

ANNUAL TOWN REPORT
of the TOWN OFFICERS
of the
TOWN OF LENOX
Massachusetts



For the Year Ending
31 December 2017

In Memoriam

Richard Billetter, *Registrar*
Donald Bilyeu, *Election Worker*
Thomas Kirby, *Police Officer*

TABLE OF CONTENTS

Academy Building Trustees	49
Board of Health - Tri-Town Health	30
Board of Assessors	24
Board of Selectmen	17
Building Inspector	39
Business Hours of Town Offices	6
Committee Application	15
Community Center	60
Cultural Council	21
Elections and Registrations	22
Fire Department	46
Finance Committee	28
Gas Inspector	42
General Information Town of Lenox	4
Governmental Structure	16
Historical Commission	52
Historical Society	51
Housing Authority	29
Inspector of Wiring	41
Land Use Department	55
Affordable Housing Trust	59
Community Preservation Committee	37
Conservation Commission	36
Historic District Commission	38
Land Management	58
Planning Board	33
Zoning Board of Appeals	57
Library Association	48
Plumbing Inspector	41
Police Department	45
Public Works	42
Rhubarb Festival	50
Scholarship Committee	61
School Committee	63
Superintendent of Schools	66
Telephone Directory of Town Services	5
Town Officials	7
Town Accountant	25
Town Clerk	20
Annual Town Meeting 5/4/2017	82
Special Town Meeting 11/02/2017	81
Town Collector	19
Town Manager	18
Town Treasurer	23
Veterans Service	20

GENERAL INFORMATION TOWN OF LENOX

POPULATION:

1767: Fifteen families (required for incorporation)

2015: 5087

2016: 5233

2017: 4996

SCHOOL POPULATION:

2015: 728

2016: 765

2017: 755

REGISTERED VOTERS:

2015: 3813

2016: 4018

2017: 3804

TAX RATE:

2015-16: \$12.16/Residential; \$14.95 Comm./Ind./Pers. Prop.

2016-17: \$12.21/Residential; \$15.06 Comm./Ind./Pers. Prop.

2017-18: \$12.14/Residential; \$14.98 Comm./Ind./Pers. Prop.

LOCATION:

Center of Town about 1200 feet elevation

Northern Boundary: Pittsfield

Southern Boundary: Lee & Stockbridge

Western Boundary: Richmond

Eastern Boundary: Washington & Lee

Highway Mileage: State 10.80 Miles and Town 50.34 Miles and 2.8 Miles of unaccepted roads

CHURCH DIRECTORY:

Roman Catholic:

St. Ann's

St. Vincent de Paul, Lenox Dale

Episcopal:

Trinity

St. Helena's Chapel, New Lenox

Advent Christian:

Hope Church

Congregational:

Church on the Hill

Methodist:

United Methodist Church of Lenox

TELEPHONE DIRECTORY OF TOWN SERVICES

Local Emergency Numbers

POLICE

Local Department

637-2346

State Police

243-0600

FIRE DEPARTMENT

To report a fire or an emergency
or to request ambulance assistance

911

EMERGENCY MANAGEMENT

637-2346

TOWN HALL

637-5500

DEPARTMENT

TELEPHONE

Accountant	Charles Browne	X-8
Animal Control Officer	Mike Sullivan	637-2346
Assessors	Randall Austin	X-2
Birth,Death,Marriage Certif.	Kerry Sullivan	X-1207
Building/Sign Inspector	BJ Church	X-3
Chief Administrative Officer	Christopher Ketchen	X-7
Community Center	Game Room	637-4487
Community Center Director	Kim Graham	637-5530
Council on Aging	Susan Holmes	637-5535
Dept. of Public Works	Beth Carroll	637-5525
Dog Licenses	Kerry Sullivan	X-4
Emergency Management Director	Dan Clifford	637-2347
Fire Dept. Lenox Dale	Station	637-5542
Fire Dept. New Lenox	Station	442-2567
Health Inspector	James Wilusz	243-5540
Highway/Roads	Town Garage	637-5520
Housing Authority	Barbara Heaphy	637-5585
Land Use	Peggy Ammendola	X-6
Lenox Town Beach	Beach House	637-2352
Library	Amy Lafave	637-0197
License Board	Selectmen	X-7
Parks & Recreation		637-5530
Planner	Gwen Miller	X-6
Planning Board	Pam Kueber	X-6
Plumbing Inspector	Mark Smith	637-0645
Schools	Lenox Memorial	
	Middle High	637-5560
	Morris Elementary	637-5570
School Superintendent	Timothy Lee	637-5550
Selectmen	Mary Ellen Deming	X-7
Sewer	Town Garage	637-5520
Taxes, Water, Sewer Bills	Paula Downer	X-1205
Treasurer/Collector	Brenda Marra	X-1208
Trees	Public Works	637-5525
Veterans' Agent	Lloyd D. Mann	X-4
Vital Statistics	Kerry Sullivan	X-4
Voting Regulations	Registrar of Voters	X-4
Water	Public Works	637-5525
Wire Inspector	Robert Pensivy	448-8311
Zoning Board of Appeals	Peggy Ammendola	X-6

BUSINESS HOURS OF TOWN OFFICES

8:30am to 4:00pm

COUNCIL ON AGING OFFICE

Monday-Friday 9:00am to 2:00pm

BOARD MEETINGS OF TOWN OFFICIALS

BOARD OF SELECTMEN

Every other Wednesday @ 7:00pm

SCHOOL COMMITTEE

Scheduled Mondays @ 7:00pm in the Town Hall

BOARD OF ASSESSORS

As needed basis

BOARD OF HEALTH

Second Tuesday of each month @ 6:00pm

HOUSING AUTHORITY

First Tuesday of each month @ 4:30pm at the Curtis Complex

PLANNING BOARD

Second & Fourth Tuesday of each month @ 6:00pm

ACADEMY BUILDING TRUSTEES

Second Tuesday of each month @ 2:00pm at The Academy

COMMUNITY CENTER BOARD

Third Wednesday of each month @ 7:00pm at the Community Center

CONSERVATION COMMISSION

First & Third Thursday of each month @ 6:45pm

FINANCE COMMITTEE

Scheduled Wednesdays @ 7:00pm

HISTORIC DISTRICT COMMISSION

First & Third Tuesday of each month @ 5:00pm

HISTORICAL COMMISSION

Second Monday of each month @ 4:00pm at The Academy

VETERANS

First Tuesday of each month @ 7:00pm at The Academy

Office Hours every Tuesday from 4:00-6:00pm at the Town Hall

ZONING BOARD OF APPEALS

First & Third Wednesday of each month @ 6:30pm

TOWN OFFICIALS

MODERATOR

John McNinch

Term Expires 2018

BOARD OF SELECTMEN

Warren Archey, Clerk

Term Expires 2020

Edward Lane

Term Expires 2018

Channing Gibson

Term Expires 2018

Kenneth Fowler

Term Expires 2019

David Roche, Chairman

Term Expires 2020

CHIEF ADMINISTRATIVE OFFICER

Christopher J. Ketchen

DIRECTOR OF ADMINISTRATIVE SERVICES

Mary Ellen Deming

SCHOOL COMMITTEE

Molly Elliot

Term Expires 2018

Robert Vaughan

Term Expires 2019

Robert Munch

Term Expires 2020

Frances Sorrentino

Term Expires 2018

Neal Maxymillian

Term Expires 2018

Christine Mauro

Term Expires 2020

David Rimmier

Term Expires 2019

SUPERINTENDENT OF SCHOOLS

Timothy Lee

DIRECTOR OF BUSINESS SERVICES

Henry C. Maimin

BOARD OF ASSESSORS

Paula King

Term Expires 2018

Thomas Romeo

Term Expires 2019

Wayne Lemanski

Term Expires 2020

ADMINISTRATIVE ASSESSOR

Randall Austin

BOARD OF HEALTH

John Kearns (unexpired term, 2018)

Term Expires 2020

Marie Feder

Term Expires 2018

Dianne Romeo

Term Expires 2019

HEALTH INSPECTOR

James Wilusz

Town Of Lenox Annual Report 2017

HOUSING AUTHORITY

Marjorie Pero	Term Expires 2022
Linda Messana	Term Expires 2019
Diana Kirby	Term Expires 2021
Theresa Sorrentino	Term Expires 2020
Cathy May	State Appointee

EXECUTIVE DIRECTOR

Barbara Heaphy

PLANNING BOARD

Kathleen McNulty Vaughan	Term Expires 2022
Kameron Spaulding	Term Expires 2020
Pamela Kueber, Chair	Term Expires 2021
Thomas Delasco	Term Expires 2018
Deborah Rimmler	Term Expires 2019

APPOINTED OFFICIALS

Boards & Committees

ACADEMY BUILDING TRUSTEE

Victoria Salvatore	Timothy Face	Scott Pignatelli
--------------------	--------------	------------------

ADMINISTRATIVE ALARM BOARD

Dan Clifford	Kevin Dinan	Steve O'Brien
--------------	-------------	---------------

AFFORDABLE HOUSING COMMITTEE

Vacancy (Jacobsen)	Olga Weiss
Katie McNulty-Vaughan	Charlene Rosen
Deborah Ferro Burke	

AFFORDABLE HOUSING TRUSTEES

Charlene Rosen	Term Expires 2018
Katie McNulty-Vaughan	Term Expires 2018
Jackie McNinch	Term Expires 2019
Mindi Morin	Term Expires 2018
Olga Weiss	Term Expires 2019
Marybeth Mitts	Term Expires 2019
Deborah Ferro Burke	Term Expires 2019

CABLE ADVISORY COMMITTEE

Linda Miller

COMMUNITY CENTER BOARD

Michael Cooney	Term Expires 2020
Rose Fitzgerald-Casey	Term Expires 2019
Stephen Coon	Term Expires 2018
Anthony Patella	Term Expires 2019
Sheri Gaherty	Term Expires 2018
Frances Sorrentino	Term Expires 2018
Jenifer Picard	Term Expires 2020

Town Of Lenox Annual Report 2017

COMMUNITY CENTER DIRECTOR

Kim Graham

SENIOR SERVICES COORDINATOR/OUTREACH COORDINATOR

Susan Holmes

CUSTODIAN

Mike Sullivan

COMMUNITY PRESERVATION COMMITTEE

Tom Delasco (Planning Board)	Term Expires 2019
Joseph Strauch (Conservation Commission)	Term Expires 2020
Catherine May (Housing Authority)	Term Expires 2018
Channing Gibson (Board of Selectmen)	Term Expires 2018
Olga Weiss (Historical Commission)	Term Expires 2018
Frederick Keator (at-large)	Term Expires 2019
Eugene Chague (at-large)	Term Expires 2019
Albert Harper (at-large)	Term Expires 2020
Anthony Patella, Chairman	Term Expires 2020

CONSERVATION COMMISSION

Neal Carpenter, Chairman	Term Expires 2020
Vacancy (Flanagan)	Term Expires 2019
Vincent Ammendola	Term Expires 2018
Rosemarie Fitzgerald-Casey	Term Expires 2018
David F. Lane	Term Expires 2018
Joseph Strauch	Term Expires 2019
Richard L. Ferren	Term Expires 2020

EMERGENCY PLANNING COMMITTEE

(Central Berkshire Emergency Planning Representatives)

John J. Pignatelli

Stephen O'Brien, Police Chief

Dan Clifford, Fire Chief (Coordinator)

Dan Clifford, Emergency Management Director

James Wilusz, Tri Town Sanitation

Larry Morse, Ambulance Squad

William Gop, Department of Public Works

ENVIRONMENTAL COMMITTEE

Paul Thomas Newton-Irelan	Eric Federer
Susan May	Suky Werman
Harriet Wetstone	David Rimmler
Carolyn Butler	Mark Pignatelli

FINANCE COMMITTEE

Vacancy (Tansey)	Term Expires 2020
Elliott Morss	Term Expires 2019
Joseph Nejaim	Term Expires 2018
Vytas Barsauskas	Term Expires 2020
David Neubert	Term Expires 2019
Vacancy (Rosenstein)	Term Expires 2019
Richard Burke	Term Expires 2018
Scott Pignatelli	Term Expires 2020
Mark McKenna	Term Expires 2018

BOARD OF HEALTH OFFICIALS

James Wilusz	Health Inspector
Susan Kaufman	Town Nurse
Kerry Sullivan	Recorder
James Leahey	Inspector of Animals, Stables
Mark Smith	Plumbing Inspector

HISTORIC DISTRICT COMMISSION

Mark Smith	Term Expires 2020
Kameron Spaulding	Term Expires 2019
Jason Berger	Term Expires 2020
Elaine Steinert	Term Expires 2018
Vacancy (Fowler)	Term Expires 2019
Pat Jaouen	Alternate
Vacancy (Kennedy)	Alternate

HISTORICAL COMMISSION

Olga Weiss	Term Expires 2018
Lavinia Meeks	Term Expires 2018
David Roche	Term Expires 2019
Cindy Weiss	Term Expires 2019
Robert Romeo	Term Expires 2020
Harriet Wetstone	Term Expires 2020

JOHN DRUMMOND KENNEDY PARK RESTORATION COMMITTEE

Robert M. Coakley, Chairman	Ruth H. Wheeler
Susan McNinch	Luke Martin
Andrew Breslin	Tom Roche
Terry P. Weaver	Joseph H. Nolan
Ray Kirby	

LAND MANAGEMENT COMMITTEE

Ruth Wheeler (Kennedy Park)	Tim Flanagan (Con Com)
Deborah Rimmeler(Planning Board)	Kim Graham (Comm Ctr)
Warren Archey (Board of Selectmen)	Andrew Lane (At-large)
Patty Spector (At-large)	

Town Of Lenox Annual Report 2017

LENOX CULTURAL COUNCIL

Roberta Russell
Derrick Holt
Beth Gamble

Arlene Schiff
Phyllis Hofman

MINOR TOWN OFFICERS APPOINTED BY SELECTMEN

Charles Liston
Don Roy
William Gop
Vacancy
Vacancy
William Gop
Warren Archey

Fence Viewer
Field Driver
Surveyor of Lumber
Sealer, Weights & Measures
Sexton
Measurer, Wood&Bark
Tree Warden

PERMANENT BUILDING COMMITTEE

Edward Lane, Chairman
Andrew Lane
Jeff Vincent
Neal Maxymillian
Tom Delasco

Term Expires 2019
Term Expires 2019
Term Expires 2019
Term Expires 2019
Term Expires 2019

REGISTRAR OF VOTERS

Kerry Sullivan
Vacancy (Billetter)
Percival Williams
Vacancy (Messana)

Term Expires 2018
Term Expires 2018
Term Expires 2020
Term Expires 2019

SCHOLARSHIP COMMITTEE

Brenda Marra
William Parsley
Christopher Ryan

James Sorrentino
Linda Messana
Timothy Lee

VILLAGE IMPROVEMENT COMMITTEE

Barbara Sims
Suzanne Pelton

Lynn Sutton
Katherine Armstrong

ZONING BOARD OF APPEALS

Shawn Considine
Robert Fuster
Clifford Snyder
Ned Douglas
Ethan Berg
Clayton Hambrick
Jed Hall
Robert Fuster, Jr.
Albert Harper

Term Expires 2019
Term Expires 2021
Term Expires 2020
Term Expires 2022
Term Expires 2018
Associate
Associate
Associate
Associate

Town Of Lenox Annual Report 2017

POLICE DEPARTMENT

Stephen E. O'Brien, Police Chief
Timothy P. Sheehan, Sr. Officer
William C. Colvin
John Willey
Michael Smith

Tyler Bosworth
Eric Kirby
Paul A. Duval
Sean Ward
Corey Demary

POLICE SECRETARY

Florence "Peggy" Ammendola

FIRE DEPARTMENT OFFICERS

Fire Chief

Daniel Clifford

Deputy Chief

Chris O'Brien William Colvin Robert Casucci

Captain

Jason Saunders James Terry Daniel Piretti

Lieutenant

Chris Prew Michael Lane Michael Zinchuk Scott Forbes

**EMERGENCY MANAGEMENT DIRECTOR, FIRE WARDEN, FOREST WARDEN
AND INSPECTOR OF FIRE DEPARTMENT**

Daniel Clifford

FIREFIGHTER/EMT/CUSTODIANS

Daniel W. Clifford, Fire Coordinator
Christopher O'Brien, Buildings Coordinator
Lawrence Morse, Ambulance Coordinator
Jason T. Saunders
Daniel C. Piretti
Matthew Williams

RELIEF FIREFIGHTER/EMT/CUSTODIANS

Robert Casucci
Chris Prew
Paul Duma
Justin Kimball
Mark Millett
Stephen Quinn
Stephen Murray
Bob Gaughran

Josh Romeo
Mike Zinchuk
Trevor Swistak
Jackson Reis
Cameron Sibley
Matthew Tyer
Cody Schaefer

INSPECTOR OF BUILDINGS/SIGN INSPECTOR

BJ Church

LOCAL BUILDING INSPECTOR

Jeff Clemons

BUILDING INSPECTOR CLERK

Denene Pelkey

WIRE INSPECTOR

Robert J. Pensivy

PLUMBING/GAS INSPECTOR

Mark Smith

VETERANS' AGENT

Lloyd D. Mann

ANIMAL CONTROL OFFICER

Michael Sullivan

Timothy Sheehan, Assistant

CONSTABLE

Timothy P. Sheehan

Timothy S. Face (Deputy/Collector)

BERKSHIRE REGIONAL TRANSIT AUTHORITY REPRESENTATIVE

Channing Gibson

BERKSHIRE REGIONAL PLANNING COMMISSION DELEGATE

Pamela Kueber

Ken Fowler, Alternate

GOVERNOR OF MASSACHUSETTS

Charles D. "Charlie" Baker

REPRESENTATIVE IN CONGRESS

Edward Markey

Elizabeth Warren

UNITED STATES REPRESENTATIVE

Richard Neal

REPRESENTATIVE IN GENERAL COURT

STATE SENATOR

Adam Hinds

STATE REPRESENTATIVE

Wm. Smitty Pignatelli

TOWN COUNSEL

KP Law, P.C.

TOWN PLANNER

Gwen Miller

TOWN TREASURER/COLLECTOR

Brenda Marra

ASSISTANT TREASURER/COLLECTOR

Paula Downer

Town Of Lenox Annual Report 2017

TOWN CLERK

Kerry Sullivan

TOWN ACCOUNTANT

Charles Browne

SUPERINTENDENT OF PUBLIC WORKS

William Gop

ASSISTANT SUPERINTENDENT OF PUBLIC WORKS

R. Scott Jarvis

DPW OFFICE MANAGER

Beth Carroll

DEPARTMENT OF PUBLIC WORKS EMPLOYEES

Stephen Carlton

Jeff Carpenter

Robert Horn

Daniel Kirby

Paul Mahoney

Patrick Reagan

Jim Roche

Paul Vallee

Jeff White

Scott Winslow

TOWN OF LENOX COMMITTEE APPLICATION

Name: _____
Last First Middle

Address: _____
Number/Street P.O. Box City State Zip

Telephone: _____
Home Work (Hours)

What aroused your interest in serving the town?
_____ Newspaper Ad _____ Friend _____ Legal Notice _____ Other

Have you previously served on a Town Committee? _____

If so, when? _____ Which Committee(s)? _____

Work Experience: _____

Educational Background: _____

What are your community interests? _____

Are you available on a year-round basis? _____

I believe I could contribute _____ hours a month.

I would like to serve Lenox and might be interested in serving on the following Committees.
If more than one, please indicate preference, 1, 2, 3, etc.

_____ Academy Building Committee
_____ Ambulance Squad
_____ Americans with Disabilities Act Comm.
_____ Cable TV Advisory Committee
_____ Community Center Board
_____ Conservation Commission
_____ Finance Committee
_____ Historic District Commission
_____ Historical Commission

_____ Kennedy Park Committee
_____ Lenox Cultural Council
_____ Police Department
_____ Special Traffic Officer
_____ Registrar of Voters
_____ Scholarship Committee
_____ Environmental Committee
_____ Zoning Board of Appeals

RETURN TO: Board of Selectmen, Town Hall - 6 Walker Street, Lenox, MA 01240

THIS APPLICATION WILL BE PLACED ON FILE FOR REFERENCE WHEN A VACANCY OCCURS.

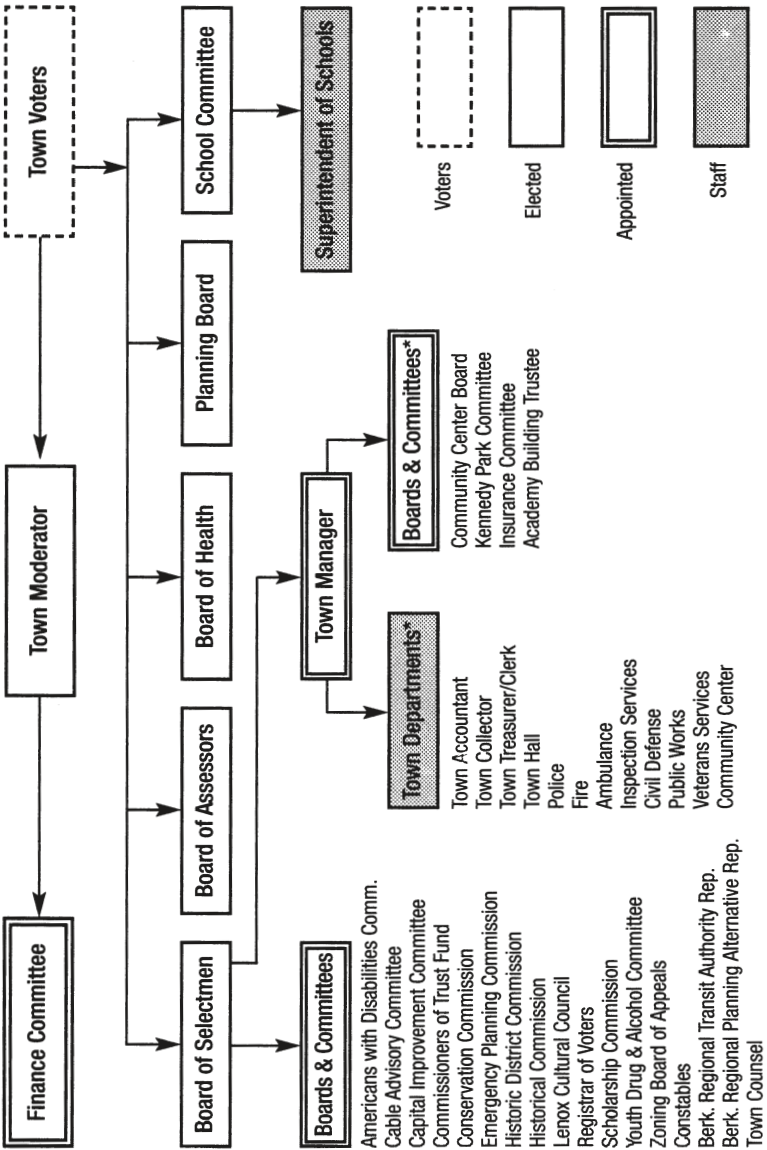
If you wish to be **reappointed** to a position that you currently hold, please complete this section of the form:

Name: _____

Position currently held: _____

Term to be reappointed until: _____

GOVERNMENTAL STRUCTURE



*Appointed by the Town Manager with approval of the Board of Selectmen

REPORT OF THE BOARD OF SELECTMEN

To the Honorable Citizens of Lenox:

The year in review

The Town of Lenox has seen some significant changes during the past year.

First, we embarked on the road to having a shared Chief Administrative Officer with the Town of Lee. This came about after months of planning and negotiating. With the help of Representative Smitty Pignatelli and the Select Boards of both towns, we were able to craft a working model that was adopted last summer. Preliminary results are encouraging, and we are optimistic that we will be able to continue with this endeavor which at some point will avail us of economy and efficiency.

