,593,441</u>             | <u>14,653,760</u>           | <u>110,247,201</u>            |
| <b>NONCURRENT:</b>  |                               |                             |                               |
| Receivables, net of allowance for uncollectibles:               |                               |                             |                               |
| Intergovernmental.....  | -                             | 237,441                     | 237,441                       |
| Capital assets, nondepreciable.....                             | 75,905,497                    | 485,637                     | 76,391,134                    |
| Capital assets, net of accumulated depreciation.....            | <u>161,301,108</u>            | <u>56,370,595</u>           | <u>217,671,703</u>            |
| Total noncurrent assets.....                                    | <u>237,206,605</u>            | <u>57,093,673</u>           | <u>294,300,278</u>            |
| <b>TOTAL ASSETS.....</b>  | <b><u>332,800,046</u></b>     | <b><u>71,747,433</u></b>    | <b><u>404,547,479</u></b>     |
| <b>DEFERRED OUTFLOWS OF RESOURCES</b>                           |                               |                             |                               |
| Deferred outflows related to pensions.....                      | 6,774,000                     | 103,000                     | 6,877,000                     |
| Deferred outflows related to other postemployment benefits..... | <u>8,580,663</u>              | <u>-</u>                    | <u>8,580,663</u>              |
| <b>TOTAL DEFERRED OUTFLOWS OF RESOURCES.....</b>                | <b><u>15,354,663</u></b>      | <b><u>103,000</u></b>       | <b><u>15,457,663</u></b>      |
| <b>LIABILITIES</b>  |                               |                             |                               |
| <b>CURRENT:</b>   |                               |                             |                               |
| Warrants payable.....   | 9,884,509                     | 416,309                     | 10,300,818                    |
| Accrued payroll.....  | 651,557                       | -                           | 651,557                       |
| Tax refunds payable.....  | 1,443,913                     | -                           | 1,443,913                     |
| Accrued interest.....   | 440,107                       | 247,993                     | 688,100                       |
| Other liabilities.....  | 182,021                       | -                           | 182,021                       |
| Compensated absences.....                                       | 1,955,000                     | 54,000                      | 2,009,000                     |
| Notes payable.....  | 9,711,500                     | 198,500                     | 9,910,000                     |
| Bonds payable.....  | <u>4,149,127</u>              | <u>2,511,764</u>            | <u>6,660,891</u>              |
| Total current liabilities.....                                  | <u>28,417,734</u>             | <u>3,428,566</u>            | <u>31,846,300</u>             |
| <b>NONCURRENT:</b>  |                               |                             |                               |
| Compensated absences.....                                       | 4,944,000                     | 164,000                     | 5,108,000                     |
| Net pension liability.....                                      | 74,017,000                    | 1,127,000                   | 75,144,000                    |
| Net other postemployment benefits liability.....                | 252,835,694                   | 1,551,763                   | 254,387,457                   |
| Bonds payable.....  | <u>58,590,859</u>             | <u>22,322,751</u>           | <u>80,913,610</u>             |
| Total noncurrent liabilities.....                               | <u>390,387,553</u>            | <u>25,165,514</u>           | <u>415,553,067</u>            |
| <b>TOTAL LIABILITIES.....</b>                                   | <b><u>418,805,287</u></b>     | <b><u>28,594,080</u></b>    | <b><u>447,399,367</u></b>     |
| <b>DEFERRED INFLOWS OF RESOURCES</b>                            |                               |                             |                               |
| Deferred inflows related to pensions.....                       | 4,916,000                     | 75,000                      | 4,991,000                     |
| Deferred inflows related to other postemployment benefits.....  | <u>214,972</u>                | <u>1,319</u>                | <u>216,291</u>                |
| <b>TOTAL DEFERRED INFLOWS OF RESOURCES.....</b>                 | <b><u>5,130,972</u></b>       | <b><u>76,319</u></b>        | <b><u>5,207,291</u></b>       |
| <b>NET POSITION</b>   |                               |                             |                               |
| Net investment in capital assets.....                           | 170,055,252                   | 33,639,027                  | 203,694,279                   |
| Restricted for:   |                               |                             |                               |
| Permanent funds:  |                               |                             |                               |
| Expendable.....   | 9,063,690                     | -                           | 9,063,690                     |
| Nonexpendable.....  | 3,353,070                     | -                           | 3,353,070                     |
| Gifts and grants.....   | 3,621,095                     | -                           | 3,621,095                     |
| Unrestricted.....   | <u>(261,874,657)</u>          | <u>9,541,007</u>            | <u>(252,333,650)</u>          |
| <b>TOTAL NET POSITION.....</b>                                  | <b><u>\$ (75,781,550)</u></b> | <b><u>\$ 43,180,034</u></b> | <b><u>\$ (32,601,516)</u></b> |

See notes to basic financial statements.

**STATEMENT OF ACTIVITIES**

YEAR ENDED JUNE 30, 2018

| Functions/Programs                        | Expenses              | Program Revenues        |  |  | Net (Expense)<br>Revenue |
|---|-----------------------|-------------------------|--|--|--------------------------|
|   |                       | Charges for<br>Services | Operating<br>Grants and<br>Contributions | Capital<br>Grants and<br>Contributions |                          |
| <b>Primary Government:</b>                |                       |                         |  |  |                          |
| <i>Governmental Activities:</i>           |                       |                         |  |  |                          |
| General government.....                   | \$ 8,075,178          | \$ 856,749              | \$ 912,610                               | \$ 18,245                              | \$ (6,287,574)           |
| Public safety.....                        | 37,262,132            | 4,488,127               | 1,255,387                                | -                                      | (31,518,618)             |
| Education.....                            | 108,814,545           | 2,199,504               | 26,345,064                               | 6,826,514                              | (73,443,463)             |
| Public works.....                         | 14,850,710            | 216,905                 | 1,600                                    | 1,469,686                              | (13,162,519)             |
| Health and human services.....            | 2,078,669             | 90,973                  | 96,880                                   | -                                      | (1,890,816)              |
| Culture and recreation.....               | 3,764,729             | 26,031                  | 599,029                                  | 1,531,255                              | (1,608,414)              |
| Interest.....                             | 1,595,120             | -                       | -  | -                                      | (1,595,120)              |
| <b>Total Governmental Activities.....</b> | <b>176,441,083</b>    | <b>7,878,289</b>        | <b>29,210,570</b>                        | <b>9,845,700</b>                       | <b>(129,506,524)</b>     |
| <i>Business-Type Activities:</i>          |                       |                         |  |  |                          |
| Water and sewer.....                      | 17,711,894            | 18,759,934              | 43,293                                   | 1,299,750                              | <b>2,391,083</b>         |
| <b>Total Primary Government.....</b>      | <b>\$ 194,152,977</b> | <b>\$ 26,638,223</b>    | <b>\$ 29,253,863</b>                     | <b>\$ 11,145,450</b>                   | <b>\$ (127,115,441)</b>  |

See notes to basic financial statements.

(Continued)

**STATEMENT OF ACTIVITIES (continued)**

YEAR ENDED JUNE 30, 2018

|   | Primary Government         |                             |                         |
|---|----------------------------|-----------------------------|-------------------------|
|   | Governmental<br>Activities | Business-Type<br>Activities | Total                   |
| <b>Changes in net position:</b>   |                            |                             |                         |
| Net (expense) revenue from previous page..... \$                            | <b>(129,506,524)</b>       | \$ <b>2,391,083</b>         | \$ <b>(127,115,441)</b> |
| <i>General revenues:</i>  |                            |                             |                         |
| Real estate and personal property taxes,<br>net of tax refunds payable..... | 106,594,084                | -                           | 106,594,084             |
| Tax liens.....  | 762,383                    | -                           | 762,383                 |
| Motor vehicle excise taxes.....   | 7,075,417                  | -                           | 7,075,417               |
| Hotel/motel tax.....  | 3,288,794                  | -                           | 3,288,794               |
| Meals tax.....  | 1,067,729                  | -                           | 1,067,729               |
| Penalties and interest on taxes.....  | 359,855                    | -                           | 359,855                 |
| Grants and contributions not restricted to<br>specific programs.....        | 6,303,975                  | -                           | 6,303,975               |
| Unrestricted investment income.....   | 1,417,263                  | -                           | 1,417,263               |
| <i>Transfers, net</i> .....   | 1,544,132                  | (1,544,132)                 | -                       |
| Total general revenues and transfers.....                                   | 128,413,632                | (1,544,132)                 | 126,869,500             |
| Change in net position.....   | (1,092,892)                | 846,951                     | (245,941)               |
| <i>Net position:</i>  |                            |                             |                         |
| Beginning of year (as revised).....   | (74,688,658)               | 42,333,083                  | (32,355,575)            |
| End of year..... \$   | <u>(75,781,550)</u>        | \$ <u>43,180,034</u>        | \$ <u>(32,601,516)</u>  |

See notes to basic financial statements.

**GOVERNMENTAL FUNDS  
BALANCE SHEET**

JUNE 30, 2018

|   | General              | State<br>Highway<br>Grants | Hurd/ Wyman<br>School | Library<br>Construction | Nonmajor<br>Governmental<br>Funds | Total<br>Governmental<br>Funds |
|---|----------------------|----------------------------|-----------------------|-------------------------|-----------------------------------|--------------------------------|
| <b>ASSETS</b>   |                      |                            |                       |                         |                                   |                                |
| Cash and cash equivalents.....  | \$ 37,259,699        | \$ 20,625                  | \$ 2,830,543          | \$ 8,476,724            | \$ 14,205,497                     | \$ 62,793,088                  |
| Investments.....  | 15,957,588           | -                          | -                     | -                       | 7,678,645                         | 23,636,233                     |
| Receivables, net of uncollectibles:   |                      |                            |                       |                         |                                   |                                |
| Real estate and personal property taxes.....  | 489,000              | -                          | -                     | -                       | -                                 | 489,000                        |
| Tax liens.....  | 2,516,667            | -                          | -                     | -                       | -                                 | 2,516,667                      |
| Motor vehicle and other excise taxes.....   | 430,986              | -                          | -                     | -                       | -                                 | 430,986                        |
| Departmental and other.....   | -                    | -                          | -                     | -                       | 1,008,759                         | 1,008,759                      |
| Intergovernmental.....  | -                    | 1,936,759                  | 1,601,672             | -                       | 477,513                           | 4,015,944                      |
| Tax foreclosures.....   | 702,764              | -                          | -                     | -                       | -                                 | 702,764                        |
| Due from other funds.....   | 644,709              | -                          | -                     | -                       | -                                 | 644,709                        |
| <b>TOTAL ASSETS.....</b>  | <b>\$ 58,001,413</b> | <b>\$ 1,957,384</b>        | <b>\$ 4,432,215</b>   | <b>\$ 8,476,724</b>     | <b>\$ 23,370,414</b>              | <b>\$ 96,238,150</b>           |
| <b>LIABILITIES</b>  |                      |                            |                       |                         |                                   |                                |
| Warrants payable.....   | \$ 962,522           | \$ 20,625                  | \$ 3,458,738          | \$ 5,006,623            | \$ 436,001                        | \$ 9,884,509                   |
| Accrued payroll.....  | 651,557              | -                          | -                     | -                       | -                                 | 651,557                        |
| Tax refunds payable.....  | 1,443,913            | -                          | -                     | -                       | -                                 | 1,443,913                      |
| Due to other funds.....   | -                    | 644,709                    | -                     | -                       | -                                 | 644,709                        |
| Other liabilities.....  | 182,021              | -                          | -                     | -                       | -                                 | 182,021                        |
| Notes payable.....  | -                    | -                          | 602,000               | 9,045,000               | 64,500                            | 9,711,500                      |
| <b>TOTAL LIABILITIES.....</b>   | <b>3,240,013</b>     | <b>665,334</b>             | <b>4,060,738</b>      | <b>14,051,623</b>       | <b>500,501</b>                    | <b>22,518,209</b>              |
| <b>DEFERRED INFLOWS OF RESOURCES</b>  |                      |                            |                       |                         |                                   |                                |
| Unavailable revenue.....  | 3,851,004            | 1,292,050                  | -                     | -                       | 1,486,272                         | 6,629,326                      |
| <b>FUND BALANCES</b>  |                      |                            |                       |                         |                                   |                                |
| Nonspendable.....   | -                    | -                          | -                     | -                       | 3,353,069                         | 3,353,069                      |
| Restricted.....   | -                    | -                          | 371,477               | -                       | 18,030,572                        | 18,402,049                     |
| Committed.....  | 8,829,631            | -                          | -                     | -                       | -                                 | 8,829,631                      |
| Assigned.....   | 774,100              | -                          | -                     | -                       | -                                 | 774,100                        |
| Unassigned.....   | 41,306,665           | -                          | -                     | (5,574,899)             | -                                 | 35,731,766                     |
| <b>TOTAL FUND BALANCES.....</b>   | <b>50,910,396</b>    | <b>-</b>                   | <b>371,477</b>        | <b>(5,574,899)</b>      | <b>21,383,641</b>                 | <b>67,090,615</b>              |
| <b>TOTAL LIABILITIES, DEFERRED INFLOWS OF<br/>RESOURCES, AND FUND BALANCES.....</b> | <b>\$ 58,001,413</b> | <b>\$ 1,957,384</b>        | <b>\$ 4,432,215</b>   | <b>\$ 8,476,724</b>     | <b>\$ 23,370,414</b>              | <b>\$ 96,238,150</b>           |

See notes to basic financial statements.

**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET  
TOTAL FUND BALANCES TO THE STATEMENT OF NET POSITION**

JUNE 30, 2018

|  |                    |                        |
|--|--------------------|------------------------|
| Total governmental fund balances.....  |                    | \$ 67,090,615          |
| Capital assets (net) used in governmental activities are not financial resources<br>and, therefore, are not reported in the funds.....   |                    | 237,206,605            |
| Accounts receivable are not available to pay for current-period<br>expenditures and, therefore, are unavailable in the funds.....  |                    | 6,629,326              |
| The statement of net position includes certain deferred inflows of resources<br>and deferred outflows of resources that will be amortized over future periods.<br>In governmental funds, these amounts are not deferred..... |                    | 10,223,691             |
| In the statement of activities, interest is accrued on outstanding long-term debt,<br>whereas in governmental funds interest is not reported until due.....  |                    | (440,107)              |
| Long-term liabilities are not due and payable in the current period and, therefore,<br>are not reported in the governmental funds:   |                    |                        |
| Bonds payable.....   | (62,739,986)       |                        |
| Net pension liability.....   | (74,017,000)       |                        |
| Net other postemployment benefits liability.....   | (252,835,694)      |                        |
| Compensated absences.....  | <u>(6,899,000)</u> |                        |
| Net effect of reporting long-term liabilities.....   |                    | <u>(396,491,680)</u>   |
| Net position of governmental activities.....   |                    | <u>\$ (75,781,550)</u> |

See notes to basic financial statements.

**GOVERNMENTAL FUNDS**  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

YEAR ENDED JUNE 30, 2018

|   | General              | State<br>Highway<br>Grants | Hurid/ Wyman<br>School | Library<br>Construction | Nonmajor<br>Governmental<br>Funds | Total<br>Governmental<br>Funds |
|---|----------------------|----------------------------|------------------------|-------------------------|-----------------------------------|--------------------------------|
| <b>REVENUES:</b>  |                      |                            |                        |                         |                                   |                                |
| Real estate and personal property taxes,<br>net of tax refunds.....       | \$ 106,541,503       | \$ -                       | \$ -                   | \$ -                    | \$ -                              | \$ 106,541,503                 |
| Tax liens.....  | 587,897              | -                          | -                      | -                       | -                                 | 587,897                        |
| Motor vehicle excise taxes.....   | 7,157,670            | -                          | -                      | -                       | -                                 | 7,157,670                      |
| Hotel/motel tax.....  | 3,288,794            | -                          | -                      | -                       | -                                 | 3,288,794                      |
| Meals tax.....  | 1,067,729            | -                          | -                      | -                       | -                                 | 1,067,729                      |
| Penalties and interest on taxes.....                                      | 359,855              | -                          | -                      | -                       | -                                 | 359,855                        |
| Intergovernmental.....  | 28,995,037           | 579,952                    | 6,826,514              | 1,531,255               | 4,431,264                         | 42,364,022                     |
| Departmental and other.....   | 3,614,967            | -                          | -                      | -                       | 6,189,054                         | 9,804,021                      |
| Contributions and donations.....  | 86,462               | -                          | -                      | -                       | 381,550                           | 468,012                        |
| Investment income.....  | 481,453              | -                          | -                      | -                       | 935,810                           | 1,417,263                      |
| <b>TOTAL REVENUES.....</b>  | <b>152,181,367</b>   | <b>579,952</b>             | <b>6,826,514</b>       | <b>1,531,255</b>        | <b>11,937,678</b>                 | <b>173,056,766</b>             |
| <b>EXPENDITURES:</b>  |                      |                            |                        |                         |                                   |                                |
| Current:  |                      |                            |                        |                         |                                   |                                |
| General government.....   | 4,145,294            | -                          | -                      | -                       | 162,124                           | 4,307,418                      |
| Public safety.....  | 19,822,494           | -                          | -                      | -                       | 3,703,294                         | 23,525,788                     |
| Education.....  | 61,868,876           | -                          | 18,787,781             | -                       | 6,832,211                         | 87,488,868                     |
| Public works.....   | 8,495,210            | 579,952                    | -                      | -                       | 536,370                           | 9,611,532                      |
| Health and human services.....  | 1,297,962            | -                          | -                      | -                       | 129,790                           | 1,427,752                      |
| Culture and recreation.....   | 1,953,306            | -                          | -                      | 16,880,356              | 1,393,310                         | 20,226,972                     |
| Pension benefits.....   | 7,341,416            | -                          | -                      | -                       | -                                 | 7,341,416                      |
| Pension benefits - Teachers Retirement.....                               | 12,951,418           | -                          | -                      | -                       | -                                 | 12,951,418                     |
| Employee benefits.....  | 21,367,451           | -                          | -                      | -                       | -                                 | 21,367,451                     |
| State and county charges.....   | 3,809,433            | -                          | -                      | -                       | -                                 | 3,809,433                      |
| Capital outlay.....   | 4,493,297            | -                          | -                      | -                       | -                                 | 4,493,297                      |
| Debt service:   |                      |                            |                        |                         |                                   |                                |
| Principal.....  | 3,125,000            | -                          | -                      | -                       | -                                 | 3,125,000                      |
| Interest.....   | 1,516,810            | -                          | -                      | -                       | -                                 | 1,516,810                      |
| <b>TOTAL EXPENDITURES.....</b>  | <b>152,187,967</b>   | <b>579,952</b>             | <b>18,787,781</b>      | <b>16,880,356</b>       | <b>12,757,099</b>                 | <b>201,193,155</b>             |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER (UNDER) EXPENDITURES.....</b> | <b>(6,600)</b>       | <b>-</b>                   | <b>(11,961,267)</b>    | <b>(15,349,101)</b>     | <b>(819,421)</b>                  | <b>(28,136,389)</b>            |
| <b>OTHER FINANCING SOURCES (USES):</b>                                    |                      |                            |                        |                         |                                   |                                |
| Issuance of bonds.....  | -                    | -                          | 11,198,000             | 9,019,000               | 1,735,900                         | 21,952,900                     |
| Premium from issuance of bonds.....                                       | -                    | -                          | -                      | 981,000                 | 497,200                           | 1,478,200                      |
| Transfers in.....   | 4,670,457            | -                          | -                      | -                       | 1,883,325                         | 6,553,782                      |
| Transfers out.....  | (1,883,325)          | -                          | -                      | -                       | (3,126,325)                       | (5,009,650)                    |
| <b>TOTAL OTHER FINANCING SOURCES (USES)...</b>                            | <b>2,787,132</b>     | <b>-</b>                   | <b>11,198,000</b>      | <b>10,000,000</b>       | <b>990,100</b>                    | <b>24,975,232</b>              |
| <b>NET CHANGE IN FUND BALANCES.....</b>                                   | <b>2,780,532</b>     | <b>-</b>                   | <b>(763,267)</b>       | <b>(5,349,101)</b>      | <b>170,679</b>                    | <b>(3,161,157)</b>             |
| <b>FUND BALANCES AT BEGINNING OF YEAR.....</b>                            | <b>48,129,864</b>    | <b>-</b>                   | <b>1,134,744</b>       | <b>(225,798)</b>        | <b>21,212,962</b>                 | <b>70,251,772</b>              |
| <b>FUND BALANCES AT END OF YEAR.....</b>                                  | <b>\$ 50,910,396</b> | <b>\$ -</b>                | <b>\$ 371,477</b>      | <b>\$ (5,574,899)</b>   | <b>\$ 21,383,641</b>              | <b>\$ 67,090,615</b>           |

See notes to basic financial statements.

