

ANNUAL REPORTS



OF THE TOWN OFFICERS

OF THE TOWN OF
ORLEANS

FOR THE YEAR
1992

INDEX AT BACK OF BOOK

**THIS BOOK IS
DEDICATED
TO THE
CITIZENS WHO
VOLUNTEER THEIR TIME & ENERGY
TO MAKE
ORLEANS A BETTER PLACE TO LIVE**

IN MEMORIAM

KERRY HILDRETH (23)
Recreation Department
1984-1991

JASON E. CARLSON (15)
Volunteer at Snow Library

VICTORINE M. SMITH
Election Teller
1985-1992

SERVE YOUR TOWN

The members of the following Boards, Committees and Commissions are appointed. If you feel that you would be willing to serve Orleans voluntarily, would you please give us your name and address and check those in which you might have an interest. This will not be considered a prior commitment on your part, but merely a reference for further discussions as vacancies occur.

Name: _____ Phone No: _____

Address: _____

Experience or Interest: _____

I would like to serve Orleans, and might be interested in the following Committees. (If you check more than one, please indicate preference 1, 2, 3, etc.).

- Architectural Review Committee
- Arts & Humanities Council
- Board of Assessors
- Building Code Appeals Board
- By-law Revision Committee
- Cable TV Advisory Committee
- Cape Bikeway Committee
- Cape Cod Regional Tech High School Committee
- Coastal Zone Management Committee for the Disabled
- Conservation Commission
- Council on Aging
- Environmental Research Advisory Committee
- Finance Committee
- Historical Commission
- Housing Task Force
- Insurance Advisory Committee
- Old King's Highway Regional Historical District Committee

- Open Space Committee
- Overseers of Jonathan Young Windmill
- Open Space Committee
- Personnel Advisory Board
- Plan Evaluation Board
- Planning Board
- Recreation Commission
- Search Committee
- Solid Waste and Recycling Committee
- Town Cove Area of Critical Environmental Concern Comm.
- Town Cove Waterfront Park Study Committee
- Traffic Study Committee
- Water Advisory Board
- Water Quality Task Force
- Waterways Improvement & Shellfish Advisory Committee
- Zoning Board of Appeals

I believe I could contribute ___ hours a month

RETURN TO: Board of Selectmen, Town Hall, 19 School Road, RR1, Orleans, MA 02653 or call 240-3700 for additional information.

TOWN OFFICERS

1992

Elective

Moderator
Frederick K. Plumb

Term Expires May

1993

Board of Selectmen (5)
George R. Christie, Jr., Chairman
Bruce B. Findley
Francis E. Suits
Maclean Kirkwood, Jr.
Scott V. Barron
Ronald A. Patrick

1995
1995
1994
1993
1993
1992

Barnstable Assembly of Delegates
Mary C. Smith

12/1994

Board of Health (5)
Betty I.M. Cochran
William Dickson
Gail R. Rainey
Priscilla O. Hamilton, Chairman
Robert J. Wineman

1995
1994
1994
1993
1993

Constables (2)
George W. Cahoon, Jr.
Robley E. Fulcher, Jr.

1994
1994

Housing Authority (5)
Carol Treful
Robert J. Bartels
Francis A. Fettig
Catherine Southworth
Barbara B. Connor
William Rangnow, Chairman
(State Appointee)

1997
1996
1995
1993
1992

Trustees of Snow Library (7)
John Fletcher
Roderick McColl
Elizabeth B. Davis
James T. Burgess
Theresa Malone (resigned 11/92)
Vincent H. Anderson (appointed 12/92)
Nina H. Mellor
Henry F. Scammell
George C. Stierwald

1995
1995
1994
1994
1994
1993
1993
1993
1992

Orleans School Committee (5)
Betsy A. Dow, Chairman
Marilyn Whitelaw
Carol J. Taylor
Charlotte McCully
Mary P. Wilcox

1995
1995
1994
1993
1993

Regional School Committee
William W. Thomas
Margie Fulcher, Chairman

1993
1995

Special District Election

Term Expires December

**Old Kings Highway Regional
Historic District Committee (5)**
Soren Spatzck-Olsen
Rick Banas
William Quinn, Jr.
Christopher R. Miner, Chairman
Robert Gibson
Bud Hale

1996
1995
1994
1993
1993
1992

Appointed Boards, Commissions and Committees

Term Expires June

**Advisory Board to the Board of Managers of the
Septage Treatment Facility**
Betty I.M. Cochran
Douglas C. MacMillan

**Architectural Review Committee
(5 regular, 2 associate)**
Kelly Routh
Richard Morongell
Alan Conklin
Dorofei Klimshuk, Chairman
Stephen A. Hart
Jennifer Mentzer, Associate
Peter Holley, Associate
D. Beth McCartney
John Ahrens (resigned 3/92)
Susan T. Wright, Secretary

1995
1995
1994
1993
1993
1995
1994
1992
1992

Barnstable County Energy Task Force
William C. Collyer

1993

Board of Assessors (3)
Linda Coneen (appointed 6/92)
Barbara Vaughn McCoy, Chairman
Ronald Buckingham (appointed 6/92)
Mary Jaqueline Hatch (resigned 6/92)
Fred Mahlstedt

1995
1994
1993
1993
1992

Building Code Board of Appeals (5)
Robert A. Gibson
Andrew Miao
Peter Coneen
Peter H. Holley
Robert S. Berger

1995
1995
1994
1994
1993

Cable T.V. Advisory Community (5)
Robert Ladue
John A. Quincy
Robert Melcher
Roger Strawbridge, Chairman
H. Walcott Brown
Donald W. Howe
August Yearling

1995
1995
1995
1995
1992
1992

Cape Bikeway Committee (5)
William Giroux
Bernard Spieker, Chairman
Paul V. Tassi
Rita Doddridge
Jean Smith

1995
1994
1994
1993
1993

Cape Cod Joint Transportation Committee William Livingston		Elizabeth Smith, Director (appointed 7/92)	
Cape Cod Commission Herbert S. Elins	4/1993	County Financial Advisory Board Francis E. Suits	1993
Cape Cod Regional Transit Authority Nancymarie Schwinn Maria S. Husted, Alternate		Cultural Council (formerly Arts & Humanities Council) Lucia-Maria Huntley Linda M. Collins Arthur K. Gardiner Nancy A. Laning Richard Plotkin Mary M. Springer Bobbie Thomsen William T. Vautrinot Renate Wasserman Shirley Aleman-Carson Carol Houghton Joyce Zavorskas (resigned 11/92) Leonard Sparrow Betty Browne Mary Jane Byrne Maryanne Raye-Rowles Dinah Mellin Margot Nicol-Hathway Alden Spilman Nancy Nichol	3/1994 10/1994 11/1994 11/1994 12/1994 11/1994 1/1994 12/1994 11/1994 11/1994 6/1993 12/1993 3/1993 6/1993 11/1992 11/1992 6/1992 12/1992 6/1992 1/1992
Cape Cod Regional Technical High School District (2 Orleans representatives) Ethan A. Adams Stefan Galazzi	1995 1993		
Coastal Erosion Advisory Committee (7) Anthony R. Bott Harold L. Brehm John G. Brigham William Giroux Burton Golov Peter D. Hunter Stephen H. Tyng, Jr.	1994 1994 1994 1994 1994 1994 1994		
Coastal Zone Management Committee Brian Gibbons John Rosenquest, Alternate			
Committee on Disability (7) Viverette Robinson (appointed 6/92) Fred Mahlstedt (appointed 7/92) Jo-Von Tucker (appointed 11/92) Anne Gaaney John McCarthy Mary Rhodenizer, Chairman Eleanor Blake, ex officio Jeanne Stage (resigned 7/92) Nancy Higgins (resigned 5/92) Elizabeth Smith, (appointed 7/92) Thomas W. Joy Jane Simard (resigned 7/92)	1995 1995 1995 1995 1994 1994 1994 1994 1994 1993 1992 1992		
Conservation Commission (7 members & 3 associates) David Garner Richard Houghton Anne Donaldson (Co-chair) Roland Laine James Snedecor Clinton Kanaga (resigned 2/92) Williard Stowell Andree Yager (Co-chair) Charles H. Groezinger, Associate (appointed 6/92) Frank H. Hogan, Associate (appointed 6/92) Nancy A. Hurley, Secretary	1995 1995 1994 1994 1994 1994 1993 1993 1993 1994 1993		
Council on Aging (7) Robert Troy (appointed 6/92) Jacqueline S. Peno (appointed 6/92) Patricia A. Rotman (appointed 6/92) Mary Wilcox Martha R. Abissi James E. Hammond Arthur B. McCormick, Jr., Chairman Ethan A. Adams Lucy K. Hopkins Dorothy LaPointe Jane Simard, Director (resigned 7/92)	1995 1995 1995 1994 1993 1993 1993 1992 1992 1992		
		Elemental School Building Committee Lester Albee, ex-officio Susan Alman William Baskin Keith Campbell A. Francis Finnell Jane Greene, Chairman Andrew Miao Marilyn Whitelaw	
		Emergency Planning Committee Robert Canning, Health Agent Richard Gould, Highway Manager Sandra Macfarlane Raphael Merrill, Fire Chief	1993 1993 1993 1995
		Employees Health Insurance Committee Edmund E. Banas Ernest Butilier John DeFoe Dorothy Palin Nancymarie Schwinn Amy Sanders	
		Environmental Research Advisory Committee (Appointed by Board of Health) Robert Canning, exofficio Herbert S. Elins, Chairman Sandra Macfarlane Douglas C. MacMillan Walter McPhee	
		Finance Committee (9) (Appointed by Moderator) Anne Winslow, Chairman Arthur D. Hall (appointed 6/92) John Ingwersen (resigned 12/92) Glen Southwick Carl Bergkvist Harry Mirick Lois C. Milman (resigned 1/92) Robert C. Lindsay (appointed 3/92)	1995 1995 1995 1994 1994 1994 1994 1994 1993 1993

James Trainor	1993	Orleans/Eastham Town Cove Nauset Marsh Environmental Concern Committee (Orleans members)	
Burton C. Hallowell	1993	Truman Henson, Sr., Chairman	1995
Robert L. Twiss	1992	Dona Pike	1995
Betty McEllin, Secretary (appointed 10/91)		Valerie Cohen	1995
Health Insurance Advisory Committee (Regional)		Frederick Little	1994
Mary Hyer		James Hayden	1993
Nancymarie Schwinn		Emerson Davis	1992
Historical Commission (7)		Park Commissioners (5)	
Bonnie Snow	1995	George R. Christie, Jr., Chairman	1995
Charles Thomsen, Chairman	1995	Bruce B. Findley	1995
Roderick McColl	1995	Francis E. Suits	1994
William P. Quinn, Sr.	1994	Maclean Kirkwood, Jr.	1993
Harry H. Howard	1994	Scott V. Barron	1993
Russell Broad	1993		
Elizabeth B. Davis	1993	Personnel Advisory Board (5)	
Housing Task Force (7)		Anthony R. Bott (appointed 6/92)	1995
Winifred Fitzgerald, Chairman	1995	Norman McEnaney (appointed 12/92)	1995
Mary Springer (appointed 11/92)	1995	Neal Crampton	1995
Eleanor Meisinger	1994	Anita Rogers	1994
Frank Fettig	1994	Philip Halkenhauser (appointed 1/92)	1993
Andrea C. Hibbert (appointed 6/92)	1993	Leonette C. Roberts (resigned 4/92)	1993
James Hammond	1993	Page McMahon	1992
James T. Burgess	1992	Marie Zweigman, Secretary	
Katherine Prunty (resigned 4/92)	1992	Plan Evaluation Committee (5)	
Victoria Goldsmith, ex-officio	1994	Peter J. Coneen (Selectmen appointee)	1994
Insurance Advisory Committee (7)		Caryn Case (Planning Board appointee)	1994
William Boundy	1995	Beverly Carney (Planning Board appointee)	1993
David L. Marshall, Chairman	1994	William Livingston (Traffic Study Committee appointee)	1992
Robert Zenke	1994	William Smith, Sr., Chairman	1993
Merwin B. Smith, Secretary	1993	Susan T. Wright, Secretary	
Paul H. Gregg	1993	Planning Board (7)	
Reginald S. Robins, CoChairman	1992	Charles S. Hart (appointed 7/92)	1995
Edward Rayel	1992	Beverly Carney (appointed 6/92)	1995
Anne Fusco LeMaitre, ex-officio		Thomas Yonce (appointed 6/92)	1995
Intermunicipal Agreement Study Committee (Orleans Representatives)		Caryn Case	1994
Christopher Miner, Chairman	1992	Vincent Ollivier	1994
(Selectmen appointee)		Alan H. Conklin	1993
Francis O'Neil (Moderator appointee)	1992	Richard W. Philbrick, Chairman	1993
Priscilla O. Hamilton (Board of Health appointee)	1992	Don Krohn	1992
Keeper of the Herring Run		Ralph Rincones	1992
Scott Johnson	1993	Robert Wright	1992
Robley Fulcher	1993	Maryanne Macaluso, Secretary (resigned 5/92)	
Library Building Construction Committee		Janet McCarthy, Secretary (appointed 7/92)	
Harriett Spagnoli, Chairman		Pleasant Bay ACEC Nominating Committee (Members from Orleans)	
William Bernhart		Richard Houghton	
Marcus Brooks		Recreation Commission (5)	
Kay Bader, Librarian, ex officio		Keith Clark, Chairman	1995
Robert Chrane		Paul O. Fulcher	1995
Elizabeth B. Davis		Gordon Clark	1994
Barbara Eldredge		Randi Sisson	1993
Trumbull Huntington		Elsie Brainard (resigned 12/92)	1993
William Rangnow		Right To Know Law	
Open Space Committee (7)		Raphael A. Merrill, Municipal Coordinator	
Douglas Long, Chairman	1995	Robert Canning, Acting Municipal Coordinator	
Anne L. Donaldson	1994	Sarah Brown Scholarship Committee	
Richard Plotkin	1994	Thomas L. Ballerino	
Robert Foresman	1992	E. Carlton Nickerson	
Teresa L. Jordan, Secretary		Nancymarie Schwinn	

Search Committee (7)			
John B. Ahrens (Moderator appointee)	1993	Waterways Improvements and Shellfish Advisory Committee (7)	
Marian Gibbons (Selectmen appointee)	1993	M.E. Jim Gray, Chairman	1995
Harry L. Pike (Selectmen appointee)	1993	Peter Orcutt	1995
Gail Meyers Sharman (Town Exec. appointee)	1993	Arthur Hall (resigned 7/92)	1994
Ernest Rogers (Finance Committee appointee)	1993	James Harrington	1994
Jane Bartels (Selectmen appointee)	1993	Stephen Smith	1993
Sherman C. Reed (Selectmen appointment)	1992	Beverly Singleton-Zivan	1993
Richard Laraja (Moderator appointee)	1992	William Giroux	1993
Solid Waste Advisory Committee (7)		Windmill Site and Restoration Committee (15)	
William Collyer	1995	Harold Martell	1995
Mark Vincent (appointed 12/92)	1995	Oscar Ridley	1995
Ellie Zeeb	1994	Anthony Gorczyca	1995
J. Stewart Broatch, Chairman	1994	Robert Berger	1995
Bernard Spieker	1994	William P. Quinn, Sr., Chairman	1994
Burton Golov	1993	John Brigham	1994
Hubbard Rattle	1993	Steven Spaulding (resigned 12/91)	1994
John Newsome (resigned 3/92)	1992	David Clarendon	1994
Robert Familetti (appointed 5/92)	1992	Harry Felsenthal	1994
Betty Cochran (Board of Health appointee)	1992	Randolph Kruger	1994
Town Cove Waterfront Park Study Committee		Harry Miller	1993
Jane Bartels		Richard Besciak	1993
Keith H. Campbell		Peter Comeau	1993
Richard Kennedy, Chairman		Richard Kennedy	1993
Elinor O. Seikel		Stanley Snow	1993
Charles Thomsen			
Andree Yager		Zoning Appeals Board (5 regular, 3 alternate)	
Vince Ollivier		James E. DeWitt, Chairman	1995
Traffic Study Committee (7)		R. Stuart Armstrong	1995
William I. Livingston, Chairman	1995	William W. Thomas	1994
William R. Stone, Vice Chairman	1995	William Bernhart	1994
Raphael A. Merrill	1995	R. Bruce Hammatt	1993
John Ehrmanntraut	1994	W. Chris Towner, Alternate	1995
Francis O'Neil	1994	Vincent Anderson, Alternate	1995
Nathaniel Pulling	1993	Francis Weller, Alternate	1993
Richard Gould	1993	Sarah Wickwire, Secretary	1993
Water Advisory Board			
Marjorie Uhl	1995		
Robert A. Rich, Chairman	1995		
Walter McPhee	1994		
Betty Twiss (Planning Board appointee)	1993		
Betty Cochran (Board of Health appointee)	1993		
Water Commissioners (5)			
George R. Christie, Jr.	1995		
Bruce B. Findley	1995		
Francis E. Suits, Chairman	1994		
Scott V. Barron	1993		
Macleon Kirkwood, Jr.	1993		
Ronald A. Patrick	1992		
Water Quality Task Force (7)			
William H. Deitz (Selectmen appointee 9/92)	1995		
Beverly Singleton-Zivan (Selectmen appointee)	1994		
Joseph McCarthy (Selectmen appointee)	1993		
Marjorie Uhl (Water Advisory appointee)	1993		
Vincent Ollivier (Planning Board appointee)	1993		
Robert Canning, Health Agent	1993		
Richard Gould, Highway Manager	1993		
Sandra Macfarlane, Conservation Administrator	1993		
Truman Henson, Jr., Harbormaster	1993		
Clare Forbes (Selectmen appointee)	1992		
Water Resources Regional Advisory Council			
William I. Livingston			
Patricia Ballo, Alternate			
		DEPARTMENT AND SPECIAL PERSONNEL	
		Accounting	
		David Withrow, Town Accountant	
		Rechella Butilier, Ass't. Town Accountant	
		Mary Sedgwick, Principal Account Clerk	
		Animal Control Officer	
		Animal Rescue League	
		Lynda J. Brogden, Manager	
		Animal Inspector	
		Elizabeth P. Nale	
		Assessing	
		Kenneth Hull, Assessor/Appraiser (appt. 1/92)	
		Eleanor Marinaccio, Principal Clerk	
		Diane Salomone, Office Manager	
		Jacqueline Reycroft, Principal Clerk	
		Building	
		William Smith, Inspector of Buildings	
		Ronald Ferro, Ass't. Insp. of Buildings/ Code Enforcement Officer	
		Susan Wright, Principal Clerk	
		Grafton H. Meads, Plumbing Inspector	

and Assistant Gas Inspector
F. Reed Snider, Gas Inspector and Assistant
Plumbing Inspector
Gordon E. Sylver, Wiring Inspector
Sheldon N. Brier, Alt. Wiring Inspector
Roland Bassett, Assitant Wiring Inspector

Burial Agents
Benjamin R. Davis

Civil Defense
Raphael A. Merrill
Richard Nickerson

Town Clerk
Jean Wilcox, Town Clerk
Anne Lennon, Ass't. Town Clerk

Conservation
Sandra Macfarlane, Conservation Administrator/Marine
Biologist
Nancy Hurley, Secretary

Council on Aging
Jane Simard, Director (resigned 6/92)
Elizabeth Smith (appt. 7/92)
Veronica Shelly, Senior Clerk
Natalie Chapin, Senior Outreach Worker (appt. 9/92)

Custodians
James Cofsky, Council on Aging
Edward Hathaway, Police Station
Candee Roberts, Town Hall (p.m.)
Robert Linnell, Town Hall (a.m.)

Disposal Area
Mark Vincent, Disposal Manager
Daniel Brightman, Mechanic
John Duble, Maintenance Man
Joanne Wajda, Principal Clerk

Election Workers
Esther Beilby (D) Teller
Francis B. Bonner (D) Teller
George Doane (R) Teller
Doris T. Eldredge (R) Teller
Rita Gridle (D) Clerk
James Hammond (R) Warden
Jean Herbert (R) Teller
Jean Kuhn (U) Teller
Blanche Landwehr (U) Teller
Winifred Little (U) Teller
William I. Livingston (R) Warden
Polly Marsh (R) Teller
Ruth G. Nelson (D) Deputy Warden
Betty Anne Passehl (D) Teller
Beatrice Viau (D) Clerk
Olive R. Westa (D) Teller
Andree C. Yager (R) Ass't. Clerk

Fence Viewer
Dorofei Klimshuk

Fire Department/Rescue Squad
Permanent Full Time Firefighters
Raphael A. Merrill, Fire Chief
Steven P. Edwards, Deputy Chief - EMT
Richard J. Harris, Lieutenant - Paramedic
Kenneth N. Mayo, Lieutenant - Paramedic
Clayton B. Reynard, Lieutenant - EMT

Paul V. Tassi, Lieutenant - EMT
Craig H. Bodamer, Firefighter - Paramedic
Robert E. Felt, Firefighter - Paramedic
Michael A. Gould, Firefighter - EMT
Anthony L. Pike, Firefighter - EMT
William P. Quinn, Firefighter - EMT
William R. Reynolds, Firefighter - EMT
Donald W. Taber, Firefighter - Paramedic
Peter A. Vogt, Firefighter - EMT

Call Firefighters
Ronald A. Deschamps, Lieutenant - 1st Responder
Minot S. Reynolds, Lieutenant - 1st Responder
Duane Boucher, Firefighter (resigned 12/92)
Kenneth C. Freeman - 1st Responder
Jonathan A. Greene, Firefighter (resigned 12/92)
Martha Keyes, Firefighter (resigned 12/92)
Steven J. Mayo, Firefighter (on leave)
Allen R. Nickerson, Firefighter (resigned 12/92)
Jeffrey O'Donnell, Firefighter - 1st Responder
James Ostrander, Firefighter - Paramedic
Lowell Outslay, Firefighter - 1st Responder
Wayne Pike, Firefighter (resigned 12/92)
Michael Pires, Firefighter - EMT
Patrick F. Prunty, Firefighter (resigned 12/92)
Anthony J. Quirk, Firefighter - 1st Responder
John Quigley, Firefighter - 1st Responder
Douglas Reed, Firefighter (resigned 12/92)
James M. Reynolds, Firefighter - 1st Responder
Robert H. Reynolds, Firefighter - 1st Responder
Ronnie A. Reynolds, Firefighter - 1st Responder
Timothy J. Reynolds, Firefighter - 1st Responder
James Snedecor, Firefighter (resigned 12/92)
Robert D. Wastrom, Firefighter (resigned 12/92)

On Call Members of Rescue Squad Only
Karen Bairstow, EMT (resigned 12/92)
Pam Banas, EMT (on leave)
Donna Bohannon, EMT
Rachel Lee, EMT-1
Nathaniel Reese, Paramedic
Caroline Decker, EMT (on leave)
Deanna C. Schram, EMT (appt. 10/92)

Fire Clerk Dispatcher
Susan L. Swanson

Harbormaster/Shellfish
Truman Henson, Jr., Harbormaster/Shellfish Constable
Gardner Jamieson, Ass't. Harbormaster/Shellfish Constable

Health Department
Robert J. Canning, Agent
Patricia J. Ballo, Assistant Health Agent
Lois R. Ames, Principal Clerk
Barbara R. Strawbridge, Clerk/Typist

Herring Run
Robley Fulcher, Jr.
Scott Johnson

Highway Department
Richard Gould, Manager
Stephen Burgess, Maintenance Man
John DeFoe, Maintenance Man
James DeWitt, Mechanic
Bruce Higgins, Maintenance Man
James Higgins, Foreman
Kevin Mailloux, Maintenance Man
Mathew Muir, Maintenance Man

Jean Morceau, Principal Clerk

Information Booth Aides

Josephine H. Young
Elinor E. Felt
Robert P. Hume
Eleanor R. McCracken

Insect Pest Control

Richard Gould, Highway Manager

Keeper of Town Pump

Leonard W. Sparrow

Library

Kathleen Bader, Librarian
Winifred Feightner, Administrative Aide
Borghild Schmitt, Principal Clerk
Barbara Quattrone, Staff Librarian
Fred Mahlstedt, Data Processing Assistant
Mary Chrane, Library Assistant (appt 5/92)
Mary Fitzgerald, Library Assistant
Linda Gordon, Library Assistant
Ellen Hamlin, Library Assistant
Louise Mitchell, Library Assistant (resigned 5/92)
Dorothy Roper, Library Assistant
Mae Schellhorn, Library Assistant
Jennifer Donathan, Page

Park

Paul O. Fulcher, Superintendent
Dorothy L. Palin, Assistant to Park Superintendent
Richard W. McKean, Foreman
Sheila M. Avellar-Greene, Maintenance Person
Cheryl Esty, Maintenance Person
Frank H. Poranski, Maintenance Person
George W. Cahoon, Jr., Seasonal Laborer

Police

William R. Stone, Chief
Lucien A. Ozon, Lieutenant
John C. Fitzpatrick, Lieutenant
Timm W. Gould, Sergeant
Kenneth A. Greene, Sergeant
Peter K. Keyes, Sergeant
Richard N. Smith, Jr., Sergeant
Richard C. Jones, Sergeant
David R. Hagstrom, Patrolman/Detective
Melissa E. Novotny, Patrolman
Gerald D. Burge, Patrolman
Ernest E. Butlier, Patrolman
James M. Gage, Jr., Patrolman
Kevin L. Higgins, Patrolman
William E. Heyd, Patrolman
Howard M. Pavlosky, Patrolman
James P. Rosato, Patrolman
Matthew P. Watts, Patrolman
Kevin H. Wells, Patrolman
Glen P. Wilcox, Patrolman
Duane C. Boucher, Patrolman
Douglas Bohannon, Reserve Officer
Paul O. Fulcher, Reserve Officer
Robley E. Fulcher, Jr., Reserve Officer
Scott E. Johnson, Reserve Officer
Raphael A. Merrill, Jr., Reserve Officer
James E. Trainor, Reserve Officer
David L. Collins, Special Police Officer
Robert G. Franke, Special Police Officer
John D. Joy, Special Police Officer
Robert E. Livingston, Special Police Officer

Diane D. Mudge, Special Police Officer/Matron
Wayne V. Love, Special Police Officer
Nathaniel Pulling, Special Police Officer
Truman Henson, Jr., Special Police Officer
Gardner Jamieson, Special Police Officer
John Dooley, Dispatcher
Rita C. Gallant, Dispatcher/Matron
Joann Henderson, Dispatcher/Matron
Kerry O'Connell, Dispatcher/Matron
Joan E. Chilson, Clerical/Matron
Gloria R. Gilmore, Clerical/Matron
Anne M. Reynolds, Clerical/Matron

Recreation Department

Brendan Guttman, Director

Registrar of Voters

Ann E. Fettig, Chairman; Registrar
June Fletcher, Assistant Registrar
Joy V. Long, Registrar
Jean F. Wilcox, ex-officio
Elizabeth McCutchen, Ass't. Registrar (resigned 8/92)
Martha Stevens, Registrar

Sealer of Weights and Measures

James R. Ehrhart

Selectmen/Town Executive Staff

Maria Husted, Administrative Ass't. (appt. 10/92)
Anne Fusco LeMaitre, Office Manager
Marilyn D. MacLeod, Town Executive Secretary
Ronnie Jamieson, Principal Clerk (appt. 10/92)

Town Counsel

Michael D. Ford

Town Executive

Nancymarie Schwinn, Town Executive

Town Planner

Laura Harbottle, Town Planner (resigned 10/92)
Maryanne Macaluso, Principal Clerk (resigned 5/92)
Janet McCarthy, Principal Clerk (appt. 7/92)

Treasurer/Collector

Mary Hyer, Treasurer/Collector
Judith Jalbert, Ass't. Treasurer/Collector
Beth Griffin, Principal Account Clerk (resigned 12/92)
Susan Lennon, Principal Account Clerk
Jo Ellen Pike, Senior Account Clerk & Receptionist

Tree Warden

Richard Gould, Highway Manager

Water Department

Charles Medchill, Water Superintendent
Stefanie Hall, Business Manager (resigned 8/92)
Susan Neese-Brown, Business Manager (appt. 8/92)
Barbara Gardner, Principal Clerk
Charles Savage, Foreman
Roger Bollas, Meter Man
Todd Bunzick, Station Operator
James Darling, Meter Man/Tester
Rodney Fulcher, Station Operator
Richard Knowles, Meter Man/Operator
Kenneth Jones, Meter Man

BOARD OF SELECTMEN

To The Citizens of Orleans:

1992 marked the sixth year in which Orleans has operated under the Home Rule Charter. In many ways '92 was significantly more placid than in previous years although many difficult decisions still had to be addressed and resolved.

In May '92 Bruce Findley was elected to the Board of Selectmen, replacing Ron Patrick who had served the Town loyally and with distinction since the inception of the Charter in 1987.

Fiscally — in spite of a depressed economy in the Northeast — Orleans continued to operate on solid footing with a balanced budget and without the need for an override. The institution of a zero based program budgeting process for all town departments has been and will continue to be a positive step for future years.

Weather wise '92 overall was significantly more serene than '91 with only a three day southeasterly storm to contend with in December. Fortunately, damage was minor in comparison with the two '91 storms and once again your town employees performed in an exemplary manner.

In December the Massachusetts Legislature passed an act, which has become law, relating to orders of conditions for recreational activities at Nauset Beach within the towns of Orleans and Chatham. Two years of persistence achieved this significant Home Rule Act for Orleans and Chatham and all the many town employees and concerned citizens who worked to achieve its passage are to be commended.

As stated previously many problems still exist and must be resolved. Among these are:

- the future of handling septage at the Tri-Town Facility
- handling solid waste at the transfer station
- improvements in recycling
- a state mandated emergency 911 telephone system must be implemented.

Finally we thank the citizens of Orleans for their cooperation and support, especially to the many volunteers who serve on our boards and committees. We also extend our appreciation to our loyal town employees for their service and dedication. Thank you all for making Orleans a better place to live.

Respectfully submitted,

George R. Christie, Jr., Chairman
Orleans Board of Selectmen

TOWN EXECUTIVE

To the Honorable Board of Selectmen and Citizens of Orleans:

This past year proved to be a very challenging, productive and rewarding one. Many projects that have been either in the planning stages or put on the back burner for years finally came to fruition. Orleans was the first Town to receive FEMA reimbursement funds for the Hurricane Bob/October 30th storms at a ceremony in Hyannis where Lieutenant Governor Paul Celluci presented a check for \$122,750 or about half what was due to the Town. The remainder was paid before closing out the books on June 30th. The State Highway Department, as part of the reconstruction, installed sidewalks along Routes 28 and 6A. The sidewalks start on the Stop and Shop side and run up to West Road at Skaket Corners on Route 6A and from Orleans Inn to Main Street on Route 28. Sidewalks will be installed from Main Street to Eldredge Parkway on the middle school side of Route 28 this spring. The long awaited Rock Harbor dredging project which was a mutually funded project by the State and the Towns of Orleans and Eastham began in April and was completed the Friday before the Labor Day weekend.

After many years, sidewalks were installed along Old Colony Way from Main Street to West Road, thus alleviating a public safety concern of residents in the area.

The State bid the project and in October the contractor began work on the realignment and signalization of Bakers Pond Road/Route 6A/Bay Ridge Lane. Planning for this project started in 1985 and is estimated to be completed in June 1993.

Council on Aging Director Jane Simard resigned in June to pursue educational opportunities at Springfield College and Elizabeth Smith was hired as Council On Aging Director in July.

Betty graduated cum laude from Wellesley College with a major in psychology and previously worked as a substitute teacher at the Nauset Middle School.

Every July the Board of Selectmen holds a summer informational meeting for residents, non-residents and taxpayers to ask questions and offer suggestions about their town government. It is always such a big let down to have more department managers and committee people there than concerned citizens. We need to hear from you to learn what it is that we, as your public servants, can do to make Orleans all it can be. So I look forward to seeing you all at the 1993 July meeting.

The Town's telephone numbers were changed in October when a centrex system was installed. The new system allows all departments to access each other by using an extension number rather than dialing a seven digit number.

The Board of Selectmen adopted a volunteer recognition program that was developed by the Search Committee. If

you know of someone who has done something special for Orleans and should be recognized for an outstanding accomplishment, nomination forms can be picked up at town hall and must be returned by February 15, 1993. Awards will be made at the May annual town meeting.

Laura Harbottle hired in 1988 as the Town's first planner resigned in September to take a planning position in Barnstable. Some of the many contributions Laura made included the Town's Long Range Plan, grant funds for studying town cove, grant funds to plant trees throughout the town, a FEMA hazard mitigation grant and acting as a liaison with many of the town committees. Sixty-five applications were received for the Town Planner position and interviews are underway to fill the position by the end of January 1993.

Maria Husted joined the management team as Administrative Assistant in October. Maria worked with the Department of Employment and Training and some of her duties included personnel, budgeting and results management. Maria graduated from Hood College, Frederick, Maryland with a major in political science.

This year Orleans had three pieces of legislation enacted by the Massachusetts Legislature. Chatham and Orleans jointly submitted legislation on Nauset Beach. An easement was given to the Department of Environmental Management to install a rail trail in the old railroad right-of-way and a septage betterment procedure was approved. The septic betterment legislation allows the town to approve a By-law that would allow funding of septic upgrades for residents that may not otherwise be able to fund such an expense.

In December the drainage remediation bids were received and the work should be completed in the spring of 1993.

I would like to thank the Board of Selectmen for its support and all the committee, commission and board members for their many hours of dedicated service. A special thanks to department managers, their employees and my staff for all that we accomplished working together to provide the various programs and services that make Orleans a much desired place to work and live.

Respectfully submitted,

Nancymarie Schwinn,
Town Executive

Thanks to the Accounting and Assessing Departments for their continued cooperation. It is a pleasure to work with all of the staff.

A special thank you to Judy Jalbert, Beth Griffin, Susan Lennon and JoEllen Pike. Their effort and ready smiles help make the day brighter for all.

Respectfully submitted,

Mary C. Hyer
Treasurer/Collector

TOWN TREASURER/COLLECTOR

I hereby submit my annual report for the Fiscal Year ended June 30, 1992.

Once again, I want to thank all the taxpayers for their prompt payments. We are very blessed in Orleans.