Our next significant change was the town taking over the fiscal operation of our town library. At our November Special Town Meeting, the voters unanimously approved this article. Initially this change enabled the library to offer increased customer hours as well as efficiencies gained by joining with the other town departments. We are confident that under this new arrangement the Library will grow and flourish during the coming years.

Our roads and streets within the town are in excellent condition. Thanks to a healthy capital budget funded in part by our hotel rooms and meals tax, we can maintain an aggressive paving program providing our citizens and guests the best roads in the county. We recognize that there are many infrastructure challenges ahead, but we have hopefully identified what they are and are developing plans to address them.

Our long awaited solar project is complete. The solar contractors capped our landfill at no cost to the tax payers which could have cost us more than a million dollars. Our landfill has now become a productive asset, providing the town discounted electricity. Some work on the fringes of the landfill remains but will be addressed and completed during the coming year.

During the year, we joined forces with Berkshire Natural Resources Council and Mass Audubon in developing the High Road project. This opened hiking trails along Yoken ridge from Pittsfield to Stockbridge. This has been something we have been working on for a few years and feel that it will certainly be a tremendous benefit to our outdoor enthusiasts. Additionally, our town beach on Laurel Lake is nearing completion and will be ready this summer.

As with every organization, time doesn't stand still. This year through retirement we lost several longterm employees who have spent their careers helping Lenox become and remain the vibrant community that it is today. We appreciate the efforts of the past and look forward to working with new folks who bring innovation and energy to our town departments.

Lenox is a town governed by itself. The many volunteers who donate their time and energy to run and serve on the many boards and committees determine the destiny of our town. More are needed. If you have some time and interest in various activities, please consider serving on one of our many boards and committees

Many challenges remain. A new waste water plant, a new public safety building to house emergency services, and the rest of the river cleanup. These are a few of the many challenges we must address in the coming months and years.

The highlight of the year! We celebrated our 250th birthday. The year was crammed with fun things for us to do. From an opening gala party to a closing blockbuster parade and all the events in between, we celebrated our birth.

We thank the many volunteers it took to make this the success it was.

Thank you for allowing us to serve you.

Lenox Board of Selectmen
David Roche, Chairman
Warren E. Archey, Clerk
Kenneth Fowler
Edward P. Lane
Channing Gibson

REPORT OF THE TOWN MANAGER

To the Honorable Board of Selectmen and the Citizens of Lenox:

The last year has seen a great deal of management change in the Town Manager's office. Lenox has entered into an intermunicipal agreement with the Town of Lee to share administrative services. Thus, my position has changed to incorporate the duties of both the Town Manager of Lenox and the Town Administrator of Lee under the new title of Chief Administrative Officer. Furthermore, the two towns have collaborated to hire an Assistant Chief Administrative Officer to focus on human resources, which is the first time either town has been able to recruit specifically for this skill set. In August, Lyndsay Broom, a Lenox native, was hired to fill this crucial management function. Following up on a year where we saw tremendous state and national recognition for our exceptional schools and well-managed finances, we have been further recognized by the Governor, the legislature and many others for this innovative step to enhance efficiencies in government while maintaining the identity of the individual towns.

In addition to changes in the Town Manager's office, the Town and the Lenox Library Association strengthened their relationship through a revised management model and memorandum of understanding approved at a Special Town Meeting. The Town has assumed responsibility for the operational staff of the Library, who are now Town of Lenox employees. The Association, unencumbered by their management duties, has reinvigorated their pursuit of program and capital improvements. I am pleased to report that the transition is complete. Town officials and Association trustees alike are grateful to the voters for their support of this closer relationship.

Some of the Town's other major accomplishments in 2017 included:

- Continued aggressive reinvestment in the Town's infrastructure through the capital improvement plan
- Fully funded the FY2017 School Department operating and capital budget requests
- Successful litigated a defense of the ZBA's special permit for the Elm Court development
- Completed reconstruction of the Town's third (and final) wastewater pump station

It is my assessment that the Town continues a strong track record of success. At every level, the professional staff at Town Hall is committed to making Lenox a great place to live and do business.

Our Administrative Services Director, Mary Ellen Deming, and I are mindful of how fortunate we are to serve a populace that strongly supports the community and its public services. As such, we are profoundly grateful to the people of Lenox for all that they do to make the town a vibrant place to do business and make a home.

Respectfully submitted,

Christopher J. Ketchen,

Chief Administrative Officer/Town Manager

REPORT OF THE TOWN COLLECTOR

To the Honorable Board of Selectmen and Citizens of Lenox:

I respectfully submit a detailed description of all revenues as of June 30, 2017

Real Estate Tax	\$14,281,947.72
CPA	339,140.20
Personal Property Tax	453,329.73
Motor Vehicle Excise Tax	775,479.74
Real Estate Interest & CPA Interest	101,172.49
Personal Property Interest	753.96
Motor Vehicle Excise Interest	3,254.85
W/S Rates and Interest	3,058,675.02
W/S Liens and Interest	0.00
W/S Demand fees	15,314.69
DPW Misc. Fees	97,656.19
Cemetery Fees	15,800.00
Perpetual Care Fees	13,800.00
Cemetery Lot fees	11,200.00
Parking Tickets	1,250.00
Municipal Lien Certificates	5,175.00
Trailer Court Fees	6,300.00
Scholarship Fund	22,197.88
Registry of Motor vehicles Surcharges	1,420.00
General fund	5,460.00
Deputy Collector Fees	5,837.00
Other	817.03
Total	\$19,215,981.50

Current economic conditions have made it difficult for many taxpayers to pay their taxes, but by working with them, we have set up payment plans and some properties have been redeemed from tax title. We pleased to report that as of this writing there are only 9 properties in Tax Title.

Respectfully submitted,

Brenda L. Marra, Treasurer \Collector
Paula E. Downer, Asst. Treasurer \Collector

REPORT OF THE TOWN CLERK

For the Year Ending December 31, 2017

DOG LICENSES

Dog Licenses Issued	505
---------------------	-----

VITAL STATISTICS

Births	22
--------	----

Deaths	128
--------	-----

Marriages	44
-----------	----

RAFFLE PERMITS

Raffle Permits Issued	5
-----------------------	---

BUSINESS CERTIFICATES

Business Certificates Issued	34
------------------------------	----

Respectfully Submitted
Kerry L. Sullivan, Town Clerk

REPORT OF THE TOWN OF LENOX VETERANS' SERVICES

The Veterans' Services office serves the needs of the Veterans' of Lenox and their families. Chapter 115 benefits are needs based, and include temporary financial assistance, medical reimbursement, and assistance in applying for aid from other agencies, both state and federal.

In January, Doug Mann was appointed the Veterans' Service Officer for Lenox. He is a certified Veterans' Service Officer and 14 year veteran of the U.S. Navy. The office hours are every Tuesday from 4:00 – 6:00 pm in the Town Hall.

The need for assistance varies. The greatest need continues to be for senior veterans' and their spouses, or widows, who have very little income and are unable to work. There are a few veterans who are temporarily out of work who are helped with financial assistance while they look for employment. All veterans' and their families who meet the requirements, received the benefits they were entitled to.

The Town of Lenox was able to assist veterans this year with benefits totaling \$75,786.63. Of this amount, 75%, or \$56,839.94, will be reimbursed by the state for an actual cost to the Town of \$18,946.66. This included regular benefits, heating assistance, and medical reimbursements. For those who received Chapter 115 benefits, there was additional help with heating costs during the winter. Recipients must first apply for, and use, funds from the Low Income Heating Assistance Program. Once that was used up, limited funds were made available.

One of the most underused programs available to veterans, is a program that allows a Veteran to receive Medical Only benefits, even if their income is too high for regular benefits. Since it is a needs based program, the asset limits of \$5000 for singles, or \$9800 for married applicants still applies. This program reimburses co-pays, other medical costs, and can even reimburse the cost of Medicare Part B and some supplemental insurances. Veteran Services does not pay the bills, but reimburses medical bills paid for by the veteran. Lenox Veteran Services has several veterans', or their widows, on this Medical Only program.

This office deals mainly with state benefits, but also helps veterans with Veterans Affairs problems. We were able to help several file for service connected disability, and also for Aid and Attendance.

Respectfully Submitted,

Doug Mann
Lenox Veterans' Service Officer (Veterans' Agent)

LENOX CULTURAL COUNCIL

To the Honorable Board of Selectman and the Citizens of Lenox:

For the fiscal year 2017, the Lenox Cultural Council received an allocation of \$4,400 from the Massachusetts Cultural Council for grant distribution plus \$179 in previously undistributed grants for a total budget of \$4,579. After careful consideration of 32 grant applications requesting a total of \$15,220, the Council awarded grants in varying amounts to the following individuals and organizations:

Barrington Stage Company: Youth Theater Program
Berkshire County Historical Society: Writing at Arrowhead
Berkshire Lyric Theater: School Chorus at Ozawa Hall
Berkshire Music School: Painted Piano Project
Berkshire Pulse: Intro to Dance In-School Program
Cantilena Chamber Choir: MLK concert
Children's Songs and Singing Games by Roger Tincknell
Community Health Programs: Pleasant Valley Wildlife Sanctuary Field Trip
From Jazz to Hip Hop by MUSIC Dance.edu
Intergenerational/Cross Cultural Chorus by Sharon Lazerson
Intergenerational Playshop: Cabin Fever by Jeanne Bassis
IS183 Art School of the Berkshires: Arts within Reach Scholarship Program
Learn Ukulele with Julie by Julie Stepanek
Mass Audubon Berkshire Sanctuaries: Bird Walks at Pleasant Valley
Nutshell Playhouse at the Lenox Library
Pittsfield Shakespeare in the Park
Shakespeare & Company: 2018 Fall Festival of Shakespeare
The Marble Collection: High School Arts Magazine
WAM Theater: Season of Events
West Stockbridge Chamber Players: Concert

The Lenox Cultural Council is part of a network of 329 Local Cultural Councils serving all 351 cities and towns in the Commonwealth. The LCC Program is the largest grassroots cultural funding network in the nation, supporting thousands of community-based projects in the arts, sciences, and humanities every year. The state legislature provides an annual appropriation to the Mass Cultural Council, a state agency, which then allocates funds to each community. Visit www.mass-culture.org/Lenox for further information. Our next grant deadline is mid-October 2018.

We are in search of new council members and welcome inquiries, ideas, and suggestions. For more information, contact a council member.

Respectfully submitted,

Derrick Holt, Chair
Beth Tracy Gamble, Treasurer
Robertta Russell, Secretary
Phyllis Hofman
Arlene D. Schiff

REPORT OF THE ELECTIONS AND REGISTRATIONS

For the year ending December 31, 2017

Registered Voters	3768
Democrats	1600
Unenrolled	1775
Republicans	366
Green Rainbow	10
Libertarian	10
United Independent Party	2
Socialist	2
Inter 3rd Party	2
Pizza Party	1

2017 Elections

Total Votes Cast

Annual Town Election	May 08, 2017	174
----------------------	--------------	-----

2017 Town Meetings

Attendance

Annual Town Meeting	May 04, 2017	347
Special Town Meeting	Nov. 02, 2017	189

Respectfully submitted,

Kerry L. Sullivan, Town Clerk

REPORT OF THE TOWN TREASURER

June 30, 2017

Cash on hand June 30, 2016	\$23,894,003.00
Cash Receipts July 1, 2016 to June 30, 2017	49,669,242.31
Cash Payments July 1, 2016 to June 30, 2017	- 51,165,966.97
Balance	22,397,278.34
Funds in Various Banks:	
Checking accounts	303,858.87
Liquid investments	14,571,464.45
Term investments	4,778,392.96
Trust funds	2,743,562.06
All Cash Investments as of June 30, 2017	22,397,278.34

The Treasurer's Department has the following criteria: to receive receipts and have care and custody of all monies, property and securities of the Town of Lenox; to invest said funds in the best possible way following the guide lines of first Safety, second Liquidity, and third Yield. To negotiate all borrowings, collect financial data necessary for and prepare documents relevant to accurate and current financial planning.

Respectfully submitted,

Brenda L. Marra, Treasurer\Collector
Paula E. Downer, Asst.Treasurer\Collector

REPORT OF THE BOARD OF ASSESSORS

To the Honorable Board of Selectman and Citizens of Lenox

Lenox total assessed valuation in FY2018 was \$1,200,157,880, an increase of 3.2% over the assessed total valuation FY2017.

New growth in FY2018 was \$31,203,619 compared to \$11,738,950 in the previous fiscal year. Taxable new growth revenue was \$417,545 compared to FY2017 of \$151,631.

The BOA would like to thank Brenda Marra for her short cup of coffee before moving on to the position of Lenox Treasurer and Collector. We welcome Randall Austin as Administrative Assessor. Randy was formerly Principal Assessor of West Springfield.

The Town of Lenox offers personal exemptions for the following categories, Blind, Senior, Disabled Veteran, Hardship, Senior Work-off and Low Income CPA exemption. Check with the office to see if you qualify.

Assessed Values and Tax Rates for Fiscal Year 2018 are as follows:

FY2018	Lenox Assessed Values	Tax Rate
Residential	\$963,344,500	\$12.14
Commercial	\$198,585,240	\$14.98
Industrial	\$7,293,500	\$14.98
Personal Property	<u>\$30,934,640</u>	\$14.98
Lenox Total Value	\$1,200,157,800	
Lenox 2018 Budget	\$29,445,324	
Amount to be raised thru taxation	\$15,248,742	
Exempt Properties	\$155,594,600	
Total # of Taxable Accounts	3,185	

Respectfully Submitted

Board of Assessors

Wayne W. Lemanski, Chairman
Paula King, Clerk
Thomas Romeo, Member
Randall Austin, Administrative Assessor

REPORT OF THE TOWN ACCOUNTANT

**TOWN OF LENOX, MASSACHUSETTS
STATEMENT OF REVENUES AND EXPENDITURES -
BUDGETARY BASIS - (NON-GAAP) -
BUDGET AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2017**

	Budget Amounts				Amounts Carried Forward to Next Year	Variance with Final Budget Positive (Negative)
	Amounts Carried Forward from Prior Year	Original Budget	Final Budget	Actual Budgetary Basis		
Revenues:						
Property Taxes	\$ -	\$ 14,715,632	\$ 14,715,632	\$ 14,552,871	\$ -	\$ (162,761)
Intergovernmental	-	2,733,142	2,733,142	2,759,354	-	26,212
Excise and Other Taxes	-	655,000	655,000	824,426	-	169,426
Hotel Room Occupancy Taxes	-	1,789,000	1,789,000	2,139,594	-	350,594
Licenses, Permits, Fees	-	412,832	412,832	589,095	-	176,263
Charges for Services- Ambulance	-	350,043	350,043	366,453	-	16,410
Interest on Taxes	-	50,000	50,000	97,735	-	47,735
Investment Income	-	29,971	29,971	56,670	-	26,699
Total Revenues	-	20,735,620	20,735,620	21,386,198	-	650,578
Expenditures:						
Current:						
General Government	324,917	1,597,902	2,466,819	1,575,508	868,176	23,135
Public Safety	647,347	1,955,161	2,565,508	1,982,514	522,820	60,174
Public Works	564,128	1,794,306	2,388,434	1,951,173	389,847	47,414
Education	328,460	12,698,907	12,927,367	12,327,934	286,849	312,584
Health and Human Services	-	196,776	209,776	205,504	-	4,272
Culture and Recreation	209,842	695,651	905,493	773,615	129,216	2,662
Unallocated Employee Benefits and Insurance	-	1,400,096	1,400,096	1,372,061	-	28,035
Intergovernmental Assessments	-	333,778	333,778	264,288	-	69,490
Debt Service:						
Principal	-	815,000	815,000	815,000	-	-
Interest	-	48,043	48,043	43,480	-	4,563
Total Expenditures	2,074,694	21,535,620	24,060,314	21,311,077	2,196,908	552,329
Excess of Revenues Over (Under) Expenditures	(2,074,694)	(800,000)	(3,324,694)	75,121	(2,196,908)	1,202,907
Other Financing Sources (Uses):						
Operating Transfers In	-	-	-	515,171	-	515,171
Operating Transfers Out	-	-	(100,000)	(100,000)	-	-
Total Other Financing Sources (Uses)	-	-	(100,000)	415,171	-	515,171
Net Change in Budgetary Fund Balance	(2,074,694)	(800,000)	(3,424,694)	490,292	(2,196,908)	1,718,078
Other Budgetary Items:						
Free Cash and Other Reserves	-	800,000	1,350,000			
Prior Year Encumbrances	2,074,694	-	2,074,694			
Total Other Budgetary Items	2,074,694	800,000	3,424,694			
Net Budget	-	-	-			

REPORT OF THE TOWN ACCOUNTANT

**TOWN OF LENOX, MASSACHUSETTS
STATEMENT OF NET POSITION - PROPRIETARY FUNDS
JUNE 30, 2017**

	Business-Type Activities Enterprise Funds		
	Sewer Fund	Water Fund	Total
ASSETS			
CURRENT:			
Cash and Cash Equivalents	\$ 2,865,088	\$ 2,659,114	\$ 5,524,202
User Charges, net of allowance for uncollectibles	337,189	294,090	631,279
Total current assets	3,202,277	2,953,204	6,155,481
NONCURRENT:			
Capital Assets, net of accumulated depreciation:			
Nondepreciable	2,817,465	4,484,841	7,302,306
Depreciable	11,509,829	11,295,173	22,805,002
Total noncurrent assets	14,327,294	15,780,014	30,107,308
Total Assets	17,529,571	18,733,218	36,262,789
DEFERRED OUTFLOWS OF RESOURCES			
Deferred Outflows related to Pensions	24,846	40,582	65,428
LIABILITIES			
CURRENT:			
Warrants Payable	389,089	282,817	671,906
Accrued Payroll	6,863	9,175	16,038
Accrued Interest	72,434	15,720	88,154
Bonds Payable	505,450	597,970	1,103,420
Total current liabilities	973,836	905,682	1,879,518
NONCURRENT:			
Compensated Absences	11,838	1,902	13,740
OPEB Obligation Payable	113,096	143,424	256,520
Net Pension Liability	68,534	111,937	180,471
Bonds Payable	9,060,000	4,670,000	13,730,000
Total noncurrent liabilities	9,253,468	4,927,263	14,180,731
Total Liabilities	10,227,304	5,832,945	16,060,249
DEFERRED INFLOWS OF RESOURCES			
Deferred Inflows related to Pensions	3,134	5,120	8,254
NET POSITION:			
Net Investment in Capital Assets	4,761,844	10,512,044	15,273,888
Restricted for Capital Projects	1,763,212	1,354,176	3,117,388
Unrestricted	798,923	1,069,515	1,868,438
Total Net Position	\$ 7,323,979	\$ 12,935,735	\$ 20,259,714

REPORT OF THE TOWN ACCOUNTANT

**TOWN OF LENOX, MASSACHUSETTS
BALANCE SHEET - GOVERNMENTAL FUNDS
JUNE 30, 2017**

	General Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS			
Cash and Cash Equivalents	\$ 8,253,725	\$ 4,408,196	\$ 12,661,921
Investments	1,313,040	-	1,313,040
Receivables, net of allowance for uncollectibles:			
Property Taxes	750,609	16,003	766,612
Tax Liens	164,690	2,708	167,398
Excise Taxes	61,326	-	61,326
Departmental	73,659	6,475	80,134
Due from Other Governments	62,468	77,116	139,584
Total Assets	\$ 10,679,517	\$ 4,510,498	\$ 15,190,015
LIABILITIES AND FUND BALANCES:			
Liabilities:			
Warrants Payable	\$ 583,497	\$ 26,149	\$ 609,646
Accrued Payroll	982,343	18,313	1,000,656
Employee Withholdings	187,945	-	187,945
Total Liabilities	1,753,785	44,462	1,798,247
Deferred Inflows of Resources- Unavailable Revenue	845,373	50,757	896,130
Fund Balance:			
Nonspendable	-	231,798	231,798
Restricted	-	4,183,481	4,183,481
Committed	1,840,363	-	1,840,363
Assigned	1,577,745	-	1,577,745
Unassigned	4,662,251	-	4,662,251
Total Fund Balance	8,080,359	4,415,279	12,495,638
Total Liabilities and Fund Balance	\$ 10,679,517	\$ 4,510,498	\$ 15,190,015

REPORT OF THE FINANCE COMMITTEE

To the Honorable Board of Selectman and Citizens of Lenox:

The six members of the Lenox Finance Committee meet on a regular basis to review financial issues facing the town. As stated in Mass DOR's Guide to Financial Management for Town Officials, "The finance committee is the official fiscal watchdog for a town. Because it is difficult for all taxpayers to be completely informed about every aspect of a town's finances, finance committees were established so a representative group of taxpayers could conduct a thorough review of municipal finance questions on behalf of all citizens."

Town finance priorities continue to be:

- Reduce unnecessary operating expenses so property taxes remain affordable.
 - o We review and question all department budgets with Town Manager and department heads to help insure funds are being spent wisely.
- Maintaining appropriate investment levels for financing our retiree health and pension obligations (frequently referred to as OPEB – Other Post-Employment Benefits).
 - o Work with Town Manager and Town Accountant to look for ways to boost OPEB balances and work toward maintaining a stable level for this contingent liability.
- Making sure there are funds in place for required infrastructure and capital expenses.
 - o Our Town's beauty and attractiveness to all is important. Roadways need to be maintained and the Town infrastructure needs to stay current with state and federal codes.

Thank you to the Town Manager and department heads for their careful budget preparation and effective cost management. We also thank the Selectman for their continued dedication to the well being of our town.

Respectively Submitted:

Elliott Morss, Chairperson
Mark McKenna, Secretary
Scott Pignatelli
David Neubert
Vytas Barauskas
Joseph NeJaime

REPORT OF THE HOUSING AUTHORITY

To The Honorable Board of Selectmen and Citizens of Lenox:

In January, Martha Joyner retired after 25 years of hard work and dedicated service as the Executive Director of the Lenox Housing Authority. Barbara Heaphy was hired as her successor. Barbara came with 22 years of experience in Public Housing. She started her housing career at the Lenox Housing Authority thirty five years ago.

The Lenox Housing Authority had 11 vacancies in 2017 that are now occupied. There were 10 elderly and 1 family. We were able to provide housing for a number of people who lived or worked in Lenox under the "Local Preference". We encourage anyone interested in housing to stop by our office at 6 Main St., call us at 413-637-5585 for detailed information on eligibility and to obtain an application, or visit our website at www.lenoxha.com. Current net income guidelines apply; Criminal Offense Records and references are investigated.

The State Capital Planning System continues to fund scheduled projects for the authority in order to be proactive with the maintenance of our properties. Two capital projects were completed in 2017: The roof at 25 West Street was replaced at the cost of \$17,400. This property provides a home for eight physically and mentally challenged adults and is efficiently managed by BCARC. The second completed project was new siding and windows on the 32 side of Turnure Terrace at the cost of \$93,208.

The Lenox Council on Aging held ice cream socials at both properties last summer. The Curtis event was held on a beautiful, sunny afternoon on the front porch. It was well attended. Tenants got the opportunity to socialize and eat ice cream. The weather didn't cooperate so much at Turnure Terrace but it was well attended nonetheless. Thank you, Sue Holmes, Counsel on Aging.

Many thanks to the Greenagers, an organization made up of teens and young adults with gardening knowledge and expertise. They assisted the tenants at Turnure Terrace in building and planting two raised vegetable gardens this past summer.

A special thank you to our Lenox Firefighters, Lenox Police Officers, and Lenox Emergency Response Personnel, for keeping our residents and properties safe and secure every day.

Respectfully Submitted,

Barbara Heaphy, Executive Director

Catherine May, Chairman/State Appointee
Marge Pero, Vice Chairman
Diana Kirby, Treasurer
Tess Sorrentino, Linda Messina, Members

TRI-TOWN HEALTH DEPARTMENT

To the Honorable Board of Selectmen:
January 20, 2018

I hereby submit my annual report for the fiscal year 2017.
Following is a summary of our Public Health Prevention programs:

Title 5 On-Site Wastewater Disposal: In Fiscal Year 2017, septic systems inspections and permit have continued to grow. Many permits and inspection include T-5 inspections due to property transfers and a large percent of permits were to repair failed non-conforming systems. As we catch up with inspectional services, we plan to devise a new training to support our local septic contractors to keep them up to date on wastewater technologies and systems.