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES**

YEAR ENDED JUNE 30, 2018

|  |                    |                       |
|--|--------------------|-----------------------|
| Net change in fund balances - total governmental funds.....  |                    | \$ (3,161,157)        |
| <p>Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.</p>  |                    |                       |
| Capital outlay.....  | 43,423,693         |                       |
| Depreciation expense.....  | <u>(4,318,801)</u> |                       |
| Net effect of reporting capital assets.....  |                    | 39,104,892            |
| <p>Revenues in the Statement of Activities that do not provide current financial resources are unavailable in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable differ between the two statements. This amount represents the net change in unavailable revenue.....</p>  |                    |                       |
|  |                    | 747,293               |
| <p>The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are unavailable and amortized in the Statement of Activities.</p> |                    |                       |
| Issuance of bonds.....   | (21,952,900)       |                       |
| Premium from issuance of bonds.....  | (1,478,200)        |                       |
| Net amortization of premium from issuance of bonds.....  | 53,514             |                       |
| Debt service principal payments.....   | <u>3,125,000</u>   |                       |
| Net effect of reporting long-term debt.....  |                    | (20,252,586)          |
| <p>Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.</p>   |                    |                       |
| Net change in compensated absences accrual.....  | (338,000)          |                       |
| Net change in accrued interest on long-term debt.....  | (131,825)          |                       |
| Net change in deferred outflow/(inflow) of resources related to pensions.....  | (11,732,000)       |                       |
| Net change in net pension liability.....   | 3,689,000          |                       |
| Net change in deferred outflow/(inflow) of resources related to other postemployment benefits.....   | 710,691            |                       |
| Net change in net other postemployment benefits liability.....   | <u>(9,729,200)</u> |                       |
| Net effect of recording long-term liabilities.....   |                    | <u>(17,531,334)</u>   |
| Change in net position of governmental activities.....   |                    | \$ <u>(1,092,892)</u> |

See notes to basic financial statements.

**PROPRIETARY FUNDS**  
STATEMENT OF NET POSITION

JUNE 30, 2018

|  |    | Business-type<br>Activities -<br>Enterprise Funds |
|--|----|---|
|  |    | <u>Water and Sewer</u>                            |
| <b>ASSETS</b>  |    |   |
| CURRENT:   |    |   |
| Cash and cash equivalents.....                                 | \$ | 5,529,167   |
| Receivables, net of allowance for uncollectibles:              |    |   |
| Liens - user charges.....                                      |    | 64,339  |
| User charges.....  |    | 8,954,658   |
| Intergovernmental.....   |    | <u>105,596</u>                                    |
| Total current assets.....                                      |    | <u>14,653,760</u>                                 |
| NONCURRENT:  |    |   |
| Receivables, net of allowance for uncollectibles:              |    |   |
| Intergovernmental - other.....                                 |    | 237,441   |
| Capital assets, non depreciable.....                           |    | 485,637   |
| Capital assets, net of accumulated depreciation.....           |    | <u>56,370,595</u>                                 |
| Total noncurrent assets.....                                   |    | <u>57,093,673</u>                                 |
| TOTAL ASSETS.....  |    | <u>71,747,433</u>                                 |
| <b>DEFERRED OUTFLOWS OF RESOURCES</b>                          |    |   |
| Deferred outflows related to pensions.....                     |    | <u>103,000</u>                                    |
| <b>LIABILITIES</b>   |    |   |
| CURRENT:   |    |   |
| Warrants payable.....  |    | 416,309   |
| Accrued interest.....  |    | 247,993   |
| Compensated absences.....                                      |    | 54,000  |
| Notes payable.....   |    | 198,500   |
| Bonds payable.....   |    | <u>2,511,764</u>                                  |
| Total current liabilities.....                                 |    | <u>3,428,566</u>                                  |
| NONCURRENT:  |    |   |
| Compensated absences.....                                      |    | 164,000   |
| Net pension liability.....                                     |    | 1,127,000   |
| Net other postemployment benefits liability.....               |    | 1,551,763   |
| Bonds payable.....   |    | <u>22,322,751</u>                                 |
| Total noncurrent liabilities.....                              |    | <u>25,165,514</u>                                 |
| TOTAL LIABILITIES.....   |    | <u>28,594,080</u>                                 |
| <b>DEFERRED INFLOWS OF RESOURCES</b>                           |    |   |
| Deferred inflows related to pensions.....                      |    | 75,000  |
| Deferred inflows related to other postemployment benefits..... |    | <u>1,319</u>                                      |
| TOTAL DEFERRED INFLOWS OF RESOURCES.....                       |    | <u>76,319</u>                                     |
| <b>NET POSITION</b>  |    |   |
| Net investment in capital assets.....                          |    | 33,639,027  |
| Unrestricted.....  |    | <u>9,541,007</u>                                  |
| TOTAL NET POSITION.....  | \$ | <u><u>43,180,034</u></u>                          |

See notes to basic financial statements.

**PROPRIETARY FUNDS**  
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

YEAR ENDED JUNE 30, 2018

|  |    | Business-type<br>Activities -<br><u>Enterprise Funds</u> |
|--|----|--|
|  |    | <u>Water and Sewer</u>                                   |
| <u>OPERATING REVENUES:</u>                                       |    |  |
| Charges for services.....  | \$ | 18,261,838   |
| Liens - charges for services.....                                |    | <u>498,096</u>   |
| TOTAL OPERATING REVENUES .....                                   |    | <u>18,759,934</u>  |
| <u>OPERATING EXPENSES:</u>                                       |    |  |
| Cost of services and administration.....                         |    | 1,293,850  |
| Salaries and wages.....  |    | 778,795  |
| MWRA assessment.....   |    | 13,085,619   |
| Depreciation.....  |    | <u>1,940,935</u>   |
| TOTAL OPERATING EXPENSES.....                                    |    | <u>17,099,199</u>  |
| OPERATING INCOME (LOSS).....                                     |    | 1,660,735  |
| <u>NONOPERATING REVENUES (EXPENSES):</u>                         |    |  |
| Interest expense.....  |    | <u>(612,695)</u>   |
| INCOME (LOSS) BEFORE CAPITAL<br>CONTRIBUTIONS AND TRANSFERS..... |    | 1,048,040  |
| CAPITAL CONTRIBUTIONS.....                                       |    | <u>1,343,043</u>   |
| <u>TRANSFERS:</u>  |    |  |
| Transfers out.....   |    | <u>(1,544,132)</u>                                       |
| CHANGE IN NET POSITION.....                                      |    | 846,951  |
| NET POSITION AT BEGINNING OF YEAR (AS REVISED).....              |    | <u>42,333,083</u>  |
| NET POSITION AT END OF YEAR.....                                 | \$ | <u><u>43,180,034</u></u>                                 |

See notes to basic financial statements.

**PROPRIETARY FUNDS**  
**STATEMENT OF CASH FLOWS**  
**YEAR ENDED JUNE 30, 2018**

|   |    | Business-type<br>Activities -<br>Enterprise Funds |
|---|----|---|
|   |    | Water and Sewer                                   |
| <b><u>CASH FLOWS FROM OPERATING ACTIVITIES:</u></b>                                 |    |   |
| Receipts from customers and users.....  | \$ | 19,260,963  |
| Payments to vendors.....  |    | (14,164,411)                                      |
| Payments to employees.....  |    | (800,795)   |
|   |    | 4,295,757   |
| <b><u>NET CASH FROM OPERATING ACTIVITIES.....</u></b>                               |    |   |
| <b><u>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</u></b>                      |    |   |
| Transfers out.....  |    | (1,544,132)                                       |
| <b><u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</u></b>             |    |   |
| Proceeds from the issuance of bonds and notes.....                                  |    | 1,933,250   |
| Premium from the issuance of bonds.....   |    | 41,800  |
| Capital contributions.....  |    | 1,343,043   |
| Acquisition and construction of capital assets.....                                 |    | (1,956,179)                                       |
| Principal payments on bonds and notes.....  |    | (4,107,386)                                       |
| Interest expense.....   |    | (676,868)   |
|   |    | (3,422,340)                                       |
| <b><u>NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES.....</u></b>           |    |   |
| <b><u>NET CHANGE IN CASH AND CASH EQUIVALENTS.....</u></b>                          |    |   |
|   |    | (670,715)   |
| <b><u>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR.....</u></b>                   |    |   |
|   |    | 6,199,882   |
| <b><u>CASH AND CASH EQUIVALENTS AT END OF YEAR.....</u></b>                         |    |   |
|   | \$ | 5,529,167   |
| <b><u>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH</u></b>                 |    |   |
| <b><u>FROM OPERATING ACTIVITIES:</u></b>  |    |   |
| Operating income (loss).....  | \$ | 1,660,735   |
| Adjustments to reconcile operating income to net<br>cash from operating activities: |    |   |
| Depreciation.....   |    | 1,940,935   |
| Deferred (outflows)/inflows related to pensions.....                                |    | 179,000   |
| Deferred (outflows)/inflows related to other postemployment benefits.....           |    | 1,319   |
| Changes in assets and liabilities:  |    |   |
| Liens - user charges.....   |    | 593,894   |
| User charges.....   |    | (190,294)   |
| Intergovernmental.....  |    | 97,429  |
| Warrants payable.....   |    | 31,027  |
| Compensated absences.....   |    | (22,000)  |
| Net pension liability.....  |    | (56,000)  |
| Other postemployment benefits.....  |    | 59,712  |
| Total adjustments.....  |    | 2,635,022   |
| <b><u>NET CASH FROM OPERATING ACTIVITIES.....</u></b>                               |    |   |
|   | \$ | 4,295,757   |
| <b><u>NONCASH INVESTING, CAPITAL, AND FINANCING ACTIVITIES:</u></b>                 |    |   |
| Intergovernmental subsidy of debt service.....                                      | \$ | 140,722   |

See notes to basic financial statements.

**FIDUCIARY FUNDS**  
STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2018

|  | Total Pension<br>and Other<br>Employee<br>Benefit<br>Trust Funds | Private<br>Purpose<br>Trust Funds | Agency<br>Funds |
|--|--|-----------------------------------|-----------------|
| <b>ASSETS</b>  |  |                                   |                 |
| Cash and cash equivalents.....                       | \$ 5,225,613   | \$ 59,454                         | \$ 987,233      |
| Investments:   |  |                                   |                 |
| Investments in Pension Reserve Investment Trust..... | 65,874,923   | -                                 | -               |
| Government agencies.....                             | 1,820,486  | -                                 | -               |
| Government sponsored enterprises.....                | 2,238,215  | -                                 | -               |
| Corporate bonds.....                                 | 6,094,911  | -                                 | -               |
| Bond mutual funds.....                               | 11,049,010   | -                                 | -               |
| Equity securities.....                               | 26,361,737   | -                                 | -               |
| Equity mutual funds.....                             | 23,982,517   | -                                 | -               |
| Pooled real estate funds.....                        | 175,336  | -                                 | -               |
| Pooled alternative investments.....                  | 10,940,402   | -                                 | -               |
| Receivables, net of allowance for uncollectibles:    |  |                                   |                 |
| Intergovernmental.....                               | 124,785  | -                                 | -               |
| Interest and dividends.....                          | 108,349  | -                                 | -               |
| <b>TOTAL ASSETS.....</b>                             | <b>153,996,284</b>   | <b>59,454</b>                     | <b>987,233</b>  |
| <b>LIABILITIES</b>                                   |  |                                   |                 |
| Warrants payable.....                                | 123,059  | -                                 | 11,402          |
| Liabilities due depositors.....                      | -  | -                                 | 975,831         |
| <b>TOTAL LIABILITIES.....</b>                        | <b>123,059</b>   | <b>-</b>                          | <b>987,233</b>  |
| <b>NET POSITION</b>                                  |  |                                   |                 |
| Restricted for pensions.....                         | 148,441,287  | -                                 | -               |
| Restricted for other postemployment benefits.....    | 5,431,938  | -                                 | -               |
| Held in trust for other purposes.....                | -  | 59,454                            | -               |
| <b>TOTAL NET POSITION.....</b>                       | <b>\$ 153,873,225</b>  | <b>\$ 59,454</b>                  | <b>\$ -</b>     |

See notes to basic financial statements.

**FIDUCIARY FUNDS**  
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

YEAR ENDED JUNE 30, 2018

|  | Total Pension<br>and Other<br>Employee<br>Benefit<br>Trust Funds | Private<br>Purpose<br>Trust Funds |
|--|--|-----------------------------------|
| <b>ADDITIONS:</b>  |  |                                   |
| Contributions:   |  |                                   |
| Employer contributions.....  | \$ 8,366,072   | \$ -                              |
| Employer contributions for other postemployment benefit payments.... | 7,830,663  | -                                 |
| Member contributions.....  | 3,027,006  | -                                 |
| Transfers from other systems.....                                    | 272,773  | -                                 |
| Intergovernmental.....   | 68,400   | -                                 |
|  | <u>19,564,914</u>  | <u>-</u>                          |
| Net investment income:   |  |                                   |
| Net change in fair value of investments.....                         | 18,799,914   | -                                 |
| Investment income.....   | 3,708,152  | 43                                |
| Less: investment expense.....  | (1,026,441)  | -                                 |
|  | <u>21,481,625</u>  | <u>43</u>                         |
| Net investment income (loss).....                                    |  |                                   |
|  | <u>21,481,625</u>  | <u>43</u>                         |
| TOTAL ADDITIONS.....   | <u>41,046,539</u>  | <u>43</u>                         |
| <b>DEDUCTIONS:</b>   |  |                                   |
| Administration.....  | 446,801  | -                                 |
| Transfers to other systems.....                                      | 692,471  | -                                 |
| Retirement benefits and refunds.....                                 | 13,492,851   | -                                 |
| Other postemployment benefit payments.....                           | 7,830,663  | -                                 |
| Miscellaneous.....   | 36,188   | -                                 |
|  | <u>22,498,974</u>  | <u>-</u>                          |
| TOTAL DEDUCTIONS.....  | <u>22,498,974</u>  | <u>-</u>                          |
| NET INCREASE (DECREASE) IN NET POSITION.....                         | 18,547,565   | 43                                |
| NET POSITION AT BEGINNING OF YEAR.....                               | <u>135,325,660</u>   | <u>59,411</u>                     |
| NET POSITION AT END OF YEAR.....                                     | <u>\$ 153,873,225</u>  | <u>\$ 59,454</u>                  |

See notes to basic financial statements.

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accompanying basic financial statements of the City of Woburn, Massachusetts (City) have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The significant accounting policies are described herein.

**A. Reporting Entity**

The City is a municipal corporation that is governed by an elected Mayor and City Council (Council). As required by GAAP, these basic financial statements present the government and its component units, entities for which the City is considered to be financially accountable.

For financial reporting purposes, the City has included all funds, organizations, agencies, boards, commissions and institutions. The City has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the basic financial statements to be misleading or incomplete. As required by GAAP, these basic financial statements present the City (primary government) and its component units. One entity has been included as a component unit in the reporting entity, because of the significance of its operational and/or financial relationship.

*Component Unit Presented as a Fiduciary Fund* – The following component unit is presented as a Fiduciary Fund of the primary government due to the nature and significance of relationship between the City and the component unit.

The Woburn Contributory Retirement System (System) was established to provide retirement benefits to City employees, the Woburn Housing Authority employees, and their beneficiaries. The System is governed by a five-member board comprised of the City Auditor (ex-officio), two members elected by the System's participants, one member appointed by the Mayor and one member appointed by the Board members. The System is presented using the accrual basis of accounting and is reported as a pension trust fund in the fiduciary fund financial statements.

The System did not issue a separate audited financial statement. The System issues a publicly available un-audited financial report in accordance with guidelines established by the Commonwealth of Massachusetts' (Commonwealth) Public Employee Retirement Administration Commission (PERAC). That report may be obtained by contacting the System located at 10 Common Street, Woburn, Massachusetts 01801.

***Joint Ventures***

A joint venture is an organization (resulting from a contractual arrangement) that is owned, operated or governed by two or more participants as a separate and specific activity subject to joint control in which the participants retain an ongoing financial interest or ongoing financial responsibility. Joint control means that no single participant has the ability to unilaterally control the financial or operating policies of the joint venture.

The City has entered into a joint venture with the Cities of Winthrop, Chelsea, Malden, and Revere and the Towns of Melrose, North Reading, Reading, Saugus, Stoneham, Wakefield and Winchester to pool resources and share the costs, risks and rewards of providing vocational education through the Northeast Metropolitan Regional Vocational School District (NMRS). The City's assessment for 2018 was \$1,673,149. Stand-alone financial statements for the year ended June 30, 2018, are available at Northeast Metropolitan Regional Vocational School District, 100 Hemlock Road, Wakefield, Massachusetts 01880.

## B. Government-Wide and Fund Financial Statements

### *Government-Wide Financial Statements*

The government-wide financial statements (i.e., statement of net position and statement of activities) report information on all of the non-fiduciary activities of the primary government and its component units.

*Governmental activities*, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

### *Fund Financial Statements*

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

#### *Major Fund Criteria*

Major funds must be reported if the following criteria are met:

- If total assets and deferred outflows of resources, liabilities and deferred inflows of resources, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets and deferred outflows of resources, liabilities and deferred inflows or resources, etc.) for all funds of that category or type (total governmental or total enterprise funds), *and*
- If the total assets and deferred outflows of resources, liabilities and deferred inflows of resources, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Fiduciary funds are reported by fund type.

## C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

### *Government-Wide Financial Statements*

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include the following:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.

- Grants and contributions restricted to meeting the operational requirements of a particular function or segment.
- Grants and contributions restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues.

For the most part, the effect of interfund activity has been removed from the government-wide financial statements. However, the effect of interfund services provided and used between functions is not eliminated as the elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

#### *Fund Financial Statements*

**Governmental** fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and personal property tax revenues are considered available if they are collected within 60 days after year-end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

The following major governmental funds are reported:

The *general fund* is the primary operating fund. It is used to account for all financial resources, except those that are required to be accounted for in another fund. The stabilization fund is also classified as part of the general fund.

The *State highway grants fund* is used to account for and report costs incurred for the construction and reconstruction of City owned roadways. Costs charged to the fund are subject to reimbursement by the Commonwealth of Massachusetts.

The *Hurd/ Wyman School fund* is used to account for financial resources associated with the construction of the new Hurd/Wyman elementary school.

The *Library Construction fund* is used to account for financial resources associated with the renovation and expansion of the Woburn Public Library.

The nonmajor governmental funds consist of special revenue, debt service, capital project and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:

The *special revenue fund* is used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than the debt service fund, permanent funds or capital projects.

The *debt service fund* is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

The *capital projects fund* is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets of the governmental funds.

The *permanent fund* is used to account for and report financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

**Proprietary** fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The City's proprietary funds include the water and sewer enterprise fund which is used to account for the water and sewer activities.

**Fiduciary** fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity for others that cannot be used to support the governmental programs.

The following fiduciary fund types are reported:

The *pension trust fund* is used to account for the activities of the System, which accumulates resources to provide pension benefits to eligible retirees and their beneficiaries.

The *other postemployment benefit trust fund* accumulates resources to provide funding for future OPEB (other postemployment benefits) liabilities.

The *private-purpose trust fund* is used to account for trust arrangements, other than those properly reported in the pension trust fund or permanent fund, under which principal and investment income exclusively benefit individuals, private organizations, or other governments.