TOWN TREASURER

Fiscal 1992

Balance July 1, 1991
 Receipts July 1, 1991 through June 30, 1992
 Invested
 Disbursements July 1, 1991 through June 30, 1992
 Invested
 Cash on Hand

\$ 1,985,769.81
 25,172,222.60
 935,743.57
 \$28,093,735.98
 \$25,157,055.84
 2,239,572.31
 697,107.83
 \$28,093,735.98
 \$145,475.35

Interest earned during Fiscal Year 1992 on investments

TRUST FUND ACCOUNTS

Consisting of:		Snow Library Trust Fund		
				4,500.00
		David Snow Fund		500.00
		Jonathan W. Young Fund		200.00
		William H. Nelson Fund		3,000.00
		Thomas Arey Hopkins Fund		1,000.00
		Aaron Snow Fund		<u>9,200.00</u>
Deposited In:		Quincy Savings Bank, and Invested in Money Market Account (Principal)		9,200.00
July 1, 1991		On Deposit	708.04	14,722.87
Balance in Fund June 30, 1992		Interest		<u>708.04</u> 15,431.51
Deposited in:		Elizabeth Twiss Blake Fund		
		Snow Library Trust Fund		
		Quincy Savings Bank and Invested in Money Market Account (Principal)		5,000.00
July 1, 1991		On Deposit	311.09	6,447.78
Balance in Fund June 30, 1992		Interest		<u>311.09</u> 6,758.87
Deposited in:		Florence H. Smith Fund		
		Snow Library Trust Fund		
		Quincy Savings Bank and invested in Money Market Account		
July 1, 1991		On Deposit	23,244.02	
		Interest	1,210.97	
		Deposit	4,756.30	
		Expended	<u>450.00</u>	
Balance in Fund June 30, 1992			5,517.27	<u>5,517.27</u> 28,761.29
Deposited in:		Richard S. Philbrick Fund		
		Snow Library Trust Fund		
		Quincy Savings Bank and Invested in Money Market Account (Principal)		6,100.00
July 1, 1991		On Deposit	520.45	11,307.53
Balance in Fund June 30, 1992		Interest		<u>520.45</u> 11,307.53

Deposited in:	Ada G Meehan Fund		
July 1, 1991	Snow Library Trust Fund		
Balance in Fund June 30, 1992	Quincy Savings Bank and Invested in Money Market Account (Principal)		5,000.00
	On Deposit Interest	254.13	5,267.83
			254.13
			5,521.96
Deposited in:	Nancy B. Whitbread Fund		
July 1, 1991	Snow Library Trust Fund		
Balance in Fund June 30, 1992	Quincy Savings Bank and Invested in Money Market Account (Principal)		3,700.00
	On Deposit Interest	265.02	5,493.39
			265.02
			5,758.41
Deposited In:	C. Francis Ronne Fund		
July 1, 1991	Snow Library Trust Fund		
Balance in Fund June 30, 1992	Quincy Savings Bank and Invested in Money Market Account (Principal)		5,000.00
	On Deposit Interest	1,009.98	20,933.70
			1,009.98
			21,943.68
Deposited In:	Hugo B. & Dorothy N. Seikel Fund		
July 1, 1991	Snow Library Trust Fund		
Balance in Fund June 30, 1992	Quincy Savings Bank and Invested In Money Market Account (Principal)		25,000.00
	On Deposit Interest	1,839.42	38,125.72
			1,839.42
			39,965.14
Deposited In:	Margaret Jane Pershing Fund		
July 1, 1991	Snow Library Trust Fund		
Balance in Fund June 30, 1992	Quincy Savings Bank and Invested In Money Market Account (Principal)		500.00
	On Deposit Interest	32.78	679.66
			32.78
			712.44
July 1, 1991	Grace Anslow Fund		
Balance in Fund June 30, 1992	Snow Library Trust Fund		
	On Deposit Interest	27.86	24.87
	Deposits	1,969.33	
	Expended	(1,964.52)	
		32.67	32.67
			57.54
Consisting of:	Cemetary Perpetural Care Fund		
	George Voss Fund	100.00	
	Benjamin C. Sparrow Fund	100.00	
	Henry C. Nickerson Fund	100.00	
	Franklin Freeman Fund	50.00	
	Samuel J. Coy Fund	200.00	
	Mark Snow Fund	100.00	
	Christopher Edwards Fund	50.00	
	William Swain Fund	100.00	
	Yates Rogers Fund	100.00	
	Capt Samuel N. Smith Fund	100.00	
	John & Susanna Taylor Fund	50.00	
	Charles Freeman Fund	200.00	
	Freeman S. Smith Fund	200.00	

	Joshua L. Northup Fund	200.00	
	Frank H. Snow Fund	250.00	
	Addie L. Thygeson Fund	500.00	
	Theodore A. & Alice L. Young Fund	1,000.00	
	Alma Chamberlain Fund	200.00	
		<u>3,600.00</u>	
Deposited In:	Quincy Savings Bank and Invested In Money Market Account (Principal)		3,600.00
July 1, 1991	On Deposit	176.20	3,894.34
	Interest	(294.34)	
	Expended	<u>(118.14)</u>	(118.14)
Balance in Fund June 30, 1992			3,776.20
	Albert P. Smith Fund		
	Cemetary Perpetual Care		
Deposited In:	Quincy Savings Bank and Invested In Money Market Account (Principal)		2,000.00
July 1, 1991	On Deposit		7,712.29
	Interest	372.08	372.08
Balance in Fund June 30, 1992			8,084.37
	Clement Gould & Wife Fund		
Deposited In:	Quincy Savings Bank and Invested In Money Market Account (Principal)		5,000.00
July 1, 1991	On Deposit		28,507.69
	Interest	1,283.80	
	Expended	<u>(11,320.45)</u>	(10,036.65)
Balance in Fund June 30, 1992			18,471.04
	Mary Celia Crosby		
Deposited In:	Quincy Savings and Invested In Money Market Account (Principal)		5,000.00
July 1, 1991	On Deposit		21,895.26
	Interest	1,056.33	1,056.33
Balance in Fund June 30, 1992			22,951.59
	Clayton Mayo Trust		
Deposited In:	Quincy Savings Bank and Invested In Repurchase Agreement (Principal)		25,000.00
July 1, 1991	On Deposit		69,421.25
	Interest	3,379.91	3,379.91
Balance in Fund June 30, 1992			72,801.16
	Street Light Fund Assigned to Town of Orleans		
Deposited In:	Quincy Savings Bank and Invested In Money Market Account (Principal)		2,517.61
July 1, 1991	On Deposit		8,498.82
	Interest	410.03	410.03
Balance in Fund June 30, 1992			8,908.85
	Conservation Fund		
Deposited In:	Quincy Savings Bank and Invested In Money Market Account (Principal)		16,331.03
July 1, 1991	On Deposit		23,774.36
	Interest	1,469.24	
	Deposit	10,000.00	
	Expended	<u>(499.23)</u>	
Balance in Fund June 30, 1992		10,970.01	10,970.01
			34,744.37
	Sarah Brown Scholarship Fund		
Deposited In:	Quincy Savings Bank and Invested In Repurchase Agreement (Principal)		103,000.00

July 1, 1991	On Deposit		116,076.41
	Interest	5,425.12	
	Expended	(9,250.00)	
Balance in Fund June 30, 1992		<u>(3,824.88)</u>	(3,824.88)
			112,251.53
	Hugo B. and Dorothy N. Seikel Scholarship Fund		
Deposited In:	Quincy Savings Bank and Invested In Repurchase Agreement (Principal)		
July 1, 1991			175,640.34
	On Deposit		
	Interest	13,875.62	291,169.42
	Expended	(16,000.00)	
Balance in Fund June 30, 1992		<u>(2,124.38)</u>	(2,124.38)
			289,045.04
	Margaret Fernald Dole Memorial Exhibitions Fund		
Deposited In:	Quincy Savings Bank and Invested In Repurchase Agreement (Principal)		
July 1, 1991			13,600.00
	On Deposit		
	Interest	819.28	17,153.85
	Expended	(1,070.06)	
Balance in Fund June 30, 1992		<u>250.78</u>	250.78
			16,903.07
	Municipal Insurance Fund		
Deposited In:	Quincy Savings Bank and Invested In Repurchase Agreement		
July 1, 1991			250,000.00
	On Deposit		
	Interest	16,252.31	337,817.63
	Expended	(2,504.88)	
Balance in Fund June 30, 1992		<u>13,747.43</u>	13,747.43
			351,565.06
	Stabilization Fund		
Deposited In:	Quincy Savings Bank and Invested In Repurchase Agreement		
July 1, 1991			271,000.00
	On Deposit		
	Interest	15,077.76	344,548.69
	Expended	(156,300.00)	
Balance in Fund June 30, 1992		<u>(141,222.24)</u>	(141,222.24)
			203,326.45
	Linnell L. Studley Fund		
Deposited In:	Quincy Savings and Invested In Repurchase Agreement (Principal)		
July 1, 1991			7,100.00
	On Deposit		
	Interest	521.25	10,685.83
Balance in Fund June 30, 1992			521.25
			11,207.08
	Pension Liability Fund		
Deposited In:	Quincy Savings Bank and Invested In Repurchase Agreement		
July 1, 1991			
	On Deposit		
	Interest	4,971.29	102,692.03

	Expended	(20,000.00)	(15,028.71)	(15,028.71)
Balance in Fund June 30, 1992				87,663.32

**Grace Anslow Trust
Council on Aging**

July 1, 1991	On Deposit			10,097.94
	Interest	478.26		
	Deposit	1,969.33		
	Expended	(3,949.00)		
		<u>(1,502.41)</u>		(1,502.41)
Balance in Fund June 30, 1992				8,596.43

**Grace Anslow Trust
Rescue**

July 1, 1991	On Deposit			6,084.58
	Interest	264.70		
	Deposit	1,969.33		
	Expended	(4,523.90)		
		<u>(2,289.87)</u>		(2,289.87)
Balance in Fund June 30, 1992				3,794.71

**TOWN TREASURER
SALARIES (NOTE: THERE WERE
53 PAYDAYS IN CALENDAR 1992)**

NAME	DESCRIPTION	AMOUNT
<u>TOWN EXECUTIVE</u>		
Nancymarie Schwinn	Salary	59,369.95
Maria S. Husted	Salary	6,405.30
Ronnie L. Jamieson	Regular	7,722.85
Jacqueline M. Krestschmer	Regular	228.96
Carole A. Lange	Regular	7,593.84
Anne F. Lematire	Regular	34,032.73
	Longevity	550.00
Marilyn D. Macleod	Regular	29,514.51
Joanne C. Schofield	Regular	6,427.65
Barbara R. Strawbridge	Regular	479.63
<u>FINANCE/TOWN ACCOUNTANT</u>		
David A. Withrow	Salary	54,588.65
	Longevity	975.00
Rechella Butilier	Salary	31,992.28
	Longevity	408.00
Mary Murphy-Sedgwick	Regular	15,620.12
<u>ASSESSING DEPARTMENT</u>		
Kenneth J. Hull	Salary	35,743.58
Cynthia J. Cayton	Regular	2,380.29
Eleanor J. Marinaccio	Regular	9,140.93
Jacqueline S. Reycroft	Regular	21,800.55
Diane E. Salomone	Regular	26,456.73

NAME DESCRIPTION AMOUNT

TOWN TREASURER/COLLECTOR DEPARTMENT

Mary C. Hyer	Salary	40,894.58
	Longevity	900.00
Judith H. Jalbert	Salary	27,346.05
Susy V. Bento	Regular	2,253.98
Beth Griffin	Regular	23,789.30
Ronnie L. Jamieson	Regular	1,402.40
Harry Kammerer	Regular	4,002.06
Susan A. Lennon	Regular	24,087.95
Cynthia S. May	Regular	4,262.01
Jo Ellen Pike	Regular	22,590.26
Mary Murphy-Sedgwick	Regular	493.20

TOWN CLERK'S OFFICE

Jean F. Wilcox	Salary	35,077.70
	Longevity	1,600.00
Anne R. Lennon	Salary	25,532.78
	Longevity	521.00

ELECTIONS

Ann C. Fettig	Regular	7,424.79
June Fletcher	Regular	351.90
Joy V. Long	Regular	7,120.86
Elizabeth McCutchen	Regular	95.90
Martha Stevens	Regular	84.87
Jean F. Wilcox	Regular	350.00

VOTER REGISTRATION

Ester S. Beilby	Regular	152.26
Francis Bonner	Regular	312.38
Marion Campbell	Regular	162.75
George W. Doane	Regular	157.50
Doris Eldredge	Regular	299.26
Rita Grindle	Regular	296.63
James E. Hammond, Sr.	Regular	270.00

NAME	DESCRIPTION	AMOUNT	NAME	DESCRIPTION	AMOUNT
Jean Herbert	Regular	147.00		Shift	
Harry Kammerer	Regular	147.00		Differential	1,750.00
Jean M. Kuhn	Regular	231.00		Longevity	700.00
Blanche L. Landwehr	Regular	225.75		Special Detail	18,903.91
Winifred P. Little	Regular	152.25			
William I. Livingston	Regular	360.01	Joan D. Chilson	Regular	24,522.03
Polly S. Marsh	Regular	194.26		Overtime	1,031.49
Nina H. Mellor	Regular	147.01	Henry M. Curtis	Regular	4,439.20
Henry L. Mitchell, Jr.	Regular	195.00			
Ruth G. Nelson	Regular	366.00	Douglas R. Davis	Regular	2,664.75
Betty Passehl	Regular	68.26		Special Detail	732.00
Beatrice J. Viau	Regular	354.75			
Olive R. Westa	Regular	199.51	John M. Dooley	Regular	21,800.55
				Overtime	3,408.91
CONSERVATION DEPARTMENT			John C. Fitzpatrik	Regular	46,664.94
Sandra L. MacFarlane	Salary	36,585.54		Overtime	1,288.51
	Longevity	1,400.00		Longevity	3,450.00
Nancy Ann Hurley	Regular	22,947.26		Special Detail	9,050.64
PLANNING DEPARTMENT			Robley Fulcher Jr.	Regular	130.00
Laura Harbottle	Salary	33,505.19	James M. Gage, Jr.	Regular	30,398.90
Janet L. Mccarthy	Regular	9,533.20		Overtime	3,225.63
Maryanne Macaluso	Regular	9,420.09		Shift	
FINANCE COMMITTEE				Differential	1,000.00
Teresa L. Jordan	Regular	876.06		Longevity	700.00
PERSONNEL ADVISORY BOARD				Special Detail	6,239.94
Marie L. Zweigman	Regular	300.51	Rita Gallant	Regular	25,011.78
ZONING BOARD OF APPEALS				Overtime	3,620.61
Sarah W. Wickwire	Regular	7,027.02		Longevity	550.00
OPEN SPACE COMMITTEE			Gloria R. Gilmore	Regular	25,011.78
Teresa L. Jordan	Regular	1,623.32		Longevity	550.00
TOWN OFFICE BUILDING			Timm W. Gould	Regular	38,119.86
Robert C. Linnell	Regular	9,289.38		Overtime	3,239.97
Candee Lin Roberts	Regular	13,216.72		Shift	
Richard A. Terry	Regular	1,913.97		Differential	1,000.00
POLICE DEPARTMENT				Career	
William Stone	Salary	55,557.89		Incentive	3,250.00
Donna Bohannon	Regular	949.23		Longevity	1,400.00
Douglas B. Bohannon	Regular	855.00		Special Detail	3,603.30
Duane C. Boucher	Regular	27,307.55	Kenneth A. Greene	Regular	39,110.50
	Overtime	3,616.50		Overtime	2,537.42
	Career			Shift	
	Incentive	1,500.00		Differential	1,000.00
	Shift			Career	
	Differential	1,000.00		Incentive	1,500.00
	Special Detail	14,351.60		Longevity	2,250.00
Gerald D. Burge	Regular	33,176.75		Special Detail	18,308.63
	Shift		David R. Hagstrom	Regular	36,803.34
	Differential	1,000.00		Overtime	1,860.13
	Longevity	975.00		Shift	
Ernest E. Butilier	Regular	34,820.75		Differential	1,000.00
	Overtime	4,854.79		Longevity	700.00
				Special Detail	10,720.09

NAME	DESCRIPTION	AMOUNT	NAME	DESCRIPTION	AMOUNT
Debra A. Hayes	Regular	2,617.83	James P. Rosato	Regular	31,494.67
Joann Henderson	Regular	23,058.62		Overtime	3,336.20
	Overtime	2,057.61		Shift	
William E. Heyd	Regular	35,593.55		Differential	1,000.00
	Overtime	738.07		Career	
	Shift			Incentive	2,300.00
	Differential	750.00		Longevity	500.00
	Longevity	1,200.00	Richard N. Smith, Jr.	Special Detail	15,268.17
	Special Detail	5,576.82		Regular	39,112.40
Kevin L. Higgins	Regular	33,915.37		Overtime	4,432.54
	Overtime	4,211.42		Shift	
	Shift			Differential	1,000.00
	Differential	1,000.00		Longevity	2,250.00
	Special Detail	12,950.13	James Trainor	Special Detail	19,486.67
Scott Edward Johnson	Regular	799.00		Regular	802.75
	Special Detail	288.00	Matthew P. Watts	Regular	34,176.75
Richard C. Jones	Regular	38,828.98		Overtime	5,069.74
	Shift			Shift	
	Differential	1,000.00		Differential	1,000.00
	Longevity	1,950.00		Career	
	Special Detail	11,295.42		Incentive	2,300.00
Peter K. Keyes	Regular	37,553.78		Longevity	550.00
	Longevity	975.00	Kevin H. Wells	Special Detail	17,218.48
Caroline Kunz	Regular	162.18		Regular	35,593.55
Raphael A. Merrill, Jr.	Regular	948.00		Overtime	5,534.08
	Special Detail	660.00		Shift	
Melissa Novotny	Regular	33,432.57		Differential	1,000.00
	Overtime	3,023.06		Longevity	975.00
	Shift			Special Detail	23,128.13
	Differential	1,000.00	Glenn P. Wilcox	Regular	35,915.15
	Career			Overtime	4,840.10
	Incentive	1,500.00		Shift	
	Special Detail	8,845.02		Differential	1,000.00
Kerry O'Connell	Regular	21,800.55	POLICE/FIRE BUILDING	Longevity	975.00
	Overtime	572.88	Edward F. Hathaway	Special Detail	11,096.35
Lucien A. Ozon	Regular	46,311.70		Regular	22,905.12
	Overtime	405.72		Longevity	1,890.00
	Longevity	2,250.00	Thomas J. Webster	Regular	2,347.20
	Special Detail	4,350.00		Regular	
Howard M. Pavlofsky	Regular	34,563.50	FIRE/RESCUE DEPARTMENT	Regular	55,257.88
	Overtime	4,339.84	Raphael A. Merrill	Longevity	2,400.00
	Shift			Regular	367.50
	Differential	1,000.00	Pamela R. Banas	Regular	213.85
	Longevity	550.00	Donna Bohannon		
	Special Detail	11,866.34	Craig H. Bodamer	Regular	34,348.17
Anne M. Reynolds	Regular	13,055.69		Overtime	12,620.05
	Matron	40.00		Career	
				Incentive	1,000.00
				Paramedic	3,438.00

NAME	DESCRIPTION	AMOUNT	NAME	DESCRIPTION	AMOUNT
SHELLFISH/HARBORMASTER				Snow & Ice	1,897.88
Truman Henson, Jr. *	Salary	37,537.58	Jean C. Morceau	Regular	25,011.78
	Longevity	500.00		Overtime	18.00
	*Snow & Ice (Highway)			Longevity	546.00
Dawson L. Farber IV	Regular	4,282.34	Matthew M. Muir	Regular	25,328.96
Gardner E. Jamieson *	Regular	30,354.31		Overtime	569.70
	Overtime	3,547.71		Longevity	500.00
	Longevity	600.00		Snow & Ice	2,179.63
	*Snow & Ice (Highway)		Frank H Poranski *	Snow & Ice	366.36
Matthew J. Shay	Regular	4,198.08	* DISPOSAL DEPARTMENT		
HIGHWAY DEPARTMENT			Mark W. Vincent	Regular	38,146.54
Richard N. Gould	Salary	44,202.68		Longevity	550.00
	Longevity	4,350.00	Daniel J. Brightman	Regular	23,320.00
Robert Bowes	Regular	1,876.16	* See Highway	Overtime	1,008.48
Daniel Brightman	Regular	5,907.20		Longevity	500.00
*See Disposal	Overtime	108.30	John D. Duble	Regular	26,927.36
Todd Bunzick *	Snow & Ice	1,523.79		Overtime	1,161.90
Stephen J. Burgess	Regular	298.35		Longevity	550.00
	Overtime	25,847.04	Joanne P. Wajda	Regular	10,860.39
	Snow & Ice	1,112.46	WATER DEPARTMENT		
John C. DeFoe	Regular	2,538.00	Charles Medchill	Salary	49,627.00
	Overtime	26,897.36	Charles F. Savage	Regular	31,674.48
	Longevity	236.70		Overtime	1,322.83
	Snow & Ice	500.00		Longevity	2,550.00
James DeWitt	Regular	1,837.38	Roger Bollas	Regular	26,897.36
	Overtime	29,227.20		Overtime	20.00
	Longevity	1,702.56		Longevity	2,250.00
	Snow & Ice	750.00	Todd O. Bunzick *	Regular	25,868.96
Cheryl Esty *	Snow & Ice	2,575.00		Overtime	2,628.43
Paul O. Fulcher *	Snow & Ice	753.96		* Snow & Ice (Highway)	
Mark C. Genaris	Regular	320.76	James A. Darling*	Regular	28,101.04
Truman Henson Jr. *	Snow & Ice	2,073.28		Overtime	780.75
	Regular	314.50		Longevity	550.00
Bruce R. Higgins	Regular	28,443.52		*Snow & Ice (Highway)	
	Overtime	191.43	Rodney E. Fulcher	Regular	27,319.36
	Longevity	900.00		Overtime	2,585.52
	Snow & Ice	413.80		Longevity	500.00
James H. Higgins	Regular	29,988.52	Barbara A. Gardner	Regular	25,011.78
	Overtime	1,416.63		Longevity	600.00
	Longevity	1,125.00	Stefanie J. Hall	Regular	13,927.73
	Snow & Ice	2,755.44	Kenneth P. Jones	Regular	26,232.56
Gardner Jamieson*	Snow & Ice	406.14		Overtime	676.50
Kevin A. Mailloux	Regular	26,535.68			
	Overtime	853.34			
	Longevity	500.00			

NAME	DESCRIPTION	AMOUNT	NAME	DESCRIPTION	AMOUNT
Richard W. Knowles	Regular	28,820.52	Sara L. Faline		1,932.00
	Overtime	956.76	Laura G. Fransworth		56.00
	Longevity	975.00	Elizabeth H. Forbes		364.00
Susan F. Neese-Brown	Regular	8,462.60	Byron R. Fulcher		10,564.66
	Overtime	116.87	Mary A. Fyler		3,241.80
HEALTH DEPARTMENT			Anne Gainey		42.50
Robert J. Canning	Salary	45,114.79	Laurie J. Gengarelly		876.36
	Longevity	650.00	Melanie S. Gallagher		37,661.71
Patricia J. Ballo	Regular	32,631.53	Diane B. Glaser-Gilrein		2,912.00
	Longevity	550.00	Judith M. Griffin		20,155.58
Lois Ames	Regular	25,011.78	Bonnalyn Haas		504.00
	Longevity	600.00	Ann R. Harris		375.15
Barbara R. Strawbridge	Regular	8,249.59	Charles H. Hollander-Essig		22,197.76
COUNCIL ON AGING			Martha F. Jenkins		26,526.20
Jane A. Simard	Salary	13,079.87	Frederick E. Jones		430.08
Elizabeth J. Smith	Salary	12,354.00	Michele Kenney		8,950.68
Natalie J. Chapin	Regular	951.49	Philip Keohan		43,097.24
James Cofsky	Regular	6,512.12	Martha Kithcart		9,657.72
Kathleen J. Puckett	Regular	1,124.04	Cynthia Lach		37,585.72
Veronica H. Shelley	Regular	10,881.40	Carol A. Lindsay		37,585.72
ORLEANS ELEMENTARY SCHOOL			Beverly A. Maker		15,046.13
Lester P. Albee		57,373.17	Suzanne P. Martell		211.00
Barbara S. Allen		56.00	Midlred V. Mazanec		35,587.00
Margaret E. Allard		1,664.15	Michael R. McGrath		392.00
Susan M. Alman		36,995.96	Kathryn M. Meyers		25,897.54
Claudia E. Ashline		28.00	Jacquelyn A. Miller		236.50
Patricia G. Ashwell		43,096.24	Deborah C. Mochack		36,995.96
Jacqueline P Battles		3,094.90	John J. North		71.68
Leah H. Belliveau		5,777.22	Pamela N. Patrick		19,769.96
Barbara Bemis		129.00	Deborah Pavlofsky		9,657.72
Mary K. Binowski		43,896.24	Ann Pike		2,141.12
Lincoln A. Brogi		30,994.48	Richard N. Porter		42,564.60
	Overtime	762.87	June I. Preskenis		168.00
Alice B. Britnell		5,256.16	Beatrice Rioux		18,143.98
Kimberly W. Bruemmer		5,837.75	Amy Sanders		32,674.03
Leslie M. Burr		28,883.64	Lorna G. Shirer		331.50
Mary Cabral		876.36	Robert A. Slezak		179.20
Roberta Cahill		478.00	Elizabeth J. Smith		112.00
Diane R. Carlson		40,725.76	Marilyn B. Smith		112.00
Beverly Carney		5,632.63	Angelo A. Spirito	Overtime	26,462.01
Deborah R. Charland		64.50			37.54
Catherine P. Coombs		4,910.49	Judith Suchecki		36,743.42
William L. Corney		22,651.98	Frances A. Sullivan		364.32
Gail D. Decker		22,597.33	Nancy F. Sveden		2,016.00
Marilyn B. Deruyter		3,510.78	Brenda Vecchione		23,563.26
Kerry Deschamps		916.72	Nancy J. Waldron		21,346.98
Susan R. Digiacomo		17.05	Anita L. Walsh		8,550.18
Linda L. Doane		37,585.72	Nancy E. Williams		38,113.10
Joanne M Dobson		44,152.28	Margery R. Witherell		56.00
Lori J. Doolin		56.00	Sandra B. Wright		9,046.43
Tammy Dubois		28,883.64	Mary Zantow		224.00
Mary Sue Egan		38,478.04	SNOW LIBRARY		
Joan D. Erhardt		28.00	Kathleen D. Bader	Salary	41,481.52
				Longevity	2,250.00
			Mary Jan Beardsley	Regular	4,812.17
			Mary E. Chrane	Regular	3,722.50
			E. Carol Devir	Regular	4,197.86
			Jennifer Beth Donathan	Regular	3,436.91

NAME	DESCRIPTION	AMOUNT	NAME	DESCRIPTION	AMOUNT
Winifred W. Feightner	Regular	26,061.38	David A. Clark	Regular	1,710.10
	Longevity	900.00	Oliver E. Coffin	Regular	7,877.99
			Howard H. Craig Jr.	Regular	2,391.35
			David F. Currier	Regular	2,447.56
			David C. Donovan	Regular	7,138.24
			Earl F. Dunham, Jr.	Regular	1,925.90
Mary L. Fitzgerald	Regular	3,777.12			
Laurie H. Gleason-Snow	Regular	1,290.29			
Linda W. Gordon	Regular	9,366.36	Cheryl J. Esty *	Regular	24,428.80
Ellen M. Hamlin	Regular	7,559.28		Overtime	3,922.77
Mary H. Henderson	Regular	1,543.06		*Snow & Ice	
Fred Mahlstedt	Regular	5,843.36		(Highway)	
Louise C. Mitchell	Regular	2,652.00			
Barbara W. Quaitrone	Regular	13,056.64	Anthony Fitzgerald	Regular	5,602.57
Mary S. Reuland	Regular	411.63	Michael I. Flores-Jenkins	Regular	3,405.70
Dorothy G. Roper	Regular	8,777.74	Robley E. Fulcher Jr.	Regular	187.50
Mae I Schellhorn	Regular	12,539.56	Stephen J. Garrett	Regular	5,600.90
Borghild M. Schmitt	Regular	10,188.97	Mark Genaris	Regular	6,857.21
			Benjamin Hinds	Regular	5,410.36
RECREATION			Gregory H. Johnson	Regular	6,473.98
Brendan Guttman	Regular	23,156.40	Kevin R. Jones	Regular	5,129.62
Rebecca L. Banas	Regular	872.44	Kevin J. Killian	Regular	4,975.30
Cynthia Blanchard Dunne	Regular	627.30	Michael W. Lach	Regular	1,402.02
Mary Ellen Bower	Regular	4,132.98	Kirsten W. Laclair	Regular	2,662.66
Peter L. Butilier	Regular	681.67	Charles E. Lake	Regular	362.31
Brett C. Chiarello	Regular	878.77	Steven B. Malatesta	Regular	5,024.23
Peter John Clifford	Regular	1,919.44	Michelle F. McCarthy	Regular	4,090.93
Sara Cohen	Regular	162.30	Raymond F. McCarthy	Regular	222.24
Tiffany A. Desantis	Regular	2,127.92	Kathleen F. McCully	Regular	1,824.71
Doreen L. Espeseth	Regular	2,198.72	Carrie B. Mcenaney	Regular	1,558.29
Patricia Freeman	Regular	596.51			
Vicki Fulcher	Regular	1,407.81	Richard W. McKean *	Regular	29,968.48
Denise M. Gray	Regular	2,689.56		Overtime	3,892.01
Kerry L. Hildreth	Regular	465.92		* Snow & Ice	
Arthur D. Hall	Regular	1,463.80		(Highway)	
Jesse D. Jones	Regular	1,313.09			
Matthew J. Kidder	Regular	2,439.64	Leo Miller, Jr.	Regular	15,042.06
Shannon Maas	Regular	183.94	John F. Murphy	Regular	3,729.20
Gregory Paget	Regular	875.18	Kevin M. Norgeot		3,228.41
Susan L. Parry	Regular	1,500.73			
Matthew Perrin	Regular	769.94	Dorothy L. Palin	Regular	29,960.63
Michael A. Pompillo	Regular	1,285.92		Longevity	650.00
Clayton Reynard	Regular	1,585.50			
Tahani A. Rivers	Regular	227.23	Stephanie L. Palin	Regular	4,462.80
Paul M. White III	Regular	1,486.13	Adam Pearl	Regular	4,885.03
James B. Wragg	Regular	411.16	Frank R. Pike	Regular	2,526.05
Stephen F. Zawadzkas	Regular	1,167.08			
			Frank H. Poranski *	Regular	25,137.92
PARKS AND BEACHES				Overtime	593.26
Paul O. Fulcher *	Salary	46,043.59		*Snow & Ice	
	Longevity	1,400.00		(Highway)	
	* Snow & Ice				
	(Highway)				
Christos D. Alexander	Regular	4,172.16	James Stanley Rawstron	Regular	4,230.98
			Joshua G. Rice II	Regular	5,426.97
Sheila Avellar Greene	Regular	26,199.68	Sarah E. Rich	Regular	3,409.39
	Overtime	752.02	Andala C. Schumacher	Regular	5,088.80
	Longevity	500.00	Diana A. Schwinn	Regular	3,936.93
			Adrienne C. Smith	Regular	2,403.33
			Brian G. Smith	Regular	4,577.83
			James M. Smith	Regular	4,028.67
Robert J Bowes	Regular	9,219.60	Christopher D. Sullivan	Regular	6,851.87
Trina Lee Brown	Regular	3,316.10	Richard A. Terry	Regular	4,367.72
Paul J. Buschi	Regular	4,326.17	Margaret R. Van Cott	Regular	4,258.49
George W. Cahoon Jr.	Regular	8,043.06			

NAME	DESCRIPTION	AMOUNT		
Bradford H. Vonthaden	Regular	4,152.57		
Joseph A. Welch	Regular	9,194.37		
Patricia Ann Wheeler	Regular	3,099.88		
Jeremy James Whitcomb	Regular	3,008.81		
Paul L. White	Regular	6,820.90		
Daphne P. Whitelaw	Regular	4,067.15		
Kathryn Wilson	Regular	1,912.16		
Philo C. Wilson	Regular	2,197.86		
HERRING BROOK				
Scott E. Johnson		187.50		
OLD KING'S HIGHWAY				
Elizabeth W. Schuman	Regular	412.28		
INFORMATION				
Elinor E. Felt	Regular	1,611.18		
Robert P. Hume	Regular	1,609.38		
Eleanor R. Mccracken	Regular	1,635.84		
Josephine Young	Regular	2,154.34		
WINDMILL				
John F. Barfield	Regular	1,487.16		
John G. Brigham	Regular	526.32		
COLLECTOR OF TAXES				
Prior to 1985 Motor Vehicle and Trailer Excise				
Outstanding June 30, 1991			.00	
Paid after Abatements	121.90			
Collections	121.90			
Outstanding June 30, 1992			.00	
1985 Motor Vehicle and Trailer Excise				
Outstanding June 30, 1991				
Collections	14.80	99.19		
Outstanding June 30, 1992		84.39		
1986 Fiscal Personal Property				
Outstanding June 30, 1991			104.03	
Collections	.00			
Abatements	.00			
Outstanding June 30, 1992		104.03		
1986 Motor Vehicle and Trailer Excise				
Outstanding June 30, 1991		2,375.57		
Refunds	.00			
Collections	18.75			
Abatements	.00			
Outstanding June 30, 1992		2,356.82		
1987 Fiscal Personal Property				
Outstanding June 30, 1991		551.77		
Refunds	.00			
Collections	.00			
Abatements	.00			
Outstanding June 30, 1992		551.77		
1987 Motor Vehicle and Trailer Excise				
Outstanding June 30, 1991		5,383.09		
Collections	50.62			
Abatements	.00			
Outstanding June 30, 1992		5,332.47		
1987 Boat, Ship and Vessel Excise				
Outstanding June 30, 1991				752.00
Collections			.00	
Outstanding June 30, 1992				752.00
1988 Fiscal Real Estate				
Outstanding June 30, 1991				
Refunds			838.00	
Collections			.00	
Abatements			838.00	
Outstanding June 30, 1992				.00
1988 Fiscal Personal Property				
Outstanding June 30, 1991				2,720.65
Refunds			.00	
Collections			31.84	
Abatements			.00	
Outstanding June 30, 1992				2,688.81
1988 Motor Vehicle and Trailer Excise				
Outstanding June 30, 1991				13,191.90
Refunds			.00	
Collections			126.66	
Abatements			.00	
Outstanding June 30, 1992				13,065.24
1988 Boat, Ship and Vessel Excise				
Outstanding June 30, 1991				2,895.00
Collections			.00	
Outstanding June 30, 1992				2,895.00
1989 Fiscal Real Estate				
Outstanding June 30, 1991				3,184.10
Refunds			.00	
Abatements			113.31	
Outstanding June 30, 1992				3,070.79
1989 Fiscal Personal Property				
Outstanding June 30, 1991				3,445.81
Collections			120.72	
Outstanding June 30, 1992				3,325.09
1989 Motor Vehicle and Trailer Excise				
Outstanding June 30, 1991				15,455.16
Collections			2,010.73	
Outstanding June 30, 1992				13,444.43
1989 Boat, Ship and Vessel Excise				
Outstanding June 30, 1991				5,055.00
Collections			15.00	
Outstanding June 30, 1992				5,040.00
1990 Fiscal Real Estate				
Outstanding June 30, 1991				288,524.50
Commitment Adjustment				(413.18)
Refunds			89,360.02	
Collections			203,881.42	
Abatements			79,648.04	
Tax Title			90,083.76	
Outstanding June 30, 1992				3,858.12
1990 Fiscal Personal Property				
Outstanding June 30, 1991				-5,898.18
Refunds			22,620.60	
Collections			1,960.81	
Abatements			495.33	
Outstanding June 30, 1992				14,266.28

1990 Motor Vehicle and Trailer Excise		
Outstanding June 30, 1991		13,274.69
Commitment		23,069.61
Refunds	59.15	
Collections	22,902.11	
Abatements	430.20	
Outstanding June 30, 1992		13,071.14
1990 Boat, Ship and Vessel Excise		
Outstanding June 30, 1991		14,666.93
Refunds	145.00	
Collections	8,662.24	
Abatements	2,593.44	
Outstanding June 30, 1992		14,666.93
1991 Motor Vehicle Trailer and Excise		
Outstanding June 30, 1991		80,229.02
Commitment		108,591.76
Refunds	2,148.95	
Collections	160,875.85	
Abatements	9,240.90	
Outstanding June 30, 1992		20,852.98
1991 Fiscal Boat, Ship and Vessel Excise		
Commitments		16,207.00
Refunds	13.25	
Collections	9,833.66	
Abatements	1,002.59	
Outstanding June 30, 1992		5,384.00
1991 Fiscal Real Estate		
Outstanding June 30, 1991		742,065.50
Commitment		797.08
Refunds	89,362.26	
Collections	386,302.26	
Abatements	100,840.46	
Tax Title	91,169.76	
Outstanding June 30, 1992		253,912.36
1991 Fiscal Personal Property		
Outstanding June 30, 1991		66,490.43
Refunds	735.28	
Collections	55,578.14	
Abatements	2,935.95	
Outstanding June 30, 1992		8,711.62
1992 Fiscal Motor Vehicle Trailer and Excise		
Commitment		245,217.50
Refunds	156.25	
Collections	211,692.07	
Abatements	6,643.91	
Outstanding June 30, 1992		27,037.77
1992 Boat, Ship and Vessel Excise		
Commitment		14,410.00
Refunds	.00	
Collections	105.00	
Abatements	.00	
Outstanding June 30, 1992		14,305.00
1992 Fiscal Real Estate		
Commitment		9,984,302.77
Refunds	33,002.70	
Collections	9,197,074.35	
Abatements	189,804.22	
Outstanding June 30, 1992		630,426.90
1992 Fiscal Betterments		
Commitments		1,378.10
Refunds	4.45	

Collections	1,285.50	
Abatements	97.05	
Outstanding June 30, 1992		.00
1992 Fiscal Personal Property		
Commitments		153,760.54
Refunds	1,036.01	
Collections	130,778.22	
Abatements	6,043.77	
Outstanding June 30, 1992		17,974.56

WATER COLLECTIONS

Deposits for Water Service Connection - DR		
July 1, 1991 - June 30, 1992		17,849.40
Water Connections Billed		1,105.38
Uncollected June 30, 1991		603.00
Refunds June 30, 1992		19,557.78
Deposits for Water Service Connections -CR		
Paid Treasurer - Connections to June 30, 1991		18,259.38
Abatements - June 30, 1992		982.80
Outstanding June 30, 1992		315.60
		19,557.78

WATER RATES

(INCLUDING WATER USAGE AND SPRINKLER SYSTEMS)		
Committed in Fiscal 1992		1,177,159.32
Outstanding June 30, 1991		149,909.03
Refunds		147.80
		1,327,216.15
Collections		1,176,849.04
Abatements		5,759.83
Outstanding June 30, 1992		144,607.28
		1,327,216.15

OTHER ACCOUNTS - DR

Outstanding June 30, 1992 - Add'l Billing	4,247.38
Outstanding June 30, 1992 - Services	1,370.50
Additional Billings Billed	28,379.27
Water Services Billed	10,109.27
	44,106.42

OTHER ACCOUNTS - CR

Paid Treasurer - Additional Billing	25,024.56
Paid Treasurer - Services	8,532.50
Abatements	2,191.77
Outstanding June 30, 1992 - Added Billing	6,904.59
Outstanding June 30, 1992 - Services	1,453.00
	44,106.42

DIRECTOR OF MUNICIPAL FINANCE

July 1, 1991 to June 30 1992

I hereby submit my annual report for the fiscal year ended June 30, 1992 in compliance with Chapter 41, Section 61 of the General Laws of the Commonwealth of Massachusetts

Included in this report are the following:

- 1) Schedule of Receipts/Expenditures (Cash Basis-Schedule A)
- 2) Town Meeting Appropriation Activity Report (Cash Basis)
- 3) Selected General Purpose Financial Statements

I wish to take this opportunity to express my appreciation to all for the help and cooperation received during the past year. Special thanks to Ken Hull and the personnel of the Assessor's Office, Mary Hyer and the personnel of the Collector/Treasurer's Offices, and to Rechella Butilier and Mary Sedgwick, Finance Department personnel, without whose help and perseverance the past years accomplishments would never have been possible.