Food Service Sanitation Program: Food service establishment inspections have been steady including weekend special events. Two (2) inspections per year are required in accordance with State Sanitary Code Chapter X Minimum Sanitation Standards for Food Establishments. Unfortunately, due to turnover in staffing, we ended the fiscal year behind on mandated food inspections. In FY18 and beyond, the boards of health will be in process of exploring options to meet the demand of food service inspections to ensure compliance is met.

Pool & Spa/Public/Semi Public Beaches: Health Inspectors are assigned the task of inspecting, sampling and monitoring public, semi-public pools/spas and bathing beaches. Although somewhat challenging to seasonal businesses, regulation requirements are mandated for all public and semi-public beaches to be permitted by the Board of Health. All of our pools are in good standing in the Town of Lee and there were no reported health/safety incidents in FY16.

Tobacco Awareness Program: The Tobacco Awareness Program is grant funded by the Massachusetts Department of Public Health and provides a variety of tobacco control services for 12 Berkshire County communities. Grant deliverables and accomplishments for Year 7 focused on amending current local regulations for the Town of Great Barrington and will be exploring options to update regulations in the Tri-Town district. FY18 is the last year of the grant and the District is poised to re-write a new grant next year.

Tobacco Retailer Training Program: The Tri-Town Tobacco Retailer certification program continues to be a success. We have continued to see reductions in store fine and suspensions due to ongoing training of store employees. In FY17, 596 vouchers were sold, and 275 clerks were trained. For more information on the Retailer certification program, please visit www.tritownhealth.org.

Be Well Berkshires/Mass in Motion Grant: Health/Wellness Coordinator(s), Amanda Chilson and Morgan Ovitzky are working diligently with the communities and focusing efforts on community accessibility/walkability, promoting the healthier dining program, supporting the schools on the new nutrition regulations, promoting the safe routes to school program, and working with town planners on complete streets. North Adams implemented a Complete Streets policy with sharrows and bike lanes and we continued to promote the annual Mayor's fitness challenges.

Polystyrene/Plastic Bag Initiative: Fiscal 17 marks the first year of implementation of these by-laws. Although there were a few stores found to be in non-compliance, we were able to work with their corporate managers to quickly gain compliance. The transition and implementation plan derived by the Boards of Health, the Lee Recycling Committee, Lenox Environmental Committee, and other stakeholder yielded an elevated level of awareness, education and compliance.

Administration:

James J. Wilusz, R.S.: Over the past year, the Executive Director continued to work with the mem-

Town Of Lenox Annual Report 2017

ber towns on drafting and implementing local regulations on polystyrene and plastic bags. In FY18, all 3-member towns will have similar requirements. There is continuous effort to keep the website updated and resources available for the community at large. Other initiatives include having a grant funded Matter of Balance Instructor, Linda Nolau, who has offered a number of free classes focused on seniors who are at risk of falls. This class is designed to assist, educate, and offer support to reduce the risk of falls. The free program will continue into FY18. A major focus in FY18 and beyond is the explore strategies to reduce staffing turnover, and to be well positioned to ensure compliance with mandated inspections.

Zachary Roberts: Zachary has worked diligently to streamline multiple departmental operations to increase efficiencies and streamline services for the public. As a certified Community Health Worker, Zach continues to work in the community to promote the Department and our programs. He attended several events in the town of Lee and surrounding communities to promote public health. He continues to take on more responsibility to assist the member towns to meet the public health needs.

Abigail Saunders: Abby has been working for the department in different roles over the past couple of years and is now working with the department to support the tobacco program. In the spring of 2017, she was promoted to the full-time health inspector. We look forward to seeing her increase her responsibilities and training to assist the District on mandated inspection. Congratulation's Abby!

Nicole Hall: Nicole Hall joined our team in a part time role as a Health Inspector to assist the Department with laboratory and food inspection services. A current student at MCLA, she plans to earn her BA in Environmental Studies. We thank her and all staff for their hard work.

Maryanne Antoniazzi/Glenda Anderson: Maryanne and Glenda participate in the Senior Tax Write off program and provides the Department with an ongoing, valuable services and her dedication to the Department is second to none. We thank both of them for all that they do for the District.

We would like to take this opportunity to thank the Lee, Lenox and Stockbridge Boards of Health for their continued support and assistance and the Tri-Town Health Department staff for their dedication and public service in providing essential public health prevention programs to the communities we serve.

Permits Issued: (Lenox only)

Permit Type	Issued
Bakery	6
Beach	1
Biological Wastes	1
Catering	16
Disposal Works Construction	10
Disposal Works Installer	11
Emergency Beaver Trapping Permits	0
Food Service	114
Frozen Dessert	6
Garbage Hauler	8
Milk/Cream Dealer	2
Milk/Cream Store	6
Milk/Cream Vehicle	0
Mobile Food	2
Motel/Hotel/Cabin/Trailer	12
Pool	46
Pasteurization	0

Town Of Lenox Annual Report 2017

Rec. Children's Camp	3
Retail Food	28
Septage Hauler	7
Special Event Food Permit	46
Tanning Establishment	0
Tobacco	8
Well Permit	3

Inspections:

Water Testing:	
Children's Camps:	3
Ice Sampling	76
Food Service/Retail:	180
Pool & Hot Tub Testing:	253
Housing Inspections/Reinspection	21
Quality Control:	197
Misc. Complaints/Nuisances:	4
Water Testing Performed- Beaches:	22
Percolation Test Witness:	4
Well Sampling	3
Pool & Hot Tub Inspections:	46
Special Events:	38
T5 Witness:	9

Budget Revenue Information Fiscal 2017

Total Budget:	\$102,238
Revenue generated:	\$49,108.38

Breakdown:

Permits	\$35,412
Water Testing	\$9,860
Septic	\$3,826
Misc.	\$9.88

Respectfully submitted,

James J. Wilusz, R.S., Director of Public Health

REPORT OF THE PLANNING BOARD

To the Honorable Board of Selectmen and the Citizens of Lenox:

Tom Delasco (vice chair)	May 2018
Pam Kueber (chair)	May 2021
Kathleen McNulty-Vaughan	May 2022
Deborah Rimmler	May 2019
Kameron Spaulding	May 2020

To the Honorable Board of Selectmen and the Citizens of Lenox:

Thank you for this opportunity to provide an update on the activities of the Planning Board over the past year.

ROLE

The Planning Board's principal ongoing role is to develop land-use regulations and plans that address Town needs, taking care to balance individual liberties and the welfare of the community as a whole. The Board researches and writes our Zoning Bylaws. It may review Special Permit projects and provide input related to the Zoning Bylaw, site plan characteristics, and accordance with the Master Plan and other community plans to the Zoning Board of Appeals. The Planning Board is the Special Permit Granting Authority for Open Space Flexible Development projects. The Planning Board takes the lead in developing and monitoring progress of the Town's Master Plan, which guides the long-term physical development of the Town and supports decision-making at the board, committee and staff level.

EXPANDED WEBSITE

In 2017 the Planning Board launched an expanded website – lenoxplanningboard.com – that provides meeting agendas, meeting materials, and other pertinent information to board members and interested residents.

BYLAWS ADOPTED IN MAY 2017

New or revised Zoning Bylaws require a two-thirds vote at Town Meeting. At our May 2017 Town meeting, voters agreed to adopt the following three Bylaws, subsequently approved by the Massachusetts Attorney General and enacted:

- Removal of parking and loading requirements in the Commercial "C" Zoning District to help ease permitting for the reuse of existing buildings in the Lenox Village and Lenox Dale commercial districts;
- Regulation of Registered Medical Marijuana Dispensaries to guide the location and operation of businesses seeking to cultivate, process and dispense Medicinal Marijuana;
- A temporary moratorium on the sale and distribution of Recreational Marijuana through December 31, 2018 to provide the Town time to develop local regulations in accordance with state statutes that are expected to be finalized in March 2018.

BYLAW REVIEWS UNDER WAY

Starting in November 2018, the Town will have two official Town Meetings each year: one in May and one in November. The Planning Board aims to bring warrant articles to the November meeting. We are working on the following possible new or revised Zoning Bylaws:

- Recreational Marijuana Establishments: The Board will be developing Zoning Bylaws to regulate Recreational Marijuana Establishments this spring and summer, after the state issues its final stat-

Town Of Lenox Annual Report 2017

utes in March 2018. Lenox has a temporary moratorium in place through December 31, 2018. We must have Bylaws approved by Town voters by that date, or such Establishments become subject to current zoning regulations, which allow retail, for example, By-Right in the village center.

- **Short-Term Rentals:** In June 2017 a Planning Board subcommittee began work on assessing both the opportunities and concerns presented by Short-Term Rentals; these are defined as rentals of bedrooms or entire houses, apartments or accessory dwelling units for 30 days or less. Currently, such rentals are not specifically addressed in our Zoning Bylaws. To ensure a cross-section of views is represented in the process, the subcommittee includes members from the Planning Board (Pam Kueber, Deborah Rimmler), the Select Board (Ken Fowler), the Finance Committee (Dave Neubert), and the Affordable Housing Committee (Kate McNulty-Vaughan). To gather input from the community, we thoroughly researched the issue then prepared and held three Community Roundtable discussions, conducted an online survey, presented to the Select Board, connected with our state representative, met with citizens at our weekly subcommittee meetings, and more. Over the spring and summer, we expect to finalize policy options. We also are expecting State legislation, which may provide a helpful framework for local action, including collecting room taxes. Sincere thanks to subcommittee members and to all the citizens, business owners, public officials and others who have taken the time to share their opinions and ideas with us during this process.
- **Signage:** Sincere thanks to Jim Biancolo, who reworked our sign bylaw with the goal to make it is easier for businesses to understand (1) sign requirements in their zone, and (2) who they need to contact, in what order, to get their sign approved and up. The Planning Board is continuing to work on refinements and will test the rework with a few businesses before committing to a proposed change.

LENOX MASTER PLAN

At the November 2017 Town Meeting, voters approved the Board's request for \$50,000 to fund an objective, third-party consultant to work with us to update our Town's Master Plan. The last update to the Master Plan was published in April 1999. Guided by state law, the Master Plan will include detailed plans, looking out approximately 10 years, for: Land Use, Housing, Economic Development, Natural and Cultural Resources, Open Space and Recreation, Services and Facilities, and Transportation and Traffic.

Over the winter, the Planning Board worked to develop a Request for Proposals (RFP) as detailed and focused as possible to ensure that (1) we articulate all we want to get from the Plan, and that (2) once launched, the Master Planning process will operate as efficiently as possible. In 2018-19, guiding and participating in work on the Master Plan will be a principal focus for the Planning Board.

OTHER ACTIVITIES

- **Housing Production Plan + Next Steps:** The Planning Board voted to adopt the 2017-2021 Housing Production Plan (HPP), and from it, created a list recommended changes to the Zoning Bylaw in support of making the development of housing easier in Lenox. These will be reviewed further during the Master Plan process, specifically asking where the community would support the location of new housing development, and asking what people want new residential development in Lenox to look like.
- **Lenox Village Parking:** After the May 2017 Town Meeting vote that liberalized parking space requirements in Lenox Village, the Planning Board put looking for new ways to increase parking spaces back on its agenda. In addition, the number of hotel rooms and other lodging options such as Short-Term Rentals continue to increase, putting more pressure on Village parking availability. To start, we reviewed several parking and layout plans produced for the Village over the past fifteen (15) years, with an eye toward (1) consolidating them into one (1) go-forward plan and (2) trying to find even more parking beyond what was in these plans. This work will be rolled into the upcoming Master Plan.
- **Lenox Dale:** In response to a request from the Board of Selectmen following their meetings in Lenox Dale to discuss a Medical Marijuana applicant's proposal, Town Planner Gwen Miller consolidated feedback on land use issues from all recent walking tours and community

Town Of Lenox Annual Report 2017

discussion with Lenox Dale into one report. This input and feedback gathered will be rolled into the upcoming Master Plan.

- **Special Permit Review:** In 2017 and continuing into 2018, the Board began a review of the Application of Stone Path Development, Inc. for the property at 241 Walker to develop nine (9) single-family homes on 9.5 acres. The Planning Board is the permit-granting authority for Open Space Flexible Developments.

- **Approval Not Required Reviews:** The Board reviewed and endorsed three (3) Approval Not Required (Form A) plans; such plans pertain to by-right divisions of land not otherwise governed by the Town's Subdivision Control Bylaw.

OTHER BOARD AND COMMITTEE WORK

In our official capacity, Planning Board members also serve on other boards or committees in the Town and County:

- Tom Delasco has been a member of the Lenox Community Preservation Committee since 2013.
- Pam Kueber has been Lenox Delegate to the Berkshire Regional Planning Commission (BRPC) since 2016; she has served on the Regional Issues Committee since 2017, and joined the Berkshire County Comprehensive Economic Development Strategy Committee in 2018.
- Kate McNulty-Vaughan has been a member of the Lenox Housing Trust since 2009 and the Affordable Housing Committee since 2009.
- Deborah Rimmmler has been a member and chairman of the Lenox Land Management Committee since 2016.

RECOGNITION

We are very grateful for the leadership and support provided to our Board by Land Use Director Gwen Miller, AICP, and Peggy Ammendola, Land Use Clerk. Many thanks to Selectman Ken Fowler, who continues to be the liaison between the Board of Selectmen and the Planning Board; Ken also has been Lenox's Alternate to the Berkshire Regional Planning Commission since 2016. And, we greatly appreciate all the citizens who come to our meetings and forums to weigh in on issues under consideration or to call issues to our attention.

Respectfully submitted,

The Lenox Planning Board

REPORT OF THE CONSERVATION COMMISSION

To the Honorable Board of Selectmen and Citizens of Lenox:

The Conservation Commission is composed of seven volunteer members appointed by the Board of Selectmen. The Commission administers and enforces the state Wetlands Protection Act (WPA) and the Scenic Mountain Act (SMA). In that capacity the Commission processes applications to perform work in and near the wetlands, flood plains, rivers, banks, surface waters, other resource areas and the mountain regions. The intent of the WPA is to control activities that involve filling, excavating, or otherwise altering wetlands that can impair their many valuable functions. The intent of the SMA is to protect watershed resources and preserve the natural scenic qualities of the mountain region. Before any activity takes place in these regulated areas the Commission should be consulted and necessary permits issued.

Under the Scenic Mountain Act, there was one filing for a Notice of Intent (NOI) filed by the Town of Lenox for property known as the Belvedere in Kennedy Park, to selectively remove specific trees that were growing to a height that was or would be obscuring the view. The Commission denied the request because the SMA regulations prohibit removing trees that are more than 4 inches in diameter. When the Belvedere was built in 2011, some residents voiced dismay because it was visible. This proposal would create a visible opening. The Commission suggested that a Request for Determination of Applicability (RDA) be filed for a maintenance plan.

An NOI under the SMA that had been filed in 2015 by the Pittsfield Municipal Airport (PMA) was finally closed in 2017 after a total of 19 meetings. This project initially was for the re-clearing of an existing easement and replacement of a beacon, but it was discovered that construction activities went beyond what was permitted which resulted in the need for site restoration within and adjacent to the easement on land of Mass Audubon. The hearing was closed in February and in March the Commission issued an Order of Condition/Restoration Plan. On March 31, 2017 the Commission was notified by the Department of Conservation and Recreation that the PMA had filed an appeal. A large volume of documentation which included a record of proceedings was provided to DCR at their request. The year closed without any further communication from DCR.

Under the Wetland Protect Act the Commission processed eight Notices of Intent and eleven Requests for Determination of Applicability this year. Each application requires a public hearing or public meeting, review of plans, a site visit and an Order of Conditions or Determination of Applicability. Four Certificates of Compliance were issued. Certificates are issued after the Commission conducts site visits to assure adherence to the Orders of Conditions. The Commission had twenty six meetings over the course of the year.

Site visits are also conducted in some cases of new construction or demolition to ensure proper clearance from identified wetlands as well as in response to questions raised by concerned citizens. During the year the Commission conducted over 35 such site visits.

Additionally, the Commission managed four conservation properties.

Tim Flanagan, a dedicated long time Commissioner, resigned during the latter part of 2017. The Commission was fortunate to have someone with his expertise for so many years. His presence will be missed.

The Conservation Commission meets on the 1st and 3rd Thursday at 7:30 p.m. at the Town Hall in the Land Use Meeting room.

Respectfully submitted,
Chairman Neal Carpenter
Vince Ammendola
Rosemary Fitzgerald Casey
Dick Ferren
David Lane
Joe Strauch

REPORT OF THE COMMUNITY PRESERVATION COMMITTEE

To the Honorable Board of selectmen and the Citizens of Lenox:

The Community Preservation Committee administers the Community Preservation Act, vetting applications for awards from applicants and recommending projects to Town Meeting.

The Committee is composed of the following community members:

- Anthony Patella, Chair (Lenox Community Center)
- Tom Delasco, Vice Chair (Planning Board)
- Frederick Keator, (At Large)
- Catherine May, (Lenox Housing Authority)
- Olga Weiss (Lenox Historical Commission)
- Joseph Strauch (Conservation Commission)
- Albert Harper (At Large)
- Eugene Chague (At Large)
- Channing Gibson (Board of Selectmen)

In 2017, the Community Preservation Committee reviewed and recommended three (3) projects to Town Meeting. These projects were:

1. The Mount Stable Restoration

\$75,000 to help finalize restoration of the historic stable at the Mount so it may be used for office and programming needs throughout the year.

2. Berkshire Natural Resource Council Parson's Marsh Trail and Boardwalk

\$235,000 to help in the construction of trail and boardwalk to the edge of Parson's Marsh off of Undermountain Road. The boardwalk will be universally accessible and allow residents and visitors of all ages to enjoy Parson's Marsh.

3. Ventfort Hall Masonry Stabilization

\$30,000 in order to make masonry repairs to the exterior of Ventfort Hall, a project noted as high priority in their architectural master plan conducted in 2016.

In addition, the CPC recommended funds for administration, for the continued pay down of the Library purchase, and the allocation of receipts to each Community Preservation category: Historic Preservation, Community Housing and Open Space & Recreation. The Committee has allocated \$500,000 for a future open space purchase over time.

The CPC held a public hearing in May 2017 to hear from residents and non-profit organizations about local need and aspirations that could benefit from CPA support.

The CPC plan and application materials continue to be available on the Town website for your review.

Land Use Director Gwen Miller provides staff support.

Local revenue for FY17 totaled \$342,587 and the match from the Commonwealth was \$115,076.

Respectfully submitted,

The Lenox Community Preservation Committee

REPORT OF THE HISTORIC DISTRICT COMMISSION

To the Honorable Board of Selectmen and Citizens of Lenox:

The Lenox Historic District, located in an area bordered by Franklin, Church and parts of Main and Walker Streets, was established by the Town in 1975 to preserve and protect buildings and spaces significant in the history and architecture of the village of Lenox. The Historic District is administered by the Historic District Commission, an oversight board appointed by the Board of Selectmen that applies rules and regulations to protect the district from alteration and development that might compromise its aesthetic integrity or diminish its historic value.

The District is characterized by a variety of streetscapes made up of buildings of many different types, styles or designs, sizes, and settings. Its architecture reflects a range of historical developments, from the early period of Lenox as the county seat through the Gilded Age with its “summer cottages” and attendant residential and commercial architecture, to the late 1930s when Tanglewood furthered Lenox’s reputation as a cultural destination. The result is a District that is characterized by its diversity, not its uniformity.

Alterations to each building must be respectful of that building’s contribution to the District overall. The District’s architecturally and historically significant buildings were constructed by 1923. Maintaining the integrity of buildings dating up to this period is, therefore, a major goal of the District.

During 2017 the Historic District Commission received twelve applications, down from twenty the previous year. Five of the applications were for signs, while others included roof replacement, landscaping, remodeling and renovations. One was to correct a violation where a place of business had an internally lit window display. The business owner agreed to unplug the lighting.

The Commission appointed Jason Berger to be the liaison to the Building Department in order for there to be better communications between the two. There have been issues, primarily with new business owners to the District not realizing that they must get approval from the Commission for anything that is “visible from a public way”. The most common violation is failure to file an application for a sign. The Building Department will be advising the Commission of any activity in the District and the Commission will advise the Building Department of any activity that is taking place without an individual filing with the Commission. The Building Commissioner, as the Zoning Enforcement Officer, enforces the Historic District Bylaw.

The Commissioners decided that it would be helpful for applicants, Commission and Building Department to have a more streamlined process for sign requests. In late 2017, Mr. Berger developed an outline for the Commissioners to review. The goal is to develop a comprehensive check list for the Building Department and guidelines and implement in early 2018.

Elaine Steinert, due to illness, is no longer able to serve on the Commission. The Commission was very appreciative for the many years of service that she provided. Elaine contributed countless hours to create the Historic District Guidelines.

Pat Jaouen was appointed to fill Elaine’s position, moving up from alternate status.

The Commission meets in the Town Hall Land Use meeting room on the first and third Tuesday of each month at 5:30 p.m.

Respectfully submitted,
Ken Fowler, Chair
Jason Berger
Mark Smith
Kameron Spaulding
Pat Jaouen

REPORT OF THE BUILDING INSPECTOR

Calendar Year 2017
B.J. Church
Building Commissioner

Jeffery Clemons
Building Inspector

Denene Pelkey
Building Inspection Administrative Assistant

To the honorable Board of Selectmen and Citizens of Lenox:

The purpose of the Office of the Building Inspector is to provide accurate and consistent plan review, ensure the timely issuance of permits and inspections, provide uniform code enforcement, and serve the customer in an objective and helpful manner, while exercising reasonable judgement and assuring compliance with the Massachusetts State Building Code, Massachusetts General Laws, and the Lenox Zoning Bylaws as they all pertain to projects in Lenox.

I am pleased to present the following written report as required by 780 CMR, the Massachusetts State Building Code, article 1 section 108.0 fully detailing the activities of the department including the number of building permits issued and the duties and services rendered for the preceding calendar year.

Listed below, for your review, is a summary of permits issued for FY17 and the associated permit fee.

Type of Permit	Number Issued	Construction Value
Residential	218	
Commercial	106	
Sheet Metal	13	
Sign Permit	13	
Tent Permit	35	
Trench	38	
Solid Fuel Appliance	5	
TOTAL	428	\$136,433

The vast majority of permits issued this year were for renovations to existing structures, both residential and commercial. Included in the total were many projects designed to enhance the energy efficiency of existing residential dwellings and commercial buildings.

As building officials, we are required to periodically inspect existing buildings and structures, and parts thereof, in accordance with Chapter 1, section 110 of Massachusetts State Building Code. Periodic inspections were made this year at schools public and private, churches, restaurants, hotels, motels, lodging facilities, apartment buildings, nursing home, assisted living facilities, theaters and day care centers. The Building Inspection Department performed 196 of these periodic life-safety inspections and issued the required Certificate of Inspection.

Town Of Lenox Annual Report 2017

Lenox continues to use Permiteyes online permitting program, provided by Fullcircle Technologies, Inc. for building, electric, plumbing and gas permits. The online permitting program continues to provide an efficient process for user and inspector, alike, allowing time for building inspectors to expand the required periodic inspections to uses and buildings which have not previously been covered. This Department continues to provide shared services with the neighboring Town of Lee, in an effort to explore combining the Building Inspection Departments of both Lee and Lenox.

Leadership of the Inspections Department continues with B.J. Church as the Building Commissioner for Lenox and Lee, with capable assistance from Jeff Clemons, the Local Inspector. Jeff joined the Inspections Department after 3 years in the City of Pittsfield and Adams, and B.J. joined the after 3 years with the Town of Monson. Denene Pelkey continues on as the Inspections Department Administrative Assistant. While the office base has shifted to Lee Town Hall, we are happy to schedule meetings at Lenox Town Hall at your convenience.