The *agency fund* is used to account for assets held in a purely custodial capacity.

#### D. Cash and Investments

##### *Government-Wide and Fund Financial Statements*

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition. Investments are carried at fair value.

#### E. Accounts Receivable

##### *Government-Wide and Fund Financial Statements*

The recognition of revenue related to accounts receivable reported in the government-wide financial statements and the proprietary funds and fiduciary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

##### ***Real Estate, Personal Property Taxes, Tax Liens and Tax Foreclosures***

Real estate and personal property taxes are levied and based on values assessed on January 1<sup>st</sup> of every year. Assessed values are established by the Board of Assessors for 100% of the estimated fair market value. Taxes are due on August 1<sup>st</sup>, November 1<sup>st</sup>, February 1<sup>st</sup> and May 1<sup>st</sup> and are subject to penalties and interest if they are not paid by the respective due date. Real estate and personal property taxes levied are recorded as receivables in the year of the levy.

Real estate tax liens are imposed in October of each year on delinquent properties and are recorded as receivables in the year they are processed. Real estate tax liens may be subject to foreclosure if the tax liens are not paid in accordance with the period required by the law (M.G.L. Ch.60, §50). Foreclosure proceedings are processed by the Treasurer or other tax lien custodian. Foreclosed properties can then be sold through advertised public auction or held for use by the City.

Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

##### ***Motor Vehicle and Other Excise Taxes***

Motor vehicle excise taxes are assessed annually for each vehicle registered and are recorded as receivables in the year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

##### ***Water and Sewer User Fees***

User fees for residential and small commercial users are levied semi-annually while the top 20 commercial users are levied monthly. Residential user fees are based on flat rates while commercial user fees are based on individual meter readings. All user fees are subject to penalties and interest if they are not paid by the respective due date. Unbilled user fees are estimated at year-end and are recorded as revenue in the current period. Water

and sewer liens are processed in December of every year and included as a lien on the property owner's tax bill. Water and sewer fees and liens are recorded as receivables in the year of the levy.

Since the receivables are secured via the lien process, these accounts are considered 100% collectible and therefore do not report an allowance for uncollectibles.

### ***Departmental and Other***

Departmental and other receivables consist primarily of ambulance charges and are recorded as receivables in the year accrued. The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

### ***Intergovernmental***

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, receivables are recorded as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, receivables are recorded when the qualifying expenditures are incurred and all other grant requirements are met.

These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.

## **F. Inventories**

### ***Government-Wide and Fund Financial Statements***

Inventories are recorded as expenditures at the time of purchase. Such inventories are not material in total to the government-wide and fund financial statements, and therefore are not reported.

## **G. Capital Assets**

### ***Government-Wide and Proprietary Fund Financial Statements***

Capital assets, which include land, land improvements, buildings, building improvements, vehicles, machinery and equipment, and infrastructure (e.g., roads, water mains, sewer mains, and similar items), are reported in the applicable governmental or business-type activity column of the government-wide financial statements, and the proprietary fund financial statements. Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets are recorded at the estimated fair market value at the date of donation. Except for the capital assets of the governmental activities column in the government-wide financial statements, construction period interest is capitalized on constructed capital assets.

All purchases and construction costs in excess of state recommended capitalization thresholds are capitalized at the date of acquisition or construction, respectively, with expected useful lives of greater than one year.

Capital assets (excluding land and construction in progress) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

| <u>Capital Asset Type</u>       | <u>Estimated Useful Life (in years)</u> |
|---------------------------------|---|
| Land improvements.....          | 20                                      |
| Buildings.....                  | 40                                      |
| Buildings and improvements..... | 20                                      |
| Machinery and equipment.....    | 5 - 10                                  |
| Vehicles.....                   | 5 - 10                                  |
| Infrastructure.....             | 10 - 40                                 |

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

*Governmental Fund Financial Statements*

Capital asset costs are recorded as expenditures in the acquiring fund in the year of the purchase.

H. Deferred Outflows/Inflows of Resources

*Government-Wide Financial Statements (Net Position)*

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The City has reported deferred outflows of resources related to pensions and other postemployment benefits in this category.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The City has reported deferred inflows of resources related to pensions and other postemployment benefits in this category.

*Governmental Fund Financial Statements*

In addition to liabilities, the governmental funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents assets that have been recorded in the governmental fund financial statements but the revenue is not available and so will *not* be recognized as an inflow of resources (revenue) until it becomes available. The City has reported unavailable revenues as deferred inflows of resources in the governmental funds balance sheet.

I. Interfund Receivables and Payables

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

### Government-Wide Financial Statements

Transactions of a buyer/seller nature between and within governmental funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net position as “internal balances.”

#### *Fund Financial Statements*

Transactions of a buyer/seller nature between and within funds are *not* eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as “Due from other funds” or “Due to other funds” on the balance sheet.

### J. Interfund Transfers

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as transfers in and transfers out.

#### *Government-Wide Financial Statements*

Transfers between and within governmental funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as “Transfers, net.”

#### *Fund Financial Statements*

Transfers between and within funds are *not* eliminated from the individual fund statements and are reported as transfers in and transfers out.

### K. Net position and Fund Equity

#### *Government-Wide Financial Statements (Net Position)*

Net position reported as “net investment in capital assets” includes capital assets, net of accumulated depreciation, less the principal balance of outstanding debt used to acquire capital assets. Unspent proceeds of capital related debt are not considered to be capital assets.

Net position is reported as restricted when amounts are not available for appropriation or are legally restricted by outside parties for a specific future use.

Net position has been “restricted for” the following:

“Permanent funds - expendable” represents the amount of realized and unrealized investment earnings of donor restricted trusts. The restrictions and trustee policies only allow the trustees to approve spending of the realized investment earnings.

“Permanent funds - nonexpendable” represents the endowment portion of donor restricted trusts that support governmental programs.

“Gifts and grants” represents restrictions placed on assets from outside parties and consists primarily of state and federal grants.

Sometimes the City will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City’s policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

#### *Fund Financial Statements (Fund Balances)*

Governmental fund balances are classified as nonspendable, restricted, committed, assigned, or unassigned based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The governmental fund balance classifications are as follows:

“Nonspendable” fund balance includes amounts that cannot be spent because they are either not in spendable form or they are legally or contractually required to be maintained intact.

“Restricted” fund balance includes amounts subject to constraints placed on the use of resources that are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or that are imposed by law through constitutional provisions or enabling legislation.

“Committed” fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government’s highest level of decision-making authority. A vote of the City Council is the highest level of decision making authority that can commit funds for a specific purpose. Once voted, the limitation imposed by the vote remains in place until the funds are used for their intended purpose or a vote is taken to rescind the commitment.

“Assigned” fund balance includes amounts that are constrained by the City’s intent to be used for specific purposes, but are neither restricted nor committed. The City Council has by resolution authorized the City Auditor to assign fund balance. The City Council may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year’s budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment.

“Unassigned” fund balance includes the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund.

The City’s spending policy is to spend restricted fund balance first, followed by committed, assigned and unassigned fund balance. Most governmental funds are designated for one purpose at the time of their creation. Therefore, any expenditure from the fund will be allocated to the applicable fund balance classifications in the order of the aforementioned spending policy. The general fund and certain other funds may have more than one purpose.

## L. Long-term Debt

### *Government-Wide and Proprietary Fund Financial Statements*

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net position. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method.

### *Governmental Fund Financial Statements*

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

## M. Investment Income

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Law (MGL).

Investment income derived from the proprietary funds is retained by the proprietary funds.

## N. Fair Value Measurements

The City reports required types of financial instruments in accordance with the fair value standards. These standards require an entity to maximize the use of observable inputs (such as quoted prices in active markets) and minimize the use of unobservable inputs (such as appraisals or valuation techniques) to determine fair value. Fair value standards also require the government to classify these financial instruments into a three-level hierarchy, based on the priority of inputs to the valuation technique or in accordance with net asset value practical expedient rules, which allow for either Level 2 or Level 3 depending on lock up and notice periods associated with the underlying funds.

Instruments measured and reported at fair value are classified and disclosed in one of the following categories:

Level 1 – Quoted prices are available in active markets for identical instruments as of the reporting date. Instruments, which are generally included in this category, include actively traded equity and debt securities, U.S. government obligations, and mutual funds with quoted market prices in active markets.

Level 2 – Pricing inputs are other than quoted in active markets, which are either directly or indirectly observable as of the reporting date, and fair value is determined through the use of models or other valuation methodologies. Certain fixed income securities, primarily corporate bonds, are classified as Level 2 because fair values are estimated using pricing models, matrix pricing, or discounted cash flows.

Level 3 – Pricing inputs are unobservable for the instrument and include situations where there is little, if any, market activity for the instrument. The inputs into the determination of fair value require significant management judgment or estimation.

In some instances the inputs used to measure fair value may fall into different levels of the fair value hierarchy and is based on the lowest level of input that is significant to the fair value measurement.

Market price is affected by a number of factors, including the type of instrument and the characteristics specific to the instrument. Instruments with readily available active quoted prices generally will have a higher degree of

market price observability and a lesser degree of judgment used in measuring fair value. It is reasonably possible that change in values of these instruments will occur in the near term and that such changes could materially affect amounts reported in these financial statements. For more information on the fair value of the City's financial instruments, see Note 2 – Cash and Investments.

#### O. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of both the Woburn Contributory Retirement System and the Massachusetts Teachers Retirement System and additions to/deductions from the Systems fiduciary net position have been determined on the same basis as they are reported by the Systems. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

#### P. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

##### *Government-Wide and Proprietary Fund Financial Statements*

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred.

##### *Governmental Fund Financial Statements*

Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities.

#### Q. Use of Estimates

##### *Government-Wide and Fund Financial Statements*

The preparation of basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure for contingent assets and liabilities at the date of the basic financial statements and the reported amounts of the revenues and expenditures/expenses during the year. Actual results could vary from estimates that were used.

#### R. Total Column

##### *Government-Wide Financial Statements*

The total column presented on the government-wide financial statements represents consolidated financial information.

##### *Fund Financial Statements*

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

**NOTE 2 - CASH AND INVESTMENTS**

A cash and investment pool is maintained that is available for use by all funds. Each fund type's portion of this pool is displayed on the balance sheet as "Cash and Cash Equivalents." The deposits and investments of the trust funds are held separately from those of other funds.

Statutes authorize the investment in obligations of the U.S. Treasury, agencies and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's Investment Pool (Pool). The Treasurer may also invest trust funds in securities, other than mortgages or collateral loans, which are legal for the investment of funds of savings banks under the laws of the Commonwealth. In addition, there are various restrictions limiting the amount and length of deposits and investments.

The Pool meets the criteria of an external investment pool. The Pool is administered by the Massachusetts Municipal Depository Trust (MMDT), which was established by the Treasurer of the Commonwealth who serves as Trustee. The fair value of the position in the Pool is the same as the value of the Pool shares.

The System participates in the Pension Reserve Investment Trust (PRIT), which meets the criteria of an external investment pool. PRIT is administered by the Pension Reserves Investment Management Board, which was established by the Treasurer of the Commonwealth of Massachusetts who serves as Trustee. The fair value of the position in the PRIT is the same as the value of the PRIT shares.

**Custodial Credit Risk – Deposits**

In the case of deposits, this is the risk that in the event of a bank failure, the government's deposits may not be returned to it. The City's policy allows unlimited deposits in bank accounts or CD's (up to one year maturity) that are fully collateralized through a third party agreement. For uncollateralized bank accounts and CD's, deposits may not exceed Federal Deposit Insurance Corporation (FDIC) or other deposit insurance coverage.

These deposits will be limited to no more than 5% of an institution's assets and no more than 25% of the City's cash. This percentage may be increased for not more than 30 days during times of heavy collection or in anticipation of large payments that will be made by the City in the near future. CD's will be purchased for no more than one year and will be reviewed frequently. The City's policy also allows unlimited investments in money market funds, which are allowed by statute and are considered to be liquid funds.

At year-end, the carrying amount of deposits totaled \$64,773,003 and the bank balance totaled \$65,960,510. Of the bank balance, \$8,835,237 was covered by Federal Depository Insurance, \$12,590,634 was covered by Depositors Insurance Fund, \$44,378,672 was collateralized and \$155,967 was uncollateralized.

At December 31, 2017, the carrying amount of deposits for the System totaled \$273,679 and the bank balance totaled \$649,778. All of the bank balance was covered by Federal Depository Insurance.

Custodial Credit Risk – Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the City will not be able to recover the value of its investments or collateral security that are in the possession of an outside party. The City’s investments subject to custodial credit risk include \$5,071,648 in government sponsored enterprises, \$6,557,575 in corporate bonds and \$13,235,089 in equity securities, which have custodial credit risk exposure totaling \$24,864,312 because the related securities are uninsured, unregistered and held by the counterparty. The City does not have an investment policy for custodial credit risk.

The System’s investments subject to custodial credit risk include \$1,820,486 in government agencies, \$2,238,215 in government sponsored enterprises, \$6,094,911 in corporate bonds and \$24,996,044 in equity securities, which have custodial credit risk exposure totaling \$35,149,656 because the related securities are uninsured, unregistered and held by the counterparty. The System does not have an investment policy for custodial credit risk.

Interest Rate Risk

The City’s investment policy limits investment maturities to one year, except for the trust funds which are not limited, as a means of managing its exposure to fair value losses arising from increasing interest rates. The System does not have formal investment policies that limit investment maturities as a means of managing exposure to fair value losses arising from decreasing interest rates.

The City participates in MMDT, which maintains a cash portfolio and a short-term bond fund with combined average maturities of approximately 3 months.

The System participates in PRIT. The effective weighted duration rate for PRIT investments ranged from 0.15 to 16.31 years.

As of June 30, 2018, the City had the following investments and maturities:

| Investment Type                       | Fair value           | Maturities          |                     |                   |                   |
|---------------------------------------|----------------------|---------------------|---------------------|-------------------|-------------------|
|                                       |                      | Under 1 Year        | 1-5 Years           | 6-10 Years        | Over 10 Years     |
| <u>Debt Securities:</u>               |                      |                     |                     |                   |                   |
| Government Sponsored Enterprises..... | \$ 5,071,648         | \$ 399,190          | \$ 4,345,578        | \$ 179,503        | \$ 147,377        |
| Corporate Bonds.....                  | 6,557,575            | 2,714,590           | 3,741,978           | 101,007           | -                 |
| Bond mutual funds.....                | 1,330,773            | 137,614             | 1,193,159           | -                 | -                 |
| Total debt securities.....            | 12,959,996           | \$ <u>3,251,394</u> | \$ <u>9,280,715</u> | \$ <u>280,510</u> | \$ <u>147,377</u> |
| <u>Other Investments:</u>             |                      |                     |                     |                   |                   |
| Equity Securities.....                | 13,235,089           |                     |                     |                   |                   |
| Equity Mutual Funds.....              | 1,980,668            |                     |                     |                   |                   |
| Money Market Mutual Funds.....        | 1,728,280            |                     |                     |                   |                   |
| MMDT - Cash Portfolio.....            | 3,760,077            |                     |                     |                   |                   |
| Total Investments.....                | \$ <u>33,664,110</u> |                     |                     |                   |                   |

As of December 31, 2017, the System had the following investments and maturities:

| Investment Type                              | Fair value     | Maturities   |              |               |               |
|--|----------------|--------------|--------------|---------------|---------------|
|  |                | Under 1 Year | 1-5 Years    | 6-10 Years    | Over 10 Years |
| <u>Debt Securities:</u>                      |                |              |              |               |               |
| Government Agencies.....                     | \$ 1,820,486   | \$ -         | \$ 22,849    | \$ -          | \$ 1,797,637  |
| Government Sponsored enterprises.....        | 2,238,215      | -            | 602,905      | 334,333       | 1,300,977     |
| Corporate Bonds.....                         | 6,094,911      | 93,405       | 1,246,740    | 1,538,010     | 3,216,756     |
| Bond Mutual Funds.....                       | 9,855,851      | -            | -            | 9,855,851     | -             |
| Total Debt Securities.....                   | 20,009,463     | \$ 93,405    | \$ 1,872,494 | \$ 11,728,194 | \$ 6,315,370  |
| <u>Other Investments:</u>                    |                |              |              |               |               |
| Equity Securities.....                       | 24,996,044     |              |              |               |               |
| Equity Mutual Funds.....                     | 22,001,849     |              |              |               |               |
| Pooled Real Estate Funds.....                | 175,336        |              |              |               |               |
| Pooled Alternative Investments.....          | 10,940,402     |              |              |               |               |
| Money Market Mutual Funds.....               | 4,059,516      |              |              |               |               |
| Pension Reserve Investment Trust (PRIT)..... | 65,874,923     |              |              |               |               |
| Total Investments.....                       | \$ 148,057,533 |              |              |               |               |

Credit Risk

The City’s investment policy limits investments in debt securities to United States Treasuries and Agency obligations, which carry an AA+ rating and other investments which are legal for the investment of funds of savings banks under the laws of the Commonwealth. As of June 30, 2018, Standard & Poor’s Investors Service rated the City’s investments as follows:

| Quality Rating | Government Sponsored Enterprises | Corporate Bonds | Bond Mutual Funds |
|----------------|----------------------------------|-----------------|-------------------|
| AAA.....       | \$ -                             | \$ 800,724      | \$ -              |
| AA+.....       | 5,071,648                        | -               | -                 |
| A+.....        | -                                | 1,599,808       | -                 |
| A.....         | -                                | 1,032,665       | 137,614           |
| AA-.....       | -                                | 1,818,327       | -                 |
| A-.....        | -                                | 952,930         | -                 |
| BBB+.....      | -                                | 160,616         | -                 |
| BBB.....       | -                                | 141,153         | -                 |
| BBB-.....      | -                                | 51,352          | -                 |
| Not Rated..... | -                                | -               | 1,193,159         |
| Total.....     | \$ 5,071,648                     | \$ 6,557,575    | \$ 1,330,773      |

The City’s investments in MMDT were unrated.

The System has not adopted a formal policy related to credit risk. As of December 31, 2017, Standard & Poor’s Investors Service rated the System’s investments as follows:

| <u>Quality Rating</u> | <u>Government<br/>Sponsored<br/>Enterprises</u> | <u>Corporate<br/>Bonds</u> | <u>Bond Mutual<br/>Funds</u> |
|-----------------------|---|----------------------------|------------------------------|
| AAA.....              | \$ -  | \$ 477,428                 | \$ -                         |
| AA+.....              | 2,238,215                                       | -                          | -                            |
| AA.....               | -   | 808,521                    | -                            |
| A.....                | -   | 919,432                    | 9,855,851                    |
| BBB.....              | -   | 864,989                    | -                            |
| Not Rated.....        | -   | 3,024,541                  | -                            |
| <b>Total.....</b>     | <b>\$ 2,238,215</b>                             | <b>\$ 6,094,911</b>        | <b>\$ 9,855,851</b>          |

The System’s investments in PRIT were unrated.

Concentration of Credit Risk

The City will minimize the concentration of credit risk by diversifying the investment portfolio, so that the impact of potential losses from any one type of security or issuer will be minimized. No more than 5% of the City’s investments are invested in any one issuer.

The System places no limit on the amount the System may invest in any one issuer. No more than 5% of the System’s investments are invested in any one issuer.

Fair Market Value of Investments

The City holds investments that are measured at fair value on a recurring basis. Because investing is not a core part of the City’s mission, the City determines that the disclosures related to these investments only need to be disaggregated by major type. The City chooses a tabular format for disclosing the levels within the fair value hierarchy.