INDEPENDENT AUDIT

In accordance with the Provisions of section 8-8 of the Orleans Charter, the Board of Selectmen retained the firm of Robert Ercolini & Company to perform an independent audit of the financial activity of the Town for Fiscal Year 1992.

The audit was conducted in accordance with generally accepted auditing standards.

As is the practice with most communities in the Commonwealth of Massachusetts, the Town has not maintained historical cost records of its fixed assets.

In their opinion, except for the effects on the general purpose financial statements of the matter described above, the general purpose financial statements present fairly, in all material respects, the financial position of the Town of Orleans, Massachusetts as of June 30, 1992

Selected financial statements follow in this report. A complete copy of the General Purpose Financial Statements including all notes and additional information is available for review at the Town Clerks Office at the Orleans Town Hall.

David Withrow, Director of Municipal Finance
Rechella Butilier, Assistant Town Accountant
Mary Sedgwick, Principal Account Clerk

SCHEDULE OF RECEIPTS/EXPENDITURES

As reported on Schedule A, for the Fiscal Year ended June 30, 1992

GENERAL FUND

Revenue and Other Financial Sources

Tax Collections

4110 Personal Property Taxes	164,155.00
4120 Real Estate Taxes	9,699,033.00
4142 Tax Liens (Titles) Redeemed	63,394.00
4143 Litigated Taxes Collected	968.00
4145 Sale of Tax Forclosures	8,981.00
4150 Motor Vehicle Excise	332,324.00
4161 Vessel (Boat) Excise	20,185.00
4171 Penalties & Interest Property Tax	82,409.00
4172 Penalties & Interest Excise	10,133.00
4173 Penalties & Interest Tax Lien Redemption	3,647.00
4174 Penalties & Interest Special Assessments	525.00
4180 In Lieu of Taxes	4,769.00
4191 Other Taxes-Hotel/Motel	137,672.00
4199 Betterments	5,952.00
Total Taxes	<u>10,534,147.00</u>

Charges For Services

4244 Parks & Recreation Charges	415,846.00
4247 Garbage/Trash Charges	540,278.00
4270 Other Charges for Services	53,672.00
4320 Fees	57,368.00
4360 Rentals	24,361.00
Total Charges for Services	<u>1,091,525.00</u>

Licenses And Permits

4410 Alcoholic Beverages Licenses	41,550.00
4450 Other Licenses & Permits	167,604.00
Total License & Permits	<u>209,154.00</u>

Revenues From State-Cherry Sheet

4613 Abatements to Veterans	3,850.00
4615 Abatements to the Blind	2,275.00
4616 Abatements to the Elderly	6,925.00
4665 Fed aided urban renewal proj	16,557.00
4667 Veterans Benefits	9,953.00
4671 Lottery	68,905.00
4699 Other Revenue from State	28,305.00
Total State Revenue-Cherry Sheet	<u>136,770.00</u>

Revenue From State-Other

4699 Other Revenue from State	226,600.00
Total State Revenue-Other	<u>226,600.00</u>

4695 Court Fines/Settlements	31,101.00
Total Revenues from Other Gov'ts.	<u>31,101.00</u>

Fines And Forfeitures	
4770 Fines & Forfeitures	3,635.00
Total Fines & Forfeitures	<u>3,635.00</u>

Miscellaneous Revenue	
4810 Sale of Inventory	3,745.00
4820 Earnings on Investments	129,634.00
4840 Other Misc. Revenues	10,666.00
Total Miscellaneous Revenues	<u>144,045.00</u>

Total General Fund Revenues	
Interfund Operating Transfers	
4972 Transfers from Special Revenue Funds	280,267.00
4976 Transfers from Trust Funds	20,000.00
Total Interfund Operating Transfers	<u>300,267.00</u>
Total General Fund Revenues Other Financing Sources And Interfund Operating Transfers	<u>12,677,244.00</u>

Expenditures and Other Financing Uses

Expenditures	
122 Selectmen	864,505.00
131 Finance Committee	1,712.00
135 Accountant/Auditor	103,140.00
141 Assessors	118,154.00
145 Treasurer	103,814.00
146 Collector	103,812.00
152 Personnel Board	323.00
155 Data Processing	7,618.00
161 Town Clerk	81,197.00
162 Elections	2,496.00
163 Registration	12,583.00
171 Conservation Commission	57,403.00
175 Planning Board	65,177.00
176 Appeals Board	10,327.00
179 Other Land Use	3,283.00
189 Other Development	292.00
192 Public Bldg/Properties	116,817.00
195 Town Reports	4,906.00
210 Police	1,272,548.00
220 Fire	821,945.00
241 Building Inspector	109,685.00
244 Weights/Measures	6,421.00
294 Forestry	10,186.00
295 Harbormaster	132,248.00
421 Highway Admin.	518,389.00
423 Snow/Ice Control	73,266.00
424 Street Lighting	29,380.00
431 Waste Collection/Disposal Admin.	646,936.00
510 Health Inspec. Services	121,715.00
541 Council on Aging	49,040.00
543 Veterans' Services	13,495.00
610 Library	219,086.00
630 Recreation	76,551.00
660 Parks	542,163.00
691 Historical Commission	601.00
699 Other Recreation	14,122.00

710 Retirement of Debt Principal	1,315,500.00
751 Int. on Long Term Debt	730,380.00
911 Retirement Cont	416,930.00
912 Workers' Comp.	135,562.00
913 Unemployment	6,655.00
914 Health Insurance	642,625.00
945 Liability Insurance	169,835.00
Total Non-School	
General Fund Expenditures	<u>9,732,823.00</u>

Other Financing Uses	
992 Transfers to Special Revenues	7,932.00
993 Transfers to Capital Projects	15,868.00
996 Transfers to Trust	80,000.00
Total Other Financing Uses	<u>103,800.00</u>

Total Non-School General Fund Expenditures and Other Financing Uses	<u>9,836,623.00</u>
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SCHOOL SYSTEMS

Revenues And Other Financing Sources	
School Lunch Fund	37,117.00
Special Revenue Fund	3,807.00
Total Revenues and Other Financing Sources	<u>40,924.00</u>

Expenditures And Other Financing Uses	
General Fund	3,325,151.00
School Lunch Fund	35,822.00
Special Revenue Funds	2,161.00
Total Expenditures and Other Financing Uses	<u>3,363,134.00</u>

State And County Assessments	
5621 County Tax	106,659.00
5634 Motor Veh. Excise Tax Bills	1,218.00
5639 Mosquito Control Projects	38,821.00
5640 Air Pollution Control Dist.	2,809.00
5663 Regional Transit Authority	13,305.00
5699 Other Intergovernmental	96,055.00
Total State and County Assessment	<u>258,867.00</u>

SPECIAL REVENUE FUNDS

Revenue And Other Financing Sources	
State Grants	
4600 State Revenue	75,940.00
4820 Int. on Investment	2,467.00

Receipts Reserved For Appropriation	
4300 Other Charges	88,029.00
4800 Misc. Revenue	1,519.00
4970 Transfer from Other Funds	7,932.00

Revolving Funds	
4800 Misc. Revenue	122,091.00
4820 Earnings on Investments	994.00

Other Special Revenue	
4500 Federal Revenue	268,575.00
Total Revenue and Other Financing Sources	<u>567,547.00</u>

**Expenditures and Other Financing
Uses**

State Grants	
5200 Purchase of Services	8,168.00
5400 Supplies	4,170.00
5960 Transfers to Other Funds	7,932.00

Receipts Reserved for Appropriation	
5960 Transfers to Other Funds	62,695.00

Revolving Funds	
5200 Purchase of Service	4,014.00
5400 Supplies	9,530.00
5700 Other Expenditures	7,599.00

Other Special Revenue	
5400 Supplies	164,837.00
Total Expenditures and Other Financing Uses	<u>268,945.00</u>

CAPITAL PROJECTS FUND

Revenue And Other Financing Sources

Waste Water Treatment Facility	
4800 Misc. Revenue	81,865.00
4820 Earnings on Investments	328.00

Library	
4800 Misc. Revenue	187,174.00
4820 Earnings on Investments	7,250.00

Transfer Station	
5700 Other Charges & Expenditures	10,038.00
Total Revenue and Other Financing Sources	<u>286,655.00</u>

Expenditures and Other Financing Uses

Waste Water Treatment Facility	
5200 Purchase of Services	31,045.00

Library	
5800 Construction	789,970.00
Total Expenditures and Other Financing Uses	<u>821,015.00</u>

ENTERPRISE FUND WATER

Revenue And Other Financing Sources

4175 Penalties & Interest	
Charges for Services	5,823.00
4200 Charges for Services	1,444,425.00
4820 Earnings on investments	7,705.00
4970 Transfers from Other Funds	75,000.00
Total Revenue and Other Financing Sources	<u>1,532,953.00</u>

**Expenditures And Other Financing
Uses**

5100 Personal Services	298,606.00
5200 Purchase of Services	91,134.00
5400 Supplies	38,254.00
5700 Other Charges and Expend.	1,412.00
5720 Out of State Travel	1,000.00
5780 Depreciation	156,654.00
5800 Construction	35,079.00
5800 Other Capital Outlay	122,533.00
5900 Debt Service	85,810.00
Total Expenditures and Other Financing Uses	<u>830,482.00</u>

TRUST FUNDS

Revenue And Other Financing Sources

Expendable Trusts	
4820 Int. on Investments	34,808.00
4830 Contributions and Donations	11,969.00

Non-Expendable Trusts

4820 Int. on Investments	45,915.00
4830 Contributions and Donations	3,938.00
Total Revenue and Other Financing Uses	<u>96,630.00</u>

**Expenditures And Other Financing
Uses**

Expendable Trusts

5200 Purchase of Services	499.00
5400 Supplies	40,563.00

Non-Expendable Trusts

5200 Purchase of Services	4,032.00
5400 Supplies	604.00
5800 Other Capital Outlay	4,524.00
5960 Trans to other funds	100,908.00
Total Expenditures and Other Financing Uses	<u>151,130.00</u>

APPROPRIATION ACTIVITY - FISCAL 1992

Department	Appropriation	Transfers/ Revisions	Expenditures Net of Refunds	Balance as of June 30, 1992	Balance Carried Fwd
GENERAL GOVT					
Selectmen/Town Executive					
Salaries	155,839.00	4,807.00	148,489.20	12,156.80	
Expenses	44,180.00		42,782.30	1,397.70	150.00
Encumbrance	5,790.00		3,532.21	2,257.79	
Equipment	300.00		280.71	19.29	
Engineering	19,500.00	17,000.00	29,487.05	7,012.95	7,330.00
Legal	60,000.00	14,000.00	66,543.48	7,456.52	
Audit Services	17,000.00		12,000.00	5,000.00	
Land Acquisition	8,000.00		6,700.00	1,300.00	
Corrigan Settlement			306,165.00	-306,165.00	
Out Of State Travel	1,000.00			1,000.00	
Free Bed	1,000.00			1,000.00	
Hurricane Bob		70,000.00	70,000.00		
CIP Land Impr Proj 2009	5,000.00			5,000.00	5,000.00
CIP Computer Sys 2014	73,500.00		58,732.55	14,767.45	14,767.45
Human Service 2026	42,036.00		41,561.00	475.00	475.00
Unpaid Bills 2202	1,673.18		1,614.53	58.65	
CIP Old Col. Sidewks 2205	30,000.00		28,456.00	1,544.00	1,544.00
Unpaid Bills 2301	320.67		320.67		
Survey Landings 7311	1,852.25		1,852.25		
Windmill Lights 7662	417.82		203.50	214.32	214.32
CIP Computer 1001	32,702.65		32,702.65		
CIP General Use 1003	5,000.00		5,000.00		
CIP Plan 1004	24,104.54		8,082.15	16,022.39	16,022.39
Human Service 1021	300.00			300.00	300.00
Department Totals	529,516.11	105,807.00	864,505.25	-229,182.14	45,803.16
Finance Committee					
Salaries	2,004.00	101.00	1,534.86	570.14	
Expenses	475.00		176.93	298.07	
Reserve Fund	90,000.00	-66,537.45		23,462.55	
Department Totals	92,479.00	-66,436.45	1,711.79	24,330.76	0.00
Finance/Town Accountant					
Salaries	94,950.00	4,585.00	99,531.46	3.54	
Expenses	4,086.00		3,022.73	1,063.27	
Equipment	712.00		585.44	126.56	
Department Totals	99,748.00	4,585.00	103,139.63	1,193.37	0.00
Assessing Department					
Salaries	85,003.00	4,692.00	88,622.50	1,072.50	
Expenses	17,729.00		17,385.79	343.21	
Encumbrance	1,216.50		1,216.50		
CIP Prop Reclass 2001	40,000.00		4,007.72	35,992.28	35,992.28
CIP Res Recert 2002	10,000.00		2,126.70	7,873.30	7,873.30
CIP Res Reinsp 2003	15,000.00		2,603.25	12,396.75	12,396.75
Town Revaluation 9010	2,591.62		2,191.62	400.00	
Department Totals	171,540.12	4,692.00	118,154.08	58,078.04	56,262.33
Treasurer/Collector					
Salaries	133,027.00	17,630.00	150,626.33	30.67	
Expenses	33,135.00	14,659.00	38,137.04	9,656.96	
Equipment	5,100.00		5,059.34	40.66	
Tax Takings	14,000.00	2,500.00	13,803.03	2,696.97	
Department Totals	185,262.00	34,789.00	207,625.74	12,425.26	0.00

APPROPRIATION ACTIVITY - FISCAL 1992

Department	Appropriation	Transfers/ Revisions	Expenditures Net of Refunds	Balance as of June 30, 1992	Balance Carried Fwd
Personnel Advisory Board					
Salaries	1,807.00	91.00	319.59	1,578.41	
Expenses	754.00		3.14	750.86	
Department Totals	2,561.00	91.00	322.73	2,329.27	0.00
Computer Department					
Expenses	7,618.00		7,618.00		
Department Totals	7,618.00	0.00	7,618.00	0.00	0.00
Town Clerk					
Salaries	57,662.00	2,784.00	60,421.00	25.00	
Expenses	6,299.00		5,468.07	830.93	
CIP Voting Booths 2015	3,912.41		3,907.41	5.00	
CIP Ballot Ct Mach 1002	11,400.00		11,400.00		
Department Totals	79,273.41	2,784.00	81,196.48	860.93	0.00
Elections					
Salaries	3,955.00		2,248.54	1,706.46	
Expenses	608.00		247.23	360.77	
Department Totals	4,563.00	0.00	2,495.77	2,067.23	0.00
Voter Registration					
Salaries	19,960.00	998.00	12,359.38	8,598.62	
Expenses	496.00		223.60	272.40	
Equipment	100.00			100.00	
Department Totals	20,556.00	998.00	12,582.98	8,971.02	0.00
Conservation					
Salaries	51,173.00	3,484.77	54,657.77		
Expenses	3,266.00		2,744.82	521.18	500.00
Department Totals	54,439.00	3,484.77	57,402.59	521.18	500.00
Planning					
Salaries	60,921.00	3,046.00	60,975.76	2,991.24	
Expenses	4,212.00		4,200.31	11.69	
Department Totals	65,133.00	3,046.00	65,176.07	3,002.93	0.00
Zoning Board Of Appeals					
Salaries	8,355.00	418.00	8,196.72	576.28	
Expenses	2,005.00	259.58	2,129.87	134.71	
Department Totals	10,360.00	677.58	10,326.59	710.99	0.00
Open Space					
Salaries	1,000.00	65.78	1,065.78		
Expenses	1,000.00		242.26	757.74	
Encumbrance	2,546.07		1,974.89	571.18	
Department Totals	4,546.07	65.78	3,282.93	1,328.92	0.00
Housing Task Force					
Expenses	400.00		291.69	108.31	
Department Totals	400.00	0.00	291.69	108.31	0.00

APPROPRIATION ACTIVITY - FISCAL 1992

Department	Appropriation	Transfers/ Revisions	Expenditures Net of Refunds	Balance as of June 30, 1992	Balance Carried Fwd
Town Office Building					
Salaries	21,769.00		20,931.55	837.45	
Expenses	42,873.00	3,270.00	44,182.59	1,960.41	
Equipment	1,000.00		1,000.00		
CIP Rep TOB 2011	20,000.00		10,354.30	9,645.70	9,645.70
CIP Tn Hall Septic 1012	5,590.00			5,590.00	
CIP Tn Hall Repairs 1013	7,494.94		6,153.10	1,341.84	1,341.84
Tn Hall Heat Sys 1014	4,000.00			4,000.00	4,000.00
Department Totals	102,726.94	3,270.00	82,621.54	23,375.40	14,987.54
Tn Reports/Tn Meeting Expenses					
	8,000.00		4,906.17	3,093.83	
Department Totals	8,000.00	0.00	4,906.17	3,093.83	0.00
Town Hall Annex					
Salaries	9,969.00		3,204.36	6,764.64	
Expenses	7,501.00		5,673.48	1,827.52	
CIP Repair Annex 2012	20,000.00		19,998.05	1.95	
Annex Restrooms 1207	5,319.98		5,319.39	0.59	
Department Totals	42,789.98	0.00	34,195.28	8,594.70	0.00
PROTECT PERS & PROP					
Police Communications					
Salaries	1,004,783.00	58,728.00	1,055,772.44	7,738.56	
Expenses	70,494.00	32,393.25	99,882.36	3,004.89	
Equipment	2,600.00		2,314.43	285.57	
Out Of State Travel	2,000.00		1,494.74	505.26	
CIP Cruisers 2013	31,558.00		31,558.00		
Drug Enf Gt 2027	12,500.00		12,500.00		
Department Totals	1,123,935.00	91,121.25	1,203,521.97	11,534.28	0.00
Police Building					
Salaries	23,940.00		23,748.00	192.00	
Expenses	19,714.00		17,922.08	1,791.92	
Equipment	200.00			200.00	
Department Totals	43,854.00	0.00	41,670.08	2,183.92	0.00
Gasoline					
Expenses	64,140.00		60,523.77	3,616.23	
Department Totals	64,140.00	0.00	60,523.77	3,616.23	0.00
Fire/Rescue					
Salaries	702,803.00	1,231.00	695,695.19	8,338.81	
Expenses	32,663.00		31,039.32	1,623.68	
Equipment	4,830.00		4,120.87	709.13	
Out Of State Travel	1,100.00		890.00	210.00	
CIP Fire Chief Car 2005	18,475.00		18,238.88	236.12	
Breathing Tanks 2302	13,400.00		13,213.00	187.00	
Pro Clothing 2303	20,000.00			20,000.00	20,000.00
New Pagers 2304	9,500.00		9,050.00	450.00	
CIP Computer Sys 1005	15,000.00		9,944.25	5,055.75	5,055.75
CIP Haz Mat Trail 1010	7,393.68		7,143.45	220.23	
Department Totals	825,164.68	1,231.00	789,364.96	37,030.72	25,055.75

APPROPRIATION ACTIVITY - FISCAL 1992

Department	Appropriation	Transfers/ Revisions	Expenditures Net of Refunds	Balance as of June 30, 1992	Balance Carried Fwd
Fire Building					
Expenses	28,505.00		25,498.95	3,006.05	
Department Totals	28,505.00	0.00	25,498.95	3,006.05	0.00
Building					
Salaries	82,968.00	1,570.00	76,898.68	7,639.32	
Expenses	33,792.00		31,992.93	1,799.07	
Equipment	435.00		249.00	186.00	
Department Totals	117,195.00	1,570.00	109,140.61	9,624.39	0.00
Sealer Wgts & Msrs					
Expenses	6,500.00		6,421.61	78.39	
Department Totals	6,500.00	0.00	6,421.61	78.39	0.00
Civil Defense					
Salaries	188.00			188.00	
Department Totals	188.00	0.00	0.00	188.00	0.00
Tree/Dutch Elm/Ins					
Salaries	8,000.00		3,810.71	4,189.29	
Expenses	13,500.00		6,375.15	7,124.85	
Department Totals	21,500.00	0.00	10,185.86	11,314.14	0.00
Shell/Harbormaster					
Salaries	68,445.00	3,379.00	71,746.34	77.66	
Expenses	18,517.00		16,357.65	2,159.35	
Shellfish Project	9,875.00		10,100.71	-225.71	
State Shellfish Pro	1,742.19		748.68	993.51	767.80
CIP Rk Hbr Dredging 1006	62,410.62		30,995.40	31,415.22	31,415.22
Department Totals	160,989.81	3,379.00	129,948.78	34,420.03	33,183.02

EDUCATION

Orleans Elem School					
Expenses	1,474,406.00		1,453,644.28	20,761.72	20,761.72
Out Of State Travel	262.00			262.00	262.00
Generator 2212	8,000.00			8,000.00	8,000.00
Elem Sch Playgrd 1113	1,300.00		1,300.00		
Orl Elem Sch 1120	8,772.46		5,714.45	3,058.01	3,058.01
Department Totals	1,492,740.46	0.00	1,460,658.73	32,081.73	32,081.73
Nauset Reg Assess					
Expenses	1,688,207.00		1,688,206.78	0.22	
Department Totals	1,688,207.00	0.00	1,688,206.78	0.22	0.00
C.C.Tech Assess					
Expenses	136,333.00		134,171.68	2,161.32	
Department Totals	136,333.00	0.00	134,171.68	2,161.32	0.00

APPROPRIATION ACTIVITY - FISCAL 1992

Department	Appropriation	Transfers/ Revisions	Expenditures Net of Refunds	Balance as of June 30, 1992	Balance Carried Fwd
PUBLIC WORKS					
Highway					
Salaries	258,127.00	3,081.00	260,915.68	292.32	
Expenses	57,702.00	13,000.00	70,059.45	642.55	
Equipment	15,240.00		12,583.05	2,656.95	
Road Repair	48,634.00		47,949.23	684.77	
CIP Road Resurf 2006	93,848.00		24,847.72	69,000.28	69,000.28
CIP Tractor/Mower 2007	15,200.00		15,105.75	94.25	
CIP Drain Replace 2008	20,000.00			20,000.00	20,000.00
CIP Drainage Remed 2022	370,000.00		8,691.50	361,308.50	361,308.50
Rayber Road Taking 2028	163.00			163.00	163.00
Skymeadow Dr Take 2210	52.00			52.00	52.00
Hgwy Rd Repair 8079	495.05			495.05	495.05
Layout West Rd 9059	62.20		10.00	52.20	52.20
CIP Plan 0001	3,790.72		3,790.72		
CIP Drain Replace 0005	7,452.93		1,340.00	6,112.93	6,112.93
Drainage Study 0043	5,385.76		5,385.76		
Betterments 0057	3,906.25			3,906.25	3,906.25
Sea Mist Dr 0059	30.50			30.50	30.50
Phoebes Close Dr 0060	28.00			28.00	28.00
Spt/Trt Plant Ease 0109	3,000.00			3,000.00	3,000.00
CIP Road Resurface 1007	8,037.63		1,642.71	6,394.92	6,394.62
CIP Drainage 1008	90,000.00		51,661.76	38,338.24	38,338.24
River Rd Layout 1036	84.00			84.00	84.00
John Kendrick Rd 1051	26.00			26.00	26.00
Prides Path 1052	29.00		1.00	28.00	28.00
Department Totals	1,001,294.04	16,081.00	503,984.33	513,390.71	509,019.57
Snow Removal					
Salaries	16,700.00	3,647.18	20,347.18		
Expenses	45,125.00	5,793.90	50,918.90		
Equipment	2,000.00		2,000.00		
Department Totals	63,825.00	9,441.08	73,266.08	0.00	0.00
Street Lights					
Expenses	30,678.00		29,380.41	1,297.59	
Department Totals	30,678.00	0.00	29,380.41	1,297.59	0.00
Disposal Area					
Salaries	100,337.00	4,843.00	103,656.71	1,523.29	
Expenses	566,115.00		479,804.67	86,310.33	3,580.00
Engineering	6,000.00		3,000.00	3,000.00	3,000.00
CIP Loader 2004	38,000.00		37,884.96	115.04	
Haz Waste Coll 2211	15,000.00		11,876.36	3,123.64	3,123.64
CIP Plan 9081	50,000.00		8,745.00	41,255.00	41,255.00
Pre Stdy Compost 1203	2,283.50		1,968.50	315.00	315.00
Department Totals	777,735.50	4,843.00	646,936.20	135,642.30	51,273.64
HUMAN SERVICES					
Health					
Salaries	104,374.00	5,073.00	109,446.47	0.53	
Expenses	16,337.00		11,411.36	4,925.64	
Equipment	396.00		308.83	87.17	
Department Totals	121,107.00	5,073.00	121,166.66	5,013.34	0.00

APPROPRIATION ACTIVITY - FISCAL 1992

Department	Appropriation	Transfers/ Revisions	Expenditures Net of Refunds	Balance as of June 30, 1992	Balance Carried Fwd
Council On Aging					
Salaries	40,385.00	484.00	38,976.20	1,892.80	
Expenses	12,249.00		10,063.74	2,185.26	150.00
Department Totals	52,634.00	484.00	49,039.94	4,078.06	150.00
Veterans Benefits					
Vets Assessment	9,194.00		8,981.10	212.90	
Encumbrance	2,202.15		1,448.28	753.87	
Vets Benefits	8,982.00		3,066.11	5,915.89	1,000.00
Department Totals	20,378.15	0.00	13,495.49	6,882.66	1,000.00
CULTURE/RECREATION					
Snow Library					
Salaries	152,942.00	7,502.00	152,218.38	8,225.62	
Expenses	58,885.00		58,032.85	852.15	
St. Library Recpts.	1,320.00			1,320.00	1,320.00
CIP Shelves 1009	4,811.00		4,136.44	674.56	674.56
Acc Libr Grt 1018	4,199.95		4,199.73	0.22	
Dog Tax 1019	564.75		500.23	64.52	64.52
Department Totals	222,722.70	7,502.00	219,087.63	11,137.07	2,059.08
Recreation					
Salaries	56,023.00	2,647.00	55,657.56	3,012.44	
Expenses	16,572.00		15,958.57	613.43	
Equipment	5,046.00		4,935.30	110.70	
Department Totals	77,641.00	2,647.00	76,551.43	3,736.57	0.00
Parks & Beaches					
Salaries	418,642.00	15,442.00	408,886.65	25,197.35	
Expenses	76,545.00	12,970.00	88,750.59	764.41	
Equipment	14,345.00		11,894.69	2,450.31	2,153.00
CIP Rep Nauset 2010	10,000.00		8,539.98	1,460.02	1,460.02
CIP Pilgrim Lk Title V 2204	18,000.00		7,579.50	10,420.50	500.00
CIP Repave Nauset 0002	2,628.17		1,596.80	1,031.37	
CIP Erosion Skaket 0003	26,045.00		999.00	25,046.00	12,000.00
CIP Repairs Eldr 0004	14,079.48		3,517.51	10,561.97	4,561.97
CIP Repairs Nauset 1011	2,106.02		2,106.02		
Department Totals	582,390.67	28,412.00	533,870.74	76,931.93	20,674.99
Herring Brook					
Salaries	375.00			375.00	
Expenses	100.00			100.00	
Department Totals	475.00	0.00	0.00	475.00	0.00
O.K.H. Reg. Dist.					
Salaries	400.00	20.00	319.28	100.72	
Expenses	425.00		282.26	142.74	
Department Totals	825.00	20.00	601.54	243.46	0.00
Mem & Vets Day					
Expenses	1,520.00	642.99	1,687.09	475.90	
Department Totals	1,520.00	642.99	1,687.09	475.90	0.00

APPROPRIATION ACTIVITY - FISCAL 1992

Department	Appropriation	Transfers/ Revisions	Expenditures Net of Refunds	Balance as of June 30, 1992	Balance Carried Fwd
Arts & Humanities					
Expenses	100.00		14.28	85.72	
Department Totals	100.00	0.00	14.28	85.72	0.00
Spec Events & Info					
Salaries	8,900.00	445.00	7,643.58	1,701.42	
Expenses	6,850.00		4,778.60	2,071.40	
Department Totals	15,750.00	445.00	12,422.18	3,772.82	0.00
DEBT SERVICE					
Mat. Notes & Bonds					
Land Acq-Septage	50,000.00		50,000.00		
Betterments	4,400.00			4,400.00	
Land Acq-Quigley	40,000.00		40,000.00		
Land Acq-Sea Call	165,000.00		165,000.00		
Land Acq-AI Said	165,000.00		165,000.00		
Land Acq-Bakers Pd	30,000.00		30,000.00		
Land Acq-Kent	200,000.00		200,000.00		
Land Acq-Poor	35,000.00		35,000.00		
Pol/Fire Const	135,000.00		135,000.00		
Elem Sch Add	155,000.00		155,000.00		
Transfer Sta	85,000.00		85,000.00		
Elem Sch Add	75,000.00		75,000.00		
Sept Const	55,000.00		55,000.00		
Fire Sta/Harb Wharf	125,000.00		125,000.00		
Department Totals	1,319,400.00	0.00	1,315,000.00	4,400.00	0.00
Interest Notes & Bonds					
Bank/Bond Serv	22,000.00		1,638.20	20,361.80	
Land Acq-Septage	1,938.00		1,937.50	0.50	
Betterments	3,100.00			3,100.00	
Land Acq-Quigley	22,000.00		22,000.00		
Land Acq-Sea Call	78,255.00		78,255.00		
Land Acq-AI Said	47,190.00		47,190.00		
Land Acq-Bakers Pd	16,500.00		16,500.00		
Land Acq-Kent	96,200.00		96,200.00		
Land Acq-Poor	40,730.00		40,730.00		
Pol/Fire Const	26,070.00		26,070.00		
Elem Sch Add	179,610.00		179,610.00		
Transfer Sta	50,490.00		50,490.00		
Elem Sch Add	88,400.00		88,400.00		
Sept Const	29,810.00		20,710.13	9,099.87	
Anti Borrow, Grant	90,000.00		26,774.49	63,225.51	
Fire Sta/Hbr Wharf	34,375.00		34,375.00		
Middle Sch Int	29,152.31			29,152.31	
Department Totals	855,820.31	0.00	730,880.32	124,939.99	0.00
Insurance & Bonds					
Expenses	333,825.00		305,396.51	28,428.49	
Department Totals	333,825.00	0.00	305,396.51	28,428.49	0.00
Unemp Compensation					
Expenses	11,000.00		6,655.19	4,344.81	
Department Totals	11,000.00	0.00	6,655.19	4,344.81	0.00

APPROPRIATION ACTIVITY - FISCAL 1992

Department	Appropriation	Transfers/ Revisions	Expenditures Net of Refunds	Balance as of June 30, 1992	Balance Carried Fwd
Emp Health/Medicare Expenses	652,590.00		642,625.35	9,964.65	
Department Totals	652,590.00	0.00	642,625.35	9,964.65	0.00
Sub Total Dept Bdgts	13,332,474.95	270,746.00	12,598,930.46	1,004,290.49	791,050.81
Current Articles Misc.					
Plan A Funding 2023	3,685.00			3,685.00	
Plan D Funding 2024	259.00			259.00	
Plan E Funding 2025	160.00			160.00	
CIP Conservation Fd 2206	5,000.00		5,000.00		
CIP Stabilization 2207	75,000.00		75,000.00		
Current Art. Total	84,104.00	0.00	80,000.00	4,104.00	0.00
General Fund Total	13,416,578.95	270,746.00	12,678,930.46	1,008,394.49	791,050.81

CAPITAL PROJECTS

Past Articles

Fire/Pol Const 7010	53,609.78			53,609.78	53,609.78
Past Article Totals	53,609.78	0.00	0.00	53,609.78	53,609.78
Oes Construction 9108	19,469.09		15,873.76	3,595.33	3,595.33
Past Article Totals	19,469.09	0.00	15,873.76	3,595.33	3,595.33
Transfer Station	40,094.69		10,038.00	30,056.69	30,056.69
Past Article Totals	40,094.69	0.00	10,038.00	30,056.69	30,056.69
Libr/Const St Grt 998	141,411.95	193,289.75	333,287.10	1,414.60	1,414.60
Libr/Const Friends 999	382,085.06	6,284.84	285,326.55	103,043.35	103,043.35
Libr Const 1206	181,310.00		181,310.00		
Past Article Totals	704,807.01	199,574.59	799,923.65	104,457.95	104,457.95
Gr Total Capt Proj	817,980.57	199,574.59	825,835.41	191,719.75	191,719.751