I would like to also thank the Town Hall Staff, all town Boards and Committees, the Citizens of Lenox, and all contractors for their assistance and cooperation during the past year.

Respectfully Submitted

B.J. Church
Building Commissioner

REPORT OF THE INSPECTOR OF WIRING

To the Honorable Board of Selectmen and Citizens of Lenox:

Below, for your review, is the annual report of the Electrical Inspector for the 2017 calendar year. During the year a total of 225 permits were filed and 430 inspections were made. This represents a decrease of 22 permits and 101 inspections from the 2016 calendar year. Although there were decreases in both the number of permits and inspections, the amount of time spent on inspections continues to increase due to the large scale of some of the projects. Projects completed in 2017 included the Courtyard by Marriott, the renovations of both the former Cameron House and the Walker House, the Willow Creek Solar arrays, the Henry Avenue sewer plant and the new Morrison Home Improvement facility. Ongoing projects include construction of the condominiums at Canyon Ranch, the addition of a multi-purpose room at the Montessori School, the large solar array at the Yankee, and the renovations at Cranwell.

In addition to the projects mentioned above, inspections were also made for additions to buildings and remodeling projects, new building construction, swimming pools, tent lighting, new sign installations, home solar arrays, fire calls and water damage, oil burner, generator and security system installations and other major and minor wiring projects.

I would like to thank all area electricians for their cooperation during 2017. I would also like to thank Scott Pignatelli and Bill Roche for covering electrical inspections in my absence.

Respectfully submitted,

Robert J. Pensivy, Sr.
Electrical Inspector

REPORT OF THE PLUMBING INSPECTOR

To the Honorable Board of Selectmen and Citizens of Lenox:

This is my report of the Plumbing Inspector for the year 2017. 97 plumbing permits were issued and inspections were made. I am attending continuing education for Massachusetts Plumbing Inspectors and meetings of the Berkshire County Plumbing and Gas Inspectors Association. I wish to thank Ronald Paul, my assistant inspector, and all area plumbers for their cooperation.

Respectfully submitted,

Mark J. Smith
Gas Inspector

REPORT OF THE GAS INSPECTOR

To the Honorable Board of Selectmen and Citizens of Lenox:

This is my report of the Gas Inspector for the year 2017. 104 gas permits were issued and inspections were made. Inspections were also made for Berkshire Gas Company tag warnings. I am attending continuing education for Massachusetts Gas Inspectors. I would like to thank all area plumbers and gas fitters for their cooperation.

Respectfully submitted

Mark J. Smith
Gas Inspector

REPORT OF THE DEPARTMENT OF PUBLIC WORKS

William J. Gop, Superintendent of Public Works
Jeffrey A. Carpenter, Laborer / Snowplow Coordinator
Daniel T. Kirby, Cemetery Foreman
Paul G. Mahoney, Equipment Operator
Patrick Reagan, Water Treatment Plant Operator
Robert Horn, Water Department Foreman
Stephen Carleton, Laborer / Truck Driver

Beth Carroll, Office Manager
R. Scott Jarvis, Assistant Superintendent
Paul Valley, Mechanic
James J. Roche, Equipment Operator
Jeffrey L. White, Wastewater Plant Foreman
Scott Winslow, Wastewater Plant Operator

To the Honorable Board of Selectmen and Citizens of Lenox:

The mission of the Department of Public Works is to maintain and improve the Town's infrastructure: roads, water and wastewater treatment systems, water distribution system, wastewater collection system, stormwater collection system, parks, and cemeteries. The daily responsibilities of water treatment, wastewater treatment, water and wastewater utility billing system, street maintenance and repair, snow and ice removal, cemetery maintenance and burials, mowing, brush cutting, tree removal, drain cleaning, trash collection, pavement markings and signage are accomplished by a dedicated staff of thirteen whose combined efforts maintain the Lenox infrastructure and its beautiful landscape.

The Highway Division's annual road paving work included the milling and paving of Crystal Street and Full Reclamation of Richmond Mountain Road.

There were fifty separate snow and ice events in the winter of 2016/2017 requiring responses to treat the town roads and sidewalks. The events totaled 109 inches of snow.

The Water Division replaced a troubled 2" galvanized steel line, with a new Ductile Iron 8" Main Line., from Plunket St. to Bramble Ln. and down Rosebank Drive. This replacement not only secured reliable water service to the residents in this area but added much needed fire protection for them as well. The department also replaced a pumping motor with a variable frequency motor at the waterplant, this will help reduce energy consumption. The department continues to look into ways to reduce and conserve energy, saving the town money in the process. Water produced from the Lenox Water Treatment plant totaled 197,521,600 gallons. With the abundant rainfall this past year, Lenox did not need to take in any water from neighboring towns. There were only two new residential connections and one new commercial connection added to our system, totaling 3 permits issued. There were four hundred and eighteen back flow tests performed.

Quality drinking water is one of Lenox's most important resources. Lenox needs to continue planning for additional sources of water. One source that Lenox has relied on for many years is the City of Pittsfield. Through an interconnection with Pittsfield, Lenox can take a daily average of 212,500 gpd and a peak of 430,000 gpd. That amount is about 35% of daily consumption in high use periods of the year. Lenox only uses Pittsfield water when demand exceeds our treatment plant's peak capacity of 1.1 million gallons per day or when we have an insufficient capacity in our own reservoirs. In addition to adding new sources of water,

Town Of Lenox Annual Report 2017

an equally important component of providing an adequate supply is conservation. Water is a limited resource and the conservation and protection of existing sources needs to be a part of any municipal water system plan. Everyone needs to be aware of his or her water consumption and take steps to minimize it. Make sure your home or business is leak free. Check your water meter when you are certain that no water is being used. If the meter reading changes, you have a leak. Repair dripping faucets. One drop per second wastes 2,700 gallons of water per year. Take shorter showers. Operate dishwashers and clothes washers only when they are fully loaded or set the water level for the size of the load. Driveways and sidewalks should be cleaned by sweeping not washing. Consider using a commercial car wash that recycles water. If you wash your own car, park on the grass and use a hose with an automatic shut-off nozzle. Never pour water down the drain when there is another use for it. Use it to water indoor plants or your garden. Every little bit helps and it will save you money.

The Wastewater Division completed the new pump station on Henry Ave this past fall. With the completion of this pump station, the Town now has 3 new pumping stations completed in the last 6 years. Total wastewater flow collected at the Crystal Street Treatment Plant was 226,571,000 gallons for an average 620,742 gallons per day (gpd) out of a capacity of 1,190,000 gpd. Total wastewater flow pumped to the City of Pittsfield wastewater treatment plant from North Lenox was 55,162,359 gallons and an average of 151,130gpd.

Wastewater flows will continue to increase as the town grows and as the system ages. Just as the conservation of drinking water can be a big factor in maintaining an adequate supply of quality drinking water and controlling costs, conservation can be a big factor in minimizing the amount of wastewater we have to treat resulting in cost savings for all system users. Sump pumps, floor drains, roof gutters, and leaking joints in pipes added an average of 230,717 gallons per day of otherwise clean water to the Crystal Street Wastewater Treatment Plant collection system during the past year. Once it is in the collection system it has to be treated along with the rest of the wastewater. Making sure your sump pump, floor drain, or roof gutters do not discharge into your sewer pipe which can significantly reduce the amount of wastewater we have to treat. Replace service pipes when it is determined they have defective joints. Fix leaking toilets and faucets. Take shorter showers. Operate dishwashers and clothes washers only when they are fully loaded or set the water level for the size of the load. If everyone contributes to some reduction in wastewater flow, we can prolong the life of our wastewater treatment plant and put off spending millions of dollars on upgrading its capacity.

The Cemetery Division performed twenty five burials at Mt. View Cemetery, New Lenox Cemetery, and Church on the Hill Cemetery. We are in the process of getting quotes for the continued maintenance on these sacred areas. The burial records of the three Town cemeteries can be found on the Town's website, www.townoflenox.com. Click on Town Departments, Department of Public Works, Cemetery Division.

During 2017 residents made 481 deliveries of leaves, brush and grass clippings to the Town's yard waste collection site located at the Crystal St. Wastewater Treatment Plant. The site was open sixteen Saturdays throughout the year. We encourage residents to make use of this service for disposal of leaves, grass clippings, small limbs, and Christmas trees.

Both the Water and Wastewater Divisions are "Enterprise Funds" which means they are designed to operate on funds received from rates and fees. A Cemetery fee schedule is also included.

I would like to say thank you to all Town Boards, Officers, and Departments for their support over the past year. I've learned a lot and appreciate the help you all have provided. I wish to thank the residents of Lenox for their continued support of the Department. Most importantly, I'd like to thank the employees at the DPW for their tireless work and dedication to the Town. Finally, I'd like to thank their families for putting up with the long days and nights. The Department of Public Works will continue to fulfill its mission to maintain and improve the Town of Lenox and its infrastructure.

Respectfully submitted,

William J. Gop
Superintendent of Public Works

TOWN OF LENOX DEPARTMENT OF PUBLIC WORKS CEMETERY FEE SCHEDULE

Full Opening (Mon-Fri. 7:00am - 3:30pm)		\$500
Cremation Opening (Mon-Fri. 7:00am - 3:30pm)		\$200
Cremation Vault Opening (Mon-Fri. 7:00am - 3:30pm)		\$250
Infant Opening (Mon-Fri. 7:00am - 3:30pm)		\$150
Winter Charge	(Nov. 1-May 1)	\$150
Lot Sale (per grave)	Lot rate:	\$100
	Perpetual care:	\$300
	Total Lot Sale cost:	\$400
Foundation Permit Fee (see regulations)		\$ 35
Disinterment (see regulations) (May 15 – Nov. 15)		\$750
Installation of four corner markers (supplied by others)		\$100
Overtime (per hour / employee)		\$ 50
(min. 1 hr. weekdays; min. 4 hrs. weekends & holidays)		

Lots at Mt. View Cemetery are available to Lenox residents only.

REPORT OF THE POLICE DEPARTMENT

Stephen E. O'Brien, Chief of Police

Timothy P. Sheehan, Senior Officer
Paul A. Duval, Officer
William C. Colvin, Officer, SRO
Sean F. Ward, Officer
Michael T. Smith, Officer

John W. Willey, Officer
Eric R. Kirby, Officer
Tyler W. Bosworth, Officer
Peggy Ammendola, Administrative Assistant

To the Honorable Board of Selectmen and Citizens of Lenox:

The above-listed personnel represent the current compliment of the full-time officers of the department. Without their dedication and drive to serve the public through community policing we could not provide the highly efficient services that we do. I personally thank each of them for their continued professionalism.

The police department would not operate as well as it does without the able assistance of our part-time workers. My thanks to the Reserve Officers, the Traffic Officers, and Peggy Ammendola, our Administrative Assistant, for their continued hard work.

In 2017 we saw a 26% decrease in all types of arrests and a 30% decrease in the total number of offenses committed as compared to 2016. We also handled 16% fewer felonious criminal activities than in 2016. This is reflected in the case activity statistics reported below. This is the first year that we have seen a decrease in our physical custodies and in felony crimes, while non-crime related incidents rose 5% from 2016. In 2017 we also investigated 142 motor vehicle crashes with injuries ranging from fatalities to none at all.

2017 was a busy year for our agency as we try to deliver the best community oriented policing that we possibly can. Our officers continue to be well trained and motivated while having to deal with some of the most difficult situations one can imagine, all the while maintaining their own safety as well as the safety of our community.

As always, it is our goal to attempt to prevent crime, to protect the public, and to serve the residents of our community. We will continue to look to the members of our public to assist us in many different ways. As policing and police officers are routinely more closely examined countrywide, we are appreciative of the overwhelming support that we receive from the Board of Selectmen, the Town Manager and the citizens of Lenox.

Respectfully submitted,

Stephen E. O'Brien

Chief of Police

Case Activity Statistics

Total Offenses Committed: 389
Total Felonies: 121
Total Crime Related Incidents: 106
Total Non Crime Related Incidents: 144
Total Arrests On View: 48
Total Arrests Based on Incident/Warrants: 12
Total Summons Arrests: 120
Total Arrests: 180
Total P/C's: 3
Total Juvenile Arrests: 9

REPORT OF THE LENOX FIRE DEPARTMENT

To the Honorable Board of Selectmen and Citizens of Lenox:

It is with great pride in this Department that I submit my 2017 Annual Report. The mission of the Lenox Fire Department is to protect the lives and property of those within the town by providing public safety education, performing fire safety inspections and providing emergency response services.

Requests for service-

The Lenox Fire Department responded to 1644 requests for assistance during 2017.

222 fire alarms, 40 fires, 59 service calls, 120 rescues, 51 hazardous conditions, 1135 medical calls and 17 good intent calls (odor of smoke, steam believed to be smoke, etc.).

Stations and Equipment-

The Lenox Fire Department currently operates out of three fire stations that are strategically located throughout the town. This is done to reduce response times and allows us to better serve the citizens of the Town of Lenox. Our average response time (time of dispatch to time on scene of the incident) during 2017 was 4 minutes.

The Central Fire Station, built in 1910, is located at 14 Walker Street and serves as the department's headquarters and administrative offices. Equipment housed in the Central Station is Engine 1, a 2011 Seagrave Marauder II Rescue Pumper and Truck 5, a 1996 Darley – Quint (75 foot aerial ladder truck & pumper).

The Lenox Dale Fire Station, built in 1936, is located at 26 Elm Street and houses Engine 6 a 2008 Seagrave Marauder II pumper. Engine 62 a 1985 Pierce Arrow, reserve pumper and ISU-1 a 2007 Incident Support Trailer

The New Lenox Fire Station, built in 1962, is located at 399 Pittsfield Road and houses Engine 3 a 1989 Pierce Arrow pumper, Truck 7 a 1999 Ford Brush Truck, Marine 1 a 19 foot, 5 horsepower rescue boat, Brush 1 a 2003 Honda, All Terrain Vehicle and Brush 2 a 2016 Polaris side by side UTV

Training-

Throughout the year the Fire Department conducted weekly training to stay proficient in all aspects of fire suppression, rescue techniques and property preservation as well as State mandated training in Hazardous Materials, First Aid, Fire Investigation and Incident Management. This training was conducted both in house and with the Massachusetts Fire Academy. The Lenox Fire Department now has four members assigned to the Western Mass Technical Rescue Team which trains and responds to incident requiring training in high angle rope rescue, confined space rescue, trench rescue and building collapse.

Fire Department Personnel-

The Lenox Fire Department is currently made up of 6 Career Firefighter/EMT's, 15 Part-time Relief Firefighter/EMT's, 37 Volunteer Firefighters. Our paid staff works out of the Central Fire Station and provides for two on duty FF/EMT's 24 hours a day seven days a week coverage.

Career Firefighter / EMT's

Dan Clifford, Chief
Larry Morse, FF/EMT-P

Chris O'Brien, Deputy Chief
Dan Piretti, Captain

Jason Saunders, Captain
Matthew Williams, FF/EMT

Town Of Lenox Annual Report 2017

Relief Firefighter / EMT's

Bob Casucci, Deputy Chief
Paul Duma, FF/EMT
Jackson Reis, FF/EMT
Justin Kimball, FF/EMT-P
Bob Gaughran, FF/EMT

Mike Zinchuk, Lieutenant
Josh Romeo, FF/EMT
Cody Schaefer, FF/EMT-P
Matt Tyer, FF/EMT-P
Stephen Murray, FF/EMT

Chris Prew, Lieutenant
Steve Quinn, FF/EMT
Trevor Swistak, FF/EMT
Mark Millett, FF/EMT
Cameron Sibley, FF/EMT

Volunteer Firefighters

Wendy Adam, Firefighter
Steve Carleton, Firefighter
Tyler Collins, Firefighter
Caitlyn Dinan, Firefighter
Scott Forbes, Lieutenant
Chris Hunt, Firefighter
Bill Gop, Firefighter
Abigail Lemanski, Firefighter
Cam Marcantel, Firefighter
Jason Miller, Firefighter
Louis Senecal, Firefighter
Adam Sperlonga, Firefighter
Jim Terry, Captain

Devin Alden, Firefighter
Elio Casucci, Firefighter
Bill Colvin, Deputy Chief
Max Dolan, Firefighter
Nick Frost, Firefighter
Fred LaFave, Firefighter
Matt Lane, Firefighter
Zack Levesque, Firefighter
Jake Maturevich, Firefighter
Steve Omelenchuck, Firefighter
Dan Sheehan, Firefighter
Todd Stevens, Firefighter

Matthew Boulais, Firefighter
Linda Clifford, Firefighter
Steve Coon, Firefighter
Matt Fenton, Firefighter
Chris Garrity, Firefighter
Andrew Lane, Firefighter
Mike Leahy, Firefighter
Jeff Lynch, Firefighter
Justin Mercer, Firefighter
Jim Prew, Firefighter
TJ Smachetti, Firefighter
Aurelien Telle, Firefighter

Unfortunately during 2017, our Department suffered the loss of retired Firefighter's Paul M. Kostyun of the Lenox Dale Fire Company who served as their Secretary/Treasurer for many years and Thomas J. O'Brien of the New Lenox Fire Company. Rest in peace and thank you for a job well done!

On a happier note Volunteer Firefighter Abigail Lemanski was hired as a career Firefighter with the City of Pittsfield becoming the cities first female Firefighter.

Prevention and Education-

This department was busy in many other facets of Public Safety including the training and credentialing of four of our personnel in the new Department of Fire Services - Fire Prevention Officer 1 program. Our personnel continued to attend and receive training in the administering the Massachusetts Fire Prevention Code.

During 2017our department conducted 515 Fire Prevention inspections on oil burners, LP gas storage tanks, tank removals, fire alarms, blasting and fireworks requests, as well as required building inspections and issued 1228 permits. As a way to become more user friendly the Fire Department now allows residents to obtain their burning permits on line using www.townoflenox.com or www.lenoxfire.com web sites and selecting the Burning Permit link. For those who do not have internet access burning permits may also be obtained by calling 637-2345.

The Fire Department would like to thank the Board of Selectmen and the citizens of the town for their continued support of our operations. As part of this support we are always looking for new members to fill our ranks. Please contact us if you are willing to volunteer and become a firefighter.

In closing, I want to sincerely thank all the officers and members of the Lenox Fire Department for their time and dedication. Also, without the support of the families of these brave men and women who respond at moments notice to assist others in need, the ranks of our volunteers would be greatly diminished.

Respectfully Submitted

Daniel W. Clifford, Chief
Lenox Fire Department

REPORT OF THE LENOX LIBRARY ASSOCIATION

To the Honorable Board of Selectmen and Citizens of Lenox:

Local history was remembered, and local history was made, at the Lenox Library.

First of all, the library supported the efforts of the Town of Lenox as it celebrated its 250th anniversary in the following ways:

- Three sessions of the 10th Distinguished Lecture Series were dedicated to local history, producing a combined attendance of 287
- Displays from our archives, chiefly curated by Information Librarian Christy Cordova, featured Fanny Kemble, the Sedgwick family, the Walker family, and letters by George Washington and Abraham Lincoln
- With the Lenox Historical Society, we hosted Bernard Drew's talk on Morse's Garage, held in the Welles Gallery
- The gallery was also home for an alumni reception for Lenox High School graduates, hosted by the Class of 2000
- The library's book "Images of America: Lenox" was used to support the 7th grade curriculum at Lenox Memorial Middle and High School
- The library hosted a centennial read of Edith Wharton's "Summer," with interpreters from Wharton's Lenox home, The Mount
- We also partnered with The Mount on a spectacular photographic exhibit, "Life In The Dale: Augustus Martin's Lenox"
- Three local history visual programs were held on Apple Squeeze weekend
- Finally, our entry won the prize for Best Historic Float in the Lenox 250th Parade.

Attractive new marble entrance steps were installed, with funding from the Community Preservation Act. The project was done not for aesthetic reasons, but because the previous entrance was precarious. Meanwhile, the Lenox High School Class of 1965 were the sponsors for a new front sign, designed to match the old one (except for the crumbling and peeling).

In the Youth Department, there was a seven month hiatus as we looked for a candidate worthy of the position named for Judy Conklin Peters. Miss Vicky Cooper, a Youth Librarian emeritus, helped bridge the gap by volunteering her finely honed Story Hour skills. We soldiered on through the Summer Reading Program, with over 2,000 attendees enjoying eight special programs as well as weekly concerts by the renowned Terry a la Berry. We feel the hiatus was worth the wait, with a worthy candidate in Katie Wallick.

We took the library out of the building, with presentations to the Lenox Club and the Lenox Land Trust. We turned people away at the Sgt. Pepper Day at the Town Hall, an event orchestrated by Dr. Jeremy Yudkin, moderator of our Distinguished Lecture Series. Groups that come into the building include the First Tuesday book group, Weekly writer's Roundtable, and Last Tuesday Trivia Night. The building was used for tutors in the Quiet Corner and various tables, while the Welles Gallery proved to be a popular venue for town committee presentations and art shows alike. Book signings were plentiful, starting with "Images of America: Lenox," written by Library Director Amy Lafave and bookending with "The World of Tomorrow" by Lenox Library Association board member Brendan Matthews, with 8 readings in between.

As for the virtual library, our website, lenoxlib.org, underwent a complete overhaul, thanks to support from the Lenox Library Association. The improvements include a more appealing design and mobile-friendly interface. Look for continued enhancements to the "library at home."

Finally, a historic agreement, the culmination of a conversation which started over two years ago, was forged between the 250 year-old Town of Lenox and the 161 year-old Lenox Library Association in which the town will provide greater support and greater administrative efficiencies for library operations.

A Memorandum of Understanding has been crafted between the town and the library, proposing that the Town assume responsibility for the Library's operations, budget, and non-development staff. The Library Association will still own and manage the collection and endowment funds, raise funds to support the Library, and consult and cooperate with the Town regarding Library operations and programming. Under this proposal, the Lenox Library Association will still be responsible toward contributing \$132,000 to the library's operations. The association would continue to hold fundraisers such as the book sale and special events, solicit donations through its annual appeal, and

Town Of Lenox Annual Report 2017

seek major donors to buttress the library endowment and invest in capital improvements.

This proposal will also ensure that the town will fulfill its state Municipal Appropriation Requirement (MAR). Meeting the MAR is one of the standards used for certification of the library by the Massachusetts Board of Library Commissioners.

Approval of the Memorandum of Understanding, and the additional appropriation of \$62,349 to fulfill the MAR requirement, was overwhelmingly accepted by voters at a semi-annual town meeting held on November 2, 2017.

Respectfully submitted,

For the Board of Trustees:
Barbara Sussman Goldberg, President
David Roche, Vice-President
Edward Richter, Treasurer
Mary Jane Incorvia Mattina, Clerk

For the Library Staff:
Amy Lafave
The Jim Chervenak Library Director

REPORT OF THE ACADEMY BUILDING TRUSTEES

To the Honorable Board of Selectmen and the Citizens of Lenox:

The Lenox Academy building (c1803) is one of the oldest public buildings in Lenox. In its time it was considered one of the finest institutions for the education of young men. The building also served as Lenox's first public high school; the class of 1909 was the last to graduate from this historic school building. Tenants of the Academy building are Lenox Historical Society/ Museum of Lenox History on the first floor, and the Veterans of Foreign Wars Post #12079 on the 2nd floor. The Lenox Historical Commission and the Academy Garden Club of Lenox also use the building for meetings and events.