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted price in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The City has the following recurring fair value measurements as of June 30, 2018:

| Investment Type                                      | June 30,<br>2018     | Fair Value Measurements Using  |   |  |
|--|----------------------|--|---|--|
|  |                      | Quoted<br>Prices in<br>Active<br>Markets for<br>Identical<br>Assets<br>(Level 1) | Significant<br>Other<br>Observable<br>Inputs<br>(Level 2) | Significant<br>Unobservable<br>Inputs<br>(Level 3) |
| <b>Investments Measured at Fair Value:</b>           |                      |  |   |  |
| <u>Debt Securities:</u>                              |                      |  |   |  |
| Government Sponsored Enterprises.....                | \$ 5,071,648         | \$ 5,071,648   | \$ -  | \$ -   |
| Corporate Bonds.....                                 | 6,557,575            | -  | 6,557,575   | -  |
| Bond mutual funds.....                               | 1,330,773            | 1,330,773  | -   | -  |
| <b>Total Debt Securities.....</b>                    | <b>12,959,996</b>    | <b>6,402,421</b>   | <b>6,557,575</b>  | <b>-</b>   |
| <u>Other Investments:</u>                            |                      |  |   |  |
| Equity Securities.....                               | 13,235,089           | 13,235,089   | -   | -  |
| Equity Mutual Funds.....                             | 1,980,668            | 1,980,668  | -   | -  |
| Money Market Mutual Funds.....                       | 1,728,280            | 1,728,280  | -   | -  |
| <b>Total Other Investments.....</b>                  | <b>16,944,037</b>    | <b>16,944,037</b>  | <b>-</b>  | <b>-</b>   |
| <b>Total Investments Measured at Fair Value.....</b> | <b>29,904,033</b>    | <b>\$ 23,346,458</b>   | <b>\$ 6,557,575</b>                                       | <b>\$ -</b>  |
| <b>Investments Measured at Amortized Cost:</b>       |                      |  |   |  |
| MMDT - Cash Portfolio.....                           | 3,760,077            |  |   |  |
| <b>Total Investments.....</b>                        | <b>\$ 33,664,110</b> |  |   |  |

Government sponsored enterprises, bond mutual funds, equity securities, equity mutual funds, and money market mutual funds classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Corporate bonds classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on their relationship to benchmark quoted prices.

MMDT investments are valued at amortized cost. Under the amortized cost method, an investment is valued initially at its cost and adjusted for the amount of interest income accrued each day over the term of the investment to account for any difference between the initial cost and the amount payable at its maturity. If amortized cost is determined not to approximate fair value, the value of the portfolio securities will be determined under procedures established by the advisor.

The retiree defined benefit plan holds significant amounts of investments that are measured at fair value on a recurring basis. Because investing is a key part of the plan’s activities, the plan shows greater disaggregation in its disclosures. The plan chooses a tabular format for disclosing the levels within the fair value hierarchy.

The System categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The System has the following recurring fair value measurements as of December 31, 2017:

| Investment Type                                      | December 31,<br>2017  | Fair Value Measurements Using  |   |  |
|--|-----------------------|--|---|--|
|  |                       | Quoted<br>Prices in<br>Active<br>Markets for<br>Identical<br>Assets<br>(Level 1) | Significant<br>Other<br>Observable<br>Inputs<br>(Level 2) | Significant<br>Unobservable<br>Inputs<br>(Level 3) |
| <b>Investments Measured at Fair Value:</b>           |                       |  |   |  |
| <u>Debt Securities:</u>                              |                       |  |   |  |
| Government Agencies.....                             | \$ 1,820,486          | \$ 1,820,486   | \$ -  | \$ -   |
| Government Sponsored Enterprises.....                | 2,238,215             | 2,238,215  | -   | -  |
| Corporate Bonds.....                                 | 6,094,911             | -  | 6,094,911   | -  |
| Bond Mutual Funds.....                               | 9,855,851             | 9,855,851  | -   | -  |
| <b>Total Debt Securities.....</b>                    | <b>20,009,463</b>     | <b>13,914,552</b>  | <b>6,094,911</b>  | <b>-</b>   |
| <u>Other Investments:</u>                            |                       |  |   |  |
| Equity securities.....                               | 24,996,044            | 24,996,044   | -   | -  |
| Equity mutual funds.....                             | 22,001,849            | 22,001,849   | -   | -  |
| Pooled Real Estate Funds.....                        | 175,336               | -  | -   | 175,336  |
| Pooled Alternative Investments.....                  | 10,940,402            | -  | -   | 10,940,402   |
| Money market mutual funds.....                       | 4,059,516             | 4,059,516  | -   | -  |
| <b>Total Other Investments.....</b>                  | <b>62,173,147</b>     | <b>51,057,409</b>  | <b>-</b>  | <b>11,115,738</b>                                  |
| <b>Total Investments measured at Fair Value.....</b> | <b>82,182,610</b>     | <b>\$ 64,971,961</b>   | <b>\$ 6,094,911</b>                                       | <b>\$ 11,115,738</b>                               |
| <b>Investments Measured at Net Asset Value:</b>      |                       |  |   |  |
| Pension Reserve Investment Trust (PRIT).....         | 65,874,923            |  |   |  |
| <b>Total Investments.....</b>                        | <b>\$ 148,057,533</b> |  |   |  |

Debt, equity securities and money market mutual funds classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Debt securities classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities’ relationship to benchmark quoted prices. Pooled real estate funds and pooled alternative investments classified in Level 3 are valued using either a discounted cash flow or market comparable company’s technique.

PRIT Investments are valued using the net asset value (NAV) method. This investment pool was established by the Treasurer of the Commonwealth of Massachusetts, who serves as Trustee. PRIT is administered by the Pension Reserves Investment Management Board (PRIM). The fair values of the positions in each investment Pool are the same as the value of each Pool’s shares. The System does not have the ability to control any of the investment decisions relative to its funds in PRIT.

**NOTE 3 - RECEIVABLES**

At June 30, 2018, receivables for the individual major and nonmajor governmental funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

|  | Gross<br>Amount      | Allowance<br>for<br>Uncollectibles | Net<br>Amount       |
|--|----------------------|------------------------------------|---------------------|
| <u>Receivables:</u>                          |                      |                                    |                     |
| Real estate and personal property taxes..... | \$ 1,239,055         | \$ (750,055)                       | \$ 489,000          |
| Tax liens.....                               | 2,516,667            | -                                  | 2,516,667           |
| Motor vehicle and other excise taxes.....    | 1,517,923            | (1,086,937)                        | 430,986             |
| Departmental and other.....                  | 1,856,470            | (847,711)                          | 1,008,759           |
| Intergovernmental.....                       | 4,015,944            | -                                  | 4,015,944           |
| Total.....                                   | <u>\$ 11,146,059</u> | <u>\$ (2,684,703)</u>              | <u>\$ 8,461,356</u> |

At June 30, 2018, receivables for the water and sewer enterprise funds consist of the following:

|                        | Gross<br>Amount     | Allowance<br>for<br>Uncollectibles | Net<br>Amount       |
|------------------------|---------------------|------------------------------------|---------------------|
| <u>Receivables:</u>    |                     |                                    |                     |
| Utility liens.....     | \$ 64,339           | \$ -                               | \$ 64,339           |
| User fees.....         | 8,954,658           | -                                  | 8,954,658           |
| Intergovernmental..... | 343,037             | -                                  | 343,037             |
| Total.....             | <u>\$ 9,362,034</u> | <u>\$ -</u>                        | <u>\$ 9,362,034</u> |

Governmental funds report *unavailable revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. At the end of the current year, the various components of *unavailable revenue* reported in the governmental funds were as follows:

|  | General<br>Fund     | Other<br>Governmental<br>Funds | Total               |
|--|---------------------|--------------------------------|---------------------|
| <u>Receivables:</u>                          |                     |                                |                     |
| Real estate and personal property taxes..... | \$ 451,296          | \$ -                           | \$ 451,296          |
| Real estate tax deferrals.....               | 452,055             | -                              | 452,055             |
| Tax liens.....                               | 2,516,667           | -                              | 2,516,667           |
| Motor vehicle and other excise taxes.....    | 430,986             | -                              | 430,986             |
| Departmental and other.....                  | -                   | 1,008,759                      | 1,008,759           |
| Intergovernmental.....                       | -                   | 1,769,563                      | 1,769,563           |
| Total.....                                   | <u>\$ 3,851,004</u> | <u>\$ 2,778,322</u>            | <u>\$ 6,629,326</u> |

**NOTE 4 - CAPITAL ASSETS**

Capital asset activity for the year ended June 30, 2018, was as follows:

|  | <u>Beginning<br/>Balance</u> | <u>Increases</u>     | <u>Decreases</u>      | <u>Ending<br/>Balance</u> |
|--|------------------------------|----------------------|-----------------------|---------------------------|
| <b>Governmental Activities:</b>                        |                              |                      |                       |                           |
| <u>Capital assets not being depreciated:</u>           |                              |                      |                       |                           |
| Land.....  | \$ 23,571,454                | \$ 1,337,276         | \$ -                  | \$ 24,908,730             |
| Construction in progress.....                          | <u>15,067,792</u>            | <u>38,224,904</u>    | <u>(2,295,929)</u>    | <u>50,996,767</u>         |
| Total capital assets not being depreciated.....        | <u>38,639,246</u>            | <u>39,562,180</u>    | <u>(2,295,929)</u>    | <u>75,905,497</u>         |
| <u>Capital assets being depreciated:</u>               |                              |                      |                       |                           |
| Land improvements.....                                 | 6,813,356                    | 530,305              | -                     | 7,343,661                 |
| Building improvements.....                             | 18,713,384                   | 2,652,647            | -                     | 21,366,031                |
| Buildings.....   | 147,948,682                  | -                    | -                     | 147,948,682               |
| Vehicles.....  | 3,617,389                    | 1,967,933            | (100,945)             | 5,484,377                 |
| Machinery and equipment.....                           | 9,959,685                    | 426,604              | (564,052)             | 9,822,237                 |
| Infrastructure.....                                    | <u>61,346,835</u>            | <u>579,953</u>       | <u>-</u>              | <u>61,926,788</u>         |
| Total capital assets being depreciated.....            | <u>248,399,331</u>           | <u>6,157,442</u>     | <u>(664,997)</u>      | <u>253,891,776</u>        |
| <u>Less accumulated depreciation for:</u>              |                              |                      |                       |                           |
| Land improvements.....                                 | (2,742,358)                  | (244,041)            | -                     | (2,986,399)               |
| Buildings improvements.....                            | (12,330,881)                 | (796,636)            | -                     | (13,127,517)              |
| Buildings.....   | (24,359,094)                 | (786,340)            | -                     | (25,145,434)              |
| Vehicles.....  | (3,020,039)                  | (572,981)            | 100,945               | (3,492,075)               |
| Machinery and equipment.....                           | (6,493,395)                  | (537,399)            | 564,052               | (6,466,742)               |
| Infrastructure.....                                    | <u>(39,991,097)</u>          | <u>(1,381,404)</u>   | <u>-</u>              | <u>(41,372,501)</u>       |
| Total accumulated depreciation.....                    | <u>(88,936,864)</u>          | <u>(4,318,801)</u>   | <u>664,997</u>        | <u>(92,590,668)</u>       |
| Total capital assets being depreciated, net.....       | <u>159,462,467</u>           | <u>1,838,641</u>     | <u>-</u>              | <u>161,301,108</u>        |
| Total governmental activities capital assets, net..... | <u>\$ 198,101,713</u>        | <u>\$ 41,400,821</u> | <u>\$ (2,295,929)</u> | <u>\$ 237,206,605</u>     |

|   | <u>Beginning<br/>Balance</u> | <u>Increases</u>   | <u>Decreases</u>    | <u>Ending<br/>Balance</u> |
|---|------------------------------|--------------------|---------------------|---------------------------|
| <b>Business-Type Activities:</b>                        |                              |                    |                     |                           |
| <u>Capital assets not being depreciated:</u>            |                              |                    |                     |                           |
| Land.....   | \$ 332,240                   | \$ -               | \$ -                | \$ 332,240                |
| Construction in progress.....                           | <u>299,548</u>               | <u>153,397</u>     | <u>(299,548)</u>    | <u>153,397</u>            |
| Total capital assets not being depreciated.....         | <u>631,788</u>               | <u>153,397</u>     | <u>(299,548)</u>    | <u>485,637</u>            |
| <u>Capital assets being depreciated:</u>                |                              |                    |                     |                           |
| Buildings.....  | 7,734,993                    | -                  | -                   | 7,734,993                 |
| Vehicles.....   | 33,000                       | 35,015             | -                   | 68,015                    |
| Machinery and equipment.....                            | 466,565                      | -                  | -                   | 466,565                   |
| Infrastructure.....                                     | <u>80,225,678</u>            | <u>2,067,315</u>   | <u>-</u>            | <u>82,292,993</u>         |
| Total capital assets being depreciated.....             | <u>88,460,236</u>            | <u>2,102,330</u>   | <u>-</u>            | <u>90,562,566</u>         |
| <u>Less accumulated depreciation for:</u>               |                              |                    |                     |                           |
| Buildings.....  | (3,322,835)                  | (190,660)          | -                   | (3,513,495)               |
| Vehicles.....   | (33,000)                     | (5,252)            | -                   | (38,252)                  |
| Machinery and equipment.....                            | (427,541)                    | (10,934)           | -                   | (438,475)                 |
| Infrastructure.....                                     | <u>(28,467,660)</u>          | <u>(1,734,089)</u> | <u>-</u>            | <u>(30,201,749)</u>       |
| Total accumulated depreciation.....                     | <u>(32,251,036)</u>          | <u>(1,940,935)</u> | <u>-</u>            | <u>(34,191,971)</u>       |
| Total capital assets being depreciated, net.....        | <u>56,209,200</u>            | <u>161,395</u>     | <u>-</u>            | <u>56,370,595</u>         |
| Total business-type activities capital assets, net..... | <u>\$ 56,840,988</u>         | <u>\$ 314,792</u>  | <u>\$ (299,548)</u> | <u>\$ 56,856,232</u>      |

Depreciation expense was charged to functions/programs of the primary government as follows:

**Governmental Activities:**

|   |                     |
|---|---------------------|
| General government.....                                   | \$ 160,804          |
| Public safety.....  | 724,567             |
| Education.....  | 1,399,245           |
| Public works.....   | 1,820,867           |
| Human services.....                                       | 19,558              |
| Culture and recreation.....                               | <u>193,760</u>      |
| Total depreciation expense - governmental activities..... | <u>\$ 4,318,801</u> |

**Business-Type Activities:**

|                      |                     |
|----------------------|---------------------|
| Water and sewer..... | <u>\$ 1,940,935</u> |
|----------------------|---------------------|

**NOTE 5 - INTERFUND TRANSFERS**

Due To/From Other Funds

As of June 30, 2018, the City has an interfund receivable/payable of \$644,709 which exists between the general fund and the state highway grants fund. The purpose of this balance is to cover short-term cash needs that will be funded by future grant proceeds.

Interfund Transfers

Interfund transfers for the year ended June 30, 2018, are summarized as follows:

| Transfers Out:                     | Transfers In:       |                             |                     |
|------------------------------------|---------------------|-----------------------------|---------------------|
|                                    | General fund        | Nonmajor governmental funds | Total               |
| General fund.....                  | \$ -                | \$ 1,883,325                | \$ 1,883,325 (1)    |
| Nonmajor governmental funds.....   | 3,126,325           | -                           | 3,126,325 (2)       |
| Water & Sewer Enterprise fund..... | 1,544,132           | -                           | 1,544,132 (3)       |
| Total.....                         | \$ <u>4,670,457</u> | \$ <u>1,883,325</u>         | \$ <u>6,553,782</u> |

- (1) Represents budgeted transfers from the general fund to the debt service fund.
- (2) Represents budgeted transfers to the general fund from the debt service fund and other available funds.
- (3) Represents the transfer of indirect costs from the water and sewer enterprise fund to the general fund.

**NOTE 6 – LEASES**

Operating Lease

The City entered into a commercial lease for temporary library space due to the renovation of the City’s Library. The remaining lease payments total \$30,419 as of June 30, 2018, and the lease was set to expire on October 30, 2018. The City extended the lease through February 28, 2019, with monthly payments totaling \$16,684 throughout the extension.

**NOTE 7 - SHORT-TERM FINANCING**

Short-term debt may be authorized and issued to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Short-term loans are general obligations and carry maturity dates that are limited by statute. Interest expenditures and expenses for short-term borrowings are accounted for in the general fund and enterprise fund, respectively.

Details related to the short-term debt activity for the year ended June 30, 2018, are as follows:

| Type   | Purpose                            | Rate (%) | Due Date | Balance at June 30, 2017 | Renewed/ Issued   | Retired/ Redeemed   | Balance at June 30, 2018 |
|--|------------------------------------|----------|----------|--------------------------|-------------------|---------------------|--------------------------|
| <b>Governmental Activities:</b>              |                                    |          |          |                          |                   |                     |                          |
| BAN  | Municipal Purpose.....             | 1.85%    | 09/29/17 | \$ 4,997,600             | \$ -              | \$ 4,997,600        | \$ -                     |
| BAN  | Wyman-Hurld Elementary School.     | 2.00%    | 09/28/18 | -                        | 11,800,000        | -                   | 11,800,000               |
| BAN  | Library Reconstruction.....        | 2.00%    | 09/28/18 | -                        | 2,900,000         | -                   | 2,900,000                |
| BAN  | Ice Rink.....                      | 2.50%    | 09/28/18 | -                        | 700,000           | -                   | 700,000                  |
| BAN  | Library Design & Construction..... | 2.50%    | 09/28/18 | -                        | 6,145,000         | -                   | 6,145,000                |
| Total Governmental Activities.....           |                                    |          |          | 4,997,600                | 21,545,000        | 4,997,600           | 21,545,000               |
| General Obligation Bonds Issued 9/27/18..... |                                    |          |          | -                        | (11,833,500)      | -                   | (11,833,500)             |
| Total Governmental Activities.....           |                                    |          |          | <u>4,997,600</u>         | <u>9,711,500</u>  | <u>4,997,600</u>    | <u>9,711,500</u>         |
| <b>Business-Type Activities:</b>             |                                    |          |          |                          |                   |                     |                          |
| BAN  | Municipal Purpose.....             | 1.85%    | 09/29/17 | 41,800                   | -                 | 41,800              | -                        |
| BAN  | Water Improvements.....            | 1.25%    | 03/29/18 | 1,500,000                | -                 | 1,500,000           | -                        |
| BAN  | Water Projects.....                | 2.50%    | 09/28/18 | -                        | 1,500,000         | -                   | 1,500,000                |
| Total Business-Type Activities.....          |                                    |          |          | 1,541,800                | 1,500,000         | 1,541,800           | 1,500,000                |
| General Obligation Bonds Issued 9/27/18..... |                                    |          |          | -                        | (1,301,500)       | -                   | (1,301,500)              |
| Total Business-Type Activities.....          |                                    |          |          | <u>\$ 1,541,800</u>      | <u>\$ 198,500</u> | <u>\$ 1,541,800</u> | <u>\$ 198,500</u>        |

\$23,045,000 of BAN's matured on September 28, 2018, of which \$13,135,000 were redeemed through the issuance of general obligation bonds totaling \$11,833,500 and \$1,301,500, which are reported in the governmental and enterprise funds, respectively. An additional \$666,500 and \$143,500 of governmental and enterprise BAN's were redeemed with premiums from the sale of the bonds. \$6,100,000 of the library BAN's were renewed with an interest rate of 3.0% per annum and a maturity date of September 27, 2019. The remaining balance of \$3,000,000 was redeemed with grant proceeds and available funds.

**NOTE 8 - LONG-TERM DEBT**

Under the provisions of Chapter 44, Section 10, Municipal Law authorizes indebtedness up to a limit of 5% of the equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit." In addition, however, debt may be authorized in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit."