ENTERPRISES-WATER

Water Department

Salaries	294,781.00	3,673.00	295,868.05	2,585.95	
Expenses	151,497.00		122,819.83	28,677.17	3,300.00
Encumbrance	6,800.00		6,452.49	347.51	
Equipment	550.00		413.15	136.85	
Water Serv Conn	39,544.22	4,154.00	35,078.55	8,619.67	8,619.67
Engineering	6,000.00		1,114.78	4,885.22	4,500.00
Out Of State Travel	1,000.00		1,000.00		
Plan A Funding 2023	3,673.00	-3,673.00			
CIP Paint Tower 2016	150,000.00		114,752.62	35,247.38	
CIP Alarm Sys 2017	12,000.00			12,000.00	12,000.00
CIP Arb Meter Sys 2018	22,000.00			22,000.00	22,000.00

APPROPRIATION ACTIVITY - FISCAL 1992

Department	Appropriation	Transfers/ Revisions	Expenditures Net of Refunds	Balance as of June 30, 1992	Balance Carried Fwd
CIP Rep Pump Stat 2019	25,000.00		23,376.29	1,623.71	
CIP Meter Replace 2020	18,000.00		17,996.80	3.20	
CIP Main Replace 2021	20,000.00		19,204.72	795.28	
Wtr Bd & Int 4037	3,955.16	-3,955.16			
Wtr Mains Bks Pd 4038	80,030.07	-16,044.84		63,985.23	63,985.23
Well Construction 9047	10,786.24			10,786.24	
Department Totals	845,616.69	-15,846.00	638,077.28	191,693.41	114,404.90
INT & MATURING DEBT					
Maturing Notes & Bds					
Wtr Const Loan #1	45,000.00		45,000.00		
Wtr Const Loan #2	15,000.00		15,000.00		
Wtr Const Loan #3	30,000.00		30,000.00		
Wtr Const Loan #4	90,000.00		90,000.00		
Wtr Const Loan #5	100,000.00		100,000.00		
Land Acq-Murray	20,000.00		20,000.00		
St House Notes	47,000.00		47,000.00		
Well Construction	40,000.00		40,000.00		
Corrosion Control	150,000.00		150,000.00		
Department Totals	537,000.00	0.00	537,000.00	0.00	0.00
Interest Notes & Bds					
Wtr Const Loan #1	2,363.00		2,362.50	0.50	
Wtr Const Loan #2	788.00		787.50	0.50	
Wtr Const Loan #3	2,250.00		2,250.00		
Wtr Const Loan #4	8,640.00		8,640.00		
Wtr Const Loan #5	29,600.00		29,600.00		
Land Acq-Murray	11,000.00		11,000.00		
State House Notes	1,410.00		1,410.00		
Well Construction	7,920.00		7,920.00		
Corrosion Control	29,700.00		29,700.00		
DEPARTMENT TOTALS	93,671.00	0.00	93,670.00	1.00	0.00
ENTERPRISE GR TOTAL	1,476,287.69	-15,846.00	1,268,747.28	191,694.41	114,404.90
GR TOTAL ALL FUNDS	15,710,847.21	454,474.59	14,773,513.15	1,391,808.65	1,097,175.46

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP
JUNE 30, 1992

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Group	Combined Totals (Memorandum Only)
	General Fund	Special Revenue Funds	Capital Projects Funds	Enterprise Fund	Trust & Agency Funds	Long Term Obligations Group	
ASSETS							
Cash and cash equivalents	\$ 2,362,610	\$ 451,562	\$ 363,649	\$ 349,196	\$ 1,782,266	\$	\$ 5,309,283
Receivables							
Property taxes	926,034						926,034
Motor vehicle and other excise taxes	126,462						126,462
Tax liens and foreclosures	269,433						269,433
Departmental	3,933						3,933
Water - User charges and unbilled services				498,628			498,628
Taxes in litigation	9,006						9,006
Deferred property taxes	40,006						40,006
Less Provision for abatements and exemptions	(129,635)						(129,635)
Due (to) from other funds	121,733	(121,733)					
Due from other governments	46,010	198,950	1,137,000				1,381,960
Restricted asset, deferred compensation benefits					356,709		356,709
Property, plant and equipment, net				5,459,133			5,459,133
Amount to be provided for payment of long-term obligations						10,144,080	10,144,080
TOTAL ASSETS	\$ 3,775,592	\$ 528,779	\$ 1,500,649	\$ 6,306,957	\$ 2,138,975	\$ 10,144,080	\$ 24,395,032
LIABILITIES AND FUND EQUITY							
Liabilities							
Deposits held in custody	\$	\$	\$	\$	\$ 231,054	\$	\$ 231,054
Accounts payable	302,163	613		37,099			339,875
Retainage payable			41,510				41,510
Other liabilities	51,115			15,502			66,617
Due to other funds		121,733					121,733
Deferred revenue	841,251	77,217	1,137,000				2,055,468
Deferred compensation due employees					356,709		356,709
Grant anticipation notes payable			1,100,000				1,100,000
Bond anticipation note payable			35,000				35,000
General obligation bonds payable				1,000,000		9,725,000	10,725,000
Capital lease obligations						99,080	99,080
Accrued compensated absences						320,000	320,000
Total liabilities	1,194,529	199,563	2,313,510	1,052,601	587,763	10,144,080	15,492,046
Fund equity (deficiency)							
Contributed capital				2,915,486			2,915,486
Retained earnings:							
Unreserved				2,187,379			2,187,379
Reserved				151,491			151,491
Fund balances:							
Reserved for encumbrances and continuing appropriations	438,782						438,782
Reserved for endowments					483,040		483,040
Reserved for expenditures	800,000						800,000
Reserved for specific purposes		40,668					40,668
Unreserved							
Designated	(306,304)	410,281	(812,861)		789,856		80,972
Undesignated	1,648,585				278,316		1,926,901
Total fund equity (deficiency)	2,581,063	450,949	(812,861)	5,254,356	1,551,212		9,024,719
TOTAL LIABILITIES AND FUND EQUITY	\$ 3,775,592	\$ 650,512	\$ 1,500,649	\$ 6,306,957	\$ 2,138,975	\$ 10,144,080	\$ 24,516,765

As of June 30, 1992, the Town had the following outstanding long-term debt:

	Date of Issue	Fiscal Year of Maturity	Original Principal Amount	Interest Rate	Amount outstanding at June 30, 1992
General debt					
(Inside debt limit):					
Land acquisition	2/01/87	1997	\$ 1,660,000	4.70-4.90%	\$825,000
Fire station/Town wharf	12/15/86	1997	1,265,000	5.00%	625,000
Land acquisition	11/01/87	1998	1,520,000	7.00-7.75%	900,000
Land acquisition	12/15/89	2000	2,600,500	6.85-6.90%	1,740,000
Police and fire stations	6/15/89	1994	680,000	6.60%	260,000
Land acquisition	6/15/89	2009	680,000	6.60-6.70%	575,000
Septage treatment facility	6/15/90	1999	\$ 500,000	6.25%	385,000
Solid waste transfer	6/15/90	2000	830,000	6.25%	660,000
(Outside debt limit):					
School expansion	6/15/89	2009	3,000,000	6.60-6.70%	2,535,000
Orleans Elementary	6/15/90	2009	1,370,000	6.25%	1,220,000
			<u>14,105,500</u>		<u>9,725,000</u>
Water debt					
(Outside debt limit):					
Water mains	1963	1993	1,300,000	3.50%	45,000
Water mains	1963	1993	520,000	3.50%	15,000
Water improvements	1974	1993	932,000	5.00%	30,000
Water improvements	1978	1993	1,358,000	4.80%	90,000
Water improvements	1985	1995	1,027,500	7.40%	300,000
Water improvements	6/15/89	1994	200,000	6.60%	80,000
Water supply well	6/15/89	1994	750,000	6.60%	300,000
Water corrosion control facility	12/15/89	2000	200,000	6.25%	140,000
Murray land			<u>6,287,500</u>		<u>1,000,000</u>
			<u>\$ 20,393,000</u>		<u>\$ 10,725,000</u>

Debt service to maturity consists of the following:

	Principal	Interest	Total
For the year ending			
June 30, 1993	\$ 1,745,000	\$ 692,261	\$ 2,437,261
1994	1,565,000	584,600	2,149,600
1995	1,245,000	483,385	1,728,385
1996	1,145,000	402,945	1,547,945
1997	1,140,000	329,048	1,469,048
Thereafter	3,885,000	1,371,679	5,256,679
	<u>\$ 10,725,000</u>	<u>\$ 3,863,918</u>	<u>\$ 14,588,918</u>

TOWN CLERK

I hereby submit my annual Report for the year 1992: Included in this report are the following:

1. Town Meetings and the Doings thereon
May 11, 1992 Annual
Aug. 4, 1992 Special
2. Elections:
Mar. 10, 1992 Presidential Primary
May 19, 1992 Annual
Sept. 15, 1992 State Primary
Nov. 3, 1992 State Election
Nov. 24, 1992 Old King's Highway Historic District
3. Fish & Game Licenses issued in 1992
Dog Licenses issued in 1992
Birth, Marriage & Death Statistics
4. Proclamations

I would like to take this opportunity to express my appreciation to the Town Executive, Board of Selectmen, all Committee Members, Dept. Heads, Town employees, and a special thanks to my Assistant Anne Lennon, for all their cooperation and support.

Respectfully submitted,

Jean F. Wilcox, Town Clerk

ANNUAL TOWN MEETING

The Annual Town Meeting was held on Monday May 11, 1992

The meeting was called to order by Moderator Frederick K. Plumb, after a quorum was declared by Town Clerk, Jean F. Wilcox. The quorum was 222. The tellers were Walter A. Swidrak, Steven P. Edwards, William I. Livingston and James Y. Snedecor. The meeting opened at 6:45 pm.

ARTICLE 1. REPORT OF THE SELECTMEN, TOWN OFFICERS AND SPECIAL COMMITTEES

To act upon the Annual Report of the Board of Selectmen, Town Officers and other Special Committees.

MOTIONS: To accept and adopt the report of the Selectmen and all Town committees as printed in the 1991 Annual Report.

ACTION: Voice vote carries unanimously

ARTICLE 2. TOWN/SCHOOL BUDGET

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to

fund and pay departmental expenses for the fiscal year commencing July 1, 1992 and ending June 30, 1993.

MOTION: The main motion was AMENDED to read as follows: I move that the phrase quote "provided however that the sum of \$64,752 of the total appropriation under Nauset Regional Assessment line 126 Expenses and the sum of \$34,301 of the total appropriated under Orleans Elementary School line 124 expense be considered "Contingent Appropriations" and are hereby appropriated contingent upon the passage of a Proposition 2 1/2 levy limit override question under General Laws Chapter 59 Section 21C." end of quote, be deleted, and to read as follows: that the Town Meeting adopt the FY93 budget as printed in the warrant and that the sum of \$13,666,502 be raised and appropriated for this purpose.

ACTION: YES 329 NO 173

ACTION: Carries unanimously

BOARD OF SELECTMEN & FINANCE COMMITTEE RECOMMENDATIONS 1992-1993 DEPARTMENTAL BUDGET REQUESTS

APPROPRIATED 1991-1992	REQUESTED 1992-1993	RECOMMENDED 1992-1993
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GENERAL GOVERNMENT

Selectmen/Town Executive

1Salary	158,553	164,267	164,267
2Expense	44,180	44,765	44,765
3Equipment	300	300	300
4Engineering	36,500	30,500	30,500
5Legal	60,000	59,000	59,000
6Audit Services	17,000	15,000	15,000
7Other Prof & Tech Serv	8,000	8,000	8,000
8Out Of State Travel	1,000	1,000	1,000
9Hazardous Waste	0	15,000	15,000
10Free Bed	1,000	1,000	1,000
11Hurricane Bob	70,000	0	0
Total	396,533	338,832	338,832

Finance Committee

12Salary	2,105	2,137	2,137
13Expense	475	475	475
14Reserve Fund	90,000	90,000	90,000
Total	92,580	92,612	92,612

Finance/Town Accountant Dept.

15Salary	99,432	103,350	103,350
16Expense	4,086	4,032	4,032
17Equipment	712	185	185
Total	104,230	107,567	107,567

	APPROPRIATED 1991-1992	REQUESTED 1992-1993	RECOMMENDED 1992-1993
Assessing Department			
18Salary	89,695	95,014	95,014
19Expense	17,729	17,746	17,746
20Equipment	0	0	0
Total	107,424	112,760	112,760
Treasurer/Collector			
21Salary	150,657	147,355	147,355
22Expense	47,794	28,506	28,506
23Equipment	5,100	2,500	2,500
24Other Services	14,000	16,000	16,000
Total	217,551	194,361	194,361
Personnel Advisory Board			
25Salary	1,898	1,613	1,613
26Expense	754	714	714
Total	2,652	2,327	2,327
Computer Department			
27Expense	7,618	66,745	66,745
Total	7,618	66,745	66,745
Town Clerk			
28Salary	60,446	61,448	61,448
29Expense	6,299	7,454	7,454
30Equipment	0	0	0
Total	66,745	68,902	68,902
Elections			
31Salary	3,955	4,332	4,332
32Expense	608	608	608
Total	4,563	4,940	4,940
Voter Registration			
33Salary	20,958	22,071	22,071
34Expense	496	442	442
35Equipment	100	100	100
Total	21,554	22,613	22,613
Conservation Department			
36Salary	53,667	60,727	60,727
37Expense	3,266	4,112	4,112
38Equipment	0	0	0
Total	56,933	64,839	64,839
Planning Department			
39Salary	64,385	67,524	67,524
40Expense	4,212	5,087	5,087
41Equipment	0	564	564
Total	68,597	73,175	73,175
Appeals Board			
42Salary	8,355	8,905	8,905
43Expense	2,005	2,005	2,005
Total	10,360	10,910	10,910

	APPROPRIATED 1991-1992	REQUESTED 1992-1993	RECOMMENDED 1992-1993
Open Space Committee			
44Salary	1,050	1,066	1,066
45Expense	1,000	1,000	1,000
Total	2,050	2,066	2,066
Housing Task Force			
46Expense	400	400	400
Total	400	400	400
Town Office Building			
47Salary	21,769	20,860	20,860
48Expense	42,873	44,782	44,782
49Equipment	1,000	0	0
Total	65,642	65,642	65,642
Town Reports			
50Expense	8,000	6,400	6,400
Total	8,000	6,400	6,400
Town Hall Annex			
51Salary	9,969	7,042	7,042
52Expense	7,501	7,596	7,596
Total	17,470	14,638	14,638
Total General Government			
	1,250,902	1,249,729	1,249,729
PUBLIC SAFETY			
Police Dept./Communications			
53Salary	1,056,511	1,074,489	1,074,489
54Expense	91,594	79,884	79,884
55Equipment	2,600	2,000	2,000
56Out Of State Travel	2,000	2,000	2,000
Total	1,152,705	1,158,373	1,158,373
Police Building			
57Salary	23,940	25,040	25,040
58Expense	19,714	21,341	21,341
59Equipment	200	200	200
Total	43,854	46,581	46,581
Gasoline			
60Expense	64,140	64,700	64,700
Total	64,140	64,700	64,700
Fire Department			
61Salary	704,034	713,701	713,701
62Expense	32,663	32,698	32,698
63Equipment	4,830	4,800	4,800
64Out Of State Travel	1,100	1,100	1,100
Total	742,627	752,299	752,299
Fire Building			
65Expense	28,505	28,470	28,470
Total	28,505	28,470	28,470

	APPROPRIATED 1991-1992	REQUESTED 1992-1993	RECOMMENDED 1992-1993
Building Department			
66Salary	85,961	91,347	91,347
67Expense	33,792	32,856	32,856
68Equipment	435	121	121
Total	120,188	124,324	124,324
Sealer Weights & Measures			
69Expense	6,500	6,500	6,500
Total	6,500	6,500	6,500
Civil Defense			
70Salary	188	188	188
71Expense	0	0	0
Total	188	188	188
Tree Warden/Dutch Elm/Insect			
72Salary	8,000	5,500	5,500
73Expense	13,500	13,500	13,500
Total	21,500	19,000	19,000
Shellfish Harbormaster			
74Salary	71,824	78,457	78,457
75Expense	18,517	17,832	17,832
76Equipment	0	0	0
77Shellfish Project	9,875	10,000	10,000
Total	100,216	106,289	106,289
Total Public Safety	2,280,423	2,306,724	2,306,724
PUBLIC WORKS AND FACILITIES			
Highway Department			
78Salary	262,030	287,779	287,779
79Expense	70,702	59,889	59,889
80Equipment	15,240	15,240	15,240
81Road Maintenance/ Drainage	48,634	48,634	48,634
Total	396,606	411,542	411,542
Snow Removal			
82Salary	16,700	16,700	16,700
83Expense	45,125	45,125	45,125
84Equipment	2,000	2,000	2,000
Total	63,825	63,825	63,825
Street Lights			
85Expense	30,678	30,678	30,678
Total	30,678	30,678	30,678
Disposal Area			
86Salary	102,600	98,156	98,156
87Expense	566,115	577,673	577,673
88Equipment	0	0	0
89Engineering	6,000	5,000	5,000
Total	674,715	680,829	680,829

	APPROPRIATED 1991-1992	REQUESTED 1992-1993	RECOMMENDED 1992-1993
Water Department			
90Salary	298,454	314,474	314,474
91Expense	151,497	168,823	168,823
92Equipment	550	0	0
93Engineering	6,000	5,000	5,000
94Out Of State Travel	1,000	1,000	1,000
Total	457,501	489,297	489,297
Total Public Works & Facilities	1,623,325	1,676,171	1,676,171
HUMAN SERVICES			
Health Department			
95Salary	109,447	111,528	111,528
96Expense	16,337	17,892	17,892
97Equipment	396	208	208
Total	126,180	129,628	129,628
Council On Aging			
98Salary	40,869	41,538	41,538
99Expense	12,249	13,245	13,245
Total	53,118	54,783	54,783
Veterans Benefits			
100Expense	18,176	18,277	18,277
Total	18,176	18,277	18,277
Total Human Services	197,474	202,688	202,688
CULTURE AND RECREATION			
Snow Library			
101Salary	160,444	159,826	159,826
102Expense	58,885	59,551	59,551
103Equipment	0	3,800	3,800
Total	219,329	223,177	223,177
Recreation Department			
104Salary	58,670	63,099	63,099
105Expense	16,572	13,015	13,015
106Equipment	5,046	5,046	5,046
Total	80,288	81,160	81,160
Parks And Beaches			
107Salary	434,084	454,502	454,502
108Expense	76,545	80,455	80,455
109Equipment	14,345	12,572	12,572
Total	524,974	547,529	547,529
Herring Brook			
110Salary	375	375	375
111Expense	100	100	100
Total	475	475	475

APPROPRIATED 1991-1992 REQUESTED 1992-1993 RECOMMENDED 1992-1993

APPROPRIATED 1991-1992 REQUESTED 1992-1993 RECOMMENDED 1992-1993

Old Kings Highway R.H.D.C.			
112Salary	420	427	427
113Expense	425	400	400
Total	<u>845</u>	<u>827</u>	<u>827</u>
Memorial And Veterans Day			
114Expense	1,520	1,520	1,520
Total	<u>1,520</u>	<u>1,520</u>	<u>1,520</u>
Arts And Humanities			
115Expense	100	100	100
Total	<u>100</u>	<u>100</u>	<u>100</u>
Special Events & Information			
116Salary	9,345	7,613	7,613
117Expense	6,850	6,850	6,850
Total	<u>16,195</u>	<u>14,463</u>	<u>14,463</u>
Total Culture & Recreation	843,726	869,251	869,251

EDUCATION

Orleans Elementary School			
124Expense	1,482,406	1,545,733	1,511,432
125Out Of State Travel	262	103	103
Total	<u>1,482,668</u>	<u>1,545,836</u>	<u>1,511,535</u>
Nauset Regional Assessment			
126Expense	1,730,407	1,990,720	1,925,968
Total	<u>1,730,407</u>	<u>1,990,720</u>	<u>1,925,968</u>
Cape Cod Tech Assessment			
127Expense	136,333	143,150	143,150
Total	<u>136,333</u>	<u>143,150</u>	<u>143,150</u>
Total Education Approp.	3,349,408	3,679,706	3,580,653
Grand Total	<u>13,319,412</u>	<u>13,666,502</u>	<u>13,567,449</u>

DEBT SERVICE

Maturing Notes And Bonds			
118Expense	1,856,400	1,786,400	1,786,400
Total	<u>1,856,400</u>	<u>1,786,400</u>	<u>1,786,400</u>
Interest On Notes And Bonds			
119Expense	920,339	806,601	806,601
Total	<u>920,339</u>	<u>806,601</u>	<u>806,601</u>
Total Debt Service	2,776,739	2,593,001	2,593,001

MISCELLANEOUS

Insurance And Bonds			
120Expense	333,825	382,883	382,883
Total	<u>333,825</u>	<u>382,883</u>	<u>382,883</u>
Unemployment Compensation			
121Salary	10,000	10,000	10,000
122Expense	1,000	1,000	1,000
Total	<u>11,000</u>	<u>11,000</u>	<u>11,000</u>
Employee Health/Medicare			
123Salary	652,590	695,349	695,349
Total	<u>652,590</u>	<u>695,349</u>	<u>695,349</u>
Total Miscellaneous	997,415	1,089,232	1,089,232
Total Non-Education Approp	9,970,004	9,986,796	9,986,796

ARTICLE 3. CAPITAL IMPROVEMENT PLAN

To see if the Town will vote pursuant to CHAPTER 8 FINANCIAL PROVISIONS AND PROCEDURES, Section 7, Action of Town Meeting, SubSection 8-7-1 of the Orleans Home Rule Charter, to act on the Capital Improvement Plan as published in the Warrant, by adopting said plan with or without amendment thereto which amendments may include an increase or decrease in the amount of money allocated to any particular line item contained therein, the addition of new line items or the deletion of line items contained therein, or to take any other action relative thereto.

MOTION: To accept and adopt pursuant to Chapter 8, Financial Provisions and Procedures, Section 7, Action of Town Meeting, SubSection 8-7-1 of the Orleans Home Rule Charter, The Town Meeting accept the Capital Improvement Plan as printed in the warrant with the following changes.

In the FY93 column:

- 1) HIGHWAY DEPARTMENT
Under replace 1983 2 1/2 Ton Dump Truck by striking 2 1/2 Ton and inserting in place thereof 3 ton and by striking the figure Sixty Thousand and 00/100 (\$60,000.00) dollars and inserting in place thereof the figure Forty Seven Thousand Four Hundred Twenty Six and 00/100 (\$47,426.00) Dollars.
- 2) POLICE DEPARTMENT
Under Replace Cruiser with 4X4 Vehicle by striking the figure Twenty Thousand and 00/100 (\$20,000.00) Dollars and inserting in place thereof the figure Seventeen Thousand Eight

Hundred Forty Four and 00/100 (\$17,844.00) Dollars.

Under Replace Gasoline Tanks (2) by striking the figure Eighty Thousand and 00/100 (\$80,000.00) Dollars and inserting in place thereof the figure Fifty Thousand and 00/100 (\$50,000.00) Dollars and under the FY96 Column

- 3) By inserting a new line item after SEPTAGE TREATMENT PLANT entitled SNOW LIBRARY

On page 64 "Totals" under FY93 by striking Two Million Eight Hundred Thirty Four Thousand Seven Hundred Forty and 00/100 (\$2,834,740.00) Dollars and inserting in place thereof Two Million Seven Hundred Thirty Thousand Ten and 00/100 (\$2,730,010) and under FY96 by striking One Million Four Hundred Thirty Three Thousand Eleven and 00/100 (\$1,433,011.00) Dollars and inserting in place thereof One Million Four Hundred Fifty Eight Thousand Eleven and 00/100 (\$1,458,011.00) Dollars.

	FY93	FY94	FY95	FY96	FY97
CLAMS System Upgrade	0	0	0	\$25,000	0

ACTION: Carries unanimously

TOWN OF ORLEANS CAPITAL IMPROVEMENT PLAN FISCAL YEARS 1993 - 1997

DEPARTMENT	FY93	FY94	FY95	FY96	FY97
ASSESSING DEPARTMENT					
Triennial Recertification					
Field Work	16,000	16,500	26,000	17,000	17,500
Analytical/Appraisal Consultants (CIP)	9,000	9,500	14,000	10,000	10,500
Hardware/Software	6,000	6,500	11,000	7,000	7,500
Mapping - Initial Startup	3,200	3,600	3,400	3,800	4,000
Hardware/Software, Maps, Linkage Maintenance/upgrades	206,000			12,000	12,000
SUB-TOTAL	240,200	36,100	54,400	49,800	51,500
BUILDING DEPARTMENT					
Replace 1989 GMC 4X4			15,000		
SUB-TOTAL	0	0	15,000	0	0
CONSERVATION DEPARTMENT					
Conservation Fund - General Use	5,000	5,000	5,000	5,000	5,000
Replace 1988 Ford Ranger				12,000	
SUB-TOTAL	5,000	5,000	5,000	17,000	5,000
DISPOSAL AREA					
Capping Landfill	1,125,000	0	0	50,000	50,000
Replace Front End Loader			100,000		
Replace Compactors				180,000	
Replace Baler				15,000	
SUB-TOTAL	1,125,000	0	100,000	245,000	50,000
ELEMENTARY SCHOOL					
Duplicator	7,265				
Paint Exterior of Building		7,000			
SUB-TOTAL	7,265	7,000	0	0	0

DEPARTMENT	FY93	FY94	FY95	FY96	FY97
FIRE DEPARTMENT					
Replace 1987 Rescue Truck	90,000				
Replace Life Pak	11,000		11,000		
New Engine & Equipment		190,000			
Replace Lg. Diameter Hose (1400')		10,000			
Replace 1988 GMC 4X4					
Refurbish 1974 Ladder Truck			100,000		
Cascade Air System				10,000	
Replace 1988 GMC 4X4				23,000	
Replace 1989 Chev Pickup 4X4					23,000
Replace EMS Radio's					12,000
SUB-TOTAL	101,000	200,000	111,000	33,000	35,000
HARBORMASTER DEPARTMENT					
Replace 115 HP Outboard	7,500				
Replace 1968 Mako Boat	6,531				
Replace Commercial Dock Decking	6,000				
Rock Harbor Wiring Upgrade	6,000				
Replace 150 HP Outboard Motor		8,200			
Replace 1988 Ford Pickup		18,000			
Marine Sanitary Pumpout System		25,000			
Replacement Channel Markers			16,000		
Rock Harbor Improvements			23,000		
SUB-TOTAL	26,031	51,200	39,000	0	0
HEALTH DEPARTMENT					
Replace 1985 Ford Escort		9,500			
Replace 1991 GMC Truck				9,500	
SUB-TOTAL	0	9,500	0	9,500	0
HIGHWAY DEPARTMENT					
Road Resurfacing	150,550	147,250	116,982	142,211	129,466
Tractor/Mower	15,200				
Drainage Replacement & Improvement	15,000	15,000	15,000	15,000	15,000
Replace 1983 2 1/2 ton Dump Truck	60,000				
Replace 1979 Front End Loader		87,000			
Truck with Catch Basin Cleaner		82,000			
SUB-TOTAL	240,750	331,250	131,982	157,211	144,466
OPEN SPACE COMMITTEE					
Land Acquisition		200,000	200,000	200,000	200,000
SUB-TOTAL	0	200,000	200,000	200,000	200,000
PARK & BEACHES					
Redesign Entrance - Skaket	6,000				
Sand Replacement - Skaket	5,000				
Repair Parking Lot - Skaket	5,000				
Replace 1988 1/2 Ton 4X4 Truck	12,994				
*Management Plan Study - Nauset	20,000				
Repair Tennis Courts (2) - Eldredge Park	10,000				
Replace 1985 4X4 3/4 Ton Truck (1)		22,000			10,000
Repair Beach Building - Nauset		10,000			
Septic System - Nauset		40,000			
Replace 1987 3/4 Ton 4X4 Truck (1)		20,000			
Replace Septic System - Music Shell (2)		18,000			
New Tennis Courts (4)		70,000			
New Handball Court (5)		20,000			
Replace 1982 1/2 Ton Pickup			18,000		
Replace Riding Mower (1)			10,000		
Elementary School Sprinklers (2)			8,000		
Repave Parking Lot - Skaket				40,000	
Replace 1 Ton 1987 Dump Truck (1)				22,000	
Sprinkler for Little League Field (2)				50,000	
Repair Parking Lot - Nauset					10,000

DEPARTMENT	FY93	FY94	FY95	FY96	FY97
Repairs to Tennis Courts, Basketball, Fencing & Painting					10,000
SUB-TOTAL	58,994	200,000	36,000	112,000	30,000
POLICE DEPARTMENT					
Police Cruiser (1)	15,500	33,500	36,000	36,500	37,000
Replace Cruiser with 4X4 Vehicle	20,000				
Mobile Video Recording System	5,000		5,000		
Replace Gasoline Tanks (2)	80,000				
Replace Teletype			6,000		
Mobil Data Terminals (4)				100,000	
SUB-TOTAL	120,500	33,500	47,000	136,500	37,000
SELECTMEN					
Surveying of Town Landings	10,000	10,000	10,000		
Open Space Land Development	10,000	10,000	10,000	10,000	10,000
SUB-TOTAL	20,000	20,000	20,000	10,000	10,000
SEPTAGE TREATMENT PLANT					
Tertiary Treatment		150,000			
SUB-TOTAL	0	150,000	0	0	0
STABILIZATION FUND					
General Use	100,000	100,000	100,000	100,000	100,000
SUB-TOTAL	100,000	100,000	100,000	100,000	100,000
TOWN OFFICE BUILDINGS					
Repair Town Hall Annex	20,000	10,000			
Repair Town Office Building					
Changes to Basement Office, Window Replacement	17,000				
Telephone Replacement	20,000				
Generator	25,000				
Window Replacement, Heating		40,000			
Reshingle Roof		10,000			
SUB-TOTAL	82,000	60,000	0	0	0
WATER DEPARTMENT					
Pump House & Equipment #7	550,000				
Standby Power #6		50,000			
Repair Pumping Stations	40,000	40,000	30,000	30,000	30,000
Meter Replacement	20,000	20,000	20,000	20,000	20,000
Main Replacement	20,000	20,000	20,000	20,000	20,000
Hydrant Repair Program	8,000	8,000	8,000	8,000	8,000
*Aquifer Assessment	40,000				
Replace 1983 Ford		18,000			
Replace 1988 Ford		18,000			
Maintenance Vehicle		19,000			
Paint Tower #1		150,000			
Test Wells		30,000			
Replace 1988 Ford			18,000		
Leak Detection Program			20,000		
Pumping Test #8			100,000		
Replace 1988 GMC Truck				15,000	
Well #8				250,000	
Replace 1990 Ford					15,000
SUB-TOTAL	678,000	373,000	216,000	343,000	93,000
WATER QUALITY					
Drainage Remediation	30,000	30,000	30,000	20,000	20,000

DEPARTMENT	FY93	FY94	FY95	FY96	FY97
SUB-TOTAL	30,000	30,000	30,000	20,000	20,000
TOTAL	2,834,740	1,806,550	1,105,382	1,433,011	775,966

* Parks & Beaches Nauset Management Plan Study and Water Department Aquifer Assessment total \$60,000 are included in Capital Improvement Plan but will not be funded at May 1992 Annual Town Meeting

DATE SUBMITTED: 10 December 1991
 INITIAL APPROVAL: 8 January 1992
 FINAL APPROVAL: 2 April 1992
 TOWN MEETING APPROVAL:

ARTICLE 4. FY93 CAPITAL IMPROVEMENT PLAN FUNDING

To see if the Town will vote to raise and appropriate, borrow, and/or transfer from available funds a sum of money for the purpose of funding certain capital improvements to be undertaken during fiscal year 1993 all in accordance with the schedule of Capital Improvements dated April 2, 1992 and to authorize the Board of Selectmen to sell, trade, lease or exchange or otherwise dispose of old equipment or vehicles deemed advisable and in the best interest of the Town. The proceeds from any such disposition to be applied toward the cost of acquiring said equipment or service as the case may be, or to take any other action relative thereto.

MOTION To accept and adopt that the Town Meeting adopt the schedule of Capital Improvements as printed in the warrant with the following changes:

1) **FIRE DEPARTMENT**

By striking the words "New Engine & Equipment" and inserting in place thereof the words "Replace 1987 Rescue Vehicle" and by striking the words "Replace Lg. Diameter Hose (1400)" and inserting in place thereof "Replace Life Pak."

2) **HIGHWAY DEPARTMENT**

Under Replace 1983 2 1/2 Ton Dump Truck by striking 2 1/2 ton and inserting in place thereof 3 ton and by striking the figure Sixty Thousand and 000/100 (\$60,000) Dollars and inserting in place thereof the figure Forty Seven Thousand Four

Hundred Twenty-Six and 00/100 (\$47,426.00) Dollars

3) **POLICE DEPARTMENT**

under Replace Cruiser with 4X4 Vehicle by striking the figure Twenty Thousand and 00/100 (\$20,000.00) Dollars and inserting in place thereof Seventeen Thousand Eight Hundred Forty-Four and 00/100 (\$17,844.00) Dollars

Under Replace Gasoline Tanks (2) by striking the figure Eighty Thousand and 00/100 (\$80,000.00) Dollars and inserting in place thereof the figure Fifty Thousand and 00/100 (\$50,000.00) Dollars and all items proposed shall be funded by raising and appropriating the sum of Five Hundred Eighty Three Thousand Four Hundred Twenty Nine and 00/100 (\$583,429.00) Dollars and by transferring the sum of Fourteen Thousand Thirty One and 00/100 (\$14,031.00) Dollars from the Waterways Improvement for appropriation and transferring the sum of One Hundred One Thousand and 00/100 (\$101,000.00) Dollars from the Ambulance Receipts Reserved for appropriation and by transferring the sum of One Hundred Fifty Thousand Five Hundred Fifty and 00/100 (\$150,550.00) Dollars from Chapter 90 funds for a total appropriation of Eight Hundred Forty Nine Thousand and Ten 00/100 (\$849,010.00) Dollars.