As Trustees of the Academy building our goal is to maintain and preserve it as one of Main Street's historically significant landmarks. With that in mind, in 2017 we were pleased to have the new cupola installed at the top of the building. This octagonal cupola was built in late 2016, an exact replica of the previous one which was deemed unsafe after years of exposure to the elements. Just as LB Corporation dismantled and removed the old cupola, their crew and equipment were back again on May 17th, and the new cupola and weathervane were raised to the top of the building. Our sincere thanks go out to the Garritys, Steve and Tom, as well as to Dave Trombly, Harry Barron, Wayne McCormack, his son Eric McCormack, Scott Pignatelli and Tim Face. We're grateful to this generous group who, for the second time, donated their time, talents, and equipment to the job. The new cupola was signed by the men who constructed it. Lenox master carpenters Wayne and Eric McCormack built the octagonal base. The center maypole was crafted by Peter Thorne of West Stockbridge. The copper roof was the work of Al Smith of Lenox, and the replica weathervane, the work of Mark Hanford of Becket. Each of the men listed were proud to be part of this very historic project.

Less visible, but just as important, were other improvements made in 2017. The finishing touches on the cupola project were the painting of the pillars, facial boards and soffit around the roof. In addition, the wainscot ceiling of the cupola was given a coat of protective marine varnish. The fire escape at the back of the building was repaired and stained. New shutters have replaced the old, which were weathered and deteriorating. Since the conversion from oil to gas heat in 2013, we have saved approximately 54% per year off our budgeted amount for fuel. In 2017 new glass storm panels were installed on the side lights of the front door, as well as on the palladian window on the second floor, preventing loss of heat around the old windows.

We thank the Board of Selectmen and the citizens of Lenox for their support in our efforts as stewards of the Lenox Academy building.

Respectfully submitted:

Timothy Face, Chairman
Scott Pignatelli
Victoria Salvatore, Clerk

REPORT OF THE RHUBARB FESTIVAL

To the Honorable Select Board and Residents of Lenox:

The 4th Lenox Rhubarb Festival was held on Saturday, June 10, in Library Reading Park and under pop-up tents along Main Street. The event drew 625 visitors on a warm, sunny day. Nine Lenox businesses participated.

The Festival was moved to the second Saturday in June for three reasons. 1) More rhubarb is available 2) Lenox restaurants are already full over Memorial Day weekend. Bringing visitors into Lenox between then and Tanglewood opening would be good for local businesses 3) More rhubarb vendors might be available on a lesser weekend.

Six Lenox businesses/organizations offered rhubarb items: Scoop: strawberry rhubarb ice cream and raspberry-rhubarb sorbet; Trinity Church: rhubarb soda and fresh rhubarb; Ventfort Hall: rhubarb juice, fresh rhubarb and their "Tea At The Mansion" cookbook containing rhubarb recipes; Mary Zabian: strawberry-rhubarb and rhubarb pies; The Barefoot Gardener (Lynn Sutton): rhubarb plants and Katy's Jewelry: rhubarb-style earrings and refrigerator magnets with rhubarb quotations. Three more vendors, one from Berkshire County and two from further afield sold jams, jellies, and pies.

Church on the Hill volunteers hosted a rhubarb pancake breakfast next to the chapel at 55 Main Street, offering pancakes with rhubarb sauce, sausages, juice and coffee.

Three Lenox restaurant chefs offered rhubarb chili for the tasting contest: Cranwell Resort, Firefly Gastropub, and Olde Heritage Tavern. Visitors were invited to sample each chili with a spoon (\$5) and then cast a vote. The "Favorite" was Cranwell 's entry prepared by Veno Vegenas. The recipe is posted at www.lenoxrhubarbfestival.com.

Volunteers sold rhubarb recipe booklets, tasting spoons and served rhubarb chili. They also helped with advertising and the Lenox Rhubarb Festival website. Studio Two created our logo.

Pictures of all Rhubarb Festivals are at www.lenoxrhubarbfestival.com and on facebook. Contact: info@lenoxrhubarbfestival.com

The date of the 2018 Rhubarb Festival is Saturday, June 9, 10 am.

Respectfully submitted,

Suzanne W Pelton
Founder/Chair

Volunteers:

Ann Bloch
Mary Jean Handy
Beverle Reimann-Marcus
Olga Weiss

August Danowski
Bev Hathaway
Nan Sisselman

Remy Frisch
Erika Mueller
Zach Sutton

REPORT OF THE LENOX HISTORICAL SOCIETY

To the Honorable Board of Selectmen and the Citizens of Lenox:

Lenox Historical Society was founded in 1980 by Eugenia Reinholt and the late Nancy Marasco and incorporated as a 501(c)3 non-profit organization. Through the generosity of the town of Lenox the society operates the Museum of Lenox History located at 65 Main St., in the historic Lenox Academy building.

It is our mission to collect and preserve historical documents, photographs, reference materials and memorabilia that pertain to the history of Lenox and Lenox Dale. All our materials and research are available to the public including early photographs, maps, documents, tax records, historic district survey information, cemetery records, and nearly 400 research papers by Lenox Memorial High School students from 1998-2007, all part of their annual 9th grade assignment, Our Town Ourselves. We are eager to share our knowledge and resources with school groups, residents and visitors who are interested in the unique history of Lenox and Lenox Dale.

Lenox Historical Society holds a variety of lectures, programs and related exhibits each year. In 2017 we celebrated Lenox's 250th birthday with three temporary exhibits that documented Lenox and Lenox Dale life from the 1740s through present day. For the first time, we also collaborated with the Academy Garden Club of Lenox hosting "The Gilded Age Garden and Flower Show", reminiscent of the flower shows held at Town Hall from the early - mid 1900s. We're looking forward to the 2nd Annual "Gilded Age Garden and Flower Show" in August 2018.

Currently there are more than 200 members of the historical society whose annual memberships help support our programs and events. We always welcome new members and volunteers. Please consider joining us as we continue to preserve and celebrate Lenox history! Our museum is open year round Thursday - Saturday from 11-3, and also by appointment.

We thank the citizens of Lenox and Lenox Dale and the Board of Selectmen for their support in helping us preserve the history and heritage of our beautiful town.

Respectfully submitted:

For the Board:
Charles Flint, President
Deborah Cote, Vice-President
Jan Chague, Clerk
Jenifer Picard, Treasurer
Victoria Salvatore, Curator

REPORT OF THE LENOX HISTORICAL COMMISSION

To the Honorable Select Board and Citizens of Lenox:

The Historical Commission(HC), whose members are appointed by the Select Board, is the primary advocate for the protection of the Town's Historic assets. The Commission's mission is to identify, preserve, protect and develop historic sites, including places, buildings, structures, objects, areas, burial grounds, landscape features, and other sites that are of historical, architectural, or archaeological importance to Lenox. In fulfilling this mission the commissioners do the following:

- Identify and inventory historic sites to create a permanent register of their significance through records, photographs, oral history and other documentation.
- Preserve and protect those sites the commission has identified as historic landmarks by reporting the significance of the site(s) to the board of selectmen and to the Massachusetts Historical Commission.
- Seek funding to provide for the identification, inventory, preservation and protection of those historic sites through the Community Preservation Act, state and federal agencies, and private sponsors.
- Educate the public as to the significance of the historic sites of Lenox through presentations at meetings, lectures, seminars and press releases.
- Provide guidance and information to the Select Board on the impact of their action on historic sites.
- Work with and support the Town of Lenox boards and commissions and other groups whose interests intersect with the mission of the Historical Commission, by providing guidance and information on the impact of decisions of these boards and historic sites. Boards and commissions include, but are not limited to: Historic District Commission, Village Improvement Committee, Community Preservation Committee, Conservation Commission, Zoning Board of Appeals, Economic Development Committee as well as non-governmental groups such as the Lenox Historical Society and Chamber of Commerce.
- Work and co-operate with the Massachusetts Historical Commission and State Archaeologist to support the mission of the Historical Commission.

Meetings: second Thursday of the month at 4:00 pm, at the Academy, 2nd floor.

Church on the Hill Cemetery: This foremost historic asset, dating from the 1760's and owned by the Town, with over 2,000 gravestones, was the focus of a multi-year restoration project begun in 2012. With Master Plan in hand and funding from the Community Preservation Committee, 500 gravestones have been repaired through June 2017, including monuments in danger of falling and headstones leaning and at risk of breaking.

Going forward, the budget for cemetery maintenance has been increased and is now part of the DPW budget. I want to thank the Town for designating these extra maintenance funds, with expectations that timely maintenance will avoid the need for large outlays for emergency remediation in the future. As follow-up to this project, the HC has formed a Historic Cemetery Sub-Committee, members Bill Gop, Ray Kirby and Olga Weiss, to monitor historic cemetery maintenance needs.

Westinghouse Street Lamps: the LHC is working on a bronze plaque commemorating the Westinghouse contribution. It will provide historic context and information for historical tourism. Approval and siting of the plaque was approved by the BOS in 2017.

Historic Property Surveys: this project, which updates/corrects and clarifies descriptions of 124 Form Bs* (86 inside the HD and 38 outside the HD), is complete and was published in 2014. There are six pairs of binders, one binder for the 86 HD buildings and one binder for the 38 buildings outside the HD. The binders are located as follows: HC (2 sets), Library (2 sets), Historical society (1 set), and Town Hall (1 set). A set of the 124 completed Form Bs was sent to the MHC for inclusion in the statewide MACRIS file and is available on the web. There are many more buildings in need of form Bs and the HC anticipates a continuation of this project.

Date Markers (Plaques) for Historic Houses: the BOS agreed to fund purchase of 36 date markers, 4 for town owned public buildings and 32 for privately owned historic buildings in Lenox. The markers show the date of construction and the original name/and or use (ie: Lenox Library... originally the Second County Courthouse, c.1815). To date, the Town Hall, Fire Station, Lenox Library, and the Academy plaques are in place. The remaining 32 plaques have been distributed.

National Register Designation: Lenox has been identified by the Massachusetts Historical Commission (MHC) as a candidate for National Register (NR) designation, an honorary status conferred to recognize historic places worthy of preservation. The advantages of NR designation are the enhancement of historical tourism, access to funding for historic restoration, and listing on the National Park Service's National Register of Historic Places Official Website, (a national program to coordinate and support public and private efforts to identify, evaluate, and protect America's historic and archeological resources). This designation does not impose any regulation, but does have historical guidelines for the awarding of funds used for historical restoration. Essential to the process for obtaining this designation, the MHC held a public forum to explain the NR designation, answer questions and solicit commentary from the community. In conjunction with the application for NR designation for the Town of Lenox, form As** (area surveys) for approximately 200 additional buildings are being prepared by the consultants who helped with the research for the Form Bs.

Lenox 250th Anniversary Celebration: Background: to celebrate the 250th year of the incorporation of the Town of Lenox, the BOS sanctioned the creation of the Lenox 250th Committee. The BOS designated a sum of \$35,000, approximately half the projected budget for the year's events. The remainder of the shortfall was to be raised by the Committee to cover costs so that all of 250th events could be free of charge, with several fund raising exceptions. The Committee had a wonderful response from organizations and individuals, met monthly throughout 2017 and ultimately organized over 36 events for the 2017 year.

The initial event, the Kick-off Cocktail/Reception/Fund Raiser/Auction, took place on Saturday, November 5th, 2016. It was fully subscribed, 150 attendees, and grossed \$28,000 (before expenses). Folks who attended not only had a good time... they helped raise funds to help cover the budgeted costs for all the free events taking place during 2017. This initiative was led by the merchants in town and the Chamber of Commerce in cooperation with the 250th Committee.

The highlight of the year was the 250th Parade! Hundreds of residents and visitors lined the parade route, from the Church on the Hill to Shakespeare & Co., with dignitaries, classic cars, antique fire engines, floats, acrobats, gymnasts and horses to delight the crowds. The culmination was a party for all at Shakespeare & Co.

Most importantly, thank you to the Lenox Community for its enthusiastic support. This includes the hard work of the approximately 150 volunteers and those who donated dollars as well as time. Ultimately, support of the Town administration was essential...our thanks to Chris Ketchen and

Town Of Lenox Annual Report 2017

the Board of Selectmen. The Committee's Mission Statement has been our guide....this year of celebration was of, for and by the town. You made this exceptional year happen!

Commissioners: Olga Weiss, chair; Lucinda Weiss, clerk; Jan Chague; and Lavinia Meeks

Volunteers: Lucy Kennedy; Jim Biancolo; Suzanne Pelton; Ray Kirby.

Respectfully submitted,

Olga Weiss, Chair

*Form B: a standard form issued by the MHC that catalogues the historic assets of a community.

**Form A: an MHC designation that catalogues all the buildings in an area, but with less detail about individual buildings than found in Form Bs

REPORT OF THE LAND USE DEPARTMENT

To the Honorable Board of Selectmen and the Citizens of Lenox:

The Land Use Department plans and regulates land use and development in the community through the following boards and commissions:

- Planning Board (Elected)
- Zoning Board of Appeals (Appointed)
- Conservation Commission (Appointed)
- Historic District Commission (Appointed)
- Affordable Housing Trust (Appointed)
- Community Preservation Committee (Appointed)
- Land Management Committee (Appointed)

All of these boards and committees are volunteer positions.. Professional assistance is provided by Land Use Clerk Peggy Ammendola and Land Use Director/Town Planner Gwen Miller, AICP. They are available Department office in Town Hall five days a week during regular business hours to assist you in matters great and small concerning your property. Assessing is also housed within the Land Use Department, and in 2017 the Assessors' Clerk, Denene Pelkey took on the position of Inspections Clerk for the newly shared Lee and Lenox inspectional services at Lee Town Hall. Brenda Marra took on the role of Administrative Assessor prior to achieving the position of Lenox Treasurer/Collector. Randall (Randy) Austin joined the staff in July, and he brings a number of years of municipal assessing experience and has also served as a Selectman in his home town. His expertise and experience provide valuable assistance to residents, the Board of Assessors, and Town Hall staff alike.

2017 was a busy year, with some initiatives continuing from 2016 and some getting started for 2018:

COMPLETE STREETS

In terms of Complete Streets, the Land Use Department developed a Complete Streets prioritization plan with the Department of Public Works and BRPC planners Lauren Gaherty and Eammon Coughlin. This plan enabled the Town to seek up to \$400,000 in grants, and we applied for funds to improve the crosswalks in the village center by creating curb extensions or "bump-outs", to add a cross walk across Old Stockbridge Road, and upgrade curb ramps on Crystal Street. As of this writing, we learned of a partial award of \$323,986 for the first two projects. Working with Age Friendly Berkshires, we used traffic cones to create pop-up curb extensions and also temporary wayfinding to demonstrate how close cultural and commercial attractions are in the village center. A walk audit was also conducted in Lenox Dale with WalkBoston. These activities fed directly into the Complete Streets priority plan.

HOUSING

Lenox now has an up to date and current affordable housing production plan. The Lenox Housing Production Plan (HPP) was developed by consultant Judi Barrett. This plan was adopted by both the Board of Selectmen and Planning Board, and approved by DHCD in the autumn. It guides how the Town can produce sixty (60) units of affordable housing in the next five years through zoning amendments, funding and financing concepts as well as local and regional partnerships. It is available on the Town website. While the plan is a tool of the state regulation which requires each municipality in the Commonwealth to obtain an affordable housing inventory of 10% of its total housing stock, it was recognized throughout the development and adoption of the plan that providing quality, diverse housing opportunities is essential to maintaining a vibrant, year-round community in Lenox and supporting the high caliber of services from which the community derives so much pride.

EQUITABLE DEVELOPMENT

The Land Use Department held a daylong workshop and a public meeting in May 2017 working with the E.P.A. to consider equitable development in light of the new and large hospitality developments set to happen in Lenox and the pressure this may create on local, affordable housing inventory. It was a great opportunity to convene a variety of stakeholders together: representatives of large hospitality groups such as Miraval, local business owners and landlords, long-time residents, elected and appointed officials, members of the Housing Trust, among others. Also available on the website, the memo developed from this activity highlights three topic areas and recommended next steps for the Town to consider.

OPEN SPACE AND RECREATION

The Land Use Department continued to manage the Hardy Kiwi removal in Kennedy Park, and secured additional grant funding to continue this process into 2018. We have worked with Native Habitat Restoration of Stockbridge. They and a number of other conservation stakeholders in the area have been working to identify other sites in the Berkshires with the Hardy Kiwi vine. Unfortunately, the Massachusetts Department of Agriculture chose to not list the Hardy Kiwi vine as an invasive species and it will continue to be available for sale. The Land Use Department also worked with BNRC and Mass Audubon to develop a framework for continued partnership and collaboration on Yokun Ridge, and continued to work with Mass Audubon to exchange land area as authorized by Town Meeting in May 2017.

HISTORIC PRESERVATION

Stay tuned for a Lenox Historic Preservation plan. This project kicked off in the fall, and is the product of both town and state funding. It aims to coalesce resources and energy toward promoting the history of Lenox locally and encouraging historic preservation as an economic development tool and a way to maintain the sense of place that draws so many visitors and new residents to town each year. There are many historic groups in Lenox and many historic assets—how can the Town best support and guide historic preservation for these and its own resources?

ECONOMIC DEVELOPMENT

The Land Use Department provided assistance to the Board of Selectmen in drafting and approving a policy for reviewing tax incentive requests from property owners. This policy sets an objective framework through which the Selectmen and the Town can review tax incentive requests in a replicable and predictable manner. The policy was used to review three incentive requests made for the May 2017 Town Meeting. Only one request was approved, but the adoption of a policy to help guide the Town and property owners is a good tool to have for the future.

November Town Meeting approved \$50,000 for the Land Use Department to update the 1999 Master Comprehensive Plan. A Master Plan guides a community's growth and development over a period of ten to twenty years. A common vision describes the desired outcome for the community, and serves as an objective toward which priorities, policies and actions, are developed and adopted. A Master Plan is a tool for multiple users within the community, and helps guide capital programs and provides a foundation for zoning and development policies. Once the RFP goes out, the Town will procure an expert, objective consultant. Their work will be guided by a representative Steering Committee, and there will be plenty of opportunities for residents of all neighborhoods—the village center, Lenox Dale, New Lenox and others—to participate in answering the questions what does Lenox want to be in 2028 and how will it get there? Stay tuned for that process.

It continues to be a privilege to serve with my Town of Lenox colleagues and the dedicated resident volunteers who provide boundless time and energy to making Lenox a great place to live for all residents.

Sincerely,

Land Use Director Gwen M. Miller, AICP
Land Use Clerk Peggy Ammendola

REPORT OF THE ZONING BOARD OF APPEALS

To the Honorable Board of Selectmen and Citizens of Lenox:

The Zoning Board of Appeals is a quasi-judicial body that operates under the authority of Chapter 40A of the General Laws of the Commonwealth for the purpose of promoting the health, safety, convenience, and general welfare of the Town of Lenox. Residents or businesses seeking relief in the form of a special permit or a variance initiate virtually all matters that come before the Board. We endeavor to make decisions that are timely, transparent, and consistent as allowed within the Lenox Zoning Bylaw. We also endeavor to create an environment where applicants are treated fairly and the entire staff works to that end.

The Zoning Board of Appeals is a nine member board, appointed by the Selectmen. Five are regular members and four serve as alternates.

The Board issues decisions on the following:

- Special permits as allowed under the Zoning Bylaw
- Variances from the requirements of the Zoning Bylaw
- Comprehensive permits under Chapter 40B of the General Laws of the Commonwealth
- Site plan approval of the Zoning Bylaw
- Appeals from the decisions of the Inspector of Buildings

In 2017 the Lenox Zoning Board of Appeals held public hearings to review thirteen applications for special permits, variances and modifications to previously granted projects. Two of the applications were withdrawn by the applicants. Two variances were granted, and all but one of the special permit requests were granted.

Two projects previously approved by the Zoning Board of Appeals which had been challenged were resolved in late 2017. In one case a settlement was reached between the appellant and petitioners and in the other a judge upheld the Zoning Board's decision. Both projects involve the adaptive reuse of structures on Gilded Age estates.

The Board normally meets on the first and third Wednesday of each month at 7:00 pm.

Respectfully submitted,

Ethan Berg, Chair
Shawn Considine, Clerk
Ned Douglas
Cliff Snyder
Robert Fuster Sr.

Alternates:
Jedd Hall
Robert Fuster Jr.
Albert Harper
Clayton Hambrick

REPORT OF THE LAND MANAGEMENT COMMITTEE

To the Honorable Board of Selectmen and Citizens of Lenox:

The Land Management Committee met once in 2017. They identified initiatives and projects such as identifying land for future acquisition, creating a community garden and compiling respective Town property rules and use policies in one document to help guide decision making and management concerning public lands. All of the above efforts aim to implement the Open Space and Recreation Plan. The group also serves as a way for the various groups responsible for land conservation and recreation in Lenox to touch base and discuss ongoing challenges and opportunities.

The Land Management members in 2017 were:

- Deborah Rimmmler, Chair and Planning Board Member
- Kameron Spaulding,
- Warren Archey, Selectman
- Kim Graham, Community Center
- Tim Flanagan, Conservation Commission
- Ruth Wheeler, Kennedy Park Committee
- Patty Spector, Lenox Land Trust
- Andrew Lane, At Large

Respectfully submitted,

The Lenox Land Management Committee

LENOX AFFORDABLE HOUSING COMMITTEE

To the Honorable Board of Selectmen and the Citizens of Lenox:

The Lenox Affordable Housing Trust was chartered in 2009 in order to provide for the preservation and creation of affordable housing in Lenox for the benefit of low-and moderate-income households. The Trust maintains an account balance of \$93,402 and to date has provided 8 grants to income qualified first time homebuyers in Lenox, ranging in amount from \$7,000 to \$10,000. Four banks work with the Town and homebuyers to provide this grant: Lee Bank, Adams Community Bank, Greylock Federal Credit Union and Pittsfield Coop. Information is available on the Town of Lenox website for first time house hunters.

The past year has brought transition to the Trust's membership. Longtime Chairperson Deborah Ferro Burke resigned in order to focus her energy and time on new professional opportunities. We thank her for her long service and commitment to the Trust and Town of Lenox. Longtime member Ellen Jacobsen also resigned from the Trust in order to spend more time focusing on her family and interests outside of affordable housing such as language and travel. New member Mindy Morin was appointed in the late autumn. Carol Haythorne was just recently appointed in early 2018.

The Trust provided input toward the new Housing Production Plan, and also was represented in a number of meetings and workshops over the course of the year, including the E.P.A Equitable Development stakeholder workshop held in May.

Members of the Trust have engaged in continued development to increase their knowledge and expertise in the creation of affordable and middle market housing opportunity. This included the Housing the Berkshires conference held at Shakespeare and Company in May 2017, and a field trip to Williamstown in October to visit the newly developed Cable Mills property and network with the Great Barrington and Williamstown Housing Trusts.

The Housing Trust concluded the year by putting in a request to the Community Preservation Committee (CPC) for \$500,000 so that it may expand its efforts beyond the First Time Homebuyer grant program and into the acquisition of deed restrictions and real property. As of this writing, they received \$250,00. It will continue to work on initiatives and efforts to create and preserve housing opportunity here in Lenox. One example researched by Charlene Rosen would provide a tax incentive to developers working on affordable housing projects. Other examples include a luxury real estate transfer tax, such those proposed to the legislature by Nantucket and Provincetown. The Zoning Bylaw can also support housing, and Kate McNulty Vaughan is working to identify the potential for non-conforming lots in Lenox to be permitted by-right so long as the redevelopment or new development is deed-restricted affordable. The Trust is also looking at expanding the income limit for the first time homebuyer grant program and a buy-down program, where a grant is made toward income qualified home buyers for half the purchase price, securing an affordability restriction on the property and ensuring that it remains an affordable home in Lenox in perpetuity.

And of course...the Sawmill site. The Town hopes to re-issue a Request for Proposals (RFP) in the coming year and work with a developer to build affordable housing, rental or ownership, on the site. The Trust & Committee is composed of the following community members:

Marybeth Mitts, Chair • Jackie McNinch • Olga Weiss
• Kate McNulty Vaughan • Mindy Morin • Charlene Rosen (Committee)

Land Use Director Gwen Mille, AICP provides staff support, and funding from DHCD's PATH program provided consultant support through RKG Associates to update the 2009 Housing Production Plan. This plan was adopted by the Planning Board and Board of Selectmen in the summer of 2017, and approved by DHCD subsequently. It will guide the work of the Trust and Committee into the next five years.