Details related to the outstanding indebtedness at June 30, 2018, and the debt service requirements are as follows:

**Bonds and Notes Payable Schedule – Governmental Funds**

| Project                                     | Maturities Through | Original Loan Amount | Interest Rate (%) | Outstanding at June 30, 2018 |
|---|--------------------|----------------------|-------------------|------------------------------|
| Municipal Purpose Bonds of 2007.....        | 2027               | \$ 2,370,000         | 2.00              | \$ 1,260,000                 |
| Municipal Purpose Bonds of 2012.....        | 2037               | 70,154,000           | 3.16              | 15,380,000                   |
| Municipal Purpose Refunding Bonds of 2012.. | 2025               | 4,830,000            | 3.26              | 3,175,000                    |
| Municipal Purpose Bonds of 2013.....        | 2023               | 1,826,000            | 3.64              | 900,000                      |
| Municipal Purpose Refunding Bonds of 2013.. | 2026               | 12,610,000           | 3.78              | 10,260,000                   |
| Municipal Purpose Bonds of 2017.....        | 2042               | 7,070,000            | 3.75              | 6,785,000                    |
| Municipal Purpose Bonds of 2018.....        | 2032               | 1,602,400            | 4.00-5.00         | 1,602,400                    |
| Municipal Purpose Bonds of 2018.....        | 2043               | 9,019,000            | 3.25-5.00         | 9,019,000                    |
| Municipal Purpose Bonds of 2018.....        | 2031               | 1,100,400            | 4.00-5.00         | 1,100,400                    |
| Municipal Purpose Bonds of 2018.....        | 2038               | 11,198,000           | 3.00-5.00         | 11,198,000                   |
| Municipal Purpose Bonds of 2018 .....       | 2027               | 635,500              | 5.00              | 635,500                      |
| Total Bonds Payable.....                    |                    |                      |                   | 61,315,300                   |
| Add: Unamortized premium on bonds.....      |                    |                      |                   | 1,424,686                    |
| Total Bonds Payable, net.....               |                    |                      |                   | \$ 62,739,986                |

Debt service requirements for principal and interest for governmental bonds payable in future years are as follows:

| Year       | Principal     | Interest      | Total         |
|------------|---------------|---------------|---------------|
| 2018.....  | \$ 4,035,300  | \$ 1,964,652  | \$ 5,999,952  |
| 2019.....  | 4,080,000     | 2,092,783     | 6,172,783     |
| 2020.....  | 4,290,000     | 1,936,570     | 6,226,570     |
| 2021.....  | 4,300,000     | 1,771,596     | 6,071,596     |
| 2022.....  | 4,380,000     | 1,600,445     | 5,980,445     |
| 2023.....  | 4,400,000     | 1,424,920     | 5,824,920     |
| 2024.....  | 4,155,000     | 1,259,295     | 5,414,295     |
| 2025.....  | 3,740,000     | 1,113,601     | 4,853,601     |
| 2026.....  | 2,465,000     | 996,281       | 3,461,281     |
| 2027.....  | 2,245,000     | 898,677       | 3,143,677     |
| 2028.....  | 2,245,000     | 805,662       | 3,050,662     |
| 2029.....  | 2,235,000     | 716,741       | 2,951,741     |
| 2030.....  | 2,215,000     | 633,232       | 2,848,232     |
| 2031.....  | 2,215,000     | 555,333       | 2,770,333     |
| 2032.....  | 2,090,000     | 480,783       | 2,570,783     |
| 2033.....  | 2,010,000     | 408,383       | 2,418,383     |
| 2034.....  | 2,005,000     | 338,799       | 2,343,799     |
| 2035.....  | 2,005,000     | 270,430       | 2,275,430     |
| 2036.....  | 2,005,000     | 201,376       | 2,206,376     |
| 2037.....  | 1,205,000     | 147,162       | 1,352,162     |
| 2038.....  | 650,000       | 107,265       | 757,265       |
| 2039.....  | 650,000       | 75,195        | 725,195       |
| 2040.....  | 650,000       | 50,789        | 700,789       |
| 2041.....  | 650,000       | 27,863        | 677,863       |
| 2042.....  | 395,000       | 6,431         | 401,431       |
| Total..... | \$ 61,315,300 | \$ 19,884,267 | \$ 81,199,567 |

**Bonds and Notes Payable Schedule – Enterprise Funds**

| Project  | Maturities Through | Original Loan Amount | Interest Rate (%) | Outstanding at June 30, 2018 |
|--|--------------------|----------------------|-------------------|------------------------------|
| MWPAT - Stormwater (03-21).....                | 2025               | \$ 210,033           | 2.00              | \$ 95,000                    |
| MCWT 00-07.....                                | 2021               | 5,046,059            | 4.46              | 1,015,000                    |
| MCWT CW-05-12.....                             | 2018               | 225,000              | 2.00              | 170,000                      |
| MCWT CW-07-15.....                             | 2029               | 250,000              | 2.00              | 149,234                      |
| Municipal Purpose Bonds of 2009.....           | 2030               | 6,500,000            | 4.18              | 4,495,000                    |
| MWRA Notes of 2010.....                        | 2016               | 1,154,330            | 0.00              | 230,866                      |
| MCWT DWS 08-19.....                            | 2031               | 6,241,464            | 2.00              | 4,334,435                    |
| MCWT DWS 07-17.....                            | 2031               | 3,162,577            | 2.00              | 2,510,911                    |
| MWRA Notes of 2012.....                        | 2022               | 1,000,000            | 0.00              | 400,000                      |
| MCWT DWS 08-19-A.....                          | 2033               | 2,035,158            | 2.00              | 1,603,646                    |
| Municipal Purpose Refunding Bonds of 2012..... | 2025               | 2,965,000            | 3.38              | 2,000,000                    |
| Municipal Purpose Bonds of 2013.....           | 2033               | 4,300,000            | 3.32              | 3,225,000                    |
| MCWT DWS-07-17-A.....                          | 2031               | 619,179              | 2.00              | 15,592                       |
| MWRA Water Bnd Loan #859.....                  | 2026               | 67,075               | 0.00              | 53,660                       |
| MWRA Water Bonds 2017.....                     | 2037               | 2,381,000            | 3.13              | 2,181,900                    |
| Municipal Purpose Bonds of 2018.....           | 2028               | 268,200              | 5.00              | 268,200                      |
| Municipal Purpose Bonds of 2018.....           | 2028               | 1,301,500            | 5.00              | 1,301,500                    |
| Sub-total water.....                           |                    |                      |                   | <u>24,049,944</u>            |
| Municipal Purpose Refunding Bonds of 2009..... | 2020               | 505,000              | 3.83              | 95,000                       |
| MWRA Inflow/Infiltration Notes of 2015.....    | 2025               | 366,175              | 0.00              | 256,321                      |
| MWRA Inflow/Infiltration Notes of 2018.....    | 2028               | 433,250              | 0.00              | 433,250                      |
| Sub-total Sewer.....                           |                    |                      |                   | <u>784,571</u>               |
| Total Bonds Payable.....                       |                    |                      |                   | <u>\$ 24,834,515</u>         |

Debt service requirements for principal and interest for water and sewer enterprise fund bonds and notes payable in future years are as follows:

| Year       | Principal            | Interest            | Total                |
|------------|----------------------|---------------------|----------------------|
| 2019.....  | \$ 2,511,764         | \$ 649,309          | \$ 3,161,073         |
| 2020.....  | 2,533,692            | 605,712             | 3,139,404            |
| 2021.....  | 2,325,125            | 541,602             | 2,866,727            |
| 2022.....  | 2,007,231            | 479,977             | 2,487,208            |
| 2023.....  | 1,924,584            | 423,421             | 2,348,005            |
| 2024.....  | 1,947,190            | 366,527             | 2,313,717            |
| 2025.....  | 1,975,048            | 309,702             | 2,284,750            |
| 2026.....  | 1,681,558            | 258,630             | 1,940,188            |
| 2027.....  | 1,688,244            | 212,255             | 1,900,499            |
| 2028.....  | 1,542,810            | 164,934             | 1,707,744            |
| 2029.....  | 1,403,429            | 116,961             | 1,520,390            |
| 2030.....  | 1,422,390            | 70,923              | 1,493,313            |
| 2031.....  | 966,602              | 37,834              | 1,004,436            |
| 2032.....  | 376,108              | 20,913              | 397,021              |
| 2033.....  | 378,740              | 10,465              | 389,205              |
| 2034.....  | 40,000               | 4,588               | 44,588               |
| 2035.....  | 40,000               | 3,388               | 43,388               |
| 2036.....  | 35,000               | 2,188               | 37,188               |
| 2037.....  | 35,000               | 1,094               | 36,094               |
| Total..... | <u>\$ 24,834,515</u> | <u>\$ 4,280,414</u> | <u>\$ 29,114,929</u> |

The Massachusetts Water Resources Authority (MWRA) operates an Infiltration/Inflow Local Assistance Program for community owned collection systems. For each community approved for the project, financial assistance received from the MWRA consists of a grant and non-interest bearing loan. At June 30, 2018, the outstanding principal amount of these loans totaled \$743,231.

The water and sewer enterprise fund is scheduled to be subsidized by the MCWT on a periodic basis for principal in the amount of \$343,037 and interest costs for \$46,872. Thus, net MCWT loan repayments, including interest, are scheduled to be \$687,861. The principal subsidies are guaranteed and therefore a \$343,037 intergovernmental receivable has been reported in the proprietary fund financial statements. Since the City is legally obligated for the total amount of the debt, such amounts have been recorded in the accompanying basic financial statements. The 2018 principal and interest subsidies totaled \$97,429 and \$43,293, respectively.

The Commonwealth has approved school construction assistance for the Hurd/Wyman elementary school with a project budget of \$34,647,722. The assistance program is administered by the Massachusetts School Building Authority and under the program, the assistance is paid to support construction costs and reduce the total debt service of the City. Through the end of 2018, the City recorded grant proceeds totaling \$12,430,881, which is equal to 55% of approved construction costs submitted for reimbursement. The City anticipates receiving an additional \$1,601,672 of grant proceeds in 2019.

The City is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit. At June 30, 2018, the City had the following authorized and unissued debt:

| Purpose                                | Amount               |
|--|----------------------|
| Water system improvements.....         | \$ 1,593,011         |
| Surface drainage.....                  | 6,800,000            |
| Water meters.....                      | 5,690,000            |
| Infiltration and inflow reduction..... | 5,933,500            |
| Library design and construction.....   | 17,087,500           |
| Elementary school replacement.....     | 21,600,846           |
| Playground Construction.....           | 1,000,000            |
| Ned O'Brien Ice Rink .....             | 700,000              |
| <b>Total.....</b>                      | <b>\$ 60,404,857</b> |

**Changes in Long-term Liabilities**

During the year ended June 30, 2018, the following changes occurred in long-term liabilities:

|  | Beginning<br>Balance<br>(As Revised) | Bonds and<br>Notes<br>Issued | Bonds and<br>Notes<br>Redeemed | Other<br>Increases   | Other<br>Decreases     | Ending<br>Balance     | Due Within<br>One Year |
|--|--------------------------------------|------------------------------|--------------------------------|----------------------|------------------------|-----------------------|------------------------|
| <b>Governmental Activities:</b>  |                                      |                              |                                |                      |                        |                       |                        |
| Long-term bonds payable.....   | \$ 42,487,400                        | \$ 21,952,900                | \$ (3,125,000)                 | \$ -                 | \$ -                   | \$ 61,315,300         | \$ 4,035,300           |
| Add: Unamortized premium on bonds...                                   | -                                    | 1,478,200                    | (53,514)                       | -                    | -                      | 1,424,686             | 113,827                |
| Total bonds payable.....   | 42,487,400                           | 23,431,100                   | (3,178,514)                    | -                    | -                      | 62,739,986            | 4,149,127              |
| Compensated absences.....  | 6,561,000                            | -                            | -                              | 2,182,000            | (1,844,000)            | 6,899,000             | 1,955,000              |
| Net pension liability.....   | 77,706,000                           | -                            | -                              | 24,394,287           | (28,083,287)           | 74,017,000            | -                      |
| Net other postemployment<br>benefits liability.....                    | 243,106,494                          | -                            | -                              | 46,851,772           | (37,122,572)           | 252,835,694           | -                      |
| Total governmental activity<br>long-term liabilities, as revised.....  | <u>\$ 369,860,894</u>                | <u>\$ 23,431,100</u>         | <u>\$ (3,178,514)</u>          | <u>\$ 73,428,059</u> | <u>\$ (67,049,859)</u> | <u>\$ 396,491,680</u> | <u>\$ 6,104,127</u>    |
| <b>Business-Type Activities:</b>                                       |                                      |                              |                                |                      |                        |                       |                        |
| Long-term bonds payable.....   | \$ 25,665,351                        | \$ 1,734,750                 | \$ (2,565,586)                 | \$ -                 | \$ -                   | \$ 24,834,515         | \$ 2,511,764           |
| Compensated absences.....  | 240,000                              | -                            | -                              | 38,000               | (60,000)               | 218,000               | 54,000                 |
| Net pension liability.....   | 1,183,000                            | -                            | -                              | 371,664              | (427,664)              | 1,127,000             | -                      |
| Net other postemployment<br>benefits liability.....                    | 1,492,051                            | -                            | -                              | 287,550              | (227,838)              | 1,551,763             | -                      |
| Total business-type activity<br>long-term liabilities, as revised..... | <u>\$ 28,580,402</u>                 | <u>\$ 1,734,750</u>          | <u>\$ (2,565,586)</u>          | <u>\$ 697,214</u>    | <u>\$ (715,502)</u>    | <u>\$ 27,731,278</u>  | <u>\$ 2,565,764</u>    |

**NOTE 9 – GOVERNMENTAL FUND BALANCE CLASSIFICATIONS**

GASB #54 provides for two major types of fund balances, which are nonspendable and spendable. Nonspendable fund balances are balances that cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact. Examples of this classification are prepaid items, inventories, and principal (corpus) of an endowment fund. The City has reported principal portions of endowment funds as nonspendable.

In addition to the nonspendable fund balance, GASB #54 has provided a hierarchy of spendable fund balances, based on a hierarchy of spending constraints.

- **Restricted:** fund balances that are constrained by external parties, constitutional provisions, or enabling legislation.
- **Committed:** fund balances that contain self-imposed constraints of the government from its highest level of decision making authority. The City’s highest level of decision making authority is City Council.
- **Assigned:** fund balances that contain self-imposed constraints of the government to be used for a particular purpose.
- **Unassigned:** fund balance of the general fund that is not constrained for any particular purpose.

As of June 30, 2018, the governmental fund balances consisted of the following:

|  | General       | Hurld/Wyman School Project | Library Construction | Nonmajor Governmental Funds | Total Governmental Funds |
|--|---------------|----------------------------|----------------------|-----------------------------|--------------------------|
| Fund Balances:                                   |               |                            |                      |                             |                          |
| Nonspendable:                                    |               |                            |                      |                             |                          |
| Permanent fund principal.....                    | \$ -          | \$ -                       | \$ -                 | \$ 3,353,069                | \$ 3,353,069             |
| Restricted for:                                  |               |                            |                      |                             |                          |
| Hurld/Wyman school project.....                  | -             | 371,477                    | -                    | -                           | 371,477                  |
| Municipal federal and state grants.....          | -             | -                          | -                    | 327,825                     | 327,825                  |
| Education federal and state grants.....          | -             | -                          | -                    | 864,696                     | 864,696                  |
| Receipts reserved for appropriation.....         | -             | -                          | -                    | 1,596,205                   | 1,596,205                |
| Municipal revolving funds.....                   | -             | -                          | -                    | 756,700                     | 756,700                  |
| School lunch.....                                | -             | -                          | -                    | 741,707                     | 741,707                  |
| Other special revenue funds.....                 | -             | -                          | -                    | 2,877,216                   | 2,877,216                |
| Library trust funds - special revenue funds..... | -             | -                          | -                    | 547,402                     | 547,402                  |
| Mitigation Funds.....                            | -             | -                          | -                    | 813,075                     | 813,075                  |
| Other capital projects fund.....                 | -             | -                          | -                    | 442,055                     | 442,055                  |
| Library trust funds - permanent funds.....       | -             | -                          | -                    | 8,742,278                   | 8,742,278                |
| Cemetery perpetual care funds.....               | -             | -                          | -                    | 321,413                     | 321,413                  |
| Committed to:                                    |               |                            |                      |                             |                          |
| Articles and continuing appropriations:          |               |                            |                      |                             |                          |
| Affordable housing stabilization fund.....       | 3,341,934     | -                          | -                    | -                           | 3,341,934                |
| General government.....                          | 312,420       | -                          | -                    | -                           | 312,420                  |
| Public safety.....                               | 11,185        | -                          | -                    | -                           | 11,185                   |
| Public works.....                                | 72,721        | -                          | -                    | -                           | 72,721                   |
| Human services.....                              | 13,800        | -                          | -                    | -                           | 13,800                   |
| Employee benefits.....                           | 400,000       | -                          | -                    | -                           | 400,000                  |
| Capital outlay.....                              | 4,647,571     | -                          | -                    | -                           | 4,647,571                |
| Debt service - interest.....                     | 30,000        | -                          | -                    | -                           | 30,000                   |
| Assigned to:                                     |               |                            |                      |                             |                          |
| Encumbrances:                                    |               |                            |                      |                             |                          |
| General government.....                          | 177,449       | -                          | -                    | -                           | 177,449                  |
| Public safety.....                               | 90,726        | -                          | -                    | -                           | 90,726                   |
| Education.....                                   | 445,569       | -                          | -                    | -                           | 445,569                  |
| Public works.....                                | 51,176        | -                          | -                    | -                           | 51,176                   |
| Human services.....                              | 2,680         | -                          | -                    | -                           | 2,680                    |
| Culture and recreation.....                      | 6,500         | -                          | -                    | -                           | 6,500                    |
| Unassigned.....                                  | 41,306,665    | -                          | (5,574,899)          | -                           | 35,731,766               |
| Total Fund Balances.....                         | \$ 50,910,396 | \$ 371,477                 | \$ (5,574,899)       | \$ 21,383,641               | \$ 67,090,615            |

Massachusetts General Law Ch.40 §5B allows for the establishment of Stabilization funds for one or more different purposes. The creation of a fund requires a two-thirds vote of the legislative body and must clearly define the purpose of the fund. Any change to the purpose of the fund along with any additions to or appropriations from the fund require a two-thirds vote of the legislative body.

At year end, the general stabilization fund totaled \$11,235,493 and is reported as unassigned fund balance within the general fund; the affordable housing stabilization fund totaled \$3,341,934 and is reported as committed fund balance within the general fund.

#### **NOTE 10 - RISK FINANCING**

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the City carries commercial insurance. The amount of claim settlements has not exceeded insurance coverage in any of the previous three years.

The City is part of a premium-based self-insurance group which insures for health insurance, workers' compensation, and other insurance for employees and retirees, as well as general and personal liability insurance through the Massachusetts Inter-Local Insurance Association (MIIA). The City essentially transfers risk through payment of its annual assessment which is adjusted according to the City's experience history.

#### **NOTE 11 - PENSION PLAN**

##### *Plan Descriptions*

The City is a member of the Woburn Contributory Retirement System (System), a cost-sharing multiple-employer defined benefit pension plan covering eligible employees of the 2 member units. The System is administered by five board members (Board) on behalf of all current employees and retirees except for current teachers and retired teachers. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. The System is a component unit and is reported as a pension trust fund in the fiduciary fund financial statements.

The City is a member of the Massachusetts Teachers' Retirement System (MTRS), a cost-sharing multi-employer defined benefit plan. MTRS is managed by the Commonwealth of Massachusetts (Commonwealth) on behalf of municipal teachers and municipal teacher retirees. The Commonwealth is a nonemployer contributor and is responsible for 100% of the contributions and future benefit requirements of the MTRS. The MTRS covers certified teachers in cities (except Boston), regional school districts, charter schools, educational collaboratives and Quincy College. The MTRS is part of the Commonwealth's reporting entity and the audited financial report may be obtained by visiting <http://www.mass.gov/osc/publications-and-reports/financial-reports/>.

##### *Special Funding Situation*

The Commonwealth is a nonemployer contributor and is required by statute to make 100% of all actuarially determined employer contributions on behalf of the City to the MTRS. Therefore, the City is considered to be in a special funding situation as defined by GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* and the Commonwealth is a nonemployer contributor in MTRS. Since the City does not contribute directly to MTRS, there is no net pension liability to recognize. The total of the Commonwealth provided contributions have been allocated based on each employer's covered payroll to the total covered payroll of employers in MTRS as of the measurement date of June 30, 2017. The City's portion of the collective pension expense, contributed by the Commonwealth, of \$12,951,418 is reported in the general fund as intergovernmental revenue and pension benefits in the current year. The portion of the Commonwealth's collective net pension liability associated with the City is \$124,087,927 as of the measurement date.