ACTION Carries unanimously

**SOURCE OF FUNDS
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 1993**

DEPARTMENT	RAISE AND APPROPRIATE	BOND	RESERVES	STABILIZA- TION FUND	CHAPTER 90
ASSESSING DEPARTMENT					
Triennial Recertification					
Field Work	16,000				
Analytical/Appraisal	9,000				
Consultants (CIP)	6,000				
Hardware/Software	3,200				
Mapping - Initial Startup					
Hardware/Software Customization		206,000			
SUB-TOTAL	34,200	206,000	0	0	0
CONSERVATION DEPARTMENT					
Conservation Fund - General Use	5,000				
SUB-TOTAL	5,000	0	0	0	0
DISPOSAL AREA					
Capping Landfill		1,125,000			
SUB-TOTAL	0	1,125,000	0	0	0
ELEMENTARY SCHOOL					
Duplicator	7,265				
SUB-TOTAL	7,265	0	0	0	0
FIRE DEPARTMENT					
Replace 1987 Rescue Vehicle			90,000		
Replace Life Pak			11,000		
SUB-TOTAL	0	0	101,000	0	0
HARBORMASTER DEPARTMENT					
Replace 115 HP Outboard			7,500		
Replace 1968 Mako Boat			6,531		
Replace Commercial Dock Decking	6,000				
Rock Harbor Wiring Upgrade	6,000				
SUB-TOTAL	12,000	0	14,031	0	0
HIGHWAY DEPARTMENT					
Road Resurfacing					150,550
Tractor/Mower	15,200				
Drainage Replacement & Improvement	15,000				
Replace 1983 3 Ton Dump Truck	47,426				
SUB-TOTAL	77,626	0	0	0	150,550
PARK & BEACHES					
Redesign Entrance - Skaket	6,000				
Sand Replacement - Skaket	5,000				
Repair Parking Lot - Skaket	5,000				
Replace 1988 1/2 Ton 4X4 Truck	12,994				
Repair Tennis Courts (2) - Eldredge Park	10,000				
SUB-TOTAL	38,994	0	0	0	0
POLICE DEPARTMENT					
Police Cruisers (1)	15,500				
Replace Cruiser with 4X4 Vehicle	17,844				
Mobile Video Recording System	5,000				

DEPARTMENT	RAISE AND APPROPRIATE	BOND	RESERVES	STABILIZA- TION FUND	CHAPTER 90
Replace Gasoline Tank (2)	50,000				
SUB-TOTAL	88,344	0	0	0	0
SELECTMEN					
Surveying of Town Landings	10,000				
Open Space Land Development	10,000				
SUB-TOTAL	20,000	0	0	0	0
STABILIZATION FUND					
General Use	100,000				
SUB-TOTAL	100,000	0	0	0	0
TOWN OFFICE BUILDINGS					
Repair Town Hall Annex	20,000				
Repair Town Office Building					
Changes to Basement Office					
Window Replacement	17,000				
Telephone Replacement	20,000				
Generator	25,000				
SUB-TOTAL	82,000	0	0	0	0
WATER DEPARTMENT					
Pump House & Equipment #7		550,000			
Repair Pumping Stations	40,000				
Meter Replacement	20,000				
Main Replacement	20,000				
Hydrant Repair Program	8,000				
SUB-TOTAL	88,000	550,000	0	0	0
WATER QUALITY					
Drainage Remediation	30,000				
SUB-TOTAL	30,000	0	0	0	0
TOTAL	583,429	1,881,000	115,031	0	150,550

DATE SUBMITTED: 10 December 1991
INITIAL APPROVAL: 8 January 1992
FINAL APPROVAL: 2 April 1992
TOWN MEETING APPROVAL:

ARTICLE 5. BONDING TOWN MAPPING PROJECT

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds a sufficient sum of money for a Town wide GIS mapping system including detailed set of assessment maps, overlays for water system, road layouts and drainage, zoning, conservation and wetland areas, provided however that no funds shall be so borrowed unless the Town votes to exempt from the provisions of Proposition Two and OneHalf, so called, the amounts required to pay for any bond issued hereunder.

MOTION:

That the sum of Two hundred Six Thousand and 00/100 (\$206,000) Dollars be hereby appropriated for a Town wide GIS mapping system including detailed set of assessment maps, overlays for water system, road layouts and drainage, zoning, conservation and wetland areas, including costs incidental and related thereto, such funds to be spent under the direction of the Board of Selectmen, that to raise this Two Hundred Six Thousand and 00/100 (\$206,000) Dollars appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow a sum not exceeding Two Hundred Six Thousand and 00/100 (\$206,000) Dollars and to issue bonds or notes of the Town therefor, each issue of such bonds or notes to mature in not more than ten (10) years from its date; and that the Board of Selectmen on behalf of the Town is hereby authorized and directed to petition the General Court for the passage of a special law authorizing and validating the foregoing action; provided, however, that no funds shall be so borrowed unless the Town votes to exempt from the provisions of Proposition Two and OneHalf, so called, the amount required to pay for any bond issue hereunder.

ACTION: Voice vote carries unanimously

ARTICLE 6. BONDING LANDFILL CLOSURE AND CAPPING

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds a sufficient sum of money for the final closure of the Orleans Landfill which may include the placement of an impervious liner, previous protective cover and vegetation layer (loam and seed) on top of the capped landfill area; installation of a methane gas collection system beneath the impervious liner with appropriate venting; installation of a landfill storm water drainage system consisting of retention basins, drainage wells, catch basins, sump and outfall structures, piping, and other appurtenances, construction of access roads, installation of monitor wells as required by DEP, and all other work related thereto, provided however that no funds shall be so borrowed unless the Town votes to exempt from the provisions of Proposition Two and OneHalf, so called, the amounts required to pay for any bond issued hereunder. Said funds to be spent under the direction of the Board of Selectmen.

MOTION:

That the sum of One Million One Hundred Twenty Five Thousand and 00/100 (\$1,125,000.00) Dollars be hereby appropriated for the final closure of the Orleans Landfill which may include the placement of an impervious liner, previous protection cover and vegetation layer (loam and seed) on top of the capped landfill area; installation of a methane gas collection system beneath the impervious liner with appropriate venting; installation of a landfill storm water drainage system consisting of retention basins, drainage wells, catch basins, sump and outfall structures, piping, etc., construction of access roads; and installation of monitor wells as required by DEP; and for other costs incidental and related thereto, such funds to be spent under the direction of the Board of Selectmen, and that to raise this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow a sum of not exceeding One Million One Hundred Twenty Five Thousand and 00/100 (\$1,125,000.00) Dollars under and pursuant to Chapter 44, Section 8(24), of the General Laws, or any other enabling authority, and to issue bonds or notes therefor, provided, however, that no funds shall be so borrowed unless the Town votes to exempt from the provisions of Proposition Two and OneHalf, so called, the amounts required to pay for any bond issued hereunder.

ACTION: Carries unanimously

ARTICLE 7. BONDING — PUMPING HOUSE & EQUIPMENT WELL #7

To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds a sufficient sum of money to design, construct, equip for the pump house for well #7 and other appurtenances located off Quanset Road in South Orleans provided however that no funds shall be so borrowed unless the Town votes to exempt from the provisions of Proposition Two and One-Half, so-called, the amounts required to pay for any bond issued hereunder. Said funds to be spent under the direction of the Board of Selectmen, or to take any other action relative thereto.

MOTION: That the sum of Five Hundred Fifty Thousand and 00/100 (\$550,000.00) Dollars be hereby appropriated to design, construct and equip a pumping station for Well #7 located off Quanset Road in South Orleans, including appurtenances and other costs incidental and related thereto, such funds to be spent under the direction of the Board of Selectmen, and that to raise this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow a sum not exceeding Five Hundred Fifty Thousand and 00/100 (\$550,000.00) Dollars under and pursuant to Chapter 44, Section 8(24), of the General Laws, or any other enabling authority, and to issue bonds or notes therefor, provided, however, that no funds shall be so borrowed unless the Town votes to exempt from the provisions of Proposition Two and OneH-

alf, so called, the amounts required to pay for any bond issued hereunder

ACTION: Carries unanimously

ARTICLE 8. FUND POLICE SALARIES

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be added to the Salaries Account in the Police Department budget, or to take any other action relative thereto.

MOTION: To indefinitely postpone

ACTION: Carries unanimously

ARTICLE 9. FUND FIREFIGHTERS SALARIES

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to be added to the Salaries Account in the Fire Department budget, or to take any other action relative thereto.

MOTION: To indefinitely postpone

ACTION: Carries unanimously

ARTICLE 10. PERSONNEL BY-LAW AMENDMENT

CHAPTER 1

PURPOSE AND POLICIES

1-1. Purpose. It is the purpose of this manual to provide to all employees the policies and procedures for assuring maintenance of an equitable personnel management system in the Town of Orleans. The policies and procedures for personnel administration set forth herein have, as their purpose, to promote the efficiency and economy of government; to promote the morale and well being of Town employees and to promote equal employment opportunity for all employees and candidates for employment.

1-2. Policy. The Personnel policies are based on the following principles:

- (a) Recruiting, selecting and advancing employees on the basis of their abilities, knowledge and skills.
- (b) Providing equitable compensation.
- (c) Training employees as needed to assure high quality performance and to encourage career development.
- (d) Retaining employees on the basis of the adequacy of their performance, correcting inadequate performance, and separating employees whose performance does not adequately improve.
- (e) Assuring fair treatment of applicants and employees in all aspects of personnel administration without regard to political affiliation, race, color, national origin, age, sex, creed, disability, sexual preference, or any other non-merit factor, except where such factor is a bona fide occupational requirement, and with proper regard for their pri-

vacy and constitutional rights as citizens; prohibiting discrimination against any person on the basis of such non-merit factors, and

- (f) Assuring that employees are protected against coercion for partisan political purposes and are prohibited from using their official authority for any purpose other than those duties and responsibilities directly associated with their positions in town government.

1-3. Authorization

Pursuant to the authority contained in Sections 108A and 108C of Chapter 41 of the General Laws there shall be established plans which may be amended from time to time by vote of the Town at a Town Meeting:

- (a) Classifying positions in the service of the Town other than those filled by popular election, those under the direction and control of the School Committee, the position of Town Counsel and certain positions for which the compensation is on a fee basis or the incumbents of which render intermittent or casual service and which do not appear in Chapter 8 following, into groups and classes doing substantially similar work or having substantially equal responsibilities;
- (b) Authorizing a compensation plan for positions in the classification plan;
- (c) Providing for the administration of said compensation and classification plans, and
- (d) Establishing certain working conditions and fringe benefits for employees occupying positions in the classification plan.
- (e) The provisions of the By-laws shall apply for all positions covered by collective bargaining agreements or any other special agreements except where such agreement contains a condition contrary to the provisions of the By-laws. In such instances the provision of the collective bargaining agreement or other agreement shall prevail.

1-4. Equal Employment Opportunity. Discrimination against any person in recruitment, examination, appointment, training, promotion, retention or any other personnel action because of political affiliation, race, creed, color, national origin, age, sex, disability, sexual preference, or any other nonmerit factor will be prohibited except where such factor is a bona fide occupational requirement. Each individual will be evaluated solely on his/her qualifications, abilities and job performance. Any employee who feels aggrieved may process an appeal in accordance with the discrimination complaint procedure in Chapter 16.

1-5. Applicability of These Policies. Except as provided in Chapter 16, these policies and procedures apply to all employees, except exempt officials. These policies shall serve as a guide to the administration of a personnel system of the Town of Orleans in keeping with the basic merit principles. The policies are not all inclusive; final discretion as to interpretation and as to the appropriate

course of action concerning a particular personnel matter shall lie with the Town Executive. The use of gender pronoun he or she shall be interpreted in these By-laws to include both genders.

1-6. Other State Statutes. Nothing in this Personnel By-law shall be construed to conflict with any special law enacted for the Town of Orleans or any permissive State statute accepted by the Town of Orleans, the Orleans Home Rule Charter, Administrative Code, or any provision of any Massachusetts State Constitution. To the extent that any apparent conflict exists, it shall be determined in favor of the higher State statute or provision of the Massachusetts State Constitution.

1-7. Collective Bargaining Agreements. If any provision of this Personnel By-law is in conflict with a provision of an applicable collective bargaining agreement, the terms of the collective bargaining agreement shall prevail.

CHAPTER 2

RESPONSIBILITY FOR ADMINISTRATION

2-1. Personnel Advisory Board. The Board of Selectmen will establish an unpaid five member Personnel Advisory Board whose primary duty is to advise the Town Executive.

2-2. Town Executive. The Town Executive is the Chief Administrative Officer who administers these policies as the Personnel Administrator. The Town Executive shall have final decisionmaking authority and approval over all personnel matters, except where otherwise provided in these policies and procedures, for employees covered by this By-law, consistent with the Home Rule Charter, Section 5.

2-3. The Town Executive as Personnel Administrator shall:

- (a) Prepare and recommend position classification and pay plans and direct the continuous administration of these plans.
- (b) Compute for budgetary purposes the annual salary costs.
- (c) Direct the recruitment, testing, selection, and hiring of employees.
- (d) Prepare and administer competitive assembled and unassembled examinations with the appropriate department manager, whenever practicable, for all original appointments and promotions in the Town service.
- (e) Enforce policies and procedures for personnel administration.
- (f) Supervise, develop, and maintain personnel systems, forms, procedures and methods of record-keeping.
- (g) Maintain a roster of all persons in the Town service except for persons under the control of the School Committee.
- (h) Certify appointments, promotions, demotions, discipline and other actions.

- (i) Direct employee orientation, training, counseling and career development with department managers.
- (j) Administer these personnel policies, including the employee grievance procedure.
- (k) Assure timely performance appraisal reviews.
- (l) Investigate the work features and rate of salaries or wages of any or all positions subject to the provisions of these By-laws. Such reviews shall be made at such intervals as the Town Executive deems necessary and practicable, and shall include all occupational groups in the Classification Plan.
- (m) Upon recommendation of the Department Manager, Committee, Commission, or Board, supported by evidence in writing of special reason and exceptional circumstances satisfactory to the Town Executive, the Town Executive may authorize an entrance rate higher than the minimum rate for a position, may approve an annual step rate increase of one or more steps providing adequate funding is available, may deny an annual step rate increase of one or more steps, or such other variance in the Compensation Plan as it may deem necessary for the proper functioning of the services of the Town. No variance provided in this section shall become effective unless or until the necessary funds have been appropriated therefor.
- (n) Have the responsibility of employee termination or dismissal. Employees terminated for any reasons will have the right to request a review according to the grievance procedure outlined in Chapter 16.
- (o) Perform any other lawful acts which are considered necessary or desirable to carry out the purpose of the central personnel system and the provisions of these personnel policies.

2-4. Department Managers. Department managers, with the approval of the Town Executive, shall have responsibility to select, retain, transfer and promote personnel in accordance with established Town Policies. Department Managers are expected to effectively supervise their employees; evaluate performance of their subordinates; to notify the Town Executive of changes in duties of their employees in order that the classification plan will be maintained; and to recommend salary increases which will be acted upon by the Town Executive.

All recommendations for appointments must be verified with the Town Executive to assure compliance with Equal Employment Opportunity guidelines.

Department managers may recommend to the Town Executive, desirable changes in personnel policies and procedures to improve the Personnel Management System.

2-5. Employees. It shall be the responsibility of all employees to acquaint themselves thoroughly with the material in these personnel policies and any subsequent revi-

sions. Employees are also encouraged to submit suggestions for changes in personnel policies and procedures for improvement of the personnel administration.

CHAPTER 3 DEFINITIONS

As used in these By-laws, the following words and phrases shall have the following meanings unless a different construction is clearly required by the context or by the laws of the nation and the Commonwealth.

ADMINISTRATIVE AUTHORITY. The elected or appointed official or board having jurisdiction over a function or activity, as outlined in the Orleans Home Rule Charter.

ALLOCATION. The assignment of an individual position to an appropriate grade on the basis of kind of work, duties, and the responsibilities of the position.

APPOINTING AUTHORITY. The Town Executive is the Appointing Authority as outlined in the Orleans Home Rule Charter.

APPOINTMENT. The placement of a person in a position.

BOARD. The Personnel Advisory Board as defined in Chapter 4.

CLASS. A group of positions in the Town service sufficiently similar in respect to duties and responsibilities so that the same descriptive title may be used to designate each position allocated to the class. The same qualification shall be required of the incumbents. The same tests of fitness may be used to choose qualified employees and the same scale of compensation can be made to apply with equity.

CLASSIFICATION. Class titles appearing in Chapter 8 of these By-laws plus class specifications which are on file with the Town Executive and which are hereby incorporated by reference.

COMPENSATION. The salary or wages earned by any employee by reason of service in the position, but does not include allowances for expenses authorized and incurred incidental to employment.

COMPENSATION GRADE. A range of salary or wage rates appearing in Chapter 8.

COMPENSATION PLAN. See Pay Plan.

CONTINUOUS EMPLOYMENT. Uninterrupted employment either full-time or permanent part-time, except for required military service and for authorized vacation or other authorized leave of absence.

DEPARTMENT. Any department, board, committee, commission or other agency of the Town subject to these By-laws.

DEMOTION. The movement of an employee from a position in one grade to a position in another grade with a lower maximum pay rate.

DEPARTMENT MANAGERS. Department managers shall be taken to mean any employee who has authority to recommend personnel actions to the Town Executive,

including, but not limited to selection, transfer or promotion.

DISCHARGE OR DISMISSAL. The permanent, involuntary termination of a person from Town service.

DISCIPLINARY ACTION. An oral warning, written reprimand, suspension, demotion or dismissal taken for cause by the appropriate authority.

EMPLOYEE. A person occupying an appointive position or an appointive person who is on authorized leave of absence, who are not exempt officials.

EMPLOYEE DATE. The date on which an employee commences performance of duties and is placed on the payroll.

EXEMPT OFFICIALS. Exempt official means any person exempt from the provisions of this Personnel Code.

Exempt officials include, elected officials, Town Executive, Town Counsel, or any persons hired under an individual employment contract, persons under control of the School Committee, and members of boards, commissions and committees.

FAIR LABOR STANDARDS ACT. The Fair Labor Standards Act (FLSA) sets minimum wage, overtime pay, equal pay, record keeping, and child labor standards for employees who are covered by the Act and are not exempt from specific provisions of the Act.

FULL TIME EMPLOYMENT. Employment for not less than five days per work week (as work week is defined in Chapter 9 of these By-laws) for fifty-two weeks per annum minus legal holidays and authorized leave for vacation, sickness, bereavement or other reason.

GRADE. A position or group of positions which are sufficiently similar with respect to duties, responsibilities and authority that may be properly compensated within the same pay range under substantially the same employment conditions.

GRIEVANCE. A misunderstanding or disagreement between an employee and a supervisor that relates to policies, rules and regulations of the Personnel By-law.

GROUP OR OCCUPATIONAL GROUP. A group of classes designated by occupation as appearing in Chapter 8.

INCREMENT. The dollar difference between step rates.

INCUMBENT. The current occupant of a position.

JOB DESCRIPTION. The written description of a position, approved by the Town Executive, including the title, a statement of the nature of the work, examples of duties and responsibilities, and the minimum qualification requirements that are necessary for the satisfactory performance of the duties of the position.

LAYOFF. The separation of an employee because of lack of work or funds or other reasons not related to fault, delinquency, or misconduct on the part of the employee.

LEAVE. An authorized absence from regularly scheduled work hours which has been approved by proper authority.

- MAXIMUM RATE.** The highest rate in a range which an employee is entitled to obtain.
- MINIMUM RATE.** The lowest rate in a range (normally the hiring rate of a new employee).
- OVERTIME.** Time an employee is directed and authorized to work in excess of the normal work week.
- PART-TIME EMPLOYMENT.** Employment for less than 20 hours per week on a regularly scheduled basis.
- PAY PLAN.** A schedule of compensation for all grades in the classification plan, including any successive pay rate steps established for each grade. All positions allocated to one grade will be paid according to the salary range established for that grade.
- PAY STATUS.** A period of active employment, including vacation and sick leave.
- PERMANENT PART-TIME EMPLOYMENT.** Employment for less than full-time but for 20 hours or more per week for fifty-two weeks per year on a regularly scheduled basis.
- PERMANENT POSITION.** A full-time or Permanent Part-time position in the Town which has required or which is likely to require the services of an incumbent in continuous employment for a period of fifty-two calendar weeks and in excess of 20 hours per week.
- PERSONAL RATE.** A rate above the maximum rate applicable only to a designated employee.
- PERSONNEL ACTION.** Any and all activities affecting any aspect of an employee's status which includes appointments and changes in appointments, original hiring, re-employment, transfer, promotion, demotion, changes in hours, reallocation, resignation, suspension, discharge, placement on leave, step increases, etc.
- POSITION.** An office or post of employment in the Town with duties and responsibilities calling for the full-time, part-time, or seasonal employment of one person in the performance and exercise thereof.
- PROBATIONARY EMPLOYEE.** An employee selected from an eligible list who has not yet completed a probationary period of service, but who is otherwise entitled to the same benefits as a permanent employee.
- PROBATIONARY PERIOD.** A working test period, following an appointment, during which an employee is required to demonstrate, by conduct and actual performance of the duties, fitness for the position to which appointed (See Chapter 20).
- PROMOTION.** The movement of an employee from a position of one grade to a position of another grade with a higher maximum pay rate.
- RANGE.** The dollar difference between minimum and maximum rates.
- RATE.** A sum of money designated as compensation for work performed on an hourly, daily, weekly, monthly, annual or other basis.
- REGULAR EMPLOYEE.** Any employee who is employed over 20 hours per week on a regularly scheduled basis as either a full-time employee or as a permanent part-time employee.
- REALLOCATION OR RECLASSIFICATION.** The assignment of a position to a grade different from the one to which it was previously assigned.
- SEASONAL AND SEASONAL RECREATION EMPLOYMENT.** Employment for not more than 900 hours in one calendar year.
- SENIORITY.** An employees uninterrupted, continuous length of service as a permanent employee with the Town.
- STEP INCREASES.** An increase in pay from one step to a higher step in the pay range for an employee who meets the eligibility conditions specified in these policies.
- STEP RATE.** A rate in a range of a compensation grade.
- SUSPENSION.** An involuntary absence without pay imposed on an employee as disciplinary action or pending final outcome of appeal.
- TEMPORARY EMPLOYMENT.** Employment for less than 20 hours per week on a temporary basis.
- TOWN.** The Town of Orleans.
- TOWN EXECUTIVE.** The chief administrative officer of the Town responsible for administering and coordinating all employees, activities and departments placed by general law, charter or by-law under the control of selectmen or town executive, as outlined in the Orleans Home Rule Charter.
- TRANSFER** The movement of an employee from one position to another position of the same grade or of another grade having the same pay rate involving the performance of similar duties and requiring essentially the same basic qualifications.
- WORK WEEK** The work week shall be 40 hours except as may be otherwise established by this By-law or by any collective bargaining agreement.

CHAPTER 4 PERSONNEL ADVISORY BOARD

4-1. The Board of Selectmen shall appoint a Personnel Advisory Board consisting of five (5) unpaid members. Each member shall serve for a three year overlapping term.

4-2. Each member shall continue to hold office until a successor has been appointed and qualified. Vacancies shall be filled for the balance of an unexpired term by the appointing authority.

4-3. Forthwith and after its appointment and annually, the Board shall meet and organize by electing a chairman, vice chairman, and appointing a secretary from the Board who will have authority in the absence of the Chairman to sign appropriate authorizations. A majority of the Board shall constitute a quorum for the transaction of business. A majority vote of the Board shall determine the action the Board must take in all matters which it is authorized or required to pass under these By-laws.

4-4. The Board shall process grievances in accordance with the procedures set forth in Chapter 16 "Grievance Procedure".

4-5. When requested by and acting on behalf of the Town Executive the Personnel Advisory Board is authorized to:

1. Conduct inter-town studies of wage rates and employee benefits to assist in consideration of wage adjustments or benefits improvement for town meeting action.
2. Mediate disputes over the interpretation of this by-law between employees and department heads as part of a formal grievance procedure.
3. Advise the Town Executive on problem areas within this by-law as brought to the attention of the board in meetings with employees.
4. Factor new positions for placement in the classification schedule or re-factor existing positions when the position responsibilities have changed. Once a position has been factored, it shall not be considered for refactoring for at least two years or upon the direction of the Town Executive.

4-6. The Board may employ assistance and incur expenses subject to the appropriation of funds as it deems necessary.

4-7. The Board shall make an annual report in writing to its appointing authorities on or before January 10 of each year. The Board shall make an annual report in the Town Report.

CHAPTER 5 CLASSIFICATION SYSTEM

5-1. All positions in the Town except those excluded in Chapter 1-3(a) are hereby classified by titles appearing in Chapter 8, which is made a part hereof. These classes of positions shall constitute the Classification Plan for the Town service.

The Board shall maintain written job descriptions or specifications of the classes in the Classification Plan, each consisting of a statement describing the essential nature of the work and the characteristics that distinguish the class from other classes.

The description of any class shall be construed solely as a means of identification and not as prescribing what the duties or responsibilities of any position shall be, or as modifying or in any way affecting the power of any Administrative Authority as otherwise existing, to appoint, to assign duties to, or to direct and control the work of any employee under the jurisdiction of such authority.

5-2. The title of each class, as established by the Classification Plan, shall be the official title of each incumbent of a position so allocated, and shall be used to the exclusion of all others on payrolls, budget estimates, and other official records and reports pertaining to the position.

5-3. Whenever a new position is proposed by the Town Executive or the duties of an existing position are so

changed and approved by the Town Executive that in effect a new position is created, the Town Executive may initiate a request for a change in classification by submitting a written request to the Personnel Advisory Board accompanied by a position description questionnaire. The Town Executive shall document any changes in the position, its duties and/or responsibilities, evaluate the position and present documentation to the Personnel Advisory Board for review. The Personnel Advisory Board shall make recommendation concerning the reclassification request to the Town Executive. The Town Executive's decision concerning the classification or reclassification request shall be final.

5-4. Certification of Classification Change

No employee shall be paid in any circumstances until the Town Treasurer is presented with proper authorization on an appropriate form, signed by the Department Manager, Director of Municipal Finance/Town Accountant and the Town Executive.

CHAPTER 6 COMPENSATION SYSTEM

6-1. The Compensation Plan shall consist of schedules in the Compensation and Classification Plan of Chapter 8 which provide minimum and maximum salaries or wages for individual positions as shown in Chapter 8.

6-2. Each employee shall continue to be paid on the same basis as in effect at the time of adoption of these By-laws unless otherwise provided in the Compensation Plan.

6-3. No Administrative Authority shall fix the salary of any employee in a position in the Classification Plan except in accordance with the Compensation Plan.

6-4. No person shall be paid as an employee in any position subject to the provision of the Classification Plan under any title other than those appearing in the Compensation Plan.

6-5. An employee in continuous employment shall, subject to the provisions of Chapter 21, receive the step increase between the present rate and the next higher rate on July 1st. of each year until the employee reaches the maximum. The recommendation must be in writing by the employee's Department Manager/Administrative Authority and such recommendation is based on the performance review and not solely on length of service. In any year, any employee hired or promoted after April 1st. shall not be eligible for the annual step increase on the following July 1st. unless authorized by the Town Executive.

6-6. An employee occupying a seasonal position shall be paid the higher rate of the range provided in the rate schedule of Chapter 8 upon the recommendation of the Department Manager after completion of the annual period of seasonal employment specified by the Department Managers for the position to which the employee is appointed.

6-7. An employee receiving a promotion to a higher position or to a new position as defined in Chapter 5-3 shall upon assignment resulting from such promotion, receive

such step rate in the new position as recommended by the promoting authority but in no such case at a lower compensation than enjoyed before the promotion.

6-8. Each Department Manager shall include in the estimates, required by the provision of Section 59 of Chapter 41 of the General Laws, a pay adjustment section setting forth in detail the amounts which will be required for anticipated pay adjustments during the ensuing year and shall furnish a copy thereof to the Town Executive.

6-9. The adjustments provided for in this section shall be subject to the availability of appropriated funds.

6-10. Longevity

6-10-1. Based on anniversary date, full-time employees will receive a longevity bonus of Five Hundred and 00/100 (\$500.00) Dollars after completing five (5) years of continuous service; increased by an additional Fifty and 00/100 (\$50.00) Dollars each year continuous service through the ninth (9) year.

6-10-2. On completion of ten (10) years continuous service the employee will receive Seven Hundred Fifty and 00/100 (\$750.00) Dollars increased by an additional Seventy-Five and 00/100 (\$75.00) Dollars each year of continuous service through the fourteenth (14) year.

6-10-3. On completion of fifteen (15) years continuous service, the employee will receive Twelve Hundred and 00/100 (\$1,200.00) Dollars longevity bonus increased by an additional One Hundred and 00/100 (\$100.00) Dollars each year through the nineteenth (19) year.

6-10-4. On completion of twenty (20) years of continuous service, the employee will receive Eighteen Hundred and 00/100 (\$1,800.00) Dollars longevity bonus increased by an additional One Hundred Fifty and 00/100 (\$150.00) Dollars for each additional year of continuous service.

6-10-5. The Longevity bonus will be paid annually during the month of December to those who qualify by length of continuous service prior to December first of each year. Permanent part-time employees will be entitled to one half the longevity bonus paid to full time employees.

6-10-6. After ten years of continuous employment an employee who retires or whose services are terminated through no fault of their own, and is eligible for longevity bonus shall receive longevity payment for any time earned up to said date of termination of employment. Earned bonus will be paid at time of termination and may be prorated if termination date does not coincide with anniversary date.

6-11. Temporary Emergency Assignment

6-11-1. Superintendents, Department Managers, Assistant Superintendents and similar supervisory personnel who are regularly compensated on an annual salary basis will be paid their regular salary for a normal day's work. If required to work more than eight hours in a calendar day or on normally non-work days or holidays, and are performing work other than their regular duties, will be compensated at the hourly rate of the job being performed if applicable and at the same step level as in their regular position.

6-11-2. Regardless of the temporary or emergency work being performed, all other employees will be paid the higher or either their regular hourly rate or the hourly rate established for the position involved. Overtime will be paid, if applicable.

CHAPTER 7 AMENDMENT OF THE PLAN

7-1. The Classification plan and/or the Compensation plan and/or other provisions of these By-laws may be amended by vote of the Town at either a regular or a special Town meeting in the same manner as other By-laws of the Town may be amended. A proposed amendment, other than one originating with the Town Executive, shall be filed with the Town Clerk who shall record same and submit a copy thereof to the Board and the Town Executive. The Board shall hold a public hearing to consider any such proposed amendment after having given at least ten days written notice thereof.

7-2. The Town Executive may propose an amendment to the plan or other provisions of these By-laws according to the procedure outlined in the preceding subsection.

7-3. The Town Executive shall make recommendations on any proposed amendment to the Finance Committee and shall make recommendations with regard to any amendment at the Town meeting at which such amendment is considered.

CHAPTER 8 COMPENSATION AND CLASSIFICATION PLAN

8-1. See separate schedule for current classification and rates of pay which, by reference, is made a part of this By-law.

CHAPTER 9 WORK WEEK

9-1. The work week for full-time employment shall be 40 hours. This will be based upon five (5) 8-hour days exclusive of lunch periods or 40 hours as otherwise established by Department Managers with the approval of the Town Executive.

9-2. Non-administrative employees who regularly work a 40 hour week must work in excess of 40 hours in any week before overtime rates are applicable.

9-3. All employees covered by Chapter 8 of the By-law with the exception of Department Managers and those who check in by time clock, shall record on a weekly basis the number of hours worked each day of that week. Supervisors and Department Managers shall be responsible for assuring the availability and accuracy of time records for each employee under their supervision.

CHAPTER 10 OVERTIME COMPENSATION

10-1. Administrative and Supervisory

10-1-1. Employees occupying positions classified in these groups are not entitled to overtime compensation consistent with the Fair Labor Standards Act. However, such employees with the approval of the Town Executive may

use professional discretion in taking time off in consideration of excess hours worked during the normal work schedule.

10-1-2. Department Managers shall be deemed to have continuous responsibility to the public and shall not receive compensation for overtime.

10-1-3. It is the responsibility of the Department Manager to control and minimize overtime which shall be worked only when necessary in his/her judgment and shall be authorized by him/her in advance and shall be kept within the appropriated funds.

10-2. All Other Permanent Employees

- (a) All other permanent part-time and permanent full-time employees who work in excess of 40 hours in one calendar week shall be paid at the rate of one and one half times their regular hourly rate for overtime hours.

In the interest of safety and employee health the department manager may provide a 4 hour break on completion of 16 continuous hours of work. If the employee is recalled immediately after this break, the employee will be paid at the regular rate. If this break occurs during the employee's normal work day — no loss of straight time wages for this break will be incurred. However, the employee must return to work after the break or not be paid for the balance of a normal work day.

- (b) An employee in Part-time, Temporary, Seasonal and Seasonal Recreation Employment is not entitled to the benefits as set forth in this section.

10-3. Compensatory Time

- (a) Upon approval of the Department Manager, an employee who is eligible for overtime may elect in writing, to accept compensatory time off in lieu of overtime pay, at a rate of one and one half hours for each hour worked in excess of forty (40) hours. This agreement shall be in writing between the employee and the town and will state a specific period for which the agreement will be in effect.
- (b) Compensatory time off must be scheduled in advance subject to the approval of the Town Executive or designee and will normally be taken within 30 working days. It is understood, however, that seasonal pressures may not permit such scheduling, e.g. for the Park Department, and accordingly, the working day time limit will be waived to allow time to be taken within six (6) calendar months with a maximum amount of time to be taken at any one time to be five consecutive days including holidays and weekends.

CHAPTER 11 PAID HOLIDAYS

11-1. The following days shall be recognized as legal holidays within the meaning of these By-laws and employ-

ees shall be excused from all duty not required to maintain essential Town services.

New Years's Day	Labor Day
Martin Luther King Day	Columbus Day
President's Day	Veteran's Day
Patriot's Day	Thanksgiving Day
Memorial Day	Christmas Day
Independence Day	

11-2. A full-time employee shall be entitled to these designated paid holidays on the following terms:

- (a). If paid on an hourly basis the employee shall receive one day's pay at the employee's regular rate based on the number of hours regularly worked on the day on which the designated holiday occurs.
- (b). If paid on an annual basis, the employee shall be granted each designated holiday without loss of pay.

11-3. A Permanent part-time employee shall be granted such paid holidays. Compensation paid for such holidays shall equal the pay received by the permanent part-time employees for the average of hours worked per day during the year.

11-4. An employee, entitled to paid holidays as set forth in Sections 11-2 and 11-3, who, in the normal course of the employees duties, has that holiday as his/her day off (as may occur in Police, Public Safety, Fire or in other departments from time to time), shall be entitled to equal time off with pay on such day or partial day as determined by the Department Manager.

11-5. An employee who is part-time, temporary, seasonal or seasonal recreation employment is not entitled to the benefits set forth in this section.

11-6. When a holiday listed above falls on a Saturday or Sunday, the holiday leave will be taken on the immediate preceding Friday or immediate following Monday.

CHAPTER 12 VACATION POLICY

12-1. A new employee is entitled to ten (10) working days paid vacation after one (1) year of continuous employment. Five (5) days may be taken after the first six (6) months — the remaining five (5) days may be taken after the completion of twelve (12) months.

Thereafter, upon completing one full year of employment after the employees anniversary date, a employee shall be granted ten (10) working days vacation per year during the employees first five (5) years of employment.

12-2. In the year in which the employee commences the sixth (6th) year of employment, the employee shall be granted fifteen (15) working days vacation per year.

12-3. After completing ten (10) years of continuous employment, an employee shall be granted twenty (20) working days paid vacation per year.

12-4. After completing fifteen (15) continuous years of service, the employee shall be granted twentyfive (25) working days paid vacation per year.

12-5. In no event will vacation be granted for more than twenty consecutive working days except for an employee with ten (10) or more years of service.

12-6. A permanent part-time employee in continuous employment shall be granted such vacation time as above, provided however, such vacations shall be in the same ratio to those authorized under Section 12-1 above as the hours worked per year by the permanent part-time employee bear to the hours worked per year by a full-time employee.

12-7. Upon the death of an employee who is eligible for vacation under these rules, payment shall be made to the estate of the deceased in an amount equal to the vacation allowance as accrued up to the employee's death but which had not been taken.

12-8. Employees who are eligible for vacation under these rules and whose services are terminated by dismissal through no fault or delinquency of their own by retirement, or by entrance into the armed forces, shall be paid an amount equal to the vacation allowance as earned, and not taken, up to such dismissal, retirement, or entrance into the armed forces.