Respectfully submitted,
Lenox Affordable Housing Trustees and Committee Members

REPORT OF THE LENOX COMMUNITY CENTER

To the Honorable Board of Selectmen and Citizens of Lenox,

Lenox Community Center

The Lenox Community Center provides services to residents of all ages. Our Council on Aging office, housed at the center, staffs a part time Senior Services Coordinator/Out-reach Worker. Van transportation for our elderly is provided 4 days a week. The center provides year-round programs for children and adults. Our after-school program for school age children, as well as a summer camp program and sports programs, are an integral part of the services provided here at the center. The Community Center credits its quality programs to our wonderful community volunteers, staff as well as our active board of directors. The Lenox Community Center is committed to providing a safe and respectful environment for all who organize and/or participate in the variety of services offered. Room rentals are available for parties, meetings, or classes.

Mission Statement

The Lenox Community Center is committed to providing a safe and respectful environment for all who organize a/o participate in a variety of services offered through the center. The staff and Board of Directors will do their best to have open and honest communication. We will work in a productive and pro-active manner in order to continue providing these diverse services.

This past year at the Community Center we had our new heating system installed at the Community Center. We also implemented the Town Beach upgrades and ADA accessibility. New and efficient lighting was placed throughout the building. Our beautifully maintained building is a wonderful place to host meetings, social events and classes of all varieties.

Our Youth and Senior Services programs continue to flourish. New programs have been offered throughout the year with much success as our increase in participants clearly shows. We would like to thank the town for their continuing support of this wonderful facility. It is our goal to move forward while keeping the best interest of our residents of all ages in mind, as we continue to expand programming.

Respectfully Submitted:

Kim Graham, Director

Anthony Patella - Chairman

Sheri Gaherty - Co-Chairperson

Francie Sheehan-Sorrentino -Secretary

Stephen Coon

Michael Cooney

Rose Fitzgerald-Casey

Jen Picard

REPORT OF THE LENOX SCHOLARSHIP COMMITTEE

To the Honorable Board of Selectmen and Citizens of Lenox:

The Scholarship Committee is pleased to report that in June of 2017, \$25,300 was awarded through the Town of Lenox Scholarship Program to residents looking to further their education. Due to the needs of our students, this past year we saw the largest number of applicants in over a decade. Through the support of our donors, we were able to assist 35 graduates of the LMMHS class of 2017 and 16 post-graduate students. Awards ranged from \$250 to \$1,000.

This scholarship program is a credit to all the citizens of Lenox who continue to support our graduates.

The Lenox Scholarship Fund was established in 1989 to offer financial support to students who wish to pursue higher levels of education, graduate school, trade school, and other educational institutions. Over the years we have been able to increase the size of the program and the amount of awards due to the generosity of our community. While the program has grown, we are increasingly becoming dependent on a smaller group of contributors and the committee is considering ways to expand the program's fund raising. Each year, the fund is enhanced by a generous donation from the Kimball Farms Residents' Association. The fund also periodically receives donations from a variety of community organizations and in memory of community members. The annual Lenox Town report lists many of the donors and benefactors.

The Scholarship Committee wishes to express its sincere gratitude to the 270 contributors this year for their financial support of this program.

Respectfully submitted,
Timothy J. Lee, Ex-Officio
Paula Downer
Linda Messana
William E. Parsley
Christopher Ryan
James Sorrentino

LENOX SCHOLARSHIP LIST OF DONORS

In Memory of Donald Grody
William and Amy Parsley
Kimball Farms Residence Association
The Perles Family Foundation
Mike & Fran Sorrentino
Wes & Suzanne Ross
Tom & Rete Bosworth
Joseph & Phyllis Kiss
Mr. & Mrs. R. Scott Jarvis
Paul & Meryl Delasco
Jeremy & Susan Rudd
Richard & Ruth Billetter
John & Mary Jane Pignatelli
Cecilia Hamilton
David J. & Amy Noble Novitsky
Helen Agar
Ed & Robin Lane
Robert & Kathleen McNulty Vaughan
Karen & Paul Graubard
Helen Cooper

Lois Hill
Sergey & Natalya Yantovsky
Barbara & Bernard Berofsky
Olga Weiss
Carole Schwimmer
Mark Smith & John O'Keefe
Christine Mauro & Clayton Peterson
McCaffery Family/Cornell Inn
Dr. Harold & Lois Brown
Robin Fleet & Phil Coleman
Estelle Miller
Carl Foote
Larry & Gwendolen Hurst
Beth & Bruce Gamble
Elliott & Toby Bird
Dr. Fred & Marcia Hochberg
Roberta Hope Waller
Toole Lodging Group LLC
Piretti Real Estate
Ralph & Mary Ford

Town Of Lenox Annual Report 2017

Margaret O'Brien	Eleanor & Ed Bloom
Kevin & Paula Downer	Judith & George Szecesei
Tom & Bev Brunette	Parker & Anne Oppermann
Austin & Lynda Brazee	Karen Beckwith & Scott Barrow
Michael & Sibylle Baier	Barb & Bruce Shickmanter
Ann Phillips	Larry Friedman & Aviva Wichler
Mark & Barbara Cohen	Drs. Gail & Leonard Silverman
H. Alan & Ellie Frank	Ken & Carol Kelly
Scott & Joan Robinson	Robert Miller & Victoria Choy
Rick & Cindy Nasman	Dana & Lukasz Niedzielski
Marc & Judy Herbert	Berkshire Homes & Condos
Dr. & Mrs. Warren Widmann	Alan & Judith Benjamin
Suzanne & Michael Shepardson	Mr. & Mrs. Philip Mamolito
Robert Wheeler	Richard Sussman
Francis & Virginia Vahle	Tom & Anne Flynn
Deborah & Frank Cote	Scott & Ellen Hand
Gail & Leon Harris	Alma Nugent
Dr. & Mrs. Kevin Mitts	Paul & Kathy Nash
Bart & Nanette Natoli	Shirley & Reg Vincent
Claire Mooney	Neil Atlas
Tom & Paula Skinner	P & L Bourassa
Marjorie Lieberman	Lawrence Frisman
Jerry & Roberta Roth	Mark & Jennifer Shapp
Paul & Lisa Gamache	James & Kim Sorrentino
Mary Lou Jarvis	Myron & Lucille Drzen
The Borden & Van Agtmael Families	Paula McLean
Joe and Betsy Strauch	Saul L. Victor
Magda Gabor-Hotchkiss	Jeff Pringle & Karen Wallace
Beverly & William Rudge III	Charlie & Nancy Thompson
Dr. Jeffrey Kochlaneman	David & Deborah Rimmer
Ed & Barbara Lane	Linda Busse
Jennifer Lester & Gregory Merklin	Mr. & Mrs. William Chandler
Pam & Peter D'Ambrosio	Crocus Hale
Elizabeth Celli	Jerry Hamovit
Julie & Barney Edmonds	Robert & Maureen Monteleone
Wendy Katz	Carol Schoen
Mary Jane & Jerry Fromm	Scott Harrington Tree & Landscape Services
Dr. Michael & Joan DiSiena	Carol Raymond
Robert & Amelia Asplund	Donna Lefkowitz
The Bookstore	Mr. & Mrs. Richard Brof
Margaret Poutasse	Mary Helen Ford
Hope Hagler	Tim & Kathy Face
Wilma Aeder	E.Y. & Marcia Kung
Christopher King	Mitch & Caitlin Nash
Dr. & Mrs. Marc Hebert	Edward N. Peters
Dr. & Mrs. Terry Weaver	Matt & Heather Heim
Anne Peters King	Margaret Layton
Cindy & Ollie Curme	Renee Miller & John Mizia
Robert & Shelley Berend	Jon Gotterer & Nina Molin
Lucy Kennedy	David & Joan Hobbs
Paula Hardy	Bonnie & Terry Burman
Kristine & Oren Cass	Carol & Buzz Gray
Anonymous (115)	

REPORT OF THE SCHOOL COMMITTEE

Molly Elliot	May 2018
Christine Mauro	May 2020
Neal Maxymillian (vice chair)	May 2018
Robert Munch	May 2020
David Rimmmler	May 2019
Frances Sorrentino	May 2018
Robert Vaughan (chair)	May 2019

To the Honorable Board of Selectman and Citizens of Lenox:

At the beginning of this annual report, the School Committee wishes to once again set out the Lenox School Committee’s Mission Statement.

MISSION OF THE SCHOOL COMMITTEE

The School Committee’s primary responsibility is to establish those purposes, programs, and procedures that will best produce the educational achievement needed by our students. The Committee is charged with accomplishing this while also being responsible for wise management of resources available to the school system.

Purpose: The Committee is responsible for the development of policy as guides for administrative action and for employing a Superintendent who will implement its policies. The Committee is responsible for adoption of a budget that will enable the school system to carry out the Committee’s policies. The Committee is responsible for establishing educational goals and policies that will guide the Committee and staff for the administration and continuing improvement of the educational programs provided by the school district.

Passion: The Committee serves as the elected chief advocates for the public school students of Lenox, Massachusetts. The Committee promotes critical and creative thinking, literacy and social responsibility within a school environment that nurtures personalized education and values integrity and the pursuit of excellence.

People: The Committee is responsible for providing adequate and direct means for keeping the local citizenry informed about the progress and needs of the schools and for keeping itself and the school staff informed about the needs and wishes of the public.

STRATEGIC PLANNING

The Lenox School District is now in the third year of the five-year (2015-2020) strategic plan. There are five areas of strategic planning goals - Academic Excellence, School Finance, Leadership, School Culture, and Professionalism. For each of these five strategic goal areas a number of action steps were developed, are being addressed now, and will help drive school and administrative goals and budgeting priorities over the next four years.

PROPOSED BUDGET

Our operational budget being presented at Annual Town Meeting for the 2018-19 (FY’19) year has gone through a four-month process of development arriving at the budget before the town meeting. The reality of tight economics and declining enrollments will affect planning and operation of our school district for the foreseeable future. The district continues to explore collaborative options with neighboring districts, alternative ways to deliver education, and opportunities to create

Town Of Lenox Annual Report 2017

additional efficiencies. The school administration has followed a zero-based budgeting process that reevaluates every aspect of the program while identifying the educational needs. Working with our superintendent, Timothy Lee, the School Committee reviews each program in detail and with consideration for revenue projections and program efficacy. In this manner, we strive to meet the objectives of our mission statement.

At the time of this writing (January), the FY19 target is in its formative stage. We, the School Committee, recognize that we must balance the needs of our schools with the responsibility to residents to be fiscally sound in our budgeting.

FACILITIES

Lenox continues to see that maintenance and repair are occurring with greater frequency. Building maintenance competes with resource demands for technology and instructional improvements. The district's five-year capital needs are profiled to match historical expenditures. Over the past five years, the capital budget has allowed many major repairs to occur. We have been assessing the remaining life expectancy of our building roofs to better align the timing of their substantial replacement costs with the town's bond planning - the Massachusetts School Building Authority has informed us that roofs younger than 30 years are not being considered for funding at this time.

We have ahead of us the reconstruction and repaving of our high school parking lot proposed for the summer of 2018. Additionally, we will be making several internal changes in the high school and middle school wings to better accommodate the CAD Technology/Design program, provide a better space for a mid-school Science classroom, and create additional instructional space. We are in the process of evaluating our high school Science classrooms (not renovated since 1966) and determining a course of action that will bring them to 2020 standards for high school science spaces.

EDUCATIONAL PROGRAM

Our educational program again is among the strongest in the region and state. Student SAT & MCAS scores continue to surpass state and national averages. The Morris Elementary School attained its Blue Ribbon status while Lenox Memorial Middle & High School has received the Gold Medal in rankings by US News & World Report in both 2016 and 2017. The Massachusetts Department of Elementary and Secondary Education did not rank schools this year as they transition to the new MCAS 2.0 and develop a new accountability system.

Our schools are led by our Superintendent, Timothy Lee, Elementary Principal Peter Bachli, LMMHS Principal Michael Knybel, and Director of Student Services Ellen Farris. We are grateful for the thoughtful and caring leadership from these four outstanding educators.

ENROLLMENT

Currently, we have 758 students in grades pre-K through 12, down a tad from last year. From 2002 to 2010, incoming Choice students grew from 85 to 191 and are currently at 272, or 36% of the student population served. Lenox demographics mimic those countywide in that the population of young school-age children is shrinking although we have had a slight increase in resident students the past three years. Part of the School Committee's charge is to cause the development of a comprehensive plan to deal with declining enrollments while maintaining quality programming with fiscal responsibility.

Town Of Lenox Annual Report 2017

SUBCOMMITTEE ASSIGNMENTS

Subcommittee assignments demand a good deal of members' time. This year the subcommittees were combined for better alignment with the 5 strategic goals for 2015-2020. In addition to committee assignments, we continue to have member representation on other town subcommittees.

Human Resources – Robert Munch, David Rimmler, Robert Vaughan

Finance – Molly Elliot, Christine Mauro, Neal Maxymillian, Robert Vaughan

Learning and Teaching – Molly Elliot, Robert Munch, David Rimmler

School Culture and Community Relations – Molly Elliot, Robert Munch, Frances Sorrentino

Governance and Leadership – Christine Mauro, Neal Maxymillian, Robert Vaughan

INTER-DISTRICT COOPERATION

We continue to maintain a cooperative relationship with neighboring school systems in Lee, Richmond, Berkshire Hills, and Southern Berkshire through the cooperation of School Committee members, District Superintendents and the Lower Pioneer Valley Education Collaborative. At this time, both Lee and Lenox have begun aligning calendars to allow for sharing of professional development resources and are continuing with a shared School Lunch Director position.

BERKSHIRE COUNTY EDUCATION TASK FORCE

The Berkshire County Education Task Force, comprised of school leaders and school committee chairs or representatives from most of the county school districts, as well as some members of the business community, have been meeting approximately every three weeks for over two years. In July, the BCETF recommended that the schools in the county work toward establishing a single Berkshire County school district in ten years – along the way allowing smaller alliances to form as districts look for ways to collaborate both for stronger student opportunities and outcomes as well as improved central office efficiencies.

This has been a controversial recommendation with one of our neighboring districts pulling out of the BCETF. To that end, there are now ongoing meetings with all four South Berkshire districts on what the future of education might look like for south county districts and how we might collaborate in the best interests of our students in the near future.

RECOGNITION

We are greatly indebted to the Morris School PTO members, our two School Councils, the Special Education Parents' Advisory Council, and the ever-active athletic booster organizations.

We would also like to take this moment to acknowledge all our teachers, our administrators and our entire staff. Each of them is a valuable member of our team and we are grateful for their contributions, commitment and dedication to our school community.

Respectfully submitted,

Molly Elliot
Christine Mauro
Neal Maxymillian (Vice Chair)
Robert Munch
David Rimmler
Frances Sorrentino
Robert Vaughan (Chair)

SUPERINTENDENT OF SCHOOLS

To the Honorable Board of Selectmen and the Citizens of Lenox:

The Lenox Public Schools operates as a one-town municipal school district, serving about 760 students in grades PreK through 12 this past school year. Recent years have seen changes to the landscape of public education throughout our region. While declining numbers in the school-age population around the county have caused some districts to close schools and reduce programs, Lenox, bolstered by the enrollment of non-resident Choice and tuition students, continues to provide a robust educational program-offering a wide range of courses and extra-curricular activities that allow our diverse group of students to grow and succeed. Our two district schools continue to be known for their excellence and continue to be recognized locally and nationally as examples of public education that works.

Continuing our tradition of quality education amidst demographic changes and ever increasing demands from the state has required that the town and the school department work together closely in budgeting, capital planning, and resource management. The last two years have seen a new level of collaboration between town and school administration to meet common needs. One example is the completion of a 2016 project involving the upgrade of HVAC controls at Morris School. The project, which involved the complete replacement of heating control systems and upgrades to many of the mechanical systems, resulted in energy savings of between 25% to 40%. The project was paid for by a state Green Communities Grant and was facilitated by town government. The schools, in turn, strive to meet budget targets established by the town leadership. These and other two-way efforts have brought both town and schools to a new, enviable place of functionality, where both are well positioned to achieve their respective and common goals.

Our district goals are described in our 2015 - 2020 Strategic Plan and are reflected in the work of both of our district schools and our Department of Student Services.

Morris Elementary

Mr. Peter Bachli, Principal

Morris is a welcoming educational community providing a strong foundational education for the youngest members of this town as well as those students who enroll from neighboring communities through School Choice. It is my pleasure to submit this report as the newly appointed principal of Morris Elementary School. We are currently at an enrollment of 314 students in grades Pre-K through 5. Morris has three classrooms in each grade level for grades one through five. Four early childhood classes comprise our Pre-school and Kindergarten programs. We have all rooms in use in the building and it is a busy place.

Instruction at Morris Elementary takes place in 18 self-contained classrooms. Reading/English Language Arts, Math, Science and Social Studies are taught by elementary teachers who are generalists. In the area of ELA, Morris faculty implement a balanced literacy approach. This approach entails a balance of basic skills (phonics, decoding, etc.) with rich and meaningful encounters with literature, and in grades K-2, a common phonics program called Foundations is used. Children read and write widely across genres and analyze text structure, character, voice, and author's purpose. At its core, our approach to reading instruction aims to foster a love of reading and writing in and out of school. Mathematics instruction at Morris School is implemented through our core math program, GoMath! (Houghton-Mifflin). GoMath! is aligned with the Common Core Standards and seeks to build a strong foundation in numeracy and operational fluency. In 2016, the Massachusetts Department of Elementary and Secondary Education adopted a new set of Curriculum Frameworks in the area of Science, Technology, and Engineering. Teachers have reviewed these standards and are working to develop their second unit of study based on the new requirements.

Town Of Lenox Annual Report 2017

Regular instruction in Music, Physical Education, Art, Technology/Computers, and World Languages rounded out the academic offerings of Morris School in 2016-2017. In Art classes, students have been working with multiple media, integrating content from the classroom curriculum. Music is offered weekly to all students (PK-5) and instrumental music is offered to students in grades 4 and 5. A very well attended choral music program offers students in grades 2-5 more opportunities for musical expression. Technology and computer instruction continue to be an important part of the school's instructional program. All classrooms utilize advanced technology for instruction and student use. The children continue to enjoy weekly instruction in technology and computers. Physical Education is taught twice a week, and our school library continues to be an asset for students and teachers who seek resources to enhance learning.

Staffing levels at Morris have stayed consistent from the previous year. Mr. Kyle Betters joined our teaching staff in the fifth grade filling the position left by Mrs. Mary Sorrentino's transfer to Lenox Memorial Middle and High School (LMMHS). Kyle had previously taught in the Pittsfield Public Schools and is a pleasant addition to our team. Mrs. Lindsay Osterhoudt joined the Morris faculty as our Math Interventionist replacing Mrs. Mary Cherry, who also moved to LMMHS. Lindsay brings a wealth of experience from the North Adams Public Schools in Math and Science. She holds an important role providing support for students and staff in the Math content area. We also welcome Jennifer Drees, the new registered nurse for both Morris and LMMHS and Mrs. Noreen Hoag, who has joined Morris as a paraprofessional in our Special Education classes.

Since 2013, Morris has been a "level 1" school, the highest accountability rating issued by the Department of Elementary and Secondary Education. In the spring of 2017, state tests were revised and renamed the "Next Generation Massachusetts Comprehensive Assessment System" or MCAS 2.0. In the year of the new tests, the state's practice of assigning accountability rating was suspended. Regardless, Morris students performed very well on the new tests, significantly outpacing state averages and continuing the successes that led to the school's 2016 designation as a National Blue Ribbon School of Excellence.

Our school community is grateful to the Morris Parent Teacher Organization (PTO), which meets monthly to provide extra programs for the children and to plan fun events throughout the year. The Morris School Council, a group of parents, staff and community members who advise the principal on school improvement, met throughout the 2016-2017 school year. The main focus of the Council is to develop a School Committee approved School Improvement Plan (SIP). The Council also helps make decisions regarding policy and procedures for the school.

All of the students and staff are grateful to you, the citizens and taxpayers of Lenox for your wonderful support of the education of Morris School.

Lenox Memorial Middle and High School

Mr. Michael Knybel, Principal

Lenox Memorial Middle and High School's vision is that each student will be successful in achieving our school's mission. We continue collaborative work with internal and external committees to evaluate the current school schedule, grading systems, communication, and curriculum.

Currently, Lenox High School requires students to earn 104 credits for graduation; most students graduate with 128 or more credits. Students must earn a minimum of 16 credits each in English and Math; 12 credits each in Social Studies and Science; 8 credits in World Language; 2 credits each in the Arts and Technology; and 8 credits in Health & Wellness. Our requirements meet the standards set by the National Commission on Excellence in Education. In the spring of 2017, 97% of graduating seniors continued their post-secondary education with approximately 77%

Town Of Lenox Annual Report 2017

attending four-year colleges and universities, and 20% attending two-year colleges. Vocational education continues to be an option for Lenox students through a cooperative arrangement with the Pittsfield Public Schools that allows students to attend Taconic or Pittsfield High School Vocational Programs and earn diplomas and certificates accordingly. Our Internship Program allows juniors and seniors to spend up to half of their school day interning with local businesses while continuing their academic program at school.

The spring 2017 MCAS scores began to show an increase as compared with the past year. In 2017, middle school grades throughout Massachusetts had an option to take the Next Generation MCAS 2.0 on a computer-based platform. Lenox Public Schools opted to move to computer-based testing in ELA and Math for Grades 6-8. The division in school testing makes an analysis of test scores somewhat complicated and somewhat limited. In comparison with other Berkshire County schools grades 6-8, LMMHS students performed as one of the top two high scorers when compared to other schools of similar size. For Grade 10 MCAS, 100% of students scored Proficient or Advanced in ELA and 89% Proficient or Advanced in Math. On the Grade 9 Biology MCAS 83% of students scored Proficient or Advanced.

Lenox Memorial Middle and High School was recognized by the U.S. World News and Reports as a Gold Medal School, ranking LMMHS as 21st in the State and 491st in the Nation. The Washington Post listed Lenox as one of America's Most Challenging Schools and LMMHS was named to the 5th Annual College Board AP Honor Roll for the continuous improvement of our AP programs. SAT scores continue to be strong and remain high above county, state, and national averages. Lenox students' SAT average scores were the 8th best in the state for Reading and 34th best for Math out of 295 schools in the state of Massachusetts.

Working in collaboration with Shakespeare & Company, Lenox students produced two plays; one with high school students in November and one with our middle school students in January. Our high school students also performed in our annual musical production in the spring and the middle school students produced a spring musical production as well. Students from Band and Chorus have proven their excellence as many are selected for the Western District and All State Band, Orchestra Jazz Band or Chorus. In addition to the excellent performance of our students on stage, our technical students do a superb job of mastering the sophisticated light and sound systems built into the theater.

Extracurricular clubs and activities at the Middle and High School level include: Peer Education, Middle School Literary Magazine, Mock Trial, FTC Robotics Club, Peer Tutoring, Student Council, Student Government, Middle School Yearbook, Quiz Team, National Honor Society, National Art Honor Society, SAVE, Student Relief Club, Mountain Biking Club, Middle School French Club, Middle School Art Club, Senior Yearbook, H.S. Spanish Club, Evergreen Club, Cine Club, Middle School Peer Leadership Club, French Travel Club, Art Club, ASAP, High School Photography Club, Chess Club, Middle School Spanish Club, Middle School Science Club, and many more. Our FTC Robotics Club, Mock Trial Club and Quiz Team have all been recognized as top performers within league tournaments.