*Benefits Provided*

Both Systems provide retirement, disability, survivor and death benefits to plan members and beneficiaries. Massachusetts Contributory Retirement System benefits are, with certain minor exceptions, uniform from system to system. The Systems provide retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. For persons who became members on or after April 2, 2012, average salary is the average annual rate of regular compensation received during the five consecutive years that produce the highest average, or, if greater, during the last five years (whether or not consecutive) preceding retirement. Benefit payments are based upon a member's age, length of creditable service, level of compensation, and group classification. Members become vested after ten years of creditable service. There were no changes in benefit terms that affected the measurement of the total pension liability at December 31, 2017.

Employees who resign from service and who are not eligible to receive a retirement allowance or are under the age of 55 are entitled to request a refund of their accumulated total deductions. Survivor benefits are extended to eligible beneficiaries of members whose death occurs prior to or following retirement.

Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited into the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Board and are borne by the System.

At December 31, 2017, the System's membership consists of the following:

|  |                     |
|--|---------------------|
| Active members.....  | 617                 |
| Inactive members.....  | 103                 |
| Disabled members.....  | 33                  |
| Retirees and beneficiaries currently receiving benefits..... | <u>441</u>          |
| Total.....   | <u><u>1,194</u></u> |

*Contributions*

Chapter 32 of the MGL governs the contributions of plan members and member units. Active plan members are required to contribute at rates ranging from 5% to 9% of gross regular compensation with an additional 2% contribution required for compensation exceeding \$30,000. The percentage rate is keyed to the date upon which an employee's membership commences. The member units are required to pay into the System a legislatively mandated actuarially determined contribution that is apportioned among the employers based on active current payroll. The total member units' contribution for the year ended December 31, 2017, was \$7,616,072, 24.65% of covered payroll, actuarially determined as an amount that, when combined with plan member contributions, is expected to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability. The City's proportionate share of the required contribution was \$7,340,576 which equaled its actual contribution.

*Pension Liabilities*

The components of the net pension liability of the participating member units at June 30, 2018, were as follows:

|  |    |                          |
|--|----|--------------------------|
| Total pension liability.....                     | \$ | 226,383,224              |
| Total pension plan's fiduciary net position..... |    | <u>(148,441,287)</u>     |
| Total net pension liability.....                 | \$ | <u><u>77,941,937</u></u> |
| The pension plan's fiduciary net position as     |    |                          |
| a percentage of the total pension liability..... |    | 65.57%                   |

At June 30, 2018, the City reported a liability of \$75,144,000 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2018. Accordingly, update procedures were used to roll back the total pension liability to the measurement date. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plan relative to the projected contributions of all participating members. At December 31, 2017, the City's proportion was 96.41%, which decreased by 0.43% from its proportion measured at December 31, 2016.

*Pension Expense*

For the year ended June 30, 2018, the City recognized pension expense of \$15,507,000. At June 30, 2018, the City reported deferred outflows of resources related to pensions of \$6,877,000 and deferred inflows of resources related to pensions of \$4,991,000.

The balances of deferred outflows and (inflows) at June 30, 2018 consist of the following:

| <u>Deferred Category</u>  | <u>Deferred Outflows of Resources</u> | <u>Deferred Inflows of Resources</u> | <u>Total</u>               |
|---|---------------------------------------|--------------------------------------|----------------------------|
| Differences between expected and actual experience.....             | \$ 1,559,000                          | \$ -                                 | \$ 1,559,000               |
| Difference between projected and actual earnings.....               | -                                     | (4,748,000)                          | (4,748,000)                |
| Changes in assumptions.....   | 5,124,000                             | -                                    | 5,124,000                  |
| Changes in proportion and proportionate share of contributions..... | <u>194,000</u>                        | <u>(243,000)</u>                     | <u>(49,000)</u>            |
| Total deferred outflows/(inflows) of resources.....                 | \$ <u><u>6,877,000</u></u>            | \$ <u><u>(4,991,000)</u></u>         | \$ <u><u>1,886,000</u></u> |

The deferred outflows/(inflows) of resources related to pensions will be recognized in pension expense as follows:

| <u>Year ended June 30:</u> |                            |
|----------------------------|----------------------------|
| 2019.....                  | \$ 3,171,000               |
| 2020.....                  | 2,328,000                  |
| 2021.....                  | (2,021,000)                |
| 2022.....                  | (1,770,000)                |
| Thereafter.....            | <u>178,000</u>             |
| Total.....                 | \$ <u><u>1,886,000</u></u> |

*Actuarial Assumptions* - The total pension liability in the January 1, 2018, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement that was updated to December 31, 2018:

- Valuation date..... January 1, 2018
- Actuarial cost method..... Individual Entry Age Normal Cost Method.
- Amortization method..... Increase at 4.0% per year.
- Remaining amortization period..... 17 years at January 1, 2018, closed.
- Asset valuation method..... Assets are reported at fair market value.
- Inflation rate..... 3.00%
- Projected salary increases..... 3.5% increasing to an ultimate rate of 4% over 2 years.
- Cost of living adjustments..... 3.0% of the lesser of the pension amount and \$12,000 per year.
- Rates of retirement..... Varies based upon age for general employees, police and fire employees.
- Rates of disability..... Varies based upon age for general employees, police and fire employees.
- Mortality Rates:
  - Healthy mortality..... Is based on the RP-2014 Total Employee and Health Annuitant Mortality Tables, rolled back to 2006 and projected with Mortality Improvement Scale MP-2017.
  - Disabled mortality..... Is based on the RP-2014 Disabled Mortality Table, rolled back to 2006 and projected with Mortality Improvement Scale MP-2017.
- Investment rate of return/Discount rate..... 7.50%, perviously 7.75%

*Investment policy*

The pension plan’s policy in regard to the allocation of invested assets is established and may be amended by the Board. Plan assets are managed on a total return basis with a long-term objective of achieving and maintaining a fully funded status for the benefits provided through the pension plan.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Best estimates of arithmetic real rates of return for each major asset class included in the pension plan’s target asset allocation as of December 31, 2017 are summarized in the following table:

| Asset Class       | Long-Term Expected Asset Allocation | Long-Term Expected Real Rate of Return |
|-------------------|-------------------------------------|--|
| Equity.....       | 46.5%                               | 8.46%                                  |
| Fixed Income..... | 10.0%                               | 1.83%                                  |
| Alternatives..... | 43.5%                               | 7.92%                                  |
| Total.....        | 100.00%                             |  |

*Rate of return*

For the year ended December 31, 2017, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 16.53%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

*Discount rate*

The discount rate used to measure the total pension liability was 7.50% as of December 31, 2017 and 7.75% as of December 31, 2016. The projection of cash flows used to determine the discount rate assumed plan member contributions will be made at the current contribution rate and that contributions will be made at rates equal to the actuarially determined contribution rate. Based on those assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

*Sensitivity of the net pension liability to changes in the discount rate*

The following presents the net pension liability, calculated using the discount rate of 7.50%, as well as what the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50%) or 1-percentage-point higher (8.50%) than the current rate:

|  | 1% Decrease<br>(6.50%) | Current<br>Discount<br>(7.50%) | 1% Increase<br>(8.50%) |
|--|------------------------|--------------------------------|------------------------|
| The City’s proportionate share of the net pension liability..... | \$ 99,454,000          | \$ 75,144,000                  | \$ 54,538,000          |

*Changes of Assumptions* – The discount rate has been reduced from 7.75% to 7.50% and the mortality assumptions have been updated.

*Changes in Plan Provisions* – The plan was amended to increase the maximum annual amount of pension benefit subject to COLA from \$12,000 to \$18,000, in \$1,000 increments from 2018 through 2024.

**NOTE 12 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS**

*Plan Description* – The City of Woburn administers a single-employer defined benefit healthcare plan (Plan). The Plan provides lifetime healthcare insurance for eligible retirees and their spouses through the City’s group health insurance plan, which covers both active and retired members. Chapter 32B of the MGL assigns authority to establish and amend benefit provisions of the plan. Benefit provisions are negotiated between the City and the unions representing City employees and are renegotiated each bargaining period. The Plan does not issue a publicly available financial report.

*Summary of Significant Accounting Policies* – For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the Plan and additions to/deductions from the Plan’s fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, the Plan recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value, except for money market investments and participating interest-earning investment contracts (repurchase agreements) that have a maturity at the time of purchase of one year or less, which are reported at cost.

*Funding Policy* – Contribution requirements are also negotiated between the City and union representatives. The required contribution is based on a pay-as-you-go financing requirement. Depending on the plan selected, the City contributes various percentages of the cost of current-year premiums for eligible retired plan members and their spouses. Plan members receiving benefits contribute the remaining portion of their premium costs.

The Commonwealth of Massachusetts passed special legislation that has allowed the City to establish the other postemployment benefit trust fund to begin pre-funding its OPEB liabilities. During 2018, the City pre-funded future OPEB liabilities totaling \$750,000 by contributing funds to the Other Postemployment Benefits Trust Fund in excess of the pay-as-you-go required contribution. These funds are reported within the Fiduciary Funds financial statements. As of June 30, 2018, the balance of this fund totaled \$5,431,938. The City has not formally adopted a policy of pre-funding future OPEB liabilities.

*Investment policy* – The City’s policy in regard to the allocation of invested assets is established and may be amended by the City Council by a majority vote of its members. The OPEB plan’s assets are managed on a total return basis with a long-term objective of achieving and maintaining a fully funded status for the benefits provided through the OPEB plan. The long-term real rate of return on OPEB investments was determined using the City’s investment policy.

**GASB Statement #74 – OPEB Plan Financial Reporting**

*Measurement Date* – GASB #74 requires the net OPEB liability to be measured as of the OPEB Plan’s most recent fiscal year-end. Accordingly, the net OPEB liability was measured as of June 30, 2018, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of July 1, 2017.

*Employees Covered by Benefit Terms* – The following table represents the Plan’s membership at June 30, 2018:

|  |                     |
|--|---------------------|
| Active members.....                                | 1,353               |
| Inactive members currently receiving benefits..... | <u>728</u>          |
| Total.....   | <u><u>2,081</u></u> |

*Components of OPEB Liability* – The following table represents the components of the Plan’s OPEB liability as of June 30, 2018:

|   |                              |
|---|------------------------------|
| Total OPEB liability.....                     | \$ 241,040,340               |
| Less: OPEB plan’s fiduciary net position..... | <u>(5,431,938)</u>           |
| Net OPEB liability.....                       | <u><u>\$ 235,608,402</u></u> |

|  |       |
|--|-------|
| The OPEB plan’s fiduciary net position<br>as a percentage of the total OPEB liability..... | 2.25% |
|--|-------|

*Significant Actuarial Methods and Assumptions* – The total OPEB liability in the July 1, 2017, actuarial valuation was determined by using the following actuarial assumptions, applied to all periods included in the measurement date that was updated to June 30, 2018, to be in accordance with GASB #74.

|                                 |  |
|---------------------------------|--|
| Valuation date.....             | July 1, 2017   |
| Actuarial cost method.....      | Individual Entry Age Normal Cost Method.   |
| Asset valuation method.....     | Market value of assets with payables and receivables.  |
| Discount rate.....              | 4.21% per year, net of investment expenses.  |
| Projected salary increases..... | 3.75% for non-teachers. Teachers increases are based on service.   |
| Healthcare cost trend rate..... | 9.00% initially decreasing to 5.00% over 26 years.   |
| Mortality rates:                |  |
| Actives.....                    | The RP-2014 Mortality Tables adjusted to 2006, sex-distinct, for Employees projected using generational mortality and scale MP-2016.                               |
| Retirees.....                   | The RP-2014 Mortality Tables adjusted to 2006, sex-distinct, for Healthy Annuitants projected using generational mortality and scale MP-2016.                      |
| Disabled.....                   | The RP-2014 Mortality Tables adjusted to 2006, sex-distinct, for Healthy Annuitants projected using generational mortality and scale MP-2016. Set forward 2 years. |

*Rate of return* - For the year ended June 30, 2018, the annual money-weighted rate of return on investments, net of investment expense, was 6.29%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real of returns (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return of by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The System’s expected future real rate of return is added to the expected inflation to produce the long-term expected nominal rate of return. Best estimates of arithmetic real rates of return for each major asset class included in the OPEB plan’s target asset allocation as of June 30, 2018, are summarized in the following table:

| <u>Asset Class</u>       | <u>Long-Term Expected<br/>Asset Allocation</u> | <u>Long-Term Expected<br/>Real Rate of Return</u> |
|--------------------------|--|---|
| Domestic equities.....   | 35.0%  | 6.11%   |
| International equities   | 20.0%  | 2.78%   |
| Domestic bonds.....      | 20.0%  | 3.82%   |
| International bonds..... | 5.0%   | 3.94%   |
| Alternatives.....        | 20.0%  | 3.67%   |
| Total.....               | <u>100.00%</u>                                 |   |

*Discount Rate* - The discount rate used to measure the total OPEB liability was 4.21% as of June 30, 2018 and 3.82% as of June 30, 2017. The discount rate is a blend of the long-term expected rate of return of 7.50% on OPEB Trust Fund assets and a yield or index rate of 3.87% for 20 year, tax exempt general obligation municipal bonds with an average rate of AA/Aa or higher. The blending is based on the sufficiency of projected assets to make projected benefit payments.

*Sensitivity of the Net OPEB Liability to Changes in the Discount Rate* – The following table presents the net other postemployment benefit liability and service cost, calculated using the discount rate of 4.21%, as well as what the net other postemployment benefit liability and service cost would be if it were calculated using a discount rate that is 1- percentage-point lower 3.21% or 1-percentage-point higher 5.21% than the current rate.

|                         | 1% Decrease<br>(3.21%) | Current<br>Discount Rate<br>(4.21%) | 1% Increase<br>(5.21%) |
|-------------------------|------------------------|-------------------------------------|------------------------|
| Net OPEB liability..... | \$ 274,480,634         | \$ 235,608,402                      | \$ 204,655,485         |

*Sensitivity of the Net OPEB Liability to Changes in the Healthcare Trend* – The following table presents the net other postemployment benefit liability and service cost, calculated using the current healthcare trend rate, as well as what the net other postemployment benefit liability and service cost would be if it were calculated using a healthcare trend rate that is 1-percentage-point lower or 1-percentage-point higher.

|                         | 1% Decrease    | Current Trend  | 1% Increase    |
|-------------------------|----------------|----------------|----------------|
| Net OPEB liability..... | \$ 199,069,837 | \$ 235,608,402 | \$ 282,948,834 |

*Changes of Assumptions* – The discount rate changed from 3.82% to 4.21%. Changes were also made in the mortality and claim cost method and this report reflects the “Cadillac Tax” that is part of the Patient Protection and Affordable Care Act.

*Changes in Plan Provisions* – The City changed its retiree contribution rates, requiring retirees to pay more for medical care.

**GASB Statement #75 – OPEB Employer Financial Reporting**

*Measurement Date* – GASB Statement #75 requires the net OPEB liability to be measured as of a date no earlier than the end of the employer’s prior fiscal year and no later than the end of the employer’s current fiscal year, consistently applied from period to period. Accordingly, the net OPEB liability was measured as of June 30, 2017, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of January 1, 2016.

*Plan Membership* – The following table represents the Plan’s membership at June 30, 2017:

|   |                     |
|---|---------------------|
| Active members.....   | 1,340               |
| Inactive employees or beneficiaries currently receiving benefits..... | <u>728</u>          |
| Total.....  | <u><u>2,068</u></u> |

*Significant Actuarial Methods and Assumptions* – The total OPEB liability in the January 1, 2016, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified, that was rolled forward to June 30, 2017, to be in accordance with GASB Statement #75:

|                                 |  |
|---------------------------------|--|
| Valuation date.....             | January 1, 2016  |
| Actuarial cost method.....      | Individual Entry Age Normal Cost Method.   |
| Asset valuation method.....     | Market value of assets with payables and receivables.  |
| Discount rate.....              | 3.82% per year, net of investment expenses.  |
| Projected salary increases..... | 3.75% for non-teachers. Teachers increases are based on service.   |
| Healthcare cost trend rate..... | 9.0%, decreasing to 5.00% over 26 years.   |
| Mortality rates:                |  |
| Actives.....                    | The RP-2000 Mortality Tables (Sex-distinct) for Employees projected using generational mortality and scale BB.                               |
| Retirees.....                   | The RP-2000 Mortality Tables (Sex-distinct) for Healthy Annuitants projected using generational mortality and scale BB.                      |
| Disabled.....                   | The RP-2000 Mortality Tables (Sex-distinct) for Healthy Annuitants projected using generational mortality and scale BB. Set forward 2 years. |

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real of returns (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return of by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The System’s expected future real rate of return is added to the expected inflation to produce the long-term expected nominal rate of return. Best estimates of arithmetic real rates of return for each major asset class included in the OPEB plan’s target asset allocation as of June 30, 2017, are summarized in the following table:

| Asset Class              | Long-Term Expected<br>Asset Allocation | Long-Term Expected<br>Real Rate of Return |
|--------------------------|--|---|
| Domestic equities.....   | 35.0%                                  | 5.05%                                     |
| International equities   | 20.0%                                  | 5.80%                                     |
| Domestic bonds.....      | 20.0%                                  | 2.47%                                     |
| International bonds..... | 5.0%                                   | 2.40%                                     |
| Alternatives.....        | 20.0%                                  | 4.80%                                     |
| Total.....               | 100.00%                                |   |

*Discount Rate* - The discount rate used to measure the total OPEB liability was 3.82% as of June 30, 2017. The discount rate is a blend of the long-term expected rate of return of 7.50% on OPEB Trust Fund assets and a yield or index rate of 3.58% for 20 year, tax exempt general obligation municipal bonds with an average rate of AA/Aa or higher. The blending is based on the sufficiency of projected assets to make projected benefit payments.

*Changes in the Net OPEB Liability*

|                                | Increase (Decrease)            |  |                                    |
|--------------------------------|--------------------------------|--|------------------------------------|
|                                | Total OPEB<br>Liability<br>(a) | Plan<br>Fiduciary<br>Net Position<br>(b) | Net OPEB<br>Liability<br>(a) - (b) |
| Balances at June 30, 2016..... | \$ 247,837,856                 | \$ 3,239,311                             | \$ 244,598,545                     |
| Changes for the year:          |                                |  |                                    |
| Service cost.....              | 8,202,635                      | -  | 8,202,635                          |
| Interest.....                  | 9,650,090                      | -  | 9,650,090                          |
| Contributions - employer.....  | -                              | 7,655,383                                | (7,655,383)                        |
| Net investment income.....     | -                              | 408,430                                  | (408,430)                          |
| Benefit payments.....          | <u>(6,905,383)</u>             | <u>(6,905,383)</u>                       | <u>-</u>                           |
| Net change.....                | <u>10,947,342</u>              | <u>1,158,430</u>                         | <u>9,788,912</u>                   |
| Balances at June 30, 2017..... | <u>\$ 258,785,198</u>          | <u>\$ 4,397,741</u>                      | <u>\$ 254,387,457</u>              |

*Sensitivity of the Net OPEB Liability to Changes in the Discount Rate* – The following table presents the net other postemployment benefit liability, calculated using the discount rate of 3.82%, as well as what the net other postemployment benefit liability would be if it were calculated using a discount rate that is 1-percentage-point lower (2.82%) or 1-percentage-point higher (4.82%) than the current discount rate.

|                         | 1% Decrease<br>(2.82%) | Current<br>Discount Rate<br>(3.82%) | 1% Increase<br>(4.82%) |
|-------------------------|------------------------|-------------------------------------|------------------------|
| Net OPEB liability..... | \$ <u>299,262,397</u>  | \$ <u>254,387,457</u>               | \$ <u>219,036,108</u>  |

*Sensitivity of the Net OPEB Liability to Changes in the Healthcare Cost Trend Rates* – The following table presents the net other postemployment benefit liability, calculated using the current healthcare trend rate, as well as what the net other postemployment benefit liability would be if it were calculated using a healthcare trend rate that is 1-percentage-point lower or 1-percentage-point higher.

|                         | 1% Decrease           | Current Trend         | 1% Increase           |
|-------------------------|-----------------------|-----------------------|-----------------------|
| Net OPEB liability..... | \$ <u>211,639,378</u> | \$ <u>254,387,457</u> | \$ <u>310,663,575</u> |

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB – For the year ended June 30, 2017, the GASB Statement #75 measurement date, the City recognized OPEB expense of \$17,660,586. At June 30, 2017, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

| <u>Deferred Category</u>                                | <u>Deferred<br/>Outflows of<br/>Resources</u> | <u>Deferred<br/>Inflows of<br/>Resources</u> | <u>Total</u>        |
|---|---|--|---------------------|
| Difference between projected and actual earnings.....   | \$ -  | \$ (216,291)                                 | \$ (216,291)        |
| Contributions made subsequent to the measurement date.. | <u>8,580,663</u>                              | <u>-</u>                                     | <u>8,580,663</u>    |
| Total deferred outflows/(inflows) of resources.....     | <u>\$ 8,580,663</u>                           | <u>\$ (216,291)</u>                          | <u>\$ 8,364,372</u> |

Deferred outflows of resources related to OPEB resulting from contributions subsequent to the measurement date will be recognized in OPEB expense in the subsequent year. Amounts reported as deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Measurement date year ended June 30:

|  |                     |
|--|---------------------|
| 2019.....  | \$ (54,073)         |
| 2020.....  | (54,073)            |
| 2021.....  | (54,073)            |
| 2022.....  | <u>(54,072)</u>     |
|  | (216,291)           |
| Contributions made subsequent to the measurement date..... | <u>8,580,663</u>    |
| Total.....   | <u>\$ 8,364,372</u> |

Changes of Assumptions – None.