12-9. An employee shall be granted an additional day of vacation if, while on vacation leave, a designated holiday occurs which falls on or is legally observed on Monday, Tuesday, Wednesday, Thursday or Friday.

12-10. A part-time, temporary, seasonal and seasonal recreation employee shall not be entitled to benefits set forth in this section.

12-11. Yearly vacation allowances provided under the terms of this section may be carried over for one succeeding year, provided at least two (two) weeks vacation is taken each year. Such vacation shall be granted by the appropriate administrative authority at such time as will cause the least interference with the performance of the regular work of the Town.

12-12. Any deviation from this By-law occasioned by unusual circumstance must have written approval of the Department Manager, and the Town Executive.

CHAPTER 13 OTHER LEAVE

13-1 Sick Leave

13-1-1. A full-time permanent employee is eligible for one and one quarter (1-1/4) days of sick leave, with pay, for each month of continuous employment during each fiscal year. If such leave is not used in each fiscal year, the unused portion may be accumulated for sickness or disability contingency in subsequent years. Should an employee suffer illness or accident of sufficient severity to require more than that employee's accumulated sick days, such leave may be granted only in unusual circumstances and upon recommendation of the Department Manager, and the Town Executive.

Leave days will not include Saturdays, Sundays, or Holidays except in those departments required to work as part of the normal work week. In event of illness or acci-

dent during a vacation period, the employee's vacation term will not be increased or changed in any way.

13-1-2. An employee is entitled to leave with pay for illness or accident only after such leave has been earned. In no event shall earned days for illness or accident be construed as additional vacation allowance.

(a) Certification of Illness. For sick leave in excess of three (3) working days, or if the Department Manager or designated supervisory official suspects an abuse of sick leave, the department manager or supervisory official may require a certificate from the attending physician indicating the nature of such sickness, illness or non-related job accident and that such illness prevented the employee from working.

(1) The Town Executive or designee may, at any reasonable time, require that a medical examination by a physician of his/her own choosing, be made of any employee. The cost of such examination shall be borne by the Town.

13-1-3. After ten (10) years of continuous full-time employment, an employee who retires or whose services are terminated through no fault or delinquency of his/her own, shall be eligible for a credit of one third of unused accumulated sick leave up to 180 days, at the time of such termination of employment — said credit to be given as compensatory time at the time of such termination of employment. Time lost resulting from job-related injuries or illness will not be deducted from the employee's accumulated sick leave.

13-1-4. A permanent part-time employee in continuous employment shall be entitled to leave with pay as determined by the Town Executive. Leave granted to such qualified employees shall be in the same ratio to those authorized under Section 13-1-1, 13-1-2 and 13-1-3 as the hours worked per year by the permanent part-time employee bear to hours worked per year by a full-time employee.

13-1-5. If an employee does not utilize sick leave during any, consecutive six (6) month period and the employee has been a regular employee during this entire period, the employee shall be granted one personal day which may be taken in the following six (6) months and in accordance with the guidelines under the section entitled "Personal Days". It shall be the responsibility of the employee who is entitled to an additional personal day to request and confirm the personal day with the Department Manager.

13-2 Bereavement Leave

13-2-1. Leave with pay may be granted by the Department Manager to an employee for the following:

Five days for the death of a spouse, child, parent, brother or sister.

Three days for the death of a grandparent, grandchild, parents-in-law, brother-in-law or sister-in-law. One day granted to attend the funeral of an aunt, uncle, any other relative or a person living in immediate household.

13-3 Juror Duty and Military Leave

13-3-1. Leaves for jury duty or military training with a reserve unit or other similar absences from duty may be granted an employee subject to Town Executive approval. Employees shall receive their regular earnings less the compensation paid by such public bodies for such services. When requested by Department Manager for the employee to return to work during the leave period covered by this Section, no additional compensation shall be granted, but at the Department Manager's discretion, compensation time may be granted.

13-4 Maternity Leave

13-4-1. Whenever an employee becomes pregnant after the conclusion of the employee's probation period, maternity leave may be granted in accordance with Massachusetts General Laws Chapter 149, Section 105D.

13-4-2. This leave shall be limited to a maximum of eight weeks, during which time accrued sick leave may be used and Town contribution for health insurance premiums shall be continued.

13-5 Personal Leave

13-5-1. Subject to the prior approval of the Department Manager employees may be granted up to a maximum of (2) two days per fiscal year for personal emergency or personal business which cannot be done other than during working hours. This time may not be used immediately before or after a holiday or vacation.

CHAPTER 14

GROUP HOSPITAL, MEDICAL, SURGICAL AND LIFE INSURANCE

14-1. The Town will pay that portion of the premium for the group hospital, medical, surgical and life insurance under the Barnstable County Group Plan for an eligible employee as is authorized under certain provisions of Chapter 32-B of the General Laws of the Commonwealth.

CHAPTER 15

RETIREMENT BENEFITS

15-1. A full-time employee and those permanent part-time employees who meet specified conditions of employment automatically become members of the Barnstable County Contributory Retirement Plan and as such are eligible for retirement benefits under this plan.

- (a) Town employees are not contributors to nor beneficiaries of the Federal Insurance Contributors Act the Social Security Law. However, employees may be required to contribute a percentage of their total gross pay toward the Medicare portion.
- (b) Earned longevity bonus shall be paid on date of retirement in accordance with Section 6-10-6.
- (c) Earned vacation pay and accumulated sick pay will be paid based on the number of days worked in the fiscal year, computed on the day the employee vacates his/her position.

CHAPTER 16

GRIEVANCE PROCEDURE

16-1. A grievance is defined as an allegation that a section of this by-law has been misapplied to the detriment of an employee. Grievances shall be processed in the fallen manner:

- (a) An employee who feels that this by-law has been misapplied shall discuss the matter with the department manager within ten (10) days of the occurrence of the grievance or of the employee's knowledge of the grievance. The department manager shall respond in writing to the employee within five (5) days.
- (b) If the grievance is not resolved in subsection (a), the employee shall present, in writing, to the personnel advisory board information pertaining to the specific section of this by-law which has been misapplied, the date and time of the misapplication, and any other pertinent facts or circumstances. This written information shall be presented within twenty (20) days of the occurrence of the grievance.
- (c) The board shall meet with the employee within thirty (30) days of employees appeal and shall issue recommendations for resolution within ten (10) days of the meeting with the employee.
- (d) If the grievance remains unsettled, the employee may present the grievance to the town executive within ten (10) days of receipt of the personnel advisory board recommendations. The town executive shall respond within ten (10) days of the presentation of the grievance.
- (e) If the grievance remains unsettled, the employee may present the grievance to the Board of Selectmen within ten (10) days from date of the Town Executive decision. The selectmen shall respond within ten (10) days of the receipt of the grievance. The decision of the board shall be final.
- (f) Failure to respond within the listed time frames by the grievant shall be deemed an acceptance of the decision of the previous level. Failure to respond within the listed time frames by the personnel advisory board or the town executive shall serve as a denial of the grievance.
- (g) All references to days in this section are to working days, exclusive of legal holidays and weekends.

CHAPTER 17

SICK LEAVE BANK

17-1. A sick leave bank for permanent full-time and part time employees covered by this by-law shall be established.

17-2. Each employee shall contribute up to two (2) days of annual sick leave entitlement to the bank. An employee who has not contributed to the sick leave bank will be required to contribute up to two (2) days sick leave entitlement before requiring additional days from employees who have already contributed to the bank.

17-3. The Town shall annually contribute up to one (1) day of leave per employee to the bank.

17-4. The administration of this bank shall be vested in a sick leave bank committee comprised of three persons, two (2) of whom shall be elected for two year terms by the employees under this By-law and one (1) appointed by the Town Executive.

17-5. An employee must use all sick days, vacation and any other leave prior to applying for sick leave bank days.

17-6. An employee may be allowed to use sick leave bank days equal to the number of personal sick leave days used.

17-7. An employee must request use of sick leave bank days by submitting a written request to the sick leave bank committee chairman.

17-8. The sick leave bank committee shall vote on each request for sick leave bank days and report the vote to the Town Executive.

17-9. Deviation from these policies shall be allowed only with the approval of the Town Executive and the sick leave bank committee.

17-10. A denial of request for sick leave bank days for an employee shall not be subject to the Grievance Procedure in Chapter 16.

17-11. The sick leave bank shall not exceed two hundred (200) days.

CHAPTER 18

RECRUITMENT AND SELECTION OF EMPLOYEES

18-1. Policy. To assure a high quality of service to the public, selection will be from among the most competent individuals. Selection and appointment to all positions will be based solely upon job-related requirements and the applicant's skills, knowledge, abilities and other characteristics necessary for successful job performance. Permanent employees who are laid off without cause shall be given first consideration for subsequent vacancies in the grade from which they were laid off for a period of 1 year.

- (a) The procedures covered in this chapter shall be considered minimum, and shall not be construed to conflict with special requirements as may be necessary and usual to a particular department insofar as such special requirements exceed these minimum procedures.

18-2. Recruitment Procedures.

18-2-1. Defining the Job

- (a) When a vacancy occurs, the Department Manager will review the functions, duties, responsibilities, and minimum qualifications of the position to ascertain whether the job description is still accurate or the job is to be redefined. Any subsequent changes in the description or special qualification requirements for that position will be reported to the Town Executive in accordance with the procedures provided in Chapter 5. The Town Executive, will determine the minimum qualification requirements necessary for successful performance

of the job. These qualification requirements will be those described in the job description for the appropriate position being filled.

- (b) Initial consideration in the selection process for a position shall be provided from "inhouse" employees, as a method of advancement. When a vacancy occurs, the Department Manager shall make such recommendations for advancement as may be deemed appropriate and shall submit such recommendations in writing including full justification for such recommendations to the Town Executive for examination and documentation and approval of any such selection shall be by the Town Executive. "Inhouse" employee means any permanent full-time or part-time employee within the department where the vacancy exists.

18-3. Advertising the Vacancy. The Town Executive will be responsible for advertising the vacancy:

- (1) The Town Executive will publicize the vacancy in such manner as to assure that all interested and qualified individuals, including current employees, are informed of the position title, duties, responsibilities, and salary range; minimum and special qualifications for the job; the time, place and manner of making application; and any other information which may be useful to applicants.
- (2) The methods of advertising vacancies will vary depending upon the nature and requirements of the position being filled. The following methods are typical of those which may be used for recruitment: posting notices on public bulletin boards, advertising in professional journals and newspapers with local and state-wide circulation. Additionally, recruitment efforts will be directed to all segments of the community, including veterans and disadvantaged and minority individuals.
- (3) To allow sufficient time for candidates to apply for the position, recruitment efforts will be conducted for at least 10 days, unless otherwise provided for in any labor agreement.

18-4. Application for Employment. Deliberate false or misleading statements and deception in attempting to secure employment will be grounds for rejecting an applicant.

18-5. Selection Procedures

18-5-1. Determine Examination Devices. The Town Executive shall determine the validity of the examining device or combination of devices to be used to evaluate the relative fitness of each candidate for the position.

- (1) The devices selected will relate to the duties and responsibilities of the position for which candidates are being examined, and shall fairly appraise and determine the merit, fitness, ability and qualifications of competitors to perform the duties of the position.
- (2) A variety of devices may be employed, including but not limited to: assessment of training, educa-

tion and work experience; written, oral and performance tests; physical exams; and reference checks. Each device utilized will be administered and scored on a standardized basis to insure equity.

18-5-2. The Examination Process. The Town Executive or designee will review the applications of all candidates who have applied for the position to determine whether each candidate meets the minimum requirements established for the position.

18-5-3. Interview and Selection. The Department Manager in conjunction with the Town Executive or designee will interview all qualified applicants who indicate an interest in the position. The Department Manager will document the recommendation for selection or non-selection, and a copy of this documentation shall be filed with the Town Executive. For the purposes of complying with the Town's Equal Employment Opportunity policy, no selection may be announced until approved by the Town Executive.

18-5-4. PHYSICAL EXAMINATIONS

- (a) Before appointment to a position, but as the last step in the hiring process, the Town may condition the employment offer on the result of a medical examination. This examination will be conducted solely to determine whether the applicant is capable of performing the essential functions of the job if the Town makes reasonable accommodation.
- (b) Physical examinations will be given for all positions in the police, fire, harbormaster, highway, park, water, building, and landfill departments, with the exception of clerical, secretarial, dispatching, gate keeping and temporary or seasonal positions.
- (c) Temporary or seasonal positions in above departments may require a physical examination with the approval of the Town Executive.
- (d) All physical examinations will be performed by a physician approved by the Town Executive. The examining physician will advise the Town as to whether the applicant is physically qualified to perform the duties of the position for which application is made. In the event that the physician advises that the applicant cannot perform the duties of the position, the Town must attempt to make reasonable accommodation.

18-5-5. Notification to Applications. All candidates will be informed in writing in a timely manner of their selection or non-selection.

18-5-6. Documenting the Selection Process. A record of the recruiting, examining, and appointing procedures used will be retained after the vacancy is filled. This record will include: the job description; vacancy announcements; a listing of the source and methods of recruitment; the applications of all those who applied or their names and addresses; and the appointing authority's reasons for selection and nonselection of candidates.

CHAPTER 19 PROBATIONARY PERIOD

19-1. Objective. The probationary period is an integral part of the selection procedure allowing the supervisor, department manager and appointing authority to train, observe, and evaluate an employee's work in order to determine fitness for permanent status in the position.

19-2. Duration of Probationary Period. Each person promoted or appointed to a permanent position shall be required to complete successfully a probationary period which shall be of sufficient length to enable the department manager to observe the employee's ability to perform the various principal duties of the position. The probationary period shall begin immediately upon original appointment and continue for 6 months or, upon promotion, shall continue for 6 months from the date of the appointment. Said probationary period may be extended an additional six months on the recommendation of the Department Manager and approved by the Town Executive. Throughout the probationary period the department manager will observe the employee's performance, and any strengths or weaknesses in the employee's performance will be discussed with the employee.

19-3. Probation Expiration. At least one month prior to completion of the employee's probationary period the department manager or designee will notify the Town Executive in writing that:

- (a) The employee's performance is satisfactory and that the individual should be retained as a permanent employee in his position; or
- (b) The employee's probationary period may be extended an additional six months because of extenuating circumstances; or
- (c) The employee's performance or conduct is unsatisfactory, and that his/her removal is proposed as of a specific date prior to the end of the probationary period. The appointing authority or designee will furnish reasons for the recommended dismissal.

19-4. Removal of an Employee

- (a) An employee may be removed during the probationary period if the employee is unwilling or unable to perform required duties or if his/her habits or dependability do not merit continuance in the position. The employee will be notified in writing why he/she is being terminated and the effective date of the action.
- (b) An employee may also be removed at any time if it is determined that information submitted prior to appointment was falsified.

CHAPTER 20 PROMOTION, DEMOTION, TRANSFER AND SEPARATION

20-1. Promotion Policy. Employees are encouraged to develop new skills, expand knowledge of their work, assume greater responsibilities, and make known their qual-

ifications for promotion to more difficult and responsible positions.

- (a) Vacancy announcements shall be distributed and posted in all Town buildings.
- (b) Current employees are encouraged to apply for any vacancy for which they meet the requirements of the position according to the procedures outlined in Chapter 19 for all applicants.
- (c) No supervisor shall deny an employee permission to apply for a vacancy.
- (d) When a Town employee's qualifications are judged to be equal to or higher than outside applicants, the Town employee shall be given preference.
- (e) When a person is promoted to a higher position, whether temporary or permanent, a certificate attesting to that action must be signed by the Department Manager, the Town Executive, and the Director of Municipal Finance/Town Accountant together with acceptance of the promotion by the employee. Such employee shall receive a rate of pay at no less than one full increment above his/her current rate of full pay, but in no event greater than the maximum step, provided funds are available.

20-2. Demotion. An employee may be demoted to a position of a lower grade for which he/she is qualified for any of the following reasons:

- (a) When an employee would otherwise be laid off because his/her position is being abolished.
- (b) When he/she voluntarily requests a lower classification.

20-3. Transfer. A position may be filled by transferring an employee from another position of the same or similar grade having the same maximum pay rate, involving the performance of similar duties, and requiring essentially the same basic qualifications. Interdepartmental transfers must be approved by the appointing authorities so affected.

20-4. Separation.

20-4-1. Retirement is the separation of an employee in accordance with the provisions of the retirement system under which the employee is eligible to receive benefits.

20-4-2. Resignation is the separation of an employee by his/her voluntary act. An employee may resign in good standing from the jurisdiction by submitting in writing the reasons therefor and the effective date to the Department Manager or designee at least 14 calendar days in advance. The Town Executive may permit a shorter period of notice because of extenuating circumstances. The resignation shall be forwarded to the Town Executive with pertinent information concerning the reason for resignation. The Town Executive or designee shall make every effort to conduct an exit interview with each employee who resigns and will verify the employee's reasons for leaving. Copies of the employee's letter of resignation will be placed in the employee's personnel record.

20-4-3. Layoff. In the case of layoff or reduction of personnel for lack of work or by reason of fiscal cutback, the laying off or demotion of employees within each job title shall be determined first by type of appointment in the following order: temporary, probationary and then permanent. Within the type of appointment, the order of layoff shall be determined on a departmental basis by the Town, unless provided for otherwise in any labor agreement. In no case shall such layoff or demotion be construed as a dismissal for unsatisfactory performance. For a period of one (1) year permanent employees who are laid off shall be given first consideration for subsequent vacancies in the grade from which the layoff occurred.

- (1) A layoff re-employment list will be maintained by the Town Executive.

20-4-4. Vacation pay or any other accrued leave remuneration due upon separation shall be determined and approved prior to payment by the Town Executive upon submission of written application by the Department Manager.

CHAPTER 21 PERFORMANCE APPRAISAL

21-1. Purpose. The Town recognizes the need for an operating performance appraisal system to:

- (a) assess fairly and accurately an employee's strengths, weaknesses, and potential for growth;
- (b) encourage and guide the employee's development of his/her special skills and work interests;
- (c) assure the granting of increases and consideration for more complex work based on merit;
- (d) provide a method of improving operational programs through employee input; and
- (e) identify training needs.

21-2. Procedures. Town Executive shall be responsible for the establishment and maintenance of the employee performance appraisal system. Employee appraisal is the continuing daytoday responsibility of the supervisor. The Department Manager or designee will make a written evaluation of each employee's performance in compliance with the guidelines of the performance appraisal system.

21-2-1. Evaluation for Step Increase. Prior to an employee's eligibility for a step increase, the Department Manager or designee will review the employee's overall work performance and certify that the employee is performing either at an acceptable or unacceptable level of competence for his/her position. This certification will serve as the basis for granting or denying the step increase. Certification will be filed with the Town Executive for approval.

21-2-2. Employee Appraisals. The appraisal is the summary of the supervisor's observations of the employee during the past year and a summary of the performance in terms of a variety of job-related factors. The appraisal will also include a plan to develop strengths, identify and improve weak areas, and record the employee's observations of work assignments in the last year. Proper use of

the performance appraisal serves as a means for identifying training needs, helping improve individual performance, recognizing outstanding accomplishments, helping to strengthen employee/supervisor relationships, emphasizing the employee's contribution to the Town's programs, helping to identify strengths and weaknesses in the Town's programs.

21-2-3. Procedure for Evaluation

- (1) The supervisor will make a written evaluation of the employee's job performance considering any changes that have occurred in the job or other factors which might affect job performance and noting strengths and capabilities worthy of special mention and areas where improvement is needed. The employee and supervisor will then meet to conduct the employee/supervisor discussion.
- (2) A second supervisory level within the department, if applicable, or the Town Executive may also review the written evaluation prior to review with the employee and make comments if desired.
- (3) Employee/Supervisor Discussion — The employee and supervisor will begin the discussion with a review of the employee's current job description to review and clarify job requirements and duties assigned, and to note any major changes which have taken place in the employee's job. The supervisor and employee should also discuss the employee's career development plans, special work interests, projects or assignments of interest, and particular training interests or needs. The employee's general observations of the department's programs and especially suggestions for improving assignments, functions, and work procedures would be particularly encouraged. The employee should have the opportunity to discuss any other points and may attach comments to the supervisor's evaluation. The employee will then certify that he/she has reviewed the appraisal and that it has been discussed with him/her.
- (3) A second supervisory level within the department, or the Town Executive will review the written evaluation, sign it, make comments if desired. The employee will have the opportunity to review and comment.
- (4) The evaluation will then be forwarded to the Town Executive to become a part of the employee's personnel record. Supervisors are encouraged to bring significant program observations and career development plans of employees to the attention of the appropriate official.

CHAPTER 22 TRAINING

22-1. POLICY. It shall be the Joint responsibility of the Department Manager or designee and Town Executive to foster and promote employee training programs for the purpose of improving the quality of personal service ren-

dered to citizens and aiding employees to equip themselves for advancement in the service.

22-2. IDENTIFYING TRAINING NEEDS

At the time of the supervisor/employee appraisal discussion, the supervisor and employee should discuss areas where training is needed or desirable for performance in the employee's present job or would be helpful in developing additional skills for growth into other positions in the Town service. The Department Manager should forward a written report of training needs to the Town Executive. Department Managers or their designees should, through contact with the Town Executive and the public community, keep themselves apprised of training programs that may be of help or interest both to themselves and to their employees, and should nominate employees for appropriate training courses.

22-3. EDUCATION REIMBURSEMENT

- (a). Any Job related educational course requested by the Town shall be paid for by the Town directly.
- (b). Financial assistance may be granted employees for outside job related education. This reimbursement will be made at the recommendation of the Department Manager and the Approval of the Town Executive at the satisfactory completion of the course with a C grade or better for undergraduate courses and a B grade or better for graduate courses. Pass/Fail courses will only be considered with a passing grade.

CHAPTER 23 SAFETY

23-1. POLICY. The Town reaffirms its strong commitment and intent to provide a safe and healthful work environment. The Town of Orleans mandates that the personal safety and health of each employee is of primary importance. The Town will strive to provide the safest physical facilities for personal safety in keeping with the highest standards, and will maintain a safety and health program, embodying proper attitudes towards injury and illness prevention.

23-2. GUIDELINES. The Town will be responsible for leadership in the safety and health program and for providing safe facilities and guidelines for ensuring the safety of personnel. Supervisors are encouraged to develop proper attitudes toward safety and health in themselves and in those they supervise to ensure that all operations are performed with the utmost regard for the safety of all personnel involved including themselves. Employees are encouraged to accept safety and health guidelines to prevent injuries in the workplace. Departments are encouraged to establish safety guidelines addressing any safety concerns unique to their work site.

23-3. SAFETY GUIDELINES FOR MUNICIPAL EMPLOYEES

General Rules

- (a) Learn the right way to do your job. Ask questions about things you do not understand.
- (b) Use the correct tools and equipment for the job. If not sure, ask.
- (c) Observe and follow recommended work procedures developed by your supervisor.
- (d) Keep your work area in good order.
- (e) Avoid horseplay and so-called practical jokes. There is nothing funny about an injury.
- (f) Report any unsafe conditions to your supervisor immediately.
- (g) Wear personal protective equipment as required including:

Visibility Vests	Eye Protection
Hard Hat	Face Shields
Safety Shoes	Hearing Protection
Gloves	

23-4. Uniforms and Safety Equipment

Uniforms and safety equipment may be provided as required by the nature of the related work, such as may be found in the Water, Park, Highway, Disposal and other Departments.

23-5. Safety Committee

(a) Composition

The Town Executive will establish a Safety Committee consisting of department managers, directors and such functional employees as may be necessary to provide constructive input and to assure firsthand communication and action.

The Safety Committee shall not exceed seven (7) members and should meet at least quarterly and report its findings and recommendations to the appropriate appointing authority.

(b) Purpose and Function

The purpose of the Safety Committee will be:

- (1) To arouse and maintain the interest of administration, management, supervision and functional workers in accident and injury prevention and keep them informed on safety matters.
- (2) To meet on a regular basis to discuss accident and injury prevention, formulate safety policies for submittal and approval of top level administration.
- (3) To review all accidents and injuries and develop preventive measures.
- (4) To encourage all departments, divisions, and sections to actively participate in safety activities in their own enlightened self-interest.
- (5) To provide a valid, two-way communication system between the committee and administration and the work force.
- (6) To provide an opportunity for free discussion of accident and injury problems for the pur-

pose of devising solutions and preventive measures.

- (7) To disseminate safety information to all departments and divisions along with their individual accident/injury records.
- (8) To receive reports from department or division managers concerning accident/injury investigation and to evaluate such reports for proper corrective action.
- (9) To report the findings, discussions and recommendations of the committee to top level administration for information and action.
- (10) To assist all departments and divisions in developing and implementing a safety training and education system.
- (11) To encourage all departments and divisions to institute a planned system of hazard discovery and control through systematic observations of the work place, job site or function.

CHAPTER 24

DISCIPLINARY ACTION

24-1. Discipline. It is the responsibility of all employees to observe the policies and regulations necessary for the proper operation of the departments in town government.

- (a) Departmental Responsibilities. The manager of each department is responsible for the proper and efficient operation of the department and for enforcing all policies and regulations. Supervisors are authorized to apply, with the approval of the appropriate departmental official, such disciplinary measures as may be necessary.
- (b) Reasons for Disciplinary Action. Disciplinary action may be imposed upon an employee for conduct or actions which interfere with or prevent the Town from effectively and efficiently discharging its responsibilities to the public. The following shall be sufficient cause for disciplinary action:
 - (1) Failure to perform or neglect in the performance of the duties of the position to which the employee is assigned.
 - (2) Disregard for or violations of Town department policies and regulations.
 - (3) Willful misuse, misappropriation, negligence, destruction of Town property or conversion of Town property to personal use or gain.
 - (4) Frequent tardiness or absence from duty without prior approval.
 - (5) Violation of any reasonable or official order, refusal to carry out lawful and reasonable directions given by a proper supervisor, or other acts of insubordination.
 - (6) Use of intoxicating beverages to excess or abuse of narcotics, drugs, or other controlled substances so as to interfere with job performance or the efficiency of Town service
 - (7) Use of alcoholic beverages, narcotics, drugs or other controlled substances while on duty.

- (8) Unsuitable conduct which interferes with effective job performance or has an adverse effect on the efficiency of the Town service.
- (9) Disregard for or violations of Town by-laws or state laws.
- (11) Failure to observe safety practices including use of safety equipment such as eye protection or hearing conservation devices or any other safety equipment deemed necessary by the supervisor or appointing authority or designee.
- (12) Any other conduct or action of such seriousness that disciplinary action is considered warranted.

24-2. Procedures for Disciplinary Action

- (a) Oral Reprimand. Whenever grounds for disciplinary action exist and the Department Manager or designee determines that more severe action is not immediately necessary, the Department Manager or designee should orally communicate to the employee the Department Manager's or designee's observation of the deficiency and offer assistance in correcting the deficiency. Whenever possible, sufficient time for improvement should precede formal disciplinary action. When an oral reprimand is given, the Department Manager or designee must notify the Town Executive or designee to ensure that the employee's personnel file is documented to show date of the reprimand and the charge. The employee will be advised that this reprimand will be documented in his/her personnel folder and will have the opportunity to submit comments for the personnel folder.
- (b) Written Reprimand. A written reprimand shall be addressed to the employee and will include: the charge; the specific behavior and the dates of the behavior (where appropriate) that support the charge; the warning that continuance of this behavior will result in more severe disciplinary action; an offer of assistance in correcting the behavior; any circumstances affecting the severity of the discipline; and advice on right of appeal (see Chapter 16). A signed copy of the reprimand shall be sent to the Town Executive and shall be included in the employee's personnel file, and the employee will have the opportunity to submit comments for the personnel folder.
- (c) Suspension. The Town Executive may suspend an employee, without pay, for up to, but not exceeding, 30 calendar days. On or before the effective date of the suspension, the employee will be furnished with a written statement setting forth reasons for suspension, the effective dates of the suspension, and the date the employee should return to work. The statement will also include: the charge; the specific behavior and the dates of the behavior (where appropriate) that support the

charge; the warning that continuance of this behavior will result in more severe disciplinary action; an offer of assistance in correcting the behavior; any circumstances affecting the severity of the discipline; and advice on right to appeal (see Chapter 16).

- (d) Dismissal. The Town Executive may terminate an employee after due consultation with the departmental official recommending the dismissal. The employee must be given a written notice signed by the appointing authority specifying the effective date of the termination, the charge, the specific behavior and the dates (where appropriate) that support the charge, any circumstances affecting the severity of the discipline, and advice on right of appeal (see Chapter 16).
- (e) Disciplinary action is generally a progressive procedure; however, suspension or dismissal may be the initial step taken in a disciplinary action depending upon the severity of the grounds for disciplinary action.

24-3. Privacy and Information. In all instances, both the employee's right to privacy and the right of the public to have access to public information shall be preserved, by observance of the appropriate statutes and laws governing both.

CHAPTER 25 RECORDS

25-1. Compensation Records. The Director of Municipal Finance/Town Accountant shall maintain adequate financial records for each employee. This record shall include: position classification, annual salary, date of last increment, salary deductions, Workers' Compensation or injury claims or payments, including accumulated sick leave, vacation and other leave and any other financial records that may be necessary. Said records to be kept in the department's custody but are to be available to the Town Executive and the Board upon request.

25-2. Personnel Records. The Town Executive shall be responsible for the maintenance of personnel records, including the original application for employment, the results of all tests and examinations taken to demonstrate qualifications the employment history, current employment status, commendations, record of disciplinary actions, training records, and other records pertinent to the employee's service.

25-3. Retention of Records. Such records shall be maintained on a current basis for each employee. Records of former employees shall be maintained for at least 3 years following separation from the service. Records of disciplinary actions shall become a part of the employees records.

25-4. Employee's Right to See Records. Any employee may arrange to see his/her personnel and financial records upon written request to the Town Executive and at reasonable intervals.

25-5. Documentation of Personnel Actions. All personnel actions will be documented to ensure accurate maintenance.

nance of personnel records relative to leave, employment, and personal status changes. Responsibility for documentation is as follows:

(a) Status Changes

- (1) Requests for personnel actions such as changes in classification (i.e., reallocation of a position, abolishment or position or class, revision of a grade, or creation of new position, step increases, appointment, completion of probationary period, dismissal, suspension, or transfer (temporary or permanent) should be initiated by the department manager or other authorized official, generally at least two weeks prior to the effective date of such action, and forwarded to the Town Executive. Signatures of the department manager, Director of Municipal Finance/Town Accountant, and the Town Executive must be obtained on the Personnel Action Form and must appear on any personnel action, prior to becoming effective.
 - (2) Notices of personnel action such as resignations or changes in address, name, telephone number, marital status, dependents, etc., should be initiated by the employee and submitted to the Department Manager 14 days prior to the effective date of such action or as soon as possible. Department Manager will forward the notice to the Town Executive. Department Manager should advise employees to report such changes, as well as adjustments in education and skills, whenever such changes occur to assure proper maintenance of records and personnel files.
 - (3) The Town Executive will document all personnel actions effected in the employee's personnel record.
- (b) Leave — Notices of use of leave or requests for leave should be initiated by the employee and submitted to the Department Manager or designee and approved by the Town Executive prior to the commencement of leave.

CHAPTER 26

EFFECT OF PARTIAL INVALIDITY

26-1. The invalidity of any section of these By-laws shall not invalidate any other section or provision thereof.

MOTION: To accept and adopt as printed in the warrant.

ACTION: Carries unanimously

ARTICLE 11. COMPENSATION PLAN "A" FUNDING

To see if the Town will vote to amend the Personnel By-law Section 7, Classification and Compensation Plan A as follows:

CLASSIFICATION PLAN "A"

A-1 Detention Attendant

- A-2 Assistant Registrar
Clerk and Typist
Library Assistant
- A-3 Data Processing Assistant
Senior Clerk
- A-4 Administrative Aide (Library)
Assistant Town Clerk
Board Secretary
Dispatcher
Principal Clerk
Registrar ***
Senior Account Clerk
Senior Outreach Worker (COA) *
- A-5 Clerk/Dispatcher Fire
Principal Account Clerk
Secretary (Selectmen)
Staff Librarian
- A-6 Assistant to Park Superintendent
Business Manager
Town Executive's Secretary
- A-7 Assistant Building Inspector/Code
Enforcement Officer
Assistant Harbormaster/Deputy
Shellfish Constable
Executive Director Council on Aging **
Office Manager
Recreation Director
Tree Warden
- A-8 Assistant Assessor
Assistant Director - Snow Library *
Assistant Health Agent
Assistant Town Accountant
Assistant Town Treasurer/Collector
- A-9 Town Clerk
- A-10 Conservation Administrator/Marine Biologist **
Disposal Manager
Licensing/Contract Administrator *
Personnel General Administrator *
- A-11 Building Inspector
Library Director
Harbormaster/Shellfish Constable **
Highway Manager
- A-12 Administrative Assistant
Parks Superintendent
Principal Assessor/Appraiser
Health Agent
Town Planner
Treasurer/Collector
- A-13 Town Accountant
Water Superintendent
- A-14 Director of Municipal Finance/Town
Accountant

* New Position

** Change in Compensation Grade

Grade	COMPENSATION PLAN "A"					
	Min	Step 2	Step 3	Step 4	Step 5	Max
A-1	17,327	18,020	18,741	19,491	20,270	21,081

A-2	18,193	18,921	19,678	20,465	21,284	22,135
A-3	19,103	19,867	20,662	21,488	22,348	23,242
A-4	20,297	21,109	21,953	22,831	23,745	24,694
A-5	21,567	22,429	23,326	24,259	25,230	26,239
A-6	22,913	23,830	24,783	25,774	26,805	27,878
A-7	24,633	25,618	26,643	27,708	28,817	29,969
A-8	26,479	27,538	28,639	29,785	30,976	32,215
A-9	28,464	29,603	30,787	32,018	33,299	34,631
A-10	30,955	32,193	33,481	34,820	36,213	37,662
A-11	33,664	35,010	36,411	37,867	39,382	40,957
A-12	36,610	38,075	39,598	41,181	42,829	44,542
A-13	40,271	41,882	43,557	45,300	47,112	48,996
A-14	44,298	46,070	47,913	49,830	51,823	53,896

D-11 10.87 11.53 12.11

- * Additional \$.30 per hour for EMT Training
- ** Additional \$.15 per hour for Head Gate Officer
- *** Additional \$.50 per hour for 4 to midnight shift
- **** Additional \$.50 per hour for midnight to 8 am shift or to take any other action relative thereto.

MOTION: To accept and adopt that the Personnel By-law be amended as printed in the warrant with the following change:

Delete the words "Section 7" and inserting in place thereof "Chapter 8".

ACTION: Carries unanimously

*** Additional \$.15 per hour for Chairman

and to raise and appropriate and/or transfer from available funds the sum of Seventeen Thousand and 00/100 (\$17,000.00) Dollars to fund the amended Compensation Plan "A", or to take any other action relative thereto.

MOTION: To accept and adopt that the Personnel By-law be so amended as printed in the warrant with the following change:

Deleting the words "Section 7" and inserting in place thereof "Chapter 8" and that the sum of Fourteen Thousand Seven Hundred Thirty Two and 00/100 (\$14,732.00) Dollars be raised and appropriated for this purpose.