Lenox's athletic programs continue to expand and serve the important goals of developing teamwork, sportsmanship, and lifelong learning. In the past year more Lenox student-athletes have demonstrated excellence by being named to All Berkshire County and All Western-Mass Teams. When looking back at the past few years in sports, all teams have experienced post-season play and championships. In keeping with our commitment to cooperate with neighboring school systems, we are continuing a number of cooperative team arrangements with neighboring towns. LMMHS offer the following sports:

FALL: Soccer, Cross-Country Running, Golf, Crew (non-MIAA), Volleyball, Football (with Lee

High School)

WINTER: Basketball, Cross-Country Skiing, Alpine Skiing (host team with Lee), Swimming (with MMRHS), Hockey (with Mt. Everett)

SPRING: Baseball, Softball, Tennis, Track (host team with Lee), Boys Lacrosse (with MMRHS), Girls Lacrosse (with Lee), Crew (as a club)

Department of Student Services

Ms. Ellen Farris, Director

The Department of Student Services in the Lenox Public Schools oversees three primary areas of student need: Special Education, English Language Education, and Section 504 of the Rehabilitation Act.

Special education programs are designed for students from the preschool level through either high school graduation or until the student's twenty-second birthday, if they are not able to meet with success in the regular program as the result of their disabilities. The program serves approximately 10% of the school-wide population.

Student Services also oversees English Language Education, which provides instruction to meet the needs of those students whose primary or native language is other than English. Approximately 20-30 students are given ELE services annually. This number has varied greatly in recent years.

The Director of Student Services is also responsible for Section 504 of the Rehabilitation Act, which is a law that prohibits discrimination against staff and students with handicapping conditions. Section 504 ensures that appropriate accommodations and/or services are provided in order to prevent discrimination due to a disability.

District Finance Highlights: 2016-2017

During the July 2016 to June 2017 fiscal year, the Lenox Public Schools operated on a gross budget of \$10,885,082 to serve a total student enrollment of about 765. This operating budget was offset by the receipt of just over \$1.5 million in applied revenues, in the form of school choice receipts, tuition, rent and fees. The district received several federal grants to supplement the efforts of the town. These grants include Title I: \$182,633 (targeted student assistance); Title IIA \$16,678 (improving teacher quality); Special Education \$209,986; and Early Childhood, \$8118. By May of 2017, district administration projected that a portion of the town-appropriated FY16 budget would not be needed, mainly due to savings on utilities after efficiency improvements and a warmer heating season. The school district returned to the town \$80,837 in operating funds at the close of the 2017 fiscal year. As permitted under a new state statute, the School Committee and the town established a new revolving fund for the beginning of FY18 known as the Special Education Stabilization Fund. This account is intended to provide insurance against unforeseen extraordinary costs for Special Education.

Recognition and Gratitude:

The district recognizes the following faculty and staff members who have retired in the past year: Betty Bean, Title I interventionist at Morris School; Dan Cook, Math Teacher at LMMHS; John Evans, Elementary Guidance Counselor; Carol Keen, Math Teacher at LMMHS and Linda Van Jura, SPED Paraprofessional, LMMHS. On behalf of the entire district, we thank these individuals for their service to the students and families of Lenox.

The district enjoys the support of other town departments and community agencies in meeting its objectives. The Police and Fire Departments provide ongoing consultation to the schools on matters of student and staff safety. The Lenox Community Center provides a fun and educationally

Town Of Lenox Annual Report 2017

supportive after-school care option for students across a wide span of ages. The district is indebted to the Lenox Department of Public Works who have provided ongoing assistance with grounds and facilities, especially during the winter months.

The district is additionally indebted to its business partners: Kimball Farms, Canyon Ranch, Lee Bank, Shakespeare and Company and Adams Bank. Their contributions make possible several special events and activities including the Senior Retreat.

Finally, the Lenox Schools offer sincere thanks to the citizens of Lenox, who invariably demand and support high-quality public education for the town's young people.

Respectfully Submitted,

Timothy Lee, Superintendent
February 2018

Town Of Lenox Annual Report 2017

**PERSONNEL OF LENOX PUBLIC SCHOOLS
2017**

ADMINISTRATION

<u>NAME</u>	<u>POSITION</u>	<u>EDUCATION</u>	<u>YEAR HIRED</u>
Timothy Lee	Superintendent	M.Ed. Harvard University, 1995 M.A.T. Simmons College, 1989 B.A. University of Iowa, 1986	2008
Henry C. Maimin	School Business Administrator	J.D. George Washington University, 1975 B.A. Williams College, 1972	1999
Ellen Farris	Director of Student Services	M.A. Cambridge College, 1994 B.A. Trinity College, 1983	1999
Peter Bachli	Principal, Morris	M.Ed. Lesley University, 1995 B.A. North Adams State College, 1982	2017
Michael Knybel	Principal, Lenox Memorial Middle and High School	M.Ed. East Tenn. State University, 1998 B.A. Westfield State College, 1987	2011
Brian Cogswell	Assistant Principal Lenox Memorial Middle and High School	M.A. Endicott College, 2008 B.A. Springfield College, 1987	1997

FACULTY

<u>NAME</u>	<u>POSITION</u>	<u>EDUCATION</u>	<u>YEAR HIRED</u>
Elizabeth Baer	Latin, LMMHS	M.A. Harvard University, 1990 B.A. Brown University, 1986	2014
Julie Barros	English/Language Arts, LMMHS	M.Ed. Lesley University, 2010 B.S. Vanderbilt University, 1983	2008
Joseph Bazzano	Math, LMMHS	M.A. Endicott College, 2010 B.S. Northeastern University, 1987	2013
Kyle Betters	Grade 5, Morris	B.S. Westfield State University, 2016	2017
Lisa Budzek-Burr	Speech/Language Pathologist	M.S. Worcester State College, 1996 B.A. Rider College, 1984	1996
Sarah Burdsall	Physical Education, LMMHS	M.S. Ithaca College, 1990 B.S. St. Lawrence University, 1984	2004
Jonathan Cade	Music, LMMHS	B.A. Westfield State College, 1985	2001
Mary Cherry	Middle School Math, LMMHS	M.A. Notre Dame College, 1987 B.A. Trinity College, 1985	2013
Melissa Clay	ESL, LMMHS, Morris	B.A. University of Massachusetts, 2001	2013
Pamela Codey	Grade 4, Morris	M. Ed. Cambridge College, 2006 B.A. Westfield State College, 1992	2016

Town Of Lenox Annual Report 2017

Stephen Conuel	Special Education, LMMHS	M.A. University of Notre Dame, 2000 B.A. Western New England College, 1987	2012
Janine Cote	Math, LMMHS	M.S. University of Massachusetts, 1998 B.S. Worcester Polytechnic Institute, 1993	2017
Matthew Cote	CAD/Technology, LMMHS	M.Ed. University of Massachusetts, 2000 B.S. Worcester Polytechnic Institute, 1993	2000
Brenda Crane	Grade 1, Morris	M.S. SUNY - Albany, 1992 B.S. SUNY - Geneseo, 1988	1992
James Currie	Science, LMMHS	M.A. Boston University, 1992 B.S. Boston University, 1991	2012
Jennifer Drees	School District Nurse	B.S. Grand Canyon University, 2014	2017
Anne Dunn	Grade 1, Morris	M.S. Hunter College, 2003 M.A. Yale University, 1984 B.A. Fordham University, 1983	2010
Anne Dupuis	French, LMMHS	M.A. Middlebury Language School, 2005 B.A. Smith College, 1999	2007
Anne Engelberger	Special Education, LMMHS	M.Ed. University of Massachusetts, 1987 B.S. Russell Sage College, 1981	1987
Ryan Evangelisto	Special Needs, LMMHS	M.Ed. Simmons College, 2017 B.A. Massachusetts College of Liberal Arts, 2015	2017
David Fisher	Social Studies, LMMHS	M.A. University of Michigan, 1982 B.A. Clark University, 1980	2005
Elissa Fraser	English, LMMHS	M.Ed. Harvard University, 1986 B.A. Colgate University, 1983	1986
Shannon Gamberoni	Special Education, Morris	Ed.S. Simmons College, 2012 M.A. Cambridge College, 2003 B.A. Westfield State, 1999	2012
Sarah Gerney	Grade 3, Morris	M.S. SUNY New Paltz, 2009 B.A. SUNY Geneseo, 1996	2010
Robin Getzen	English, LMMHS	M.Ed. Harvard University, 2000 B.A. Vassar College, 1977	2004
Evelyn Gonzalez*	Spanish, Morris	B.A. Purdue University, 1984	2004
Matthew Gottfried	Math, LMMHS	M.A. Massachusetts College of Liberal Arts, 2017 2010 B.S. University of Minnesota, 1990	
Elizabeth Gray	Social Studies, LMMHS	M.A. Massachusetts College of Liberal Arts, 2008 2005 B.A. Wellesley College, 1992	
Kristine Grimes	Adjustment Counselor, LMMHS	State University of New York, 1999 MSW B.A. North Adams State College, 1993	2008

Town Of Lenox Annual Report 2017

Sara Hamilton	English, LMMHS	B.S. Massachusetts College of Liberal Arts, 2015 B.A. Massachusetts College of Liberal Arts, 2015	
Amanda Hanlin-Hochler	K-8 ELA Specialist	M.Ed. Providence College, 2007 B.S. Ed. Westfield State College, 2004 B.A. Westfield State College, 2004	2013
Sam Harb	French/Spanish, LMMHS	M.A. SUNY-Albany, 1997 B.S. SUNY-Plattsburg, 1992	1995
Katherine Harding	Biology, LMMHS	Ph.D. Columbia University, 1988 B.A. Middlebury College, 1980	1997
David Hilfinger	MS Guidance Counselor	M.Ed. Alfred University, 2008 B.A. SUNY, 2004	2013
Denise Jezak	Instructional Technology Specialist, Morris	M.Ed. Lesley College, 1996 B.A. Lowell State, 1980	1993
Joseph Johnson	Spanish, LMMHS	M.A. University of Wisconsin-Madison, 1998 B.A. University of Wisconsin-Madison, 1992	2006
Michelle Johnson	Special Education, Morris	M.A. SPED, Bay Path College, 2014 M.A. Massachusetts College of Liberal Arts, 2007 B.A. Massachusetts College of Liberal Arts, 1996	2015
Deborah Kain*	Art, Morris	M.A. University of Hartford, 1988 B.A. University of Hartford, 1976	1990
Brooke Kamienski	Science, LMMHS	M.Ed. American International College, 2010 B.A. Massachusetts College of Liberal Arts, 2002	2015
Alexis Kennedy	Librarian, LMMHS	M.A. Simmons College, 2010 B.A. University of Massachusetts, 2004	2010
Maureen Kennedy	Physical Education, Morris	M.A. Westfield State, College, 2003 B.S. Westfield State College, 2000	2000
Shaun Kennedy	Kindergarten, Morris	M.Ed. American International College, 2012 Westfield State College, 2001	2016
Kelley Khoury-Cady	Social Studies, LMMHS	M.A. Cambridge College, 2006 B.A. Mass College of Liberal Arts, 1989	2006
Matthew Knodler	Social Studies, LMMHS	M.Ed. Framingham State College, 2006 B.A. Westfield State College, 2002	2006
Evelyn LaRagione*	Speech/Language Pathologist	M.A. University of Massachusetts, 1982 B.S. Ithaca College, 1980	1982
Jess Latimer	Math, LMMHS	M. Ed. Westfield State College, 2010 B.A. Massachusetts College of Liberal Arts, 2004	2011
Nan Leighton	Special Education, LMMHS	M.Ed. Sage Graduate School, 1994 B.S. Saint Rose, 1983	2015
Casey Lennon	Math, LMMHS	B.S. Framingham State College, 2009	2014

Town Of Lenox Annual Report 2017

Claire Locascio*	ESL, LMMHS	M.A. Hunter College, 1984 B.A. State University of NY, 1975	2015
Christina Marie Mark	Spanish, LMMHS	M.A. University of Chicago, 1994 B.A. Columbia College, 1990	2014
Pamela Mason	Grade 1, Morris	M.Ed. Lesley College, 1992 B.S. Westfield State College, 1982	1983
Paul Mays	Special Education, LMMHS	M.Ed. Westfield State College, 1993 B.A. Salem State College, 1987	2011
Gary Miller	Wood Shop	B.S. Emerson College	2009
Karen Miller	Grade 2, Morris	M.A. Simmons College, 2006 B.S. Russell Sage College	2006
Aimee Munday	Kindergarten, Morris	M. Ed. Cambridge College, 2009 B.A., St. Michael's College, 1998	2006
Karen Murphy	Grade 3, Morris	M.Ed. American International College, 2010 B.A. Bridgewater State College, 1991	2000
Lynne Nilan	English, LMMHS	M. Ed. Cambridge College, 1999 B.A. University of Notre Dame, 1982	2013
Lindsay Osterhoudt	Math Specialist, Morris	M.Ed. Massachusetts College of Liberal Arts, 2016 B.A. Massachusetts College of Liberal Arts, 2005	2017
Michelle Perkins	Grade 2, Morris	M.Ed. American International College, 2010 B.A. Berkshire Christian College, 1981	1996
Anna Pettus	Grade 3, Morris	M.S. Simmons College, 2017 B.A. Massachusetts College of Liberal Arts, 2013	2014
Ann Piekos-Barber	Business Computers, LMMHS	M.A. North Adams State College, 1985 B.A. Salem State College, 1975	1990
Mary Jane Pignatelli	School District Nurse	B.S. University of Massachusetts Amherst, 2002	2009
Mary Kay Pinkham	Preschool, LMMHS	M.A. Fairfield University, 1983 B.A. Our Lady of the Elms College, 1977	2005
Marjorie Pollard	Music, Morris	M.A. University of Hartford, 2011 B.A. University of Hartford, 1985 (Hartt School of Music)	2008
Megan Porter	European History, LMMHS	B.A. Smith College, 2013	2014
David Pugh	Math, LMMHS	M.A. Eastern Michigan University, 2001 B.S. University of Toledo, 1996	2012
Pamela Ritrosky	Guidance Counselor, LMMHS	M.A. American International College B.A. Bay Path College, 1994	2014
Leslie John Roche	Art, LMMHS	M.Ed. Lesley College, 2001 B.F.A. Paier College of Art, 1986	2003

Town Of Lenox Annual Report 2017

Helen Rock	Grade 5, Morris	M.Ed. North Adams State College, 1997 B.S. Southern Connecticut State College, 1981	2003
Ann-Marie Rodriguez	Spanish, LMMHS	Ph.D. American International College, 2016 M.A. Rensselaer Polytechnic Institute, 1986 B.A. Salem State College, 1982	2006
Tara Romeo	Guidance Counselor, LMMHS	M.A. Cambridge College, 2000 B.S. Boston College, 1992	2010
Karen Romeo-Legér	Art, LMMHS	M.Ed. Mass. College of Liberal Arts, 2005 B.F.A. Syracuse University, 1996	1997
Richard Sanders	Science, LMMHS	M.Ed. Westfield State University, 2006 B.S. Bloomsburg University, 1994	2001
Ashley Scherben	Grade 4, Morris	M.Ed. Massachusetts College of Liberal Arts, 2011 B.A. Eastern Connecticut State University, 2007	2011
Lynn Schmitter	Title I, Morris	B.A. Keene State University, 1974	1997
Francine Shelhamer	Grade 5, Morris	M.Ed. Lesley University, 2004 B.A. Mass. College of Liberal Arts, 2000	2002
Brian Shepardson	Special Education, LMMHS	M.A. Westfield State College, 1999 B.S. North Adams State College, 1994	2001
Laura Sico	Health & Wellness, LMMHS	M.Ed. Springfield College, 2013 B.S. Springfield College, 2011	2015
Mary Sorrentino	Math, LMMHS	M.A. University of Massachusetts, 1997 B.S. University of Vermont, 1990	2000
Peter Starenko	History, LMMHS	Ph.D. University of California, Berkeley, 2003 M.A. University of Oregon, 1990 B.A. Augustana College, 1987	2007
Jeanne Teasdale	Health, LMMHS	B.S. University of Memphis, 1977	1997
Brian Tolan	Science, LMMHS	M.S. University of California, Riverside, 1998 B.S. University of Massachusetts, Lowell, 1996	2000
Eric Tyer	Physical Education, LMMHS	M.A. MCLA, 2015 B.S. Springfield College, 2004	2007
Marion Vanasse	Grade 2, Morris	B.A. Westfield State College, 1976	1984
Scott Wade	English, LMMHS	M.A. Stephen F. Austin State University, 2002 B.A. Stephen F. Austin State University, 2000	2017
Benjamin Weaver	English, LMMHS	Ph.D. Duke University, 2000 M.A. Duke University, 1995 B.A. Columbia University, 1992	2007
Donna Weber*	School Adjustment Counselor	M.A. SUNY Albany, 1987 B.A. Trenton State College, 1975	1992

Town Of Lenox Annual Report 2017

Lisa Wespiser	English, LMMHS	M.S. Simmons College, 2016 B.A. Pennsylvania State University, 2002	2011
Laurie Wetherbee	Science, LMMHS	M.A. Brown University, 1990 B.S. Rensselaer Polytechnic Institute, 1986	2010
Jenna White	Grade 5, Morris	M.A. Fitchburg State, 2013 B.A. Assumption College, 2008	2015
Aviva Wichler	Kindergarten, Morris	M.A. Hunter College, 1989 B.A. State University of New York, 1983	2005
Cherliyn Zaretsky*	Guidance Counselor, Morris	M.Ed. Fordham University, 2006 B.A. Boston College, 1999	2016
Kyle Zinchuk	Science, LMMHS	B.S. University of Notre Dame, 2010	2012

SUPPORT / SERVICE STAFF (LISTED ALPHABETICALLY)

NAME	POSITION	YEAR HIRED
Suzanne Baczek*	Food Services, Morris	2013
Jill Barnoski	Principal's Secretary, Morris	2009
Donna Belanger	Kindergarten Paraprofessional, Morris	2007
Regina Boino	Special Education Paraprofessional, Morris	2004
Ruth Boorady-Bloom	Kindergarten Paraprofessional, Morris	2016
Nicole Brooks	Special Education Paraprofessional, LMMHS	2017
Courtney Buratto	Special Education Paraprofessional, Morris	2016
Debra Caffrey	Student Services Secretary, Morris	2014
Linda Clifford	Bus Driver	2010
Linda Consolini	Special Education Paraprofessional, Morris	2001
Helen Coty-Curtin	Food Services Supervisor, Morris	2004
Jennifer Culver	Instructional Paraprofessional - Title I, Morris	2014
Carol Deets	Guidance Secretary, LMMHS	2011
Kristina Derouin*	Food Services, Morris	2017
Courtney Dinan	Special Education Paraprofessional, Morris	2013
Christine Droehn	Building Clerk, Morris	2016
Elizabeth Engelhard	Special Education Paraprofessional	2017
Lorraine Goodfellow	Food Services Director	2000
Nancy Greenwald	Instructional Paraprofessional - Title I, Morris	2007
Gina Guachione*	Instructional Paraprofessional, Morris	2017
Jessalyn Hamberg	Special Education Paraprofessional, LMMHS	2016
Susan Hanson	Accounting Assistant, Superintendent's Office	2014
Noreen Hoag	Special Education Paraprofessional, Morris	2017
Victoria Holt	Instructional Paraprofessional, LMMHS	2006
Michael Jackson	District Technology Director	2004
Karen Joyner	Library Paraprofessional, Morris	1988
Kathy Koscher	Building Paraprofessional, Morris	1999
Elaine Lovato	Principal's Secretary, LMMHS	1998
Susan Love	Instructional Paraprofessional – Title I, Morris	2017

Town Of Lenox Annual Report 2017

Timothy Lufkin	District Technology Support Technician	2016
Andrea Lynch	Special Education Paraprofessional, LMMHS	2016
Michelle Lyon*	Instructional Paraprofessional, Morris	2016
Rebecca Miller	Kindergarten Paraprofessional, Morris	2005
Amy Noble Novitsky	Executive Assistant to the Superintendent	2013
Bobbi Omelenchuck	Registrar, LMMHS	1997
Nicole Patella	Clerical Paraprofessional/Receptionist, LMMHS	2016
Melissa Pehlert*	Library Aide, LMMHS	2008
Kathy Pezze	Intervention Specialist, Morris	1998
Tabitha Pickett-Vahle	Special Education Paraprofessional, LMMHS	2016
Kathy Piretti	Special Education Paraprofessional, Morris	1990
Renee Robbins	Special Education Paraprofessional, Morris	2016
Albert Saldarini	Theater Manager and Computer Technician	2000
Sandra Schilling	Special Education Paraprofessional, Morris	2012
Joan Schultz	Student Support Center Supervisor/Athletic Director	2004
Frances Sorrentino	Food Services/Instructional Paraprofessional, LMMHS	1999
Janet Tone	Physical Education Paraprofessional, Morris	2015
Cathy Touponce*	Food Services, LMMHS	2015
Anna Van Lingen	Food Services Supervisor, LMMHS	1996
Daria Woodger	Assistant School Nurse	2009
Karen Zinchuk	Assistant Principal's Secretary, LMMHS	2004
Laura Zink*	Non-Instructional Paraprofessional, Morris	1997

CUSTODIAL STAFF

NAME	POSITION	YEAR HIRED
Jeffrey Ano	Head Custodian, LMMHS	1987
Dale Armstrong	Custodian, LMMHS	1996
Michael Bohin	Custodian, LMMHS	2006
Dominic Boschetti*	Custodian, LMMHS	2017
Tom Hynes, III	Head Custodian, Morris	2014
Margaret MacDowell	Custodian, Morris	2006
Gordon Roosa	Custodian, Morris	2010
Nicholas Saldarini	Custodian, LMMHS	2012
Liam Toole	Custodian, Morris	2015
Peydon Twing	Custodian, LMMHS	2013

* Part-time

LENOX PUBLIC SCHOOLS FINANCIAL EXPENDITURES

The following is a summary of the actual appropriation and expenditures for 2016-2017:

Program	Budget	Actual Expenditures
Elementary Education	\$ 2,322,844	\$ 2,357,294
Secondary Education	4,911,904	4,963,270
Special Education	1,456,390	1,616,601
Other School Services	241,774	222,784
Administration/Support Services	897,770	647,229
Operations/Maintenance	<u>1,054,400</u>	<u>997,068</u>
	\$10,885,082	\$10,804,246

LOCAL REVOLVING FUNDS, STATE & FEDERAL GRANTS

In addition to expenditures handled through the regular operating budget, there are certain expenditures for school-related activities that are funded through the proceeds of local revolving funds and/or State and Federal grants.

SCHOOL LUNCH PROGRAM (Revolving Fund)

Beginning Balance July 1, 2016:		\$ 66,672
Receipts:		
Sales	\$ 170,249	
USDA Claims	<u>84,103</u>	\$254,352
Expenditures:		
Food and Other Exp.	\$ 108,548	
Labor	<u>128,927</u>	\$237,475
Cash Balance June 30, 2017:		\$ 83,549

ATHLETIC REVOLVING ACCOUNT (Revolving Fund)

Beginning Balance July 1, 2016:	\$76,719
Cash Receipts:	\$44,211
Expenditures:	\$37,553
Ending Cash Balance June 30, 2017:	\$83,377

SCHOOL REIMBURSEMENTS RECEIVED BY TOWN DURING FISCAL 2017

Chapter 70 - School Aid	\$1,226,895
Chapter 71 - School Transportation	\$ 227
Chapter 645 – School Construction	\$ 887,167
Medicaid Reimbursements	\$ 39,750
Charter Tuition Reimbursement	\$ 0

Town Of Lenox Annual Report 2017

TUITION RECEIPTS RECEIVED BY SCHOOL DEPARTMENT DURING FY 2017

School Choice - Tuition Receipts	\$ 1,453,299
Non-Choice Tuition Receipts	71,018
SPED Circuit Breaker	7,790

FEDERAL AND STATE FUNDS RECEIVED BY SCHOOL DEPARTMENT DURING FISCAL 2017

Title I	\$182,633
PL 94-142	209,986
Title IIA	16,678
Title IID	0
Title III	1,200
Title IV	0
Title V	0
City of Pittsfield – BTEP	0
SPED Early Childhood	8,118
SPED Professional Development	5,812
SPED E.C. Program Improvement	1,300
Carl Perkins Grant	0
BCREB	2,000
ARRA – SFSF	0
ARRA-IDEA	0
ARRA-Title I	0
ARRA-Early Childhood	0
ARRA – Ed Jobs	0
Academic Success [MCAS]	0
BCARC [SPED]	0

COLLECTIVE BARGAINING SALARY SCHEDULES FOR 2016-2017

Unit A Instructional

	Minimum	Maximum
BA	\$40,989	\$72,363
BA+30	42,423	74,895
MA	43,908	77,517
MA+15	45,445	80,230
MA+30	47,036	83,038
MA+45	48,682	85,944
MA+60	50,386	88,952

Town Of Lenox Annual Report 2017

Unit C Support Staff(rates are per hour) New Employee Hourly Rates

Instructional	14.45
Instructional with Associates Degree	17.98
Non-Instructional	14.12
Clerical / Administrative Assistant	16.05
Clerical / Administrative Assistant w/ Assoc. Degree	19.58
Food Service Worker	14.25
Food Service Supervisor	17.33
Transportation [Bus Driver]	17.33

Custodial/Maintenance Staff	Minimum	Maximum
Custodian	16.59	23.24
Head Custodian	29.28	29.28

Town Of Lenox Annual Report 2017

**TOWN OF LENOX
SPECIAL TOWN MEETING
November 2, 2017**

At 7:09 PM a Special Town Meeting held at the Lenox Town Hall was called to order. A quorum for the meeting was met with over 31 present at the opening. A motion was made and seconded to waive the reading of the warrant and return of service thereof and to authorize the moderator to declare a 2/3rd vote on voice votes if he deems it so.