Changes in Plan Provisions – None.

**NOTE 13 – FINANCIAL STATEMENTS FOR INDIVIDUAL PENSION AND OTHER POSTEMPLOYMENT BENEFIT TRUST FUNDS**

GAAP requires that all Pension and Other Postemployment Trust Funds be combined and presented in one column in the Fiduciary Funds financial statements and that the individual financial statements for each trust fund plan are reported in the notes to the financial statements. Provided below are the individual financial statements for the pension and OPEB plans that are included in the Fiduciary Funds as Pension and Other Postemployment Benefit Trust Funds.

|  | Pension<br>Trust Fund<br>(as of December<br>31, 2017) | Other<br>Postemployment<br>Benefit<br>Trust Fund | Total Pension<br>and Other<br>Employee<br>Benefit<br>Trust Funds |
|--|---|--|--|
| <b>ASSETS</b>  |   |  |  |
| Cash and cash equivalents.....                       | \$ 4,333,195  | \$ 892,418                                       | \$ 5,225,613   |
| Investments:   |   |  |  |
| Investments in Pension Reserve Investment Trust..... | 65,874,923  | -  | 65,874,923   |
| Government agencies.....                             | 1,820,486   | -  | 1,820,486  |
| Government sponsored enterprises.....                | 2,238,215   | -  | 2,238,215  |
| Corporate bonds.....                                 | 6,094,911   | -  | 6,094,911  |
| Bond mutual funds.....                               | 9,855,851   | 1,193,159  | 11,049,010   |
| Equity securities.....                               | 24,996,044  | 1,365,693  | 26,361,737   |
| Equity mutual funds.....                             | 22,001,849  | 1,980,668  | 23,982,517   |
| Real real estate funds.....                          | 175,336   | -  | 175,336  |
| Pooled alternative investments.....                  | 10,940,402  | -  | 10,940,402   |
| Receivables, net of allowance for uncollectibles:    |   |  |  |
| Intergovernmental.....                               | 124,785   | -  | 124,785  |
| Interest and dividends.....                          | 108,349   | -  | 108,349  |
| <b>TOTAL ASSETS.....</b>                             | <b>148,564,346</b>                                    | <b>5,431,938</b>                                 | <b>153,996,284</b>   |
| <b>LIABILITIES</b>                                   |   |  |  |
| Warrants payable.....                                | 123,059   | -  | 123,059  |
| <b>NET POSITION</b>                                  |   |  |  |
| Restricted for pensions.....                         | 148,441,287   | -  | 148,441,287  |
| Restricted for other postemployment benefits.....    | -   | 5,431,938  | 5,431,938  |
| <b>TOTAL NET POSITION.....</b>                       | <b>\$ 148,441,287</b>                                 | <b>\$ 5,431,938</b>                              | <b>\$ 153,873,225</b>  |

|   | Pension<br>Trust Fund<br>(as of December<br>31, 2017) | Other<br>Postemployment<br>Benefit<br>Trust Fund | Total Pension<br>and Other<br>Employee<br>Benefit<br>Trust Funds |
|---|---|--|--|
| <b>ADDITIONS:</b>   |   |  |  |
| Contributions:  |   |  |  |
| Employer contributions.....   | \$ 7,616,072  | \$ 750,000                                       | \$ 8,366,072   |
| Employer contributions for other postemployment benefit payments..... | -   | 7,830,663  | 7,830,663  |
| Member contributions.....   | 3,027,006   | -  | 3,027,006  |
| Transfers from other systems.....                                     | 272,773   | -  | 272,773  |
| Intergovernmental.....  | 68,400  | -  | 68,400   |
|   | <u>10,984,251</u>                                     | <u>8,580,663</u>                                 | <u>19,564,914</u>  |
| Total contributions.....  |   |  |  |
| Net investment income:  |   |  |  |
| Net change in fair value of investments.....                          | 18,799,914  | -  | 18,799,914   |
| Investment income.....  | 3,408,394   | 299,758  | 3,708,152  |
| Less: investment expense.....   | <u>(1,010,880)</u>                                    | <u>(15,561)</u>                                  | <u>(1,026,441)</u>   |
|   | <u>21,197,428</u>                                     | <u>284,197</u>                                   | <u>21,481,625</u>  |
| Net investment income (loss).....                                     |   |  |  |
|   | <u>32,181,679</u>                                     | <u>8,864,860</u>                                 | <u>41,046,539</u>  |
| TOTAL ADDITIONS.....  |   |  |  |
| <b>DEDUCTIONS:</b>  |   |  |  |
| Administration.....   | 446,801   | -  | 446,801  |
| Transfers to other systems.....                                       | 692,471   | -  | 692,471  |
| Retirement benefits and refunds.....                                  | 13,492,851  | -  | 13,492,851   |
| Other postemployment benefit payments.....                            | -   | 7,830,663  | 7,830,663  |
| Miscellaneous.....  | <u>36,188</u>   | <u>-</u>   | <u>36,188</u>  |
|   | <u>14,668,311</u>                                     | <u>7,830,663</u>                                 | <u>22,498,974</u>  |
| TOTAL DEDUCTIONS.....   |   |  |  |
|   | 17,513,368  | 1,034,197  | 18,547,565   |
| NET INCREASE (DECREASE) IN NET POSITION.....                          |   |  |  |
| NET POSITION AT BEGINNING OF YEAR.....                                | <u>130,927,919</u>                                    | <u>4,397,741</u>                                 | <u>135,325,660</u>   |
| NET POSITION AT END OF YEAR.....                                      | <u>\$ 148,441,287</u>                                 | <u>\$ 5,431,938</u>                              | <u>\$ 153,873,225</u>  |

**NOTE 14 - CONTINGENCIES**

The City participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* through June 30, 2018, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although it is expected such amounts, if any, to be immaterial.

Various legal actions and claims are pending. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2018, cannot be ascertained, management believes any resulting liability should not materially affect the financial position at June 30, 2018.

**NOTE 15 - COMMITMENTS**

The City has entered into contracts, or is planning to enter into contracts, totaling \$ 21.6 million for the Hurd/Wyman elementary school building project.

The City has entered into contracts, or is planning to enter into contracts, totaling \$17.1 million for the Library Design and Reconstruction project.

The City has entered into contracts, or is planning to enter into contracts, totaling \$5.9 million for sewer infiltration and inflow. The purpose of this project is to reduce inflow and infiltration of the sewer system.

The City has entered into contracts, or is planning to enter into contracts, totaling \$5.7 million for the installation of water meters. This project involves installing new water meters for all residential and commercial properties in the City.

The City has entered into contracts, or is planning to enter into contracts, totaling \$6.8 million for surface drainage projects. The purpose of the projects is to improve management of surface run-off throughout the City.

The City has entered into contracts, or is planning to enter into contracts, totaling \$1.6 million for water infrastructure improvements.

The City has entered into contracts, or is planning to enter into contracts, totaling \$1 million for playground construction.

The City has entered into contracts, or is planning to enter into contracts, totaling \$700,000 for refrigeration equipment and mechanical room renovations for the Ned O'Brien Ice Rink.

**NOTE 16 – SUBSEQUENT EVENTS**

Management has evaluated subsequent events through March 27, 2019, which is the date the financial statements were available to be issued.

**NOTE 17 – REVISION OF PREVIOUSLY REPORT NET POSITION**

Beginning net position of governmental activities, business-type activities and the enterprise fund activities has been revised to reflect the implementation of GASB Statement #68. The revised balances are summarized in the following table:

|  | 06/30/2017<br>Previously<br>Reported<br>Balances | Implementation<br>of GASB #75 | 06/30/2017<br>Revised<br>Balances |
|--|--|-------------------------------|-----------------------------------|
|  | <u>                    </u>                      | <u>                    </u>   | <u>                    </u>       |
| <b>Government-Wide Financial Statements</b>        |  |                               |                                   |
| Governmental activities..... \$                    | 95,096,676                                       | \$ (169,785,334)              | \$ (74,688,658)                   |
| Business-type activities.....                      | <u>43,561,611</u>                                | <u>(1,228,528)</u>            | <u>42,333,083</u>                 |
| Total..... \$                                      | <u><u>138,658,287</u></u>                        | <u><u>(171,013,862)</u></u>   | <u><u>(32,355,575)</u></u>        |
| <b>Business-type Activities - Enterprise Funds</b> |  |                               |                                   |
| Water and Sewer enterprise fund..... \$            | <u><u>43,561,611</u></u>                         | <u><u>(1,228,528)</u></u>     | <u><u>42,333,083</u></u>          |

**NOTE 18 – IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS**

During 2018, the following GASB pronouncements were implemented:

- GASB Statement #75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. The basic financial statements, related notes and required supplementary information were updated to be in compliance with this pronouncement.
- GASB Statement #81, *Irrevocable Split-Interest Agreements*. This pronouncement did not impact the basic financial statements.
- GASB Statement #85, *Omnibus 2017*. This pronouncement did not impact the basic financial statements.
- GASB Statement #86, *Certain Debt Extinguishment Issues*. This pronouncement did not impact the basic financial statements.

The following GASB pronouncements will be implemented in the future:

- The GASB issued Statement #83, *Certain Asset Retirement Obligations*, which is required to be implemented in 2019.
- The GASB issued Statement #84, *Fiduciary Activities*, which is required to be implemented in 2019.
- The GASB issued Statement #87, *Leases*, which is required to be implemented in 2021.
- The GASB issued Statement #88, *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*, which is required to be implemented in 2019.
- The GASB issued Statement #89, *Accounting for Interest Cost Incurred before the End of a Construction Period*, which is required to be implemented in 2021.
- The GASB issued Statement #90, *Majority Equity Interests – an amendment of GASB Statements #14 and #61*, which is required to be implemented in 2020.

Management is currently assessing the impact the implementation of these pronouncements will have on the basic financial statements.

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# ***Required Supplementary Information***

**GENERAL FUND**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -**  
**BUDGET AND ACTUAL**

YEAR ENDED JUNE 30, 2018

|   | Amounts<br>Carried Forward<br>From Prior Year | Budgeted Amounts                  |                      |                      |
|---|---|-----------------------------------|----------------------|----------------------|
|   |   | Current Year<br>Initial<br>Budget | Original<br>Budget   | Final<br>Budget      |
| <b>REVENUES:</b>  |   |                                   |                      |                      |
| Real estate and personal property taxes,<br>net of tax refunds.....       | \$ -  | \$ 101,750,146                    | \$ 101,750,146       | \$ 101,750,146       |
| Tax liens.....  | -   | -                                 | -                    | -                    |
| Motor vehicle excise taxes.....   | -   | 6,500,000                         | 6,500,000            | 6,500,000            |
| Hotel/motel tax.....  | -   | 2,900,000                         | 2,900,000            | 2,900,000            |
| Meals tax.....  | -   | 900,000                           | 900,000              | 900,000              |
| Penalties and interest on taxes.....                                      | -   | 450,000                           | 450,000              | 450,000              |
| Intergovernmental.....  | -   | 15,754,576                        | 15,754,576           | 15,754,576           |
| Departmental and other.....   | -   | 2,175,000                         | 2,175,000            | 2,175,000            |
| Investment income.....  | -   | 450,000                           | 450,000              | 450,000              |
| <b>TOTAL REVENUES.....</b>  | <b>-</b>                                      | <b>130,879,722</b>                | <b>130,879,722</b>   | <b>130,879,722</b>   |
| <b>EXPENDITURES:</b>  |   |                                   |                      |                      |
| Current:  |   |                                   |                      |                      |
| General government.....   | 1,698,781                                     | 5,584,995                         | 7,283,776            | 4,796,953            |
| Public safety.....  | 143,224                                       | 16,140,158                        | 16,283,382           | 20,066,073           |
| Education.....  | 315,292                                       | 62,053,835                        | 62,369,127           | 62,369,127           |
| Public works.....   | 169,563                                       | 8,077,632                         | 8,247,195            | 8,422,823            |
| Health and human services.....  | 17,948  | 1,180,296                         | 1,198,244            | 1,438,244            |
| Culture and recreation.....   | 4,759   | 2,007,780                         | 2,012,539            | 2,016,268            |
| Pension benefits.....   | -   | 7,344,482                         | 7,344,482            | 7,344,482            |
| Employee benefits.....  | 507,900                                       | 20,774,261                        | 21,282,161           | 22,032,161           |
| State and county charges.....   | -   | 3,809,433                         | 3,809,433            | 3,809,433            |
| Capital outlay.....   | 4,168,721                                     | -                                 | 4,168,721            | 9,188,179            |
| Debt service:   |   |                                   |                      |                      |
| Principal.....  | -   | 1,815,000                         | 1,815,000            | 3,125,000            |
| Interest.....   | 29,000  | 1,207,376                         | 1,236,376            | 1,709,701            |
| <b>TOTAL EXPENDITURES.....</b>  | <b>7,055,188</b>                              | <b>129,995,248</b>                | <b>137,050,436</b>   | <b>146,318,444</b>   |
| <b>EXCESS (DEFICIENCY) OF REVENUES<br/>OVER (UNDER) EXPENDITURES.....</b> | <b>(7,055,188)</b>                            | <b>884,474</b>                    | <b>(6,170,714)</b>   | <b>(15,438,722)</b>  |
| <b>OTHER FINANCING SOURCES (USES):</b>                                    |   |                                   |                      |                      |
| Transfers in.....   | -   | 1,551,134                         | 1,551,134            | 6,025,700            |
| Transfers out.....  | -   | (1,783,325)                       | (1,783,325)          | (2,958,325)          |
| <b>TOTAL OTHER FINANCING<br/>SOURCES (USES).....</b>                      | <b>-</b>                                      | <b>(232,191)</b>                  | <b>(232,191)</b>     | <b>3,067,375</b>     |
| <b>NET CHANGE IN FUND BALANCE.....</b>                                    | <b>(7,055,188)</b>                            | <b>652,283</b>                    | <b>(6,402,905)</b>   | <b>(12,371,347)</b>  |
| <b>BUDGETARY FUND BALANCE, Beginning of year.....</b>                     | <b>-</b>                                      | <b>34,812,187</b>                 | <b>34,812,187</b>    | <b>34,812,187</b>    |
| <b>BUDGETARY FUND BALANCE, End of year.....</b>                           | <b>\$ (7,055,188)</b>                         | <b>\$ 35,464,470</b>              | <b>\$ 28,409,282</b> | <b>\$ 22,440,840</b> |

See notes to required supplementary information.

|    | Actual<br>Budgetary<br>Amounts | Amounts<br>Carried Forward<br>To Next Year | Variance<br>to Final<br>Budget |
|----|--------------------------------|--|--------------------------------|
| \$ | 106,468,059                    | \$ -                                       | \$ 4,717,913                   |
|    | 587,897                        | -  | 587,897                        |
|    | 7,157,670                      | -  | 657,670                        |
|    | 3,288,794                      | -  | 388,794                        |
|    | 1,067,729                      | -  | 167,729                        |
|    | 359,855                        | -  | (90,145)                       |
|    | 16,043,619                     | -  | 289,043                        |
|    | 3,614,967                      | -  | 1,439,967                      |
|    | <u>817,526</u>                 | <u>-</u>                                   | <u>367,526</u>                 |
|    | <u>139,406,116</u>             | <u>-</u>                                   | <u>8,526,394</u>               |
|    | 4,136,667                      | 489,869                                    | 170,417                        |
|    | 19,743,772                     | 101,911                                    | 220,390                        |
|    | 61,882,464                     | 445,569                                    | 41,094                         |
|    | 8,488,774                      | 123,897                                    | (189,848)                      |
|    | 1,295,835                      | 16,480                                     | 125,929                        |
|    | 1,946,622                      | 6,500                                      | 63,146                         |
|    | 7,341,416                      | -  | 3,066                          |
|    | 21,356,150                     | 400,000                                    | 276,011                        |
|    | 3,809,433                      | -  | -                              |
|    | 4,493,297                      | 4,647,571                                  | 47,311                         |
|    | 3,125,000                      | -  | -                              |
|    | <u>1,516,810</u>               | <u>30,000</u>                              | <u>162,891</u>                 |
|    | <u>139,136,240</u>             | <u>6,261,797</u>                           | <u>920,407</u>                 |
|    | <u>269,876</u>                 | <u>(6,261,797)</u>                         | <u>9,446,801</u>               |
|    | 6,025,700                      | -  | -                              |
|    | <u>(2,958,325)</u>             | <u>-</u>                                   | <u>-</u>                       |
|    | <u>3,067,375</u>               | <u>-</u>                                   | <u>-</u>                       |
|    | 3,337,251                      | (6,261,797)                                | 9,446,801                      |
|    | <u>34,812,187</u>              | <u>-</u>                                   | <u>-</u>                       |
| \$ | <u><u>38,149,438</u></u>       | <u><u>(6,261,797)</u></u>                  | <u><u>9,446,801</u></u>        |

# ***Pension Plan Schedules – Retirement System***

The Pension Plan's Schedule of Changes in the Net Pension Liability and Related Ratios presents multi-year trend information on the net pension liability and related ratios.

The Pension Plan's Schedule of Contributions presents multi-year trend information on the required and actual contributions to the pension plan and related ratios.

The Pension Plan's Schedule of Investment Returns presents multi-year trend information on the money-weighted investment return on retirement assets, net of investment expense.

The schedules are intended to present information for ten years. Until a ten-year trend is compiled, information is presented for those years for which information is available.