ACTION: Carries unanimously

ARTICLE 12. COMPENSATION PLAN "D"

To see if the Town will vote to amend the Personnel By-law Section 7, Classification and Compensation Plan "D" as follows:

CLASSIFICATION PLAN "D"

- D-1 Library Page
- D-2 Public Information Aide
Library Assistant Aide
- D-3
- D-4 Public Information Supervisor
- D-5
- D-6 Park Patrol
- D-7 Gate Officer ** *** ****
Labor Apprentice
- D-8 Lifeguard *
Patrol Boat Operator
- D-9 Assistant Head Lifeguard *
Beach Traffic Director
- D-10 Head Lifeguard *
- D-11 Beach Director

COMPENSATION PLAN "D"

GRADE	MINIMUM	STEP 2	MAXIMUM
D-1	4.50		
D-2	6.03	6.38	6.73
D-3	6.45	6.76	7.08
D-4	6.56	6.95	7.27
D-5	6.73	7.06	7.41
D-6	6.88	7.58	8.24
D-7	7.58	8.24	8.89
D-8	8.24	8.89	9.55
D-9	9.56	10.21	10.88
D-10	10.21	10.88	11.53

ARTICLE 13. COMPENSATION PLAN "E"

To see if the Town will vote to amend the Personnel By-law Section 7, Classification and Compensation Plan "E" as follows:

**COMPENSATION PLAN "E"
FOR SEASONAL RECREATION WORKERS**

	MINIMUM	STEP 2	MAXIMUM
E1 Junior Leader	5.33	5.54	5.76
E2 Playground Instructor	7.20	7.48	7.79
E3 Activity Director	8.26	8.59	8.93
E4 Swimming Instructor	9.59	10.01	10.37
E5 Playground Director	9.86	10.26	10.66
E6 Tennis Instructor	10.66	11.08	11.53
E7 Ass't Swimming Director	11.20	11.64	12.11
E8 Director of Swimming	13.05	13.58	14.12

or to take any other action relative thereto.

MOTION: To accept and adopt and that the Personnel By-law be amended as printed in the warrant with the following change:

Delete the words "Section 7" and inserting in place thereof "Chapter 8" and by adding the words "Classification And" to the title to read "Classification and Compensation Plan "E" For Seasonal Recreational Workers".

ACTION: Carries unanimously

ARTICLE 14. PENSION RESERVE FUND TRANSFER

To see if the Town will vote to transfer Twenty Thousand and 00/100 (\$20,000.00) Dollars from the Reserve Fund Retirement Account to fund a part of the FY93 assessment for Barnstable County Retirement, or to take any other action relative thereto.

MOTION: To accept and adopt this article as printed in the warrant

ACTION: Carries unanimously

ARTICLE 15. FUND HUMAN SERVICE AGENCIES

To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money to fund the following human service organizations:

Access House	500.00
Cape Child Development Program, Inc. (Head Start)	2,000.00
Cape Cod Council on Alcoholism, Inc.	4,000.00
Independence House Cape Cod Resource Center for Battered Women and their Children	2,603.00
Center for Individual and Family Service of Cape Cod	7,803.00
Lower Cape Human Services, Inc.	13,380.00
Nauset Workshop	4,750.00
Cape Cod Self Reliance Corp.	1,000.00
Sight Loss Services, Inc.	600.00
Consumer Assistance Council	1,000.00
Lower Cape Outreach Program	1,900.00
Legal Services for Cape Cod and Islands	2,500.00
TOTAL	42,036.00

Said funds to be expended under the direction of the Board of Selectmen.

MOTION: To accept and adopt as printed in the warrant and the sum of Forty Two Thousand Thirty Six and 00/100 (\$42,036.00) Dollars be raised and appropriated.

ACTION: Carries unanimously

ARTICLE 16. ARTISTHEATRE FUNDING BY PETITION

To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of One Thousand and 00/100 (\$1,000.00) Dollars to help defray expenses of The Orleans Center for Excellence in Arts Now/Artistheatre, a Cape-based, human service organization that services developmentally delayed adults and teenagers of Orleans, said fund to be expended under the direction of the Board of Selectmen, or to take any other action relative thereto.

MOTION: To accept and adopt and that the sum of One Thousand and 00/100 (\$1,000) Dollars be raised and appropriated for this purpose.

ACTION: Carries by the majority

ARTICLE 17. AMEND ZONING BY-LAW — ARCHITECTURAL REVIEW PROCEDURE

To see if the town will vote to amend Section 164.33.1 by deleting the existing paragraph 164.33.1 D.1., Preliminary Review, and replacing it with the following language:

D.1) Preliminary Review. The Architectural Review Committee shall provide Preliminary Review of proposed buildings or alterations at their regular meetings on a walk-in basis subject to available time, but in no case later than twenty-one days of their receipt of an application. A brief description of the proposed construction or improvements shall be included on applications for Pre-

liminary Review, which shall be available in the Building Department or from the Committee at their meetings.

MOTION: To be referred back to the Planning Board for further study.

ACTION: Carries unanimously

ARTICLE 18. AMEND ZONING BY-LAW PANHANDLE LOT

To see if the town will vote to amend the Orleans Zoning By-law by amending Section 164-22 A. 5, Panhandle Lots, by deleting the existing language and replacing it with the following:

Section 164-22 A. 5. Panhandle Lots. The Planning Board may waive the lot frontage requirements for up to two (2) lots on a subdivision plan of land located in the Residence District R. Each lot shall be served by a separate access area, although the Planning Board may require the use of common driveways. These access areas must be approved by the Planning Board and clearly shown on the plan. The access area shall not be used in determining minimum lot area. Any panhandle lot shall be limited to one single-family dwelling. Each such lot must meet the following requirements:

1. The lot shall be capable of containing a circle with diameter equal to the frontage normally required in that district.
2. Panhandle frontage shall be at least thirty feet.
3. The width of the lot, at any point between the street line and the proposed building setback line, shall be no less than twenty (20) feet.

or to take any other action relative thereto.

MOTION: To accept and adopt as printed in the warrant Auction Carries unanimously

ARTICLE 19. DOG TAX TO LIBRARY

To see if the Town will vote to transfer from available funds the sum of One Thousand Four Hundred Sixty Eight and 00/100 (\$1,468.00) Dollars received from the dog tax of the previous year to be used by the Trustees of the Snow Library for the purchase of books and/or any lawful expenses of the Library, or to take any other action relative thereto

MOTION: To accept and adopt as printed in the warrant

ACTION: Carries unanimously

ARTICLE 20. GRACE ANSLOW FUND TRANSFER

To see if the Town will vote to authorize the Treasurer to transfer and appropriate the sum of Six Thousand Two Hundred Forty Two and 00/100 (\$6,242.00) Dollars received by the Town pursuant to the Will of Grace E. Anslow in conformity with the provisions of said Will to the Snow Library, Orleans Rescue Squad, and Council on

Aging of the Town of Orleans as the trustee under said Will shall determine, or to take any other action relative thereto.

MOTION: To accept and adopt as printed in the warrant

ACTION: Carries unanimously

ARTICLE 21. AMEND GENERAL BY-LAW RESTRICTION OF DISCHARGING FIRE ARMS AT WATERSHED AREA

To see if the Town will vote to amend the Orleans General By-law by amending Section 158 dealing with WATER to read as follows:

ARTICLE IV WATER SUPPLY and WATERSHED DISTRICT PROTECTION

Section 158-23 Authority

This By-law is adopted by the Town of Orleans under the Home Rule Amendment and its police powers to protect public health and welfare and the specific authorization under Mass General Law Chapter 40, section 21.

Section 158-23 Purpose

The purpose of this By-law is to protect, preserve and maintain the public health, safety and welfare of the inhabitants of the Town and quality of around water of the Town.

Section 158-25 Regulation

No person shall fire or discharge any firearms or explosives of any kind for target practice purposes within the limits of the Town of Orleans watershed without the permission of the Board of Water Commissioners.

Section 158-26 Violations and penalties.

Any person who violates this By-law, shall be liable to the Town or Orleans in the amount of \$50.00 for the first violation and \$100.00 for each subsequent violation.

This By-law may be enforced pursuant to the noncriminal disposition procedures provided for in Mass General Laws Chapter 40 Section 21 D.

Section 158-27 Severability

The invalidity of any portion or provisions of this By-law shall not invalidate any other portion, provision or section hereof.

MOTION: To accept and adopt that the General By-law be amended as printed in the warrant with the following change:

Delete "Section 158-23 Purpose" and inserting in place thereof "Section 158-24 Purpose".

ACTION: Carries unanimously

ARTICLE 22. HOLDING STATE HARMLESS FOR WORK

To see if the Town will vote to assume liability in the manner provided by Section 29 of Chapter 91 of the General Laws, as most recently amended by Chapter 5, of the Acts of 1955, for all damages that may be incurred by

work to be performed by the Department of Public Works of Massachusetts for the improvement, development, maintenance and protection of tidal and non-tidal rivers and streams, harbors, tide-waters, foreshores and shores along a public beach, in accordance with Section 11 of Chapter 91 of the General Laws and authorize the Selectmen to execute and deliver a bond of indemnity therefor to the Commonwealth, or to take any other action relative thereto.

MOTION: To accept and adopt as printed in the warrant

ACTION: Carries unanimously

ARTICLE 23. ACCEPT EQUAL EDUCATIONAL OPPORTUNITY GRANT NAUSET REGIONAL SCHOOL

To see if the Town will vote to accept an Equal Educational Opportunity Grant to the Nauset Regional School Committee for fiscal year 1993 for a sum of money under the provisions of Section 5 of Chapter 70A of the General Laws, as inserted by Section 12 of Chapter 188 of the Acts of 1985, or to take any other action relative thereto.

MOTION: To accept and adopt as printed in the warrant

ACTION: Carries unanimously

ARTICLE 24. MODULAR CLASSROOMS MOVING — NAUSET REGIONAL SCHOOLS

To see if the Town will vote to raise and appropriate Twenty One Thousand Dollars (\$21,000.00) Dollars to relocate modular classrooms from the Nauset Regional Middle School and make them operational at the Nauset Regional High School and to convert an existing classroom at the High School into a science laboratory, or to take any other action relative thereto.

MOTION: To accept and adopt and the sum of Twenty One Thousand and One Hundred Dollars (\$21,100.00) Dollars be raised and appropriated for this purpose.

ACTION Carries unanimously

ARTICLE 25. AMEND GENERAL BY-LAW SWIMMING POOL FENCING

To see if the town will vote to amend the General By-law of the Town by adding a New Chapter to the Code of the Town of Orleans as follows:

CHAPTER 147 SWIMMING POOLS FENCING SECTION 147-1

Every residential, outdoor swimming pool shall be totally enclosed by a fence or solid structure four (4) feet in height, firmly secured at ground level, with no opening, holes or spaces larger than four (4) inches in any direction. Such fence or structure, including gates therein, shall not be less than four (4) feet above finished grade and any gate shall be made self-closing and be equipped

with a self-closing safety latch placed at a minimum height of four (4) feet from ground level on the inside of the gate or otherwise made inaccessible from the outside of the gate. For the purpose of this paragraph, an exterior door of a dwelling house can be used in lieu of a gate when such dwelling house is used to satisfy, in whole or in part, the enclosure requirements of this By-law. Each swimming pool fence enclosure, as defined above, shall be placed at a distance no greater than twenty (20) feet from the apron of the Pool.

For the purpose of this By-law, a residential swimming pool shall be defined as "a swimming or wading pool more than twenty-four inches deep which is maintained by an individual for his own or family's use or for the use of personal guests of his household" and any other swimming pool not included within the definition of a public or semi-public pool under the provisions of 105 CMR 435.000 in effect as of December 31, 1986.

The provisions of this section shall not apply to fences constructed prior to the effective date of this By-law, provided that such fences were constructed in conformity with the provisions in effect at the time of construction. If no regulations existed at the time of the construction of an existing pool, such pool enclosure shall be brought into compliance with the existing provisions of this By-law.

The provisions of this By-law shall be enforced by the Building Inspector. The Board of Health is empowered to grant a variance from the provisions of this By-law after a public hearing, and a determination by said Board that enforcement would result in manifest injustice and that the public health and safety can be protected without strict adherence to the provisions of this By-law.

MOTION: To accept and adopt that the General By-law be amended as printed in the warrant with the following change:

In the last paragraph line four by deleting the words "enforcement would result in manifest injustice and" so that the last paragraph will read

"The provisions of this By-law shall be enforced by the Building Inspector. The Board of Health is empowered to grant a variance from the provisions of this By-law after a public hearing, and a determination by said Board that the public health and safety can be protected without strict adherence to the provisions of this By-law."

ACTION: Carries unanimously

ARTICLE 26. ACCEPT GIFTS FROM THE FRIENDS OF THE COUNCIL ON AGING

To see if the Town will vote to accept as a gift from the Friends of the Council on Aging various pieces of kitchen equipment and appliances, office machinery, tables and chairs and a storage shed which have been donated over the past several years, or to take any other action relative thereto.

MOTION: To accept and adopt as printed in the warrant

ACTION: Carries unanimously

ARTICLE 27. AMEND BY-LAW — WETLAND PROTECTION

AMENDMENTS TO ORLEANS WETLAND PROTECTION BY-LAW CHAPTER 160

To see if the Town would vote to amend Chapter 160 of the Orleans Code, the Wetlands Protection By-law, as follows:

160-2 JURISDICTION

By deleting the word "or" between "waters;" and "upon" and by adding the following phrase after the phrase "tidal action" at the end of the first sentence:

"or upon or within any vernal pool habitat."

160-3 WETLANDS REPLICATION AND BUFFER STRIP

By striking out said section and inserting a new Section 160-3 to read as follows:

160-3 WETLANDS REPLICATION AND BUFFER STRIP

"In order to promote the wetlands values and interests listed in Section 160-1;

- A. No removal, filling, dredging, or altering of a resource area shall be permitted as a result of and in exchange for the creation in mitigation, of a substitute or artificial resource area.
- B. Except where existing conditions preclude such a distance, the BUFFER STRIP, as defined in Section 160-4, shall be a minimum of 25 feet in width.

160-4 DEFINITIONS

By striking out the existing definition of AESTHETICS and adding a new definition as follows:

AESTHETICS:

The natural scenery and appearance of any resource area, or the buffer zone within 100 feet of any resource area, visually accessible to the public.

And by adding the following new definitions:

BUFFER STRIP

A natural, endogenously vegetated area adjoining the resource areas subject to protection under this Chapter. The purposes of BUFFER STRIPS includes but are not limited to provisions of wildlife habitat, improvement of water recharge, and reduction of pollution and erosion.

HARDSHIP

Hardship, financial or otherwise, must result from the physical features of the land which is the subject of an application, which features prevent compliance with the provisions of this Chapter or the regulations promulgated hereunder. Hardship shall in no case be a condition unique to the applicant.

INLAND BANK

A portion of land surface which normally abuts and confines a water body. It occurs between a water body and vegetated bordering wetland and adjacent flood plain, or in the absence of these, it occurs between a water body and an upland. The upper boundary of an inland bank is the first observable break in the slope or the mean annual flood level whichever is higher. The lower boundary of a bank is the mean annual low flow level.

RESOURCE AREA

Any coastal bank, beach, dune flat, coastal wetland, marsh, estuary, or ocean, or any inland bank, freshwater wetland, vernal pool habitat, wet meadow, marsh, bog, swamp, lake, pond, creek, river, or stream, and land subject to flooding or inundation by groundwater, surface water or tidal action.

VERNAL POOL HABITAT

Vernal Pool Habitat means the confined basin depressions which, at least in most years, hold water for a minimum of 2 continuous months during the spring and/or summer, and which are free of adult fish populations, as well as the area within 100 feet of the mean annual boundaries of such depressions, whether or not certified by the Massachusetts Division of Fisheries and Wildlife. These areas are essential breeding habitat, and provide extremely important wildlife habitat functions during non-breeding season as well for a variety of amphibian species such as wood frog (*Rana sylvatica*) and the spotted salamander (*Ambystoma maculatum*), and are important habitat for other wildlife species.

160-7 NOTICE AND HEARING

By adding a new paragraph (g) to read as follows:

"In those cases where the complexity of the activity or the difficulty in determining the impact to the resource area(s) involved, requires more information and analysis than can reasonably be supplied by the Commission and its staff without outside technical assistance, the Commission is hereby authorized to require of an applicant the payment of a consultant advisory fee. This fee shall be used to hire an independent expert consultant to investigate the site of the proposed project and to examine the plans or other information submitted by the applicant and to provide further information to the Commission relative to the project if it so requires. The Commission, with such input from the applicant, as it deems necessary, shall establish a scope of work for the review and obtain a fee proposal from one or more consultants before setting the fee. No fee shall exceed \$2,000. Any portion of a fee which is unused shall be refunded to the applicant.

or to take any other action relative thereto.

MOTION: To accept and adopt that the General By-law be amended as printed in the warrant with the following changes;

Under Section 160-4 Definitions as follows:

1. **BUFFER STRIP** by striking the word "endogenously" and inserting in place thereof the word

"indigenously" and by deleting the "s" from the word "includes".

2. **INLAND BANK** - delete this definition in its entirety.
3. **RESOURCE AREA** by inserting a coma after the word dune".

ACTION: Standing vote FOR 130, AGAINST 158, motion fails by a majority

ARTICLE 28. COUNTY HAZARDOUS WASTE COLLECTION — NONBINDING

To see if the Town will vote to support the County Commissioners in their efforts to site, construct and operate a Barnstable County Household Hazardous Waste Collection Facility and develop a mobile Collection Program. The program will employ a mobile collection vehicle and a permanent facility to collect, combine, recycle and dispose of household hazardous waste from the towns participating in the program with the expectation that the costs of the program will be born by some combination of county funds, state grants as available, user fees from participating towns, and solicited donations, or any action relative thereto.

MOTION: To accept and adopt as printed in the warrant

ACTION: Carries unanimously

ARTICLE 29. COUNTY MATERIALS RECOVERY FACILITY — NON-BINDING

To see if the Town will vote to support the County Commissioners in their efforts to design, construct and operate a Barnstable County Materials Recovery Facility to process and market recyclable materials from the fifteen towns within Barnstable County, with the understanding that the cost of design, engineering and legal services will be borne by some combination of county and state funds as available, and that costs of construction and operation will be paid for by material revenues and user fees from participating towns and private haulers, or take any action relative thereto.

MOTION: To accept and adopt as printed in the warrant

ACTION: Carries unanimously

ARTICLE 30. ADOPT AMENDMENT TO MGL CHAPTER 59, SECTION 5. CLAUSE 41A

To see if the Town will vote pursuant to the provisions of Massachusetts General Law Chapter 59, Section 5, Clause 41A, to increase the maximum amount of gross receipts a taxpayer may have to qualify for a property tax deferral from \$20,000 per year to \$30,000 per year, or to take any other action relative thereto.

MOTION: To accept and adopt as printed in the warrant

ACTION: Carries unanimously

ARTICLE 31. NAUSET BEACH CONCESSION LEASE

To see if the Town will vote to authorize the Board of Selectmen to lease on such terms as they deem appropriate the Nauset Beach Concession stand, or to take any other action relative thereto.

MOTION: To accept and adopt as printed in the warrant and that the Board of Selectmen be authorized to lease the Nauset Beach Concession stand for a period not exceeding five (5) years on such additional terms and conditions as they deem appropriate

ACTION: Carries unanimously

ARTICLE 32. AMEND GENERAL BY-LAW WATERWAYS

To see if the Town will vote to amend the General By-laws of the Town by adopting a new section entitled 159 Waterways By-law to read as follows:

SECTION 159 — WATERWAYS BY-LAW

TABLE OF CONTENTS

- 159-1. AUTHORITY, PURPOSE AND APPLICABILITY
- 159-2. DEFINITIONS
- 159-3. VESSEL IDENTIFICATION
- 159-4. ABANDONMENT AND REMOVAL VESSELS
- 159-5. BOATING COLLISIONS; REPORTING
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- 159-7. OPERATION
 - A. Speed Limit and No Wake Areas
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 - C. Sailboards
 - D. Aids to Navigation
 - E. Divers: Operating Near Divers
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 - G. Overloading
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- 159-8. SAFETY CERTIFICATE FOR MINORS
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- 159-12. JURISDICTION
- 159-13. SEVERABILITY

159-1. AUTHORITY, PURPOSE AND APPLICABILITY

The Orleans Waterways By-law is written under the authority of Massachusetts General Laws Chapter 90B, Section 15.

The By-law is intended to promote the protection of public safety and welfare by encouraging voluntary compliance, and by deterring noncompliance through penalties and fines. The By-law is a compilation of Massachusetts General Laws, CMR's, Harbormasters Regulations, the former Orleans Waterways Regulations and various existing Orleans General By-laws.

This By-law shall apply to all persons, vessels or objects on or using the waterways of the Town of Orleans.

159-2. DEFINITIONS

"Boating Accident", an occurrence in which a waterborne vessel subject to this By-law is involved, whether or not there has been an actual collision, and which results in damage by or to such vessel or its equipment, or by or to an object or person being towed, pushed or propelled by such vessel, or in which there is an injury to any person, loss of life, or disappearance of any person under circumstances which indicate the possibility of death or injury or disappearance of a vessel other than by theft.

"Certificate of Number", a document issued by the director of the Massachusetts Division of Law Enforcement, upon application therefore, stating the name and address of the owner of, and the number awarded to a vessel.

"Great Pond", a natural pond the area of which is twenty acres or more.

"Headway Speed", the slowest speed at which a personal watercraft may be operated and maintain steerage way. To be considered operating at headway speed under this By-law the operator shall be either kneeling or sitting.

"Personal Watercraft", a small vessel which uses an in-board motor powering a water jet pump as its primary source of power and which is designed to be operated by persons sitting, standing or kneeling on the vessel. The term includes but is not limited to a jet ski, wet bike or surf jet, so-called.

"Water skiing", for the purpose of this by-law, shall include towing or manipulating a surfboard, innertube or other similar device behind any motor vessel.

159-3. VESSEL IDENTIFICATION

No motorboat shall be operated within the waters of the Town of Orleans unless said boat is numbered in accordance with Chapter 90B, Section 2, of the Massachusetts General Laws and said valid Certificate of Number shall be carried in the vessel at all times.

159-4. ABANDONMENT AND REMOVAL OF VESSELS

Any vessel, mooring or object constituting a hazard to navigation and any vessel or object improperly secured, swamped, sunk, washed ashore or found in an abandoned condition may be removed or relocated by the Harbormaster or his agent. Any expense or liability incurred therefore shall be the responsibility of the boat owner. The last owner of record of a vessel at the time it was abandoned shall be presumed to be the person who abandoned the boat.

159-5. BOATING COLLISIONS; REPORTING

- A. The operator of any boat involved in a collision, accident or other casualty shall, so far as he is able without serious danger to his own or other vessels or to any persons, render to other persons affected by the boating accident such assistance as may be practicable and as may be necessary in order to save them from any danger caused by the boating accident.

- B. The operator of any boat involved in a boating accident shall notify the Harbormaster within twenty-four hours of said accident, in addition to notifying all other appropriate state and federal officials.

159-6. EQUIPMENT

In addition to any other state or federal requirements, the following equipment shall be carried on all boats at all times, when within the waters of the Town of Orleans:

- A. U.S. Coast Guard Approved Personal Floatation Devices as prescribed by M.G.L. Chapter 90B, Section 5.
- B. A valid Certificate of Number, if required by M.G.L. Chapter 90B, Section 2.
- C. From sunset to sunrise, lights that comply with M.G.L. Chapter 90B, Section 5.
- D. Anchor and Line adequate to hold the vessel.
- E. Bailer.
- F. Paddle.
- G. Whistle (Boats sixteen feet or over).
- H. Horn (Boats twenty-six feet or over).
- I. Fire Extinguishers as required by M.G.L. Chapter 90B, Section 5.

159-7. OPERATION

- A. Speed Limit and No Wake Areas
 - 1) Vessels shall not exceed five (5) miles per hour and shall make no wake in all areas listed below:
 - (a) The entrance to Rock Harbor, including the entire inner basin.
 - (b) Meetinghouse Pond and Meetinghouse River to a point marked by a no wake buoy at the mouth of the river.
 - (c) Lonnie's River, including the entire pond.
 - (d) Arey's Pond and Arey's River to a point marked by a no wake buoy at the mouth of the river.
 - (e) Paw Wah River, including the entire pond.
 - (f) The buoyed entrance into Quanset Pond, including the entire pond.
 - (g) The Snow Shore/Tonset mooring area as marked by no wake buoys.
 - (h) The entrance into Pochet Inlet to a point marked by a no wake buoy inside the Payson mooring area.
 - (i) The mooring area at the head of the cove known as the "yacht club area".
 - (j) The mooring area at Goose Hummock Shop.
 - (k) The entire area of Mill Pond.
 - (l) The mooring area at Route 28 in South Orleans.
 - (m) The Narrows, from a point marked by a no wake buoy at the North end to a point marked by a no wake buoy at the South end.

- 2) In other areas, vessels shall make no wake within one hundred fifty (150) feet of: bathers, divers, piers, docks, floats, small vessels propelled by means other than machinery, vessels not underway or the shore.
 - 3) No one shall operate or permit to be operated any internal combustion engine on Pilgrim Lake in the Town of Orleans, except for the express purposes of aiding and rescue or other emergency situations.
 - 4) No person shall operate a motorboat of more than ten horsepower upon any great pond within the Town of Orleans, i.e., Crystal Lake and Baker's Pond.
- B. Waterskiing
- 1) Waterskiing is prohibited in all areas listed in Section 7) A.1) of this By-law.
 - 2) Waterskiing is prohibited in all great ponds within the town; i.e., Crystal Lake and Baker's Pond.
 - 3) Waterskiing is prohibited between sunset and sunrise.
 - 4) No person shall operate any motorboat on the waters of the town towing a person or persons on water skis, a surfboard, a tube or other similar device, unless there is in such motorboat a person who has attained age twelve in addition to the operator in a position to observe the person or persons being towed, and unless such vessel is equipped with a ladder, steps or similar means by which any person being towed can be taken from the water.
- C. Sailboards
- The use of sailboards is prohibited in all marked channels and in restricted swimming areas. If to gain access to another area, a sail boarder is to cross a marked channel, he shall do so as nearly as practicable at right angles to the flow in the marked channel.
- D. Aids to Navigation
- No authorized aid to navigation in the harbors and waterways of the town shall be used as a starting, finishing or turning mark for any formal or informal race, regatta or other competition.
- E. Divers; Operating Near Divers
- 1) Display of Diver's Flag Required

Every scuba diver or group of scuba divers while swimming on or under the waters of the town shall display for each diver or group of divers as a warning device to boat operators, a diver's flag, so called, constructed of rigidly supported material at least twelve inches by fifteen inches in area of red background with a white diagonal stripe. Such diver's flag shall be displayed on a boat or surface float and shall extend a minimum distance of three feet from the surface of the water. Divers shall remain in an area within one

hundred feet of such displayed diver's flag while at or near the surface of the water.

2) Vessels Operating Near Diver's

A boat operator within sight of a diver's flag shall proceed with caution and within a radius of one hundred feet of such flag shall proceed at a speed not to exceed three miles per hour .

F. Pollution

The discharge or disposal of petroleum products, holding tank contents, garbage, waste, rubbish or debris on the waters, shores or beaches is prohibited. The discharge of dead fish, shellfish or fish frames is prohibited in all areas listed in Section 7.A.1

G. Overloading

No vessel may be operated in an overloaded condition. Overloaded condition means that the number of persons on board and/or the cargo being carried exceeds the manufacturers recommended limit for such vessel or is excessive given wind, water and weather conditions.

H. Canoeing/Kayaking

Any person aboard a canoe or kayak between September 15 and May 15 shall wear at all times a Coast Guard approved personal flotation device, types 1, 2, or 3.

I. Negligent Operation

Vessel operators are responsible for their wake at all times and shall not operate in a reckless or negligent manner so as to endanger the life, safety or property of any person. Further, no person shall operate any vessel in a manner that violates Chapter 90B of the Massachusetts General Laws or any reclusion thereunder.

159-8. SAFETY CERTIFICATE FOR MINORS

Carried on every motorboat being operated by a person under the age of sixteen (16) years old, there shall be a safety certificate issued in the name of such operator unless; the motorboat is propelled by machinery of twenty-five (25) horsepower or less, the motorboat is generally engaged in commercial fishing or, the operator of the motorboat is accompanied in such motorboat and supervised by a person who is eighteen (18) years or older.

159-9. PERSONAL WATERCRAFT

No person shall operate a personal water craft on the waters of the town:

- A. unless the operator is sixteen years of age or older.
- B. unless wearing a Coast Guard approved Personal Floatation device.
- C. between the hours of sunset and sunrise.
- D. towing a waterskier or a person in any other manner.
- E. in any manner other than a safe and prudent manner, having due regard for other water borne

traffic, posted wake, and speed restrictions and all other attendant circumstances, so as not to endanger the life, limb or property of any person.

- F. within one hundred and fifty feet of shore except at headway speed.
- G. within one hundred and fifty feet of a swimmer in the water.
- H. on waters of the town less than seventy-five acres.

159-10. MOORING/DOCKING

- A. No person shall keep and/or moor any vessel greater than nine feet overall length, on or on the waters, flats or shores of Orleans, except when tied to a privately owned pier, without first obtaining a mooring permit from the Harbormaster.
- B. Mooring permit stickers, issued annually by the Harbormaster, shall be affixed to the Port Bow of the vessel, next to the state registration sticker when applicable.
- C. Mooring Permits must be renewed annually between January 1 and March 31. Failure to renew during this period will result in the loss of the mooring permit.
- D. Failure to set and use a permitted mooring during the season shall result in the revocation of said permit.
- E. Any mooring not in use and not removed annually before November 15th will be removed by the Harbormaster or his agent at the owner's expense and the mooring permit shall be suspended for a period of one (1) year. All "tenders" shall be removed from town property by the same date.
- F. Any mooring may be inspected, removed or relocated whenever the Harbormaster feels that the safety of other vessels is in jeopardy, maximum use of the area requires such action or the mooring does not comply with the regulations specified herein. Any expense for inspection, removal or relocation of any mooring within the Town of Orleans and any liability incurred therefore, shall be the responsibility of the permit holder/owner of said mooring.
- G. All moorings in the Town of Orleans are required to be of the mushroom anchor design. The following is a list of the minimum size requirements that must be met or exceeded. These moorings may not be adequate for storm or hurricane protection.

LENGTH OF VESSEL	PROTECTED AREA	NON-PROTECTED
Under 16'	50 lbs.	75 lbs.
16'-19'	75 lbs.	100 lbs.
19'-26'	100 lbs.	150 lbs.
26'-30'	150 lbs.	200 lbs.
30'-40'	200 lbs.	250 lbs.
Over 40'	As specified by Harbormaster	

CHAIN, SHACKLE AND LINE SIZE REQUIREMENTS:

MUSHROOM SIZE (pounds)	CHAIN/SHACKLE (inches)	LINE DIAMETER (inches)
50	3/8	1/2
100	3/8	1/2
150	1/2	5/8
200	5/8	5/8
Over 200	As specified by Harbormaster	

- H. "Double anchoring" (anchoring bow and stern) of vessels is prohibited in Orleans except with the express permission of the Harbormaster.
- I. A so called "Outhaul", shall be considered a mooring and must be permitted pursuant to paragraph A above.
- J. A white styrofoam, rubber, or plastic float with a blue horizontal stripe is the only acceptable mooring marker. The mooring buoy shall bear a tag issued annually by the Harbormaster, showing the mooring permit number.
- K. The total length of mooring, chain, and pennant, shall be equal to at least three (3) times but, without the permission of the Harbormaster, shall not be more than four (4) times the depth of the water at Mean High Water, where the mooring is located.
- L. Mooring pennants shall be three-strand nylon or equivalent, shall not float, shall be fitted with thimbles of appropriate size where they are attached to a chain or metal fittings and shall be equipped with adequate chaffing gear where they pass through chocks or hawseholes. Shackles and swivels shall be safety wired or welded to prevent loosening.
- M. Tying at any town pier, bulkhead or float for a period in excess of one-half (1/2) hour is prohibited. In addition to any fine specified in section 11 below, the Harbormaster or his agent may cause the removal of the boat. Any expense for removal of said boat or liability incurred therefore, shall be the sole responsibility of the boat owner.

159-11. ENFORCEMENT/PENALTIES

- A. This By-law shall be enforced by the Harbormaster, Assistant Harbormasters, Massachusetts Environmental Police, and any other law enforcement agency so empowered.
- B. In addition to any other penalties specified within this By-law, violations of the following sections shall be punished by a fine of fifty (\$50.00) dollars:
3, 5A., 5B., 6A., through 1., 7A.(1) through (4), 7B.(1) and (2), 7C., 7D., 7E(1) and (2), 7H., 8, 9A. and B., 10A. and M
- C. In addition to any other penalties specified within this By-law, violations of the following sections shall be punished by a fine of one hundred (\$100.00) dollars:
7B.(3) and (4), 7F., 7G., 7I., 9C. through G.

159-12. JURISDICTION

Nothing contained herein shall be construed to supersede or conflict with or interfere or limit jurisdiction of the United State Government with respect to the enforcement of the navigation, shipping, anchorage or other associated federal laws or regulations or any laws or regulations of the Commonwealth of Massachusetts.

159-13. SEVERABILITY

In the event that any provision, section or clause of this By-law is hereafter judicially found to be invalid, such decision, invalidity or voidance shall not affect the validity of the remaining portion of this By-law.

MOTION: To accept and adopt that the General By-law be amended as printed in the warrant with the following change:

Under Section 159-7 after "Section F Pollution" by inserting the following paragraphs and sections.

"G" Overloading

No vessel may be operated in an overloaded condition.

Overloaded condition means that the number of persons on board and/or the cargo being carried exceeds the manufactures recommended limit for such vessel or is excessive given wind, water and weather conditions.

H. Canoeing/Caching

Any person aboard a canoe or kayak between September 15 and May 15 shall wear at all times a Coast Guard approved personal flotation device, type 1, 2 or 3.

I. Negligent Operation

Vessel operators are responsible for their wake at all times and shall not operate in a reckless or negligent manner so as to endanger the life, safety or property of any person.

Further, no person shall operate any vessel in a manner that violates Chapter 90B of the Massachusetts General Laws or any regulation thereunder.

ACTION: Carries unanimously

ARTICLE 33. COUNTY WIDE HOME CONSORTIUM GRANT FUNDS

To see if the Town will vote to authorize the Board of Selectmen to enter into an agreement with the County of Barnstable for the purpose of establishing a county-wide consortium that would apply for, receive and expend federal HOME Grant funds pursuant to the provision(s) of the 1990 Cranston/Gonzalez National Affordable Housing Act, or to take any other relative thereto.

MOTION: To accept and adopt as printed in the warrant

ACTION: Carries by the majority

ARTICLE 34. AMEND GENERAL BY-LAW — SEPTIC SYSTEM UPGRADE BETTERMENT

To see if the Town will vote to petition the General Court for special legislation authorizing the Town to adopt the following By-law:

Environmental Protection By-law for Septic Upgrades

Statutory Authority: The Town of Orleans may financially assist property owners through a program to comply with the Town's requirements to repair and/or upgrade private septic disposal systems. Where there is a situation that the existing septic disposal system constitutes a present or potential threat to human health, safety, welfare or to the environment, the Town will be authorized to use public funds to assist property owners to fund improvements or upgrades of their existing system. The use of this authority is subject to appropriation of funds by a Town Meeting. This By-law will further authorize the Board of Health to establish regulations and guidelines governing the operation of this program.

Procedure: The applicant for funding shall be required to submit an application to the Board of Health by October 15th of each year. The Board of Health shall establish guidelines of eligibility and evaluate all applications with reference to said guidelines. The applicant shall include the septic system plans and specifications, designed by a licensed Civil or Sanitary Engineer or a Registered Sanitarian. Said plans shall meet the minimum requirements for the subsurface disposal of household waste water as established by the State Environmental Code (310, CMR 15.00), commonly known as Title 5, or where stricter, the regulations adopted by the Orleans Board of Health. On approval of an application the Board of Health shall submit the plans to the Board of Selectmen.

The Board of Selectmen shall obtain construction estimates according to the scope of work outlined in the plans and specifications submitted by the petitioner. The Board of Selectmen shall hold a public hearing on the application after due notice to the petitioner. The Board of Selectmen shall provide an estimate of all costs to be levied against said petitioner, including engineering, legal, construction, administration, interest and other related expenses. Upon receipt of the approval of the estimated costs by the property owner, the Board of Selectmen shall vote the sum necessary from available funds. Town Meeting is hereby authorized to appropriate annually sums of money to be placed in a septage betterment account to be used for this purpose. Upon funding approval, the Board of Selectmen shall obtain bids in accordance with the provisions of Chapter 30B of the General laws. Within six (6) months after the construction has been completed, the total costs shall be assigned to the petitioner, and the time for payment, not to exceed ten (10) years, shall be specified. The total cost of the project shall not exceed the estimate. The Board of Selectmen shall bill the property owner on the next real estate tax bill and may accept settlement in cash for the full amount within thirty (30) days, or shall bill the property owner for the total cost to be divided over a period of years, not to

exceed ten (10), with interest to be computed at the rate as set forth in Chapter 80 of the Massachusetts General laws, and the Town shall have a lien to secure payment in the same manner as it acquires a lien for a betterment assessment under Chapter 80; or to take any action relative thereto.

MOTION: To accept and adopt as printed in the warrant and that the Board of Selectmen be authorized to petition the General Court for legislation to authorize the adoption of the proposed General By-law.

ACTION: Carries unanimously

ARTICLE 35. ADOPT GENERAL BY-LAW OUTDOOR LIGHTING

To see if the town will vote to amend the Code of the Town of Orleans by adopting the following General By-law dealing with outdoor lighting:

OUTDOOR LIGHTING

A. PURPOSE.

The Town of Orleans is concerned with increasing levels of light pollution (high levels of light) which effects the safety of drivers and others, and the character of the town at night. This By-law seeks to address these concerns by limiting the intensity of light used by businesses for illuminating signs, facades and parking lots.

B. APPLICABILITY.

Any enterprise doing business in the Town of Orleans must obtain approval of lighting plans according to the procedure and standards described in this By-law. Existing businesses must comply with this By-law by within two years of its enactment. Applicants for licenses for new businesses must obtain approval of their lighting plans prior to receiving a license. Nothing in this By-law shall be construed to supersede or invalidate any federal or state law requiring a particular type or intensity of lighting.

C. PROCEDURE.

A Lighting Review Committee shall be appointed by the Board of Selectmen. The Board of Selectmen in its discretion may appoint the Architectural Review Committee as the Lighting Review Committee. Application for approval of lighting plans shall be made to the Lighting Review Committee. Applicants shall submit an application, plans and related information as described below to the Outdoor Lighting Agent, who shall make them available forthwith to the Lighting Review Committee. The Lighting Review Committee shall approve or deny applications for approval of lighting plans within twenty-one days from the receipt of the application. Applications for approval of lighting plans shall be available in the office of the Outdoor Lighting Agent.

D. SUBMITTALS.

Submittals shall include lighting plans showing the boundaries of the lot, the location and sizes of all buildings and signs to be illuminated, the location and number of parking spaces of any parking areas, and the location of all light fixtures including floodlighting, lighting for parking areas, landscape lighting including walks, trees and flagpoles, and any other proposed lighting. Other information submitted shall include proposed Isofootcandle plots at ground level supplied by the light fixture manufacturer for any lighting in parking areas.

E. EXEMPTIONS.

Lighting for special events involving sports operated by non-profit entities on a temporary basis shall be exempt from these regulations.

F. DEFINITIONS.

1. Floodlighting — Illumination of a building facade to a luminance considerably greater than that of its surroundings.
2. Footcandle — A standard unit of measurement of light intensity which can be measured with an illuminance meter.
3. Footlambert — A standard unit of light reflected from a surface equal to $1/\pi$ candela per square foot.
4. Glare Shield — A shield made of aluminum, polycarbonate or another material which directs light towards an object and can be affixed to a light fixture.
5. Isofootcandle plot — A manufacturer's catalog representation showing photometric data in the horizontal plane and the candlepower distribution of the beam across the axis and along the axis for a given light fixture.
6. PAR lamps — Any lighting fixture using a parabolic aluminized reflector.

G. ILLUMINATION STANDARDS.

1. General.
 - a. Light sources shall be designed, aimed and maintained to provide a proper cut off, or be fitted with accessories such as glare shields and baffles to prevent light straying from where it is designed to be.
 - b. High output fluorescent, mercury vapor and low pressure sodium may not be used as light sources.
 - c. Hours of operation. Building floodlighting and sign illumination may operate between dusk and one half hour after the close of business. Parking lot lighting must be extinguished one half (1/2) hour after the last business legally entitled to use the lot is closed.
 - d. Security lighting shall not exceed the limits for floodlighting designed below.

- e. At gasoline service stations, the light levels at the pump shall not exceed thirty (30) footcandles.
 2. Property Line. Levels of light at the property line shall not exceed the following except as noted;
 - a. Horizontal 2.0 Footcandles
 - b. Vertical 5.0 Footcandles
 3. Parking Lots.
 - a. In parking lots where there are more than thirty (30) but less than seventy-five (75) parking spaces, light levels shall not exceed 3.0 foot candles maximum as measured at the ground. The uniformity ratio shall not exceed (average to minimum.) Light poles shall installed and maintained true and plumb and shall not exceed fifteen (15) feet in height. Where PAR lamps are used to illuminate the these shall be fitted with shields and/or baffles to control glare.
 - b. In parking lots with seventy-five (75) or more spaces, the above standards shall apply except that light poles may be allowed up to twenty (20) feet.
 - c. In parking lots where PAR lamps are used to illuminate the area, these lamps shall be fitted with shields and/or baffles to control the glare.
 4. Floodlighting. Maximum light levels:
 - a. For businesses with less than thirty parking spaces, light levels for floodlighting shall not exceed two (2.0) footlamberts.
 - b. For businesses with thirty or more parking spaces, light levels for floodlighting shall not exceed three and a quarter (3.25) footlamberts.
 5. Illumination of Signs.
 - a. All lighting for externally illuminated signs shall use light sources that are shielded from view by the use of accessories such as glare shields, landscaping or some other means.
 - b. The maximum light level for illumination of signs shall not exceed five (5.0) footlamberts.
 - c. Internally illuminated signs or signs employing a gas-filled tube or any similar internal source of light are prohibited under this By-law.
 - d. Temporary signs may not be internally externally illuminated.
 - e. Mobile lighted signs may not be used.
- #### H. ENFORCEMENT.
1. This By-law shall be enforced by the Outdoor Lighting Agent. The Board of Selectmen shall appoint an Outdoor Lighting Agent who shall be responsible for enforcement of this By-law. The Board of Selectmen in its discretion

may appoint the Building Inspector as the Outdoor Lighting Agent.

2. Fines and Penalties. Prior to the imposition of any fine, the Outdoor Lighting Agent shall give notice to the owner of the property affected, identifying the violation and providing a period of not less than ten days for corrective action. If after the period allowed, the violation is not corrected, the Outdoor Lighting Agent shall have the power to impose fines under this By-law as follows: \$25 for the first offense, \$50 for the second offense, \$100 for the third offense and each offense thereafter. Each day that such violation continues shall constitute a separate offense.

MOTION: To refer back to the Planning Board for further study.

ACTION: Carries unanimously

ARTICLE 36. AMEND ZONING BY-LAW — AMUSEMENT PARK DEFINITION

To see if the town will vote to amend the Orleans Zoning By-law by amending Section 164-4, Definitions, to include the following definition:

Amusement Park — An outdoor commercial enterprise other than an itinerant circus or carnival which includes one or more of the following types of amusements: roller coasters, amusement rides, water slides, shooting galleries or other paraphernalia for amusement or entertainment purposes.

and amend Section 164-13, the Schedule of Use Regulations, by deleting the line "Places of Amusement Other than Amusement Park," and inserting the following two lines after "Amusement Park":

	R	RB	GB/ LBVC***	C	CD	SC	MB
Miniature Golf Course	○	○	○	○	○	○	○
Places of Amusement other than Amusement Park or Miniature Golf Course	○	○	○	A	A	○	○

MOTION: To accept and adopt and that the Zoning By-law be amended as printed in the warrant, with the following amendment: that a comma be inserted after the word enterprise, and after the word carnival.

ACTION: Carries unanimously

ARTICLE 37. AMEND ZONING BY-LAW — NUMBER OF DWELLINGS PER LOT LIMIT

To see if the town will vote to amend the Orleans Zoning By-law by renumbering the present Section 164-20 as

Paragraph A., and adding the following new Section 164-20 B., Dwellings per Lot, as follows below:

Section 164-20 B. Dwellings per Lot. Except as otherwise provided in Sections 164-40 A. and B., in the Residence District R there shall be no more than two dwelling units on a lot. For the purpose of determining the number of dwelling units on a lot under this section, a guest house shall be considered a dwelling unit.

MOTION: To accept and adopt the Zoning By-law as printed in the warrant

ACTION: Standing vote FOR 72, AGAINST 185, motion FAILS

ARTICLE 38. AMEND ZONING BY-LAW — NATIONAL FLOOD INSURANCE

To see if the town will vote to amend the Orleans Zoning By-law by amending Section 164-6, B. 3. b) dealing with the Floodplain District, to read as follows

(b) The Floodplain District includes all special flood hazard areas designated as Zones A, A1-A30, V and V1-V30 on the Orleans Flood Insurance Rate Map (FIRM) dated December 3, 1991, on file with the Town Clerk, Planning Department, Conservation Commission and Building Department. The boundaries of the District are defined by the 100 year base flood elevation shown on the FIRM and further defined by the Orleans Flood Insurance Study booklet dated December 3, 1991.

MOTION: To accept and adopt that the Zoning By-law be amended as printed in the warrant

ACTION: Carries unanimously

ARTICLE 39. SURPLUS EQUIPMENT AUTHORIZATION

To see if the Town will vote to authorize the Town Executive to dispose of surplus office supplies and equipment and other various surplus equipment under such terms and conditions as he deems advisable provided all proceeds from any disposition are returned to the general fund, or to take any other action relative thereto.

MOTION: To accept and adopt as printed in the warrant

ACTION: Carries unanimously

ARTICLE 40. AMEND ZONING BY-LAW — REVETMENTS & EROSION CONTROL STRUCTURES SPECIAL PERMIT REQUIRED

To see if the town will vote to amend the Orleans Zoning By-law by amending Section 164-15 B. 7. by adding the following paragraph, f) Revetments and erosion control structures:

Section 164-15 B. 7. f) Revetments and erosion control structures to prevent coastal erosion. Prior to the issuance of a Special Permit for revetments and erosion con-

erol structures, the Board of Appeals, in addition to the criteria provided in Section 164-44 C., must find that the following criteria have been met:

- [1] All practicable steps shall be taken to minimize the size and visual impact of the structure, and to make it harmonize with the natural visual and textural environment.
- [2] Installation of rock or other hard materials may be used only if it can be demonstrated that other, more natural approaches, such as revegetation, will not be effective even with ongoing periodic maintenance and/or beach/bank nourishment. If approved, the use of hard materials shall be kept to minimum dimensions, and used only as part of an overall approach which emphasizes harmony with the environment. Any such hard materials shall be covered and integrated with the natural bank, as described in #3 below.
- [3] In all cases, including revetments consisting of hard materials, the revetment or other structure shall be naturalized, through vegetation (with indigenous Plants wherever possible) or application of natural materials, in such a way as to simulate the appearance of a natural coastal bank. The applicant shall be required to maintain the appearance of said structure, which requirement shall be a condition of the Special Permit.
- [4] To the extent possible, interference with customary uses of the shoreline shall be kept to a minimum.

and further by inserting the following language in Section 164-15 B.:

after the word "buildings," delete the comma and insert the word "and";

after the word "structures," insert the words "other than revetments or erosion control structures."

or to take any other action relative thereto.

MOTION: To accept and adopt that the Zoning By-law be amended as printed in the warrant.

ACTION Standing vote FOR 58, AGAINST 186, Motion FAILS

ARTICLE 41. AMEND ZONING BY-LAW — REVETMENTS & EROSION CONTROL STRUCTURES — PERMIT REQUIRED

To see if the Town will vote to amend the Zoning By-law, Section 16415 Conservancy District CD as follows:

Under Section B. Permitted Uses (3) by striking out the referenced phrase:

[See Subsection B(7)(d).] and inserting in place thereof the following:

(3) Revetments and other types of erosion control structures.

or to take any other action relative thereto.

MOTION: To accept and adopt the Zoning By-law as printed in the warrant

ACTION: Standing Vote FOR 148, AGAINST 71, motion passes by 2/3rd

ARTICLE 42. PETITION — WINDMILL SALARY FUNDING

To see if the Town will vote to raise and appropriate the sum of Three Thousand Five Hundred and 00/100 (\$3,500.00) Dollars to keep the Jonathan Young Windmill open to the public on weekends from Memorial Day to July 4, 1992 and From Labor Day through Columbus Day and daily from July 4 through Labor Day, or to take any other action relative thereto.

MOTION: To accept and adopt as printed in the warrant

ACTION: Carries unanimously

ARTICLE 43. AMEND GENERAL BY-LAW — PUBLIC HEARING ON FEES REQUIRED

To see if the Town will vote to amend the Orleans General By-law by amending Section 94 dealing with Fees to read as follows:

94.7 Public Hearing on Fees Required; Notice

- A. Any fee under the control of the Board of Selectmen shall only be established or increased after a publicly advertised hearing allowing a minimum of ten (10) days' notice in a publication of general circulation in the town.
- B. At such public hearing, information shall be gathered concerning the proposed increase and voted by the Board.

MOTION: To accept and adopt that the General By-law be amended as printed in the warrant with the following changes;

- 1) "Section 94" should be stricken and "Chapter 94" be inserted in place thereof.
- 2) "94.7" should be stricken and the number "94-7" inserted in place thereof

ACTION: Carries unanimously

ARTICLE 44. PETITION — PROPOSED FEE INCREASE RESTRICTION BY-LAW

To see if the Town will vote to adopt the following By-law: Local user fees, license fees, and permit fees. Notwithstanding any By-law to the contrary:

- 1) No public facility user fee, license fee, or permit fee which is authorized By-law or By-law to be set by the Board of Selectmen shall be valid or collectible if it is increased from the previous year by an amount greater than five per cent

(5%) unless said increase is approved by a vote of the Town Meeting.

- 2) Any said user fee, license fee, or permit fee which is authorized By-law or By-law to be set by the Board of Selectmen and is not in effect as of the date of this By-law, initially shall be established by a vote of the Town Meeting.
- 3) If any provision of this By-law is held to be invalid, such invalidity shall not effect other provisions which can be given effect without the invalid provisions, and to this end the Provisions are declared to be severable.

MOTION: To accept and adopt as printed in the warrant

ACTION: Standing vote FOR 145, AGAINST 61, motion passes

ARTICLE 45. FREE CASH TO REDUCE TAXES

To see if the Town will vote to transfer from Free Cash in the Town's Treasury a sum of money to be used for the reduction of taxes, or to take any other action relative thereto.

MOTION: To accept and adopt that the sum of Eight Hundred Thousand and 00/100 (\$800,000.00) Dollars be transferred from free cash to be used for this purpose.

ACTION: Carries unanimously

ARTICLE 46. CLOSING ARTICLE

And to act on any other business that may legally come before the meeting.

MOTION: To adjourn

ACTION: Meeting closed unanimously at 11:30 PM

The Special Town Meeting was held within the Annual Town Meeting of May 11th, 1992. The Special Town Meeting began at 9:30 PM

ARTICLE 1. TRANSFER ARTICLE

To see if the Town will vote to authorize the transfer from a line item within current appropriations, such sum of money is necessary to supplement the operating budget of the Disposal Area for the current fiscal year 1991-92.

The following Operating Budget transfer of money for the current Fiscal Year 1991-1992:

- 1) transfer the total sum of Two Thousand Five Hundred Eighty and 00/100 (\$2,580.00) Dollars from the Building Department Assistant Salary Account #241-5119, with One Thousand Two Hundred Thirty Seven and 00/100 (\$1,237.00) to Disposal Area Others Account line item #431-5114 and One Thousand Three Hundred Forty Three and 00/100 (\$1,343.00) Dollars to Disposal Area Mechanic Account line item #431-5116

or to take any action relative thereto.

MOTION: To accept and adopt as printed in the warrant with the following change:

Delete "Building Department Salary Account #241-5119 and inserting in place thereof "Building Department Salary Account #241-5112" and transfer the sum of Two Thousand Five Hundred Eighty and 00/100 (\$2,580.00) Dollars from the Building Department Salary Account.

ACTION: Carries unanimously

ARTICLE 2. PAY BILLS OF PRIOR YEAR

To see if the Town will vote to transfer from available funds a sum of money to pay bills of prior years under the provisions of Chapter 179, Acts of 1941, as amended, or to take any other action relative thereto.

MOTION: To accept and adopt and the sum of Three Hundred Twenty and 67/100 (\$320.67) Dollars be transferred from available funds to pay the following unpaid bills:

Xerox Corp.	Police Department	\$273.50
Audio Visual	Conservation Commission	47.17
TOTAL		320.67

ACTION: Carries unanimously

ARTICLE 3. TRANSFER AMBULANCE RECEIPTS RESERVED FOR APPROPRIATIONS

To see if the Town will vote to transfer the total sum of Forty Two Thousand Nine Hundred and 00/100 (\$42,900.00) Dollars from the Ambulance Receipts Reserved for Appropriations Account to the Orleans Fire/Rescue Department for the purchase of the following:

- 1) Eighteen (18) self-contained breathing apparatus tanks - and to trade in six (6) of the old units as part of the purchase price - \$13,400.00.
- 2) Twenty-five (25) complete sets of protective clothing - \$20,000.00.
- 3) Twenty-five (25) new pagers - \$9,500.00.

or to take any other action relative thereto.

MOTION: To accept and adopt and the sum of Forty Two Thousand Nine Hundred and 00/100 (\$42,900.00) Dollars be transferred from the Ambulance Receipts Reserved for Appropriations Account to the Orleans Fire/Rescue Department.

ACTION: Carries unanimously

ARTICLE 4. RESCIND ARTICLE 42 OF FEBRUARY 10, 1975 SPECIAL TOWN MEETING FIREFIGHTERS CAREER INCENTIVE BONUS

To see if the Town will vote to rescind the action taken under Article 42 of the February 10, 1975 Special Town Meeting which allows for a Firefighter Career Incentive bonus, or to take any other action relative thereto.

MOTION: To accept and adopt as printed in the warrant.

ACTION: Carries unanimously

ARTICLE 5. RESCIND ARTICLE 19 OF DECEMBER 5, 1983 SPECIAL TOWN MEETING DESIGN & CONSTRUCTION SEPTAGE TREATMENT PLANT

To see if the Town will vote to amend the action taken under Article 19 of the December 5, 1983 Special Town Meeting by reducing the total sum authorized to be borrowed for the design and construction of the septage treatment facility and other expenses incidental thereto from Five Hundred Thirty Five Thousand Eight Hundred and 00/100 (\$535,800.00) Dollars to Five Hundred Thirty Five Thousand and 00/100 (\$535,000.00) Dollars, or to take any other action relative thereto.

MOTION: To accept and adopt as printed in the warrant

ACTION: Carries unanimously

ARTICLE 6. CORRECT NUMBERING OF GENERAL CODE - 158 WATER

To see if the Town will vote to amend the Code of the Town of Orleans by renumbering the following General By-law Section as follows;

Under Chapter 158 Water

By changing Section 158-23 Water Meter Tampering By-law to Article IV Water Meter Tampering By-law Section 158-23 and

Under Chapter 158 Water

By changing Article III Interest on Unpaid Water Bills Section 158-16 to Article V Interest on Unpaid Water Bills Section 158-24

MOTION: To accept and adopt as printed in the warrant

ACTION: Carries unanimously

ARTICLE 7. ACCEPT EQUAL EDUCATIONAL OPPORTUNITY GRANT FOR ORLEANS ELEMENTARY SCHOOL

To see if the Town will vote to accept an Equal Educational opportunity Grant to the Orleans Elementary School Committee for fiscal year 1992 for a sum of money under the provisions of Section 5 of Chapter 70A of the General

Laws, as inserted by Section 12 of Chapter 188 of the Acts of 1985.

MOTION: To accept and adopt as printed in the warrant

ACTION: Carries unanimously

ARTICLE 8. CLOSING ARTICLE

MOTION: To close the Special Town meeting within the Annual

ACTION: Carries unanimously

A true copy attest

Jean F. Wilcox

Town Clerk

DOINGS OF SPECIAL TOWN MEETING

The Special Town Meeting was held on August 4th, 1992 at 7:00 pm in the Nauset Regional Middle School Auditorium.

The meeting was called to order by Moderator Frederick K. Plumb when the Town Clerk Jean F. Wilcox declared a quorum of at least 223 were present.

The tellers were: William I. Livingston, James Y. Snedecor, Katherine H. Udall and William L. Udall.

ARTICLE 1. REPORT OF SPECIAL COMMITTEES

To act upon the reports of Special Committees.

MOTION: To accept the report of the Special Committee.

ACTION: Carries unanimously

ARTICLE 2. PAY BILLS OF PRIOR YEAR

To see if the Town will vote to transfer from available funds a sum of money to pay bills of prior years under the provisions of Chapter 179, Acts of 1941, as amended, or to take any other action relative thereto.

MOTION: To accept and adopt and the sum of Five Hundred Sixty Eight and 37/100 (\$568.37) be transferred from funds to pay the following bills:

Eastham Police Department	68.37
Elizabeth Nale, Animal Inspector	\$500.00
Total	568.37

ACTION: Carries unanimously

ARTICLE 3. TRANSFER ARTICLE

To see if the Town will vote to authorize the transfer from line items within current appropriations, such sum of money as necessary to supplement the operating budget for the current fiscal year 1992-93.

The following Operating Budget transfers of monies for the current Fiscal Year 1992-1993:

1) Recreation Department - transfer the total sum of Four Thousand Three Hundred Twenty Five and 56/100 (\$4,325.56) Dollars from the Entrance Fees #630-5275 to Salary Others Account line item #630-5114

2) Water Department - transfer the sum of Thirty Five Thousand and 00/100 (\$35,000.00) Dollars from the Water Service Connection Funds Reserved for Appropriation to the Water Service Connection Account

MOTION: Article 3 as printed in the warrant includes an item for a transfer of recreation department funds, because of a change in the state law your approval is not required.

To accept and adopt and that the sum of Thirty Five Thousand and 00/100 (\$35,000.00) Dollars be transferred from the Water Service Connection Funds Reserved for Appropriation to the Water Service Connection Account.

ACTION: Carries unanimously

ARTICLE 4. CORRIGAN PROPERTY - ADDITIONAL FUNDING

To see if the Town will vote to appropriate a sum of money for the acquisition of the land known as the Corrigan properties, so-called, described in Article 73 of the Warrant for the May 9, 1988 Annual Town Meeting, including expenses incidental and related thereto, to determine whether to raise this appropriation by borrowing or otherwise, or to take any other action relative thereto.

MOTION: That the sum of Three Hundred Twenty Six Thousand One Hundred Sixty Five and 00/100 (\$326,165.00) Dollars be hereby appropriated for the acquisition of the land known as the Corrigan properties, so-called, as described in Article 73 of the Warrant for the May 9, 1988 Annual Town Meeting, including expenses incidental and related thereto, and that to raise this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow not exceeding that sum under and pursuant to Chapter 44, Section 7 (3), of the General Laws, or any other enabling authority, and to issue bonds or notes of Town thereof.

ACTION: Standing vote, For 318, Against 1, motion passes by a 2/3rd vote

ARTICLE 5. PETITION - PROHIBIT PERMANENT STRUCTURES

VILLAGE GREEN

To see if the Town will vote to prohibit the construction of permanent structures on town owned land at the corner of Route 28 and Main Street, Orleans, Massachusetts commonly known as the "Village Green", or to take any other action relative thereto.

MOTION: To accept and adopt as printed in the warrant.

ACTION: Standing vote, For 262, Against 65

ARTICLE 6. ACCEPT GAZEBO AS GIFT

To see if the Town will vote to authorize the Board of Selectmen to accept the gift of a gazebo approximately 20 feet in diameter donated by the Orleans Chamber of Commerce, said gazebo to be located, in accordance with the site plan, on the Orleans Village Green at the intersection of Route 28 and Main Street, or to take any other action relative thereto.

MOTION: To indefinitely postpone.

ACTION: Carries unanimously

ARTICLE 7. \$10,000 DEFENSE FUND M.W.R.A.

To see if the Town will vote to transfer from available funds the sum of Ten Thousand and 00/100 (\$10,000.00) Dollars for the purpose of contributing to a legal defense fund for the benefit of all Towns in Barnstable County regarding the construction and operation of the Massachusetts Water Resource Authority Outfall Tunnel, said funds to be spent under the direction of the Board of Selectmen, or to take any other action relative thereto.

MOTION: That the sum of Ten Thousand and 00/100 (\$10,000.00) Dollars be transferred from available funds, and that the Board of Selectmen be authorized to expend said funds for legal services pertaining to the construction and operation of the Massachusetts Water Resource Authority Outfall Tunnel

ACTION: Carries unanimously

ARTICLE 8. AMEND ARTICLE 10 PERSONNEL BY-LAW -- 1992 MAY ANNUAL TOWN MEETING

To see if the Town will vote to amend the Personnel By-law Section 8, Classification and Compensation Plan "A" as follows;

by reclassifying the position of Executive Director Council on Aging from grade "A7" to grade "A8", and to transfer the sum of Three Thousand Eight Hundred Ninety Five and 00/100 (\$3,895.00) Dollars from available funds to be added to the funds raised and appropriated under Article 11, of the May 12, 1992 Annual Town Meeting for the purpose of funding this amendment and funding the amendments to the Personnel By-law, Section 7, Classification and Compensation Plan "A" voted under said Article 11, or to take any other action relative thereto.

MOTION: To accept and adopt that the sum of Two Thousand Five Hundred and 00/100 (2,500.00) Dollars be transferred from available funds for this purpose.

ACTION: Carries unanimously

ARTICLE 9. FUND POLICE SALARIES

To see if the Town will vote to transfer from available funds a sum of money to be added to the Salaries Account in the Police Department budget, or to take any other action relative thereto.

MOTION: To indefinitely postpone

ACTION: Carries unanimously

ARTICLE 10. FUND FIREFIGHTERS SALARIES

To see if the Town will vote to transfer from available funds a sum of money to be added to the Salaries Account in the Fire Department budget, or to take any other action relative thereto.

MOTION: To accept and adopt as printed in the warrant and the sum of Twenty Six Thousand and 00/100 (\$26,000.00) Dollars be transferred from available funds to be added to the Fire/Rescue Department budget account for this purpose.

ACTION: Carries unanimously

ARTICLE 11. FUND PERSONNEL BY-LAW EMPLOYEES SALARIES

To see if the Town will vote to transfer from available funds a sum of money to be added to various departments Salary Accounts for Personnel By-law employees, or to take any other action relative thereto.

MOTION: To accept and adopt and the sum of Twenty Seven Thousand Three Hundred and 00/100 (\$27,300.00) Dollars be transferred from available funds to be added to salary and wage accounts of all non-union employees for the purpose of funding a total COLA for FY93 of 3%, effective July 1, 1992 for all non-union employees currently employed by the Town and that the Compensation Plans, A, D and E of the Personnel By-law be adjusted to reflect said increase of COLA.

ACTION: Carries unanimously

ARTICLE 12. SHELLFISH DEPT. DISPOSAL OF BUILDINGS

To see if the Town will vote to authorize the Town Executive to dispose of the town-owned buildings currently used by the Shellfish Department at the town landings at Goose Hummock and Namequoit Road, or to take any other action relative thereto.

MOTION: To accept and adopt as printed in the warrant.

ACTION: Carries unanimously

ARTICLE 13. DISTRIBUTION OF 15% GAS TAX RECEIPTS LEGISLATION

To see if the Town will vote to call upon the Legislature to annually appropriate and fallow distribute the legally required 15% of gas tax receipts to cities and towns, for the construction, maintenance, and policing of local roads, or to take any other action relative thereto.

MOTION: To accept and adopt as printed in the warrant

ACTION: Carries unanimously

ARTICLE 14. ACCEPT GIFTS FROM THE TRUSTEES OF SNOW LIBRARY

To see if the Town will vote to accept as a gift from the Trustees of Snow Library various pieces of office equipment which have been donated, or to take any other action relative thereto.

MOTION: To accept and adopt as printed in the warrant

ACTION: Carries unanimously

ARTICLE 15. TRANSFER FUNDS FOR ENGINEERING & CONSULTING

The intent of this petition is to gain support of an article that would allocate a sum of monies into a fund that can be utilized by the Zoning Board of Appeals, the Planning Board, the Board of Health, and the Conservation Commission for consulting purposes on a project.

MOTION: To vote to transfer from available funds the sum of Five Thousand and 00/100 (\$5,000.00) Dollars to the Selectmen's Engineering & Consulting Account, line item #5305, said sum to be used by the Board of Health or, the Conservation Commission or, the Planning Board or, the Zoning Board of Appeals, upon the approval of the Town Executive, for the hiring of outside consultants to assist the Commission or Board in evaluation a proposed project because of the size, scale, or complexity of said project or because of the project's potential impact. Outside consultants shall include engineers, planners, lawyers, urban designers, or there appropriate professionals qualified to evaluate projects on the basis of legal compliance or technical feasibility.

ACTION: Carries unanimously

ARTICLE 16. CLOSING ARTICLE

And to act on any other business that may legally come before the meeting.

MOTION: adjourn the meeting

ACTION: Carries unanimously

Meeting was adjourned at 9:15 pm.

A true copy attest
Jean F. Wilcox
Town Clerk

THE COMMONWEALTH OF MASSACHUSETTS

Barnstable SS.

To either of the Constable of the Town of Orleans in the County of Barnstable

GREETINGS:

IN THE NAME OF The Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at Precinct I, American Legion Hall or Precinct II, Orleans Town Hall in said Orleans on Tuesday the tenth day of March next from 7 AM to 8 PM o'clock to vote on the following questions:

To cast their votes to the Primary Officers for the election of candidates of political parties for the following office:

PRESIDENTIAL PREFERENCE

DISTRICT MEMBERS OF STATE COMMITTEE (one man and one woman) for each Political Party for the Cape and Island Senatorial District

Orleans Members of the Democratic Town Committee

Orleans Members of the Republican Town Committee

Orleans Members of the Independent Voters Party Town Committee

And you are directed to serve this Warrant, by posting up attested copies thereof at ORLEANS POST OFFICE, SOUTH ORLEANS POST OFFICE, EAST ORLEANS POST OFFICE in said Town seven days at least before the to of holding said election.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk at the time and place of election. as aforesaid.

Given under our hands this nineteenth day of March in the year of our Lord one thousand nine hundred and ninety- two.

A true copy.

Attest: Jean Wilcox, Town Clerk

Macleon Kirkwood Jr.

Ronald A. Patrick

Scott V. Barron

George R. Christie, Jr.

Francis E. Suits

ORLEANS BOARD OF SELECTMEN

Barnstable SS.

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of Orleans by posting up attested copies of the said at ORLEANS POST OFFICE, EAST ORLEANS POST OFFICE, SOUTH ORLEANS POST OFFICE fourteen (14) days before the date of the meeting, as within directed.

George W. Cahoon, Jr., Constable

"DOINGS" PRESIDENTIAL PRIMARY MARCH 10, 1992

The Precinct 1 polls were declared open at 7:00 a.m. by Asst Town Clerk Anne R. Lennon.

The following is a list of the election workers for Precinct 1. Warden, Henry L. Mitchell (R), Asst. Warden, Beatrice J. Viau (D), Ballot Clerks, Marion M. Campbell (D), Winifred P. Little (U), Rita G. Grindle (D), Tellers Frances B. Bonner (D) and Blanche L. Landwehr (D). Constable Robley E. Fulcher Jr.

The polls were declared closed at 8:00 p.m.

The total number of votes cast were 1755.

PRECINCT 1, Votes cast 816.

REPUBLICAN

PRESIDENTIAL PREFERENCE

Patrick J. Buchanan	Seventy Two	72
David Duke	Two	2
George Bush	Four Hundred Seventeen	417
No Preference	Seven	7
Blanks	Seventeen	17

STATE COMMITTEE MAN

T.Christopher Thurlby	One Hundred Ninety	190
William do Carmo	One Hundred Seventy Seven	177
Blanks	One Hundred Forty Eight	148

STATE COMMITTEE WOMAN

Donna F. Bowman	Three Hundred Sixty Three	363
Blanks	One Hundred Fifty Two	152

TOWN COMMITTEE

Group	Two Hundred Eighty Seven	287
Joan S. Reed	Three Hundred Thirty Four	334
Douglas A. Delano	Three Hundred Twelve	312
Dorothy B. Lapointe	Three Hundred Twenty One	321
Rosemarie Suits	Three Hundred Twenty Six	326
Else Bergkvist	Three Hundred and Nine	309
Carl Bergkvist	Three Hundred and Four	304
James E. Hammond	Three Hundred Nineteen	319
James M. Townsend	Three Hundred Seventeen	317
A. Philip Wilber	Three Hundred and Five	305
Robert W. Pearl	Three Hundred Twenty One	321
Marion L. Young	Three Hundred Twenty Two	322
Helen Ruehmiling	Three Hundred Fourteen	314

The polls were declared closed at 8:p.m.

The votes for precinct 2 were 938.

DEMOCRATIC

PRESIDENTIAL PREFERENCE

Ralph Nader	Fourteen	14
Lyndon H. LaRouche	Two	2
Jerry Brown	Seventy Five	75
Tom Harkin	Zero	0
Larry Agran	Three	3
Paul Tsongas	Two Hundred and Eighty Three	283
Eugene Mc Carthy	One	1
Bill Clinton	Thirty	30
Robert Kerry	One	1
No Preference	Two	2
Blanks	Twelve	12

STATE COMMITTEE MAN

Richard E. Kendall	Two Hundred Thirty Six	236
Blanks	One Hundred Eighty Seven	187

STATE COMMITTEE WOMAN

Jane P. Fleming	Two Hundred Eighty Six	286
Blanks	One Hundred Thirty Seven	137

TOWN COMMITTEE

Group	One Eighty	180
Gail Meyers Sharman	Two Hundred Seventy Nine	279
Harriett H. Spagnoli	Two Hundred Thirty Four	234
Gene L. Spagnoli	Two Hundred Thirty Eight	238
Marian M. Brown	Two Hundred Twenty Nine	229
Elizabeth B. Davis	Two Hundred Thirteen	213
Frances B. Bonner	Two Hundred Nineteen	219
Elinore Zeeb	One Hundred Ninety One	191
Robert J. Wineman	One Hundred Ninety Nine	199
Betty I.M. Cochran	Two Hundred Thirty Two	232
William H. Bryan	Two Hundred Four	204
Esther S. Beilby	Two Hundred Eleven	211
Nina H. Mellor	Two Hundred Twenty Eight	228
Margaret D. Wineman	One Hundred Ninety Nine	199
Robert C. Lawless	Three Hundred Five	305
Nancy W. Veeder	One Hundred Ninety	190
Gerald P. Gilmore	Two Hundred