ARTICLE 1: It was moved, seconded and approved unanimously after an explanation by Planning Board Chair, Pam Kueber to transfer from Free Cash, as certified on July 1, 2017, the sum of \$50,000 to the Land Use Department to fund costs related to the update of the Town's Master Plan.

ARTICLE 2: It was moved, seconded and approved by a voice vote to amend the Town of Lenox By-laws by adding a new Section 6, Revolving Fund Accounts, under Chapter IX, Financial Affairs, as printed in the handout available at the November 2, 2017 Special Town Meeting, to establish and authorize revolving funds for use by certain town departments, boards, committees, agencies or offices under MGL Chapter 44, Section 53E 1/2, and to set the limit for the Community Center Revolving Fund at \$30,000 and the Supplemental Inspectional Services Revolving Fund at \$25,000.

ARTICLE 3: It was moved, seconded and approved by a voice vote after an explanation of the history of the proposal by the Board of Selectmen Chair David Roche to raise and appropriate the sum of \$62,349 for a new Library Department for library expenditures; And, further, to transfer the sum of \$134,411 to said Library Department from funds appropriated under Article 5 of the May 4, 2017 Annual Town Meeting warrant; And, further, to advise the Board of Selectmen to approve and execute a Memorandum of Understanding between the Town of Lenox and the Lenox Library Association.

ARTICLE 4: It was moved, seconded and approved unanimously that the Town vote to transfer from Free Cash, as certified on July 1, 2017, the sum of \$329,000 to cover costs related to the capping of the landfill located on Willow Creek Road.

ARTICLE 5: It was moved, seconded and approved unanimously that the Town vote to transfer from Free Cash, as certified on July 1, 2017, the sum of \$1500 to pay FY2017 invoices attributed to the Ambulance Department.

It was voted unanimously to dissolve the meeting at 7:44PM.

Attest:

Kerry L. Sullivan Town Clerk

TOWN OF LENOX ANNUAL TOWN MEETING

May 4, 2017

At 7:12 p.m. the Annual Town Meeting held at the Lenox Memorial Middle High School was called to order. A quorum for the meeting was met with over 155 present at the opening. It was voted unanimously to waive the reading of the warrant and return of service thereof and to authorize the moderator to declare a 2/3rds vote on voice votes if he deems it so.

ARTICLE 1: It was moved, seconded and unanimously approved to authorize the Selectmen to choose all Minor Town Officers to wit: Field Drivers, Pound Keepers, Fence Viewers, Surveyors of Lumber, Wood and Bark, Sextons and Sealer of Weights and Measures.

ARTICLE 2: After budget presentations by Town Manager Christopher Ketchen and School Committee Chair Robert Vaughan it was moved, seconded and unanimously approved to raise and appropriate funds for the operating expenses of the Town for Fiscal Year 2018 as follows.

DEPARTMENT ACCOUNT

**FY 18
JULY 1, 2017 - JUNE 30, 2018**

Admin. & Finance	272,905
Town Treasurer/Clerk	145,700
Town Collector	92,585
Compensation Reserve	70,000
Operations Support	94,700
Elections & Registration	8,870
Economic Development	65,000
Town Debt & Interest.	304,000
Audit, Reserve Account	592,657
Insurance & Bonds, OPEB	1,039,335
Land Use Department	444,363
Town Buildings	108,097
General Government Subtotal	3,238,212

Police Department	1,128,689
Fire Department	444,182
Emergency Management	29,466
Ambulance Squad	405,062
Public Safety Subtotal	2,007,399

Lenox Public Schools	12,614,020
Vocational Education	84,790
Education Subtotal	12,698,810

Highway Department	595,182
Snow & Ice	257,005
Other Storm Emergencies	0
Cemetery	122,395
Public Works Subtotal	974,582

Board of Health	135,863
Veterans Services	70,113
Human Services Subtotal	205,976

Community Center	365,694
Academy Building	7,824
Historical Commission	10,950
Celebrations	2,200
Historic District Commission	100
Cultural & Recreation Subtotal	386,768

Totals	19,511,747
---------------	-------------------

Town Of Lenox Annual Report 2017

ARTICLE 3: It was moved, seconded, and unanimously approved to make the following appropriations, to the Fiscal Year 2018 budget for the Water Department.

1. Water Operations	\$631,422
2. Debt Service	\$720,054
3. Capital Expenditures	<u>\$ 0</u>
	\$1,351,476

And further, to provide for said appropriations from the following sources of revenue and available funds:

User Charges	\$1,351,476
Retained Earnings	<u>\$ 0</u>
TOTAL	\$1,351,476

ARTICLE 4: It was moved, seconded and unanimously approved to make the following appropriations to the Fiscal Year 2018 budget for the Sewer Department.

1. Sewer Operations	\$830,433
2. Debt Service	\$777,878
3. Capital Expenditures	<u>\$ 70,000</u>
	\$1,678,311

And further, to provide for said appropriations from the following sources of revenue and available funds:

User Charges	\$1,608,311
Retained Earnings	<u>\$ 70,000</u>
TOTAL	\$1,678,311

ARTICLE 5: It was moved, seconded and unanimously approved to raise and appropriate the sum of \$268,822 for the Lenox Library Association in Fiscal Year 2018.

ARTICLE 6: It was moved, seconded and unanimously approved to raise and appropriate the sum of \$1,221,200 for the following capital expenditures:

1. Highway Department Expenditures	\$180,000
2. School Department Expenditures	\$370,200
3. Fire Department Expenditures	\$20,000
4. Police Department Expenditures	\$20,000
5. Town Buildings/Equipment Expenditures	\$300,000
6. Community Center Expenditures	\$13,500
7. Land Use Expenditures	\$127,500
8. Town Clerk Expenditures	\$25,000
9. Ambulance Expenditures	\$165,000

And further, to provide for said appropriations, to transfer from Free Cash as certified on July 1, 2016, the sum of \$1,221,200.

ARTICLE 7: It was moved seconded and unanimously approved to authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise, on such terms and conditions as the Board of Selectmen shall determine, permanent and/or temporary easements on the parcels of land shown on plans entitled

Town Of Lenox Annual Report 2017

“Massachusetts Department of Transportation Highway Division Plan of Walker Street Reconstruction Walker Street in the Town of Lenox Berkshire County,” dated December 12, 2016, as said plans may be amended, said plans on file with the Town Clerk, for public way purposes, including, but not limited to, the construction, alteration, maintenance, improvement, repair and/or replacement of roads, the replacement of water and sewer pipes and for drainage, utility and slope work, traffic signal improvements, driveway reconstruction and grading, tree protection and landscaping, including all costs incidental and related to the foregoing; and, further, I move that the Town vote to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out said acquisitions and other acts authorized herein.

It was moved, seconded and unanimously approved to appropriate \$1,200,000 million to pay the costs of designing and constructing new water and sewer mains running from Routes 7 & 20 along Walker Street to Lenox Dale, Including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow \$1,200,000 under and pursuant to M.G.L. c.44, ss. 7(1) and 8(5), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

ARTICLE 8: It was moved, seconded and unanimously approved to appropriate the sum of \$850,000, for designing and constructing a new water main and related site work, repair and repaving from the intersection of Lee Road and Plunkett Street to the Lee town line including Rosebank Drive. and, further, to provide for said appropriation, to transfer the sum of \$500,000 from available capital funds in the water enterprise fund and, further, in accordance with M.G.L. c. 44, s.20, the unencumbered balance of \$350,000 for water system improvements appropriated and borrowed under Article 17 of the May 5, 2016 Annual Town Meeting warrant, which balance is no longer needed to complete the project for which it was initially borrowed, be transferred to meet the remaining portion of the \$850,000 appropriation.

ARTICLE 9: It was moved, seconded and unanimously approved to appropriate the sum of \$550,000 to the Permanent Building Committee, for the replacement of the boiler/heating system located at-the Community Center.

And, further, to provide for said appropriation, to transfer the sum of \$550,000 from Free Cash certified as of July 1, 2016.

ARTICLE 10: It was moved, seconded and unanimously approved to raise and appropriate or otherwise provide, the sum of \$650,000, or any other sum, to the Board of Selectmen for the purchase of fire apparatus and related equipment.

And further, to provide for said appropriation, to raise and appropriate the sum of \$175,000 and transfer the sum of \$475,000 from available funds.

ARTICLE 11: It was moved, seconded and unanimously approved to accept funds being provided by the Commonwealth of Massachusetts under the provisions of Chapter 90 of the General Laws, to pay for such costs as allowed by appropriate legislation in connection with the maintenance, repair, and construction of Town ways and bridges.

Town Of Lenox Annual Report 2017

ARTICLE 12: It was moved, seconded and unanimously approved to appropriate or reserve from the Community Preservation Fund annual revenues in the amounts recommended by the Community Preservation Committee for project debt service in fiscal year 2018.

Library Debt Service	\$123,500	(General Unreserved)
----------------------	-----------	----------------------

ARTICLE 13: It was moved, seconded and unanimously approved to appropriate or reserve from the Community Preservation annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in fiscal year 2018, with each item to be considered a separate appropriation.

Appropriations:

FY 2018 estimated revenues for Administrative Expense	\$ 18,750
-------------------------------------------------------	-----------

Reserves:

FY 2018 estimated revenues for Historic Resources Reserve	\$37,500
-----------------------------------------------------------	----------

FY 2018 estimated revenues for Community Housing Reserve	\$37,500
----------------------------------------------------------	----------

FY 2018 estimated revenues for Open Space Reserve	\$37,500
---------------------------------------------------	----------

FY 2018 estimated revenues for General Unreserved	<u>\$243,750</u>
---------------------------------------------------	------------------

	Total \$375,000
--	-----------------

Estimated new surcharge collections for FY 2018	\$300,000
-------------------------------------------------	-----------

Estimated State Match for FY 2018	<u>\$100,000</u>
-----------------------------------	------------------

	Total \$400,000
--	-----------------

ARTICLE 14: It was moved, seconded and unanimously approved to appropriate or reserve from the Community Preservation Fund annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses and community preservation projects and other expenses in fiscal year 2018 with each item to be considered a separate appropriation.

The Mount Stable Restoration	\$75,000	(Historic Preservation/Unreserved)
------------------------------	----------	------------------------------------

Berkshire Natural Resources Council	\$235,000	(Open Space/Recreation/Unreserved)
-------------------------------------	-----------	------------------------------------

Parson's Marsh Trail and Boardwalk

Ventfort Hall	\$30,000	(Historic Preservation/Unreserved) Emergency Masonry Stabilization
---------------	----------	-----------------------------------------------------------------------

ARTICLE 15: It was moved, seconded and unanimously approved to authorize the Town the use of a revolving fund under Section 53E1/2 of Chapter 44 of the General Laws, for the purpose of funding Community Center programs, said funds to be expended under the direction of the Lenox Community Center, annual expenditures not to exceed \$30,000.

And further, to authorize the use of a revolving fund under Section 53E1/2 of Chapter 44 of the General Laws, for the purpose of funding supplemental inspectional services, said funds to be expended under the direction of the Land Use Department, annual expenditures not to exceed \$25,000 for the fiscal year beginning July 1, 2017.

Town Of Lenox Annual Report 2017

ARTICLE 16: It was moved, seconded and unanimously approved to accept the provisions of Chapter 40, Section 13E of the Massachusetts General Laws to create a Special Education Reserve Fund, consistent with the vote of the Lenox School Committee, for future payments of unanticipated or unbudgeted costs of special education, out-of-district tuition or transportation, provided, however, that the monies in such fund shall be expended only with the approval of the School Committee and the Board of Selectmen;

And, further, to transfer the sum of \$100,000 to the Special Education Reserve Fund from funds appropriated to the School Department under Article 3 of the May 5, 2016 Annual Town Meeting warrant.

ARTICLE 17: It was moved, seconded and unanimously approved to amend the Lenox Historic District Commission By-laws adopted in 1975 to ensure greater consistency with M.G.L. Chapter 40C and to create greater clarity for property owners, as exhibited through the amended version on file with the Town Clerk.

ARTICLE 18: It was moved, seconded and unanimously approved to amend existing zoning district boundaries in the Lenox Dale neighborhood to bring existing uses and activities into greater conformity with current zoning regulations, The proposed district boundary amendments will be adjusted as reflected in the Amended Zoning Map available in the Town Clerk's office.

ARTICLE 19. I move that the Town vote to amend Section 7.1., "Parking and Loading Requirements" of the Lenox Zoning Bylaw so as to add the following new section, 7.1.20. 7.1.20 Commercial "C" Zoning District Exemptions.

1. The following exemptions promote adaptive re-use of existing Buildings and Structures and the replication of historic massing and density in the Commercial "C" zoning district:

Buildings and Structures in the Commercial "C" District are exempt from Sections:

7.15 (Parking Space Quantity Requirements)

7.1.7.1 (Parking Design Standards)

7.1.10.2 (Off-Street Parking Layout)

7.1.18 (Loading Bays)

As follows:

Change of Use - Exempt

Construction with no Substantial Building or Structure Change - Exempt

A "substantial Building or Structure Change" is any alteration that increases the Gross Floor Area by more than 25% or 1,000 square feet, whichever is smaller.

2. Any Substantial Building or Structure Change, including new construction on a vacant Lot, is not exempt from any requirements of this section.

3. Restaurants, theaters and other places of assembly are not exempt from any requirements of this section.

Motion was made to amend Warrant Article 19 to remove Item 3 from Section 7.1.20.3. The amendment passed on a non-unanimous voice vote. A vote was then taken on the main motion as amended and passed unanimously.

Town Of Lenox Annual Report 2017

ARTICLE 20. It was moved, seconded and unanimously approved to amend the Lenox Zoning By-laws by moving the regulatory language from the definitions to create new special use sections for regulatory language as depicted in the materials available for review in the office of Town Clerk.

ARTICLE 21. It was moved, seconded and unanimously approved to amend the Section 5.2 “Table of Uses” of the Lenox Zoning By-law to clarify differences between uses and to enumerate each use for the purpose of navigability and as depicted in the materials available for review in the office of Town Clerk.

ARTICLE 22. It was moved, seconded and unanimously approved to amend the Lenox Zoning By-laws by moving footnotes 1-5 in Section 6.1.1 “Table of Dimensional Requirements” to new special use sections and further, by moving Footnotes 6 & 7 of Section 6.1.1 “Table of Dimensional Requirements” to Section 9, Special Residential Regulations, as depicted in the copy of proposed Zoning Bylaw amendments on file with the Town Clerk.

ARTICLE 23. It was moved, seconded and unanimously approved to amend the Lenox Zoning Bylaws by replacing subsection 5 in the Table of Dimensional Requirements (Section 6.1.1) in its entirety so the Table will depict the following.

Requirements	R-3 A	R-1 A	R-30	R-15	C-3A	C-1A	C	I
5. Maximum Building or structure height and stories								In all districts, except as allowed by Section 6.1.B, the maximum height shall be 35’ and the maximum number of stories shall be two.

And further to amend existing Footnote 3 in Section 6.1.1 by Inserting the bold language as follows and further by converting said footnote, as amended, into a new Section 6.1.8, “Maximum Height/ Number of Stories Restrictions” :

Maximum building or structure height restrictions shall not apply to chimneys, water towers, skylights and other necessary features appurtenant to buildings which are usually carried above roofs and are not used for human occupancy. The Board of Appeals may allow greater height **and more stories** when permitting Planned Unit Office, Great Estates, Gateway Mixed Use Developments, and uses located in the Commercial Zone. In no instance shall height, not including exemptions as stated in **section 6.1.1**, exceed 50 feet and **the number of stories exceed four (4).**

ARTICLE 24. It was moved, seconded and unanimously approved to amend the Lenox Zoning Bylaws, Home Occupation Basic Regulations, Section 9.9.1.5, by inserting the bold language so that it is consistent with the Table 5.2 -Schedule of Uses, section H, Accessory Uses and General Off-street Parking, which allows “{n}ot more than one commercial vehicle per lot associated with a permitted home occupation”.

5. The maximum number of off-street parking spaces for employee and customer parking shall be two. There shall be no outside parking of more than ~~two~~ **one** commercial vehicles as defined by the Registry of Motor Vehicles in 540 CMR 4.02.

ARTICLE 25. I move that the Town vote to amend the Town’s Zoning Bylaw, Section 5.2, “Schedule of Uses”, by incorporating the following line to Section F, “Retail and Consumer

Town Of Lenox Annual Report 2017

Service Establishments”:

	R3A	RIA	R30	R15	C3A	CIA	C	I	Reference
Registered Medical Marijuana Dispensary	N	N	N	N	Y	Y	BA	Y	Section 8.12

And amending Section 8, “Special Regulations” by adding a new Section 8.12, “Medical Marijuana Dispensaries” as available on file with the Town Clerk.

Motion was made to amend Warrant Article 25 to change the use BA to not allowed. The amendment was voted on unanimously. A vote was then taken on the main motion as amended and passed unanimously.

ARTICLE 26. It was moved, seconded and unanimously approved to amend the Town’s Zoning Bylaw by adding a new Section 10.4, TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS and further to amend the Table of Contents to include “Section 10.4, Temporary Moratorium on Recreational Marijuana Establishments”, as available on file with the Town Clerk.

ARTICLE 27. It was moved, seconded and unanimously approved to clarify language in Section 10.3 “Wireless Telecommunications Overlay district (WTOD)” so that Section 10.3.18 reads as “General Requirements for F/TSP and RSP” and item 16(h) is an independent paragraph, Section 10.3.18 (19).

ARTICLE 28. It was moved, seconded and unanimously approved to authorize the Selectmen to petition the Legislature to enact Legislation relative to placing a conservation restriction on Town owned land as published under Article 28 of the warrant for this Annual Town Meeting provided, that the Legislature may reasonably vary from the form and substance of .the requested legislation within the scope of the general public objectives of this petition.

ARTICLE 29. It was moved, seconded and unanimously approved to transfer the care, custody, management and control of two (2) parcels of Town-owned land, located on Yokun Ridge, and being the “Fire Tower Lot” (Map 26, Parcel 1) and the “School Lot” (Map 26, Parcel 2), from the board or commission having the care, custody and control thereof, to the Board of Selectmen, for the purpose of conveyance to Massachusetts Audubon Society, Inc., and to authorize the Board of Selectmen to convey said properties to Massachusetts Audubon Society, Inc. in exchange for two (2) parcels of land to be conveyed to the Town by Massachusetts Audubon Society, Inc., being the “Piretti Lot” (Map 22, Parcel 10) and the “Costello Lot” (Map 21, Parcel 4), the “Piretti Lot” and the “Costello Lot,” together, commonly known as a portion of “Kennedy Park,” to be held by the Board of Selectmen, in perpetuity, for conservation and recreational purposes, and to authorize the Board of Selectmen to accept said properties from Massachusetts Audubon Society, Inc., which properties shall be designated for and dedicated to the protections of Article 97 of the Articles of Amendment to the Constitution of the Commonwealth of Massachusetts; further, provided that the Board of Selectmen shall be authorized to petition the General Court for special legislation pursuant to Article 97 of the Articles of Amendment of the Commonwealth of Massachusetts, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court which are within the scope of the general public objectives of the petition, and to authorize the Board of Selectmen to

Town Of Lenox Annual Report 2017

approve such amendments; and, further, authorize the Board of Selectmen to execute such documents and instruments or take any action needed to effectuate the vote taken hereunder, upon such terms and conditions as the Board of Selectmen may deem appropriate.

ARTICLE 30. It was moved, seconded and approved by a hand-count to authorize the Board of Selectmen to take the steps necessary to enter into a Tax Increment Financing (TIF) Agreement between Morrison Home Improvement and the Town of Lenox, in substantially the form on file with the Town Clerk (The Morrison Home Improvement TIF Agreement”), pursuant to Chapter 40, Section 59 of the General Laws and any other enabling authority, for the property located at 25 Pittsfield Road (Assessors’ Map 17, Parcel 37); authorize the Board of Selectmen to execute the TIF Agreement and any documents relating thereto, and to take such other actions as are necessary or appropriate to implement the Agreement; and to authorize the Board of Selectmen to submit the necessary documents and forms to the Economic Assistance Coordinating Counsel for the Morrison Home Improvement Center TIF Agreement and any project application or other submissions required for the Agreement.

Hand Count Totals:	In Favor 169
	Opposed 92

ARTICLE 31. It was moved, seconded and defeated by a Hand Count to authorize the Board of Selectmen to enter into a Special Tax Assessment (STA) agreement with 130 Pittsfield-Lenox Road LLC or its successor, in substantially the form on file with the Town Clerk, pursuant to the provisions of Massachusetts General Laws, including Sections 3A to 3F of Chapter 23A, Section 59 of Chapter 40, Section 5 of Chapter 59 and any other enabling authority, in connection with the redevelopment of the property located at 130 Pittsfield Road (Assessors’ Map 22, Parcel 36), as described in the Economic Development Incentive Program Application prepared by 130 Pittsfield-Lenox Road LLC; and to authorize the Board of Selectmen to take such action as is necessary to obtain approval of that application and implement the Special Tax Assessment agreement.

Hand Count Totals:	In Favor 120
	Opposed 159

ARTICLE 32. It was moved, seconded and defeated by a Hand Count to authorize the Board of Selectmen to enter into a Special Tax Assessment (STA) agreement with Brushwood LLC or its successor, in substantially the form on file with the Town Clerk, pursuant to the provisions of Massachusetts General Laws, including Sections 3A to 3F of Chapter 23A, Section 59 of Chapter 40, Section 5 of Chapter 59 and any other enabling authority, in connection with the development of the property at 70 Pittsfield Road (Assessors’ Map 17, Parcel 41-1), as described in the Economic Development Incentive Program Application prepared by Brushwood LLC; and to authorize the Board of Selectmen to take such action as is necessary to obtain approval of that application and implement the Special Tax Assessment agreement.

Hand Count Totals:	In Favor 88
	Opposed 180

Town Of Lenox Annual Report 2017

ARTICLE 33. The moderator moved that the Town bring their votes for one or more members of each of the following Town Officers:

- 1 Moderator for one year
- 2 Selectmen for three years
- 1 Board of Health Member for three years
- 1 Assessor for three years
- 2 School Committee Members for three years
- 1 Planning Board Member for five years
- 1 Planning Board Member for two years

It was voted unanimously to adjourn the meeting at 10:38 PM

Attest:

Kerry L. Sullivan, Town Clerk