**SCHEDULE OF CHANGES IN THE NET PENSION LIABILITY  
AND RELATED RATIOS  
WOBBURN CONTRIBUTORY RETIREMENT SYSTEM**

|  | December 31,<br>2014  | December 31,<br>2015  | December 31,<br>2016  | December 31,<br>2017  |
|--|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>Total pension liability:</b>  |                       |                       |                       |                       |
| Service cost.....  | \$ 3,301,279          | \$ 3,556,688          | \$ 3,796,168          | \$ 3,948,015          |
| Interest.....  | 14,163,908            | 15,138,154            | 15,740,525            | 16,253,162            |
| Changes in benefit terms.....  | -                     | -                     | -                     | 4,633,026             |
| Differences between expected and actual experience.....                            | -                     | 3,531,873             | -                     | 250,301               |
| Changes in assumptions.....  | 6,330,561             | 3,810,330             | -                     | 2,400,814             |
| Benefit payments.....  | <u>(11,623,361)</u>   | <u>(12,132,587)</u>   | <u>(12,670,224)</u>   | <u>(13,492,850)</u>   |
| Net change in total pension liability.....   | 12,172,387            | 13,904,458            | 6,866,469             | 13,992,468            |
| Total pension liability - beginning.....   | <u>179,447,442</u>    | <u>191,619,829</u>    | <u>205,524,287</u>    | <u>212,390,756</u>    |
| Total pension liability - ending (a).....  | <u>\$ 191,619,829</u> | <u>\$ 205,524,287</u> | <u>\$ 212,390,756</u> | <u>\$ 226,383,224</u> |
| <b>Plan fiduciary net position:</b>  |                       |                       |                       |                       |
| Employer contributions.....  | \$ 5,509,350          | \$ 6,000,000          | \$ 6,300,000          | \$ 7,616,072          |
| Member contributions.....  | 2,818,594             | 2,889,924             | 2,980,864             | 3,027,006             |
| Net investment income (loss).....  | 7,589,834             | (1,511,397)           | 11,076,788            | 21,330,344            |
| Administrative expenses.....   | (502,889)             | (567,097)             | (656,009)             | (615,906)             |
| Retirement benefits and refunds.....   | (11,623,361)          | (12,132,587)          | (12,670,224)          | (13,492,850)          |
| Other expenses.....  | <u>275,496</u>        | <u>(48,597)</u>       | <u>(76,343)</u>       | <u>(351,298)</u>      |
| Net increase (decrease) in fiduciary net position.....                             | 4,067,024             | (5,369,754)           | 6,955,076             | 17,513,368            |
| Fiduciary net position - beginning of year.....                                    | <u>125,275,573</u>    | <u>129,342,597</u>    | <u>123,972,843</u>    | <u>130,927,919</u>    |
| Fiduciary net position - end of year (b).....                                      | <u>\$ 129,342,597</u> | <u>\$ 123,972,843</u> | <u>\$ 130,927,919</u> | <u>\$ 148,441,287</u> |
| <b>Net pension liability - ending (a)-(b).....</b>                                 | <u>\$ 62,277,232</u>  | <u>\$ 81,551,444</u>  | <u>\$ 81,462,837</u>  | <u>\$ 77,941,937</u>  |
| Plan fiduciary net position as a percentage of the<br>total pension liability..... | 67.50%                | 60.32%                | 61.64%                | 65.57%                |
| Covered-employee payroll.....  | \$ 30,103,112         | \$ 29,187,382         | \$ 30,354,877         | \$ 30,893,029         |
| Net pension liability as a percentage of<br>covered payroll.....                   | 206.88%               | 279.41%               | 268.37%               | 252.30%               |

Note: this schedule is intended to present information for 10 years.

Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF CONTRIBUTIONS**  
**WOBURN CONTRIBUTORY RETIREMENT SYSTEM**

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| Year                   | Actuarially<br>determined<br>contribution | Contributions in<br>relation to the<br>actuarially<br>determined<br>contribution | Contribution<br>deficiency<br>(excess) | Covered<br>payroll | Contributions as<br>a percentage of<br>covered<br>payroll |
|------------------------|---|--|--|--------------------|---|
| December 31, 2017..... | \$ 7,616,072                              | \$ (7,616,072)   | -                                      | \$ 30,893,029      | 24.65%  |
| December 31, 2016..... | 6,300,000                                 | (6,300,000)  | -                                      | 30,354,877         | 20.75%  |
| December 31, 2015..... | 6,000,000                                 | (6,000,000)  | -                                      | 29,187,382         | 20.56%  |
| December 31, 2014..... | 5,509,350                                 | (5,509,350)  | -                                      | 30,103,112         | 18.30%  |

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF INVESTMENT RETURNS**  
**WOBURN CONTRIBUTORY RETIREMENT SYSTEM**

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| <u>Year</u>            | <u>Annual money-weighted<br/>rate of return,<br/>net of investment expense</u> |
|------------------------|--|
| December 31, 2017..... | 16.53%   |
| December 31, 2016..... | 9.09%  |
| December 31, 2015..... | -1.19%   |
| December 31, 2014..... | 6.14%  |

Note: this schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

# ***Pension Plan Schedules – City***

The Schedule of the City's Proportionate Share of the Net Pension Liability presents multi-year trend information on the City's net pension liability and related ratios.

The Schedule of the City's Contributions presents multi-year trend information on the City's required and actual contributions to the pension plan and related ratios.

The Schedule of the Special Funding Amounts of the Net Pension Liability for the Massachusetts Teachers Contributory Retirement System presents multi-year trend information on the liability and expense assumed by the Commonwealth of Massachusetts on behalf of the City along with related ratios.

These schedules are intended to present information for ten years. Until a ten-year trend is compiled, information is presented for those years for which information is available.

**SCHEDULE OF THE CITY'S PROPORTIONATE SHARE  
OF THE NET PENSION LIABILITY  
WOBURN CONTRIBUTORY RETIREMENT SYSTEM**

| Year                   | Proportion of<br>the net pension<br>liability (asset) | Proportionate<br>share of the<br>net pension<br>liability (asset) | Covered<br>payroll | Net pension<br>liability as a<br>percentage of<br>covered<br>payroll | Plan fiduciary<br>net position as<br>a percentage of<br>the total<br>pension liability |
|------------------------|---|---|--------------------|--|--|
| December 31, 2017..... | 96.41%  | \$ 75,144,000   | \$ 29,784,000      | 252.30%  | 65.57%   |
| December 31, 2016..... | 96.84%  | 78,889,000  | 29,396,000         | 268.37%  | 61.64%   |
| December 31, 2015..... | 96.31%  | 78,542,000  | 28,110,000         | 279.41%  | 60.32%   |
| December 31, 2014..... | 96.34%  | 59,998,000  | 29,001,000         | 206.88%  | 67.50%   |

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF THE CITY'S CONTRIBUTIONS**  
**WOBURN CONTRIBUTORY RETIREMENT SYSTEM**

---

| Year               | Actuarially<br>determined<br>contribution | Contributions in<br>relation to the<br>actuarially<br>determined<br>contribution | Contribution<br>deficiency<br>(excess) | Covered<br>payroll | Contributions as<br>a percentage of<br>covered<br>payroll |
|--------------------|---|--|--|--------------------|---|
| June 30, 2018..... | \$ 7,341,000                              | \$ (7,341,000)   | \$ -                                   | \$ 30,380,000      | 24.16%  |
| June 30, 2017..... | 6,097,000                                 | (6,097,000)  | -                                      | 29,984,000         | 20.33%  |
| June 30, 2016..... | 5,777,000                                 | (5,777,000)  | -                                      | 28,672,000         | 20.15%  |
| June 30, 2015..... | 5,306,000                                 | (5,306,000)  | -                                      | 29,581,000         | 17.94%  |

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF THE SPECIAL FUNDING AMOUNTS  
OF THE NET PENSION LIABILITY  
MASSACHUSETTS TEACHERS' RETIREMENT SYSTEM**

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The Commonwealth of Massachusetts is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers which creates a special funding situation. Therefore, there is no net pension liability to recognize. This schedule discloses the Commonwealth's 100% share of the associated collective net pension liability; the portion of the collective pension expense as both a revenue and pension expense recognized; and the Plan's fiduciary net position as a percentage of the total liability.

| Year      | Commonwealth's<br>100% Share of the<br>Associated Net<br>Pension Liability | Expense and<br>Revenue<br>Recognized for the<br>Commonwealth's<br>Support | Plan Fiduciary Net<br>Position as a<br>Percentage of the<br>Total Liability |
|-----------|--|---|---|
| 2018..... | \$ 124,087,927   | \$ 12,951,418   | 54.25%  |
| 2017..... | 120,532,427  | 12,295,098  | 52.73%  |
| 2016..... | 105,773,079  | 8,579,138   | 55.38%  |
| 2015..... | 83,789,311   | 5,821,247   | 61.64%  |

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

# ***Other Postemployment Benefit Plan Schedules***

The Schedule of Changes in the City's Net Other Postemployment Benefit Liability and Related Ratios presents multi-year trend information on changes in the Plan's total OPEB liability, changes in the Plan's net position, and ending net OPEB liability. It also demonstrates the Plan's net position as a percentage of the total liability and the Plan's net other postemployment benefit liability as a percentage of covered employee payroll.

The Schedule of the City's Contributions presents multi-year trend information on the City's actual contributions to the other postemployment benefit plan and related ratios.

The Schedule of Investment Returns presents multi-year trend information on the money-weighted investment return on the Plan's other postemployment assets, net of investment expense.

These schedules are intended to present information for ten years. Until a ten-year trend is compiled, information is presented for those years for which information is available.

**SCHEDULE OF CHANGES IN THE  
CITY'S NET OPEB LIABILITY AND RELATED RATIOS  
OTHER POSTEMPLOYMENT BENEFIT PLAN**

|   | June 30,<br>2017      | June 30,<br>2018      |
|---|-----------------------|-----------------------|
| <b>Total OPEB Liability</b>   |                       |                       |
| Service Cost.....   | \$ 8,202,635          | \$ 8,510,235          |
| Interest.....   | 9,650,090             | 10,061,120            |
| Changes of benefit terms.....   | -                     | (9,932,721)           |
| Differences between expected and actual experience....                          | -                     | (12,563,884)          |
| Changes of assumptions.....   | -                     | (5,988,945)           |
| Benefit payments.....   | <u>(6,905,383)</u>    | <u>(7,830,663)</u>    |
| Net change in total OPEB liability.....   | 10,947,342            | (17,744,858)          |
| Total OPEB liability - beginning.....   | <u>247,837,856</u>    | <u>258,785,198</u>    |
| Total OPEB liability - ending (a).....  | <u>\$ 258,785,198</u> | <u>\$ 241,040,340</u> |
| <b>Plan fiduciary net position</b>  |                       |                       |
| Employer contributions.....   | \$ 750,000            | \$ 750,000            |
| Employer contributions for OPEB payments.....                                   | 6,905,383             | 7,830,663             |
| Net investment income.....  | 408,430               | 284,197               |
| Benefit payments.....   | <u>(6,905,383)</u>    | <u>(7,830,663)</u>    |
| Net change in plan fiduciary net position.....                                  | 1,158,430             | 1,034,197             |
| Plan fiduciary net position - beginning of year.....                            | <u>3,239,311</u>      | <u>4,397,741</u>      |
| Plan fiduciary net position - end of year (b).....                              | <u>\$ 4,397,741</u>   | <u>\$ 5,431,938</u>   |
| <b>Net OPEB liability - ending (a)-(b).....</b>                                 | <u>\$ 254,387,457</u> | <u>\$ 235,608,402</u> |
| Plan fiduciary net position as a percentage of the<br>total OPEB liability..... | 1.70%                 | 2.25%                 |
| Covered-employee payroll.....   | \$ 64,772,079         | \$ 66,067,521         |
| Net OPEB liability as a percentage of<br>covered-employee payroll.....          | 392.74%               | 356.62%               |

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for  
which information is available.

See notes to required supplementary information.

**SCHEDULE OF THE CITY'S CONTRIBUTIONS  
OTHER POSTEMPLOYMENT BENEFIT PLAN**

| <u>Year</u>        | <u>Actuarially<br/>determined<br/>contribution</u> | <u>Contributions in<br/>relation to the<br/>actuarially<br/>determined<br/>contribution</u> | <u>Contribution<br/>deficiency<br/>(excess)</u> | <u>Covered-<br/>employee payroll</u> | <u>Contributions as<br/>a percentage of<br/>covered-<br/>employee payroll</u> |
|--------------------|--|---|---|--------------------------------------|---|
| June 30, 2018..... | \$ Not Available                                   | \$ (8,580,663)  | \$ -  | 66,067,521                           | 12.99%  |
| June 30, 2017..... | 17,949,000   | (7,655,000)   | 10,294,000                                      | 64,772,079                           | 11.82%  |

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF INVESTMENT RETURNS**  
**OTHER POSTEMPLOYMENT BENEFIT PLAN**

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| Year               | Annual money-weighted<br>rate of return,<br>net of investment expense |
|--------------------|---|
| June 30, 2018..... | 6.29%   |
| June 30, 2017..... | 11.63%  |

Note: this schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**NOTE A - BUDGETARY BASIS OF ACCOUNTING**

1. Budgetary Information

Municipal Law requires the adoption of a balanced budget that is approved by the Council. The Mayor presents an annual budget to the Council, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. The Council, which has full authority to amend and/or reject the budget or any line item, adopts the expenditure budget by majority vote.

Increases or transfers between and within departments subsequent to the approval of the annual budget require majority Council approval via a supplemental appropriation or Council order.

The majority of appropriations are non-continuing which lapse at the end of each year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior year be carried forward and made available for spending in the current year. These carry forwards are included as part of the subsequent year's original budget.

Generally, expenditures may not exceed the legal level of spending (salaries, expenses and capital) authorized for an appropriation account. However, the payment of debt service is statutorily required, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgments may exceed the level of spending authorized by majority vote of the Council.

An annual budget is adopted for the general fund in conformity with the guidelines described above. The original 2018 approved budget authorized approximately \$138.8 million in appropriations, carryforwards, and other amounts to be raised. During 2018, the Council also approved supplemental appropriations totaling approximately \$10.4 million. The change is primarily due to increases in appropriations for public safety, capital outlay, debt service and a transfer to the general stabilization fund.

The City Auditor has the responsibility to ensure that budgetary control is maintained. Budgetary control is exercised through the City's accounting system.

2. Budgetary - GAAP Reconciliation

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the year ended June 30, 2018, is presented below:

|  |                     |
|--|---------------------|
| Net change in fund balance - budgetary basis.....                                | \$ 3,337,251        |
| <u>Perspective differences:</u>  |                     |
| Activity of the stabilization fund recorded in the<br>general fund for GAAP..... | (529,854)           |
| <u>Basis of accounting differences:</u>  |                     |
| Net change in recording tax refunds payable.....                                 | 103,444             |
| Net change in recording 60 day receipts.....                                     | (30,000)            |
| Net change in recording accrued payroll.....                                     | (100,309)           |
| Recognition of revenue for on-behalf payments.....                               | 12,951,418          |
| Recognition of expenditures for on-behalf payments.....                          | <u>(12,951,418)</u> |
| Net change in fund balance - GAAP basis.....                                     | <u>\$ 2,780,532</u> |

### 3. Budgetary - GAAP Reconciliation

During 2018, actual expenditures and encumbrances exceeded budgeted appropriations for snow and ice. This over-expenditure will be funded by the subsequent years' tax levy.

## **NOTE B – PENSION PLAN**

### ***Pension Plan Schedules – Retirement System***

#### Schedule of Changes in the Net Pension Liability and Related Ratios

The Schedule of Changes in the Net Pension Liability and Related Ratios includes the detailed changes in the System's total pension liability, changes in the System's net position, and the ending net pension liability. It also demonstrates the plan's net position as a percentage of the total pension liability and the net pension liability as a percentage of covered payroll.

#### Schedule of Contributions

Governmental employers are required to pay an annual appropriation as established by PERAC. The appropriation includes the amounts to pay the pension portion of each member's retirement allowance, an amount to amortize the actuarially determined unfunded liability to zero in accordance with the System's funding schedule, and additional appropriations in accordance with adopted early retirement incentive programs. The appropriations are payable on July 1 and January 1. Employers may choose to pay the entire appropriation in July at a discounted rate. Accordingly, actual employer contributions may be less than the "total appropriation". The appropriations are allocated amongst employers based on covered payroll.

#### Schedule of Investment Return

The money-weighted rate of return is calculated as the internal rate of return on pension plan investments, net of pension plan investment expense. A money weighted rate of return expresses investment performance, net of pension plan investment expense, adjusted for the changing amounts actually invested. Inputs to the money weighted rate of return calculation are determined monthly.

### ***Pension Plan Schedules – City***

#### Schedule of the City's Proportionate Share of the Net Pension Liability

The Schedule of the City's Proportionate Share of the Net Pension Liability details the allocated percentage of the net pension liability (asset), the proportionate share of the net pension liability, and the covered payroll. It also demonstrates the net position as a percentage of the pension liability and the net pension liability as a percentage of covered payroll.

#### Schedule of the City's Contributions

Governmental employers are required to pay an annual appropriation as established by PERAC. The appropriation includes the amounts to pay the pension portion of each member's retirement allowance, an amount to amortize the actuarially determined unfunded liability to zero in accordance with the System's funding schedule, and additional appropriations in accordance with adopted early retirement incentive programs. The appropriations are payable on July 1 and January 1. The City may choose to pay the entire appropriation in July at a discounted rate. Accordingly, actual contributions may be less than the "total appropriation".

Schedule of the Special Funding Amounts of the Net Pension Liabilities

The Commonwealth of Massachusetts is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers which creates a special funding situation. Since the City does not contribute directly to MTRS, there is no net pension liability to recognize. This schedule discloses the Commonwealth's 100% share of the collective net pension liability that is associated with the City; the portion of the collective pension expense as both revenue and pension expense recognized by the City; and the Plan's fiduciary net position as a percentage of the total liability.

Changes of Assumptions

The discount rate has been reduced from 7.75% to 7.50% and the mortality assumptions have been updated.

Changes in Plan Provisions

The plan was amended to increase the maximum annual amount of pension benefit subject to COLA from \$12,000 to \$18,000, in \$1,000 increments from 2018 through 2024.

**NOTE C – OTHER POSTEMPLOYMENT BENEFITS**

The City administers a single-employer defined benefit healthcare plan (Plan). The plan provides lifetime healthcare and prescription drug benefits for eligible retirees and their spouses through MIIA, which is a premium based self-insurance group that covers both active and retired members, including teachers.

***The Other Postemployment Benefit Plan***A. The Schedule of Changes in the City's Net Other Postemployment Benefit Liability and Related Ratios

The Schedule of Changes in the City's Net Other Postemployment Benefit Liability and Related Ratios presents multi-year trend information on changes in the Plan's total OPEB liability, changes in the Plan's net position, and ending net OPEB liability. It also demonstrates the Plan's net position as a percentage of the total liability and the Plan's net other postemployment benefit liability as a percentage of covered employee payroll.

B. Schedule of the City's Contributions

The Schedule of the City's Contributions includes the City's annual required contribution to the Plan, along with the contribution made in relation to the actuarially determined contribution and the covered employee payroll. The City is not required to fully fund this contribution. It also demonstrates the contributions as a percentage of covered payroll. Actuarially determined contribution rates are calculated as of June 30, two years prior to the end of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates are as follows:

|                                 |  |
|---------------------------------|--|
| Valuation date.....             | January 1, 2016  |
| Actuarial cost method.....      | Individual Entry Age Normal Cost Method.   |
| Asset valuation method.....     | Market value of assets with payables and receivables.  |
| Discount rate.....              | 3.82% per year, net of investment expenses.  |
| Projected salary increases..... | 3.75% for non-teachers. Teachers increases are based on service.   |
| Healthcare cost trend rate..... | 9.0%, decreasing to 5.00% over 26 years.   |
| Mortality rates:                |  |
| Actives.....                    | The RP-2000 Mortality Tables (Sex-distinct) for Employees projected using generational mortality and scale BB.                               |
| Retirees.....                   | The RP-2000 Mortality Tables (Sex-distinct) for Healthy Annuitants projected using generational mortality and scale BB.                      |
| Disabled.....                   | The RP-2000 Mortality Tables (Sex-distinct) for Healthy Annuitants projected using generational mortality and scale BB. Set forward 2 years. |

C. Schedule of Investment Returns

The Schedule of Investment Returns includes the money-weighted investment return on the Plan’s other postemployment assets, net of investment expense.

D. Changes of Assumptions

The discount rate changed from 3.82% to 4.21%. Changes were also made in the mortality and claim cost method and this report reflects the “Cadillac Tax” that is part of the Patient Protection and Affordable Care Act.

E. Changes in Plan Provisions

The City changed its retiree contribution rates, requiring retirees to pay more for medical care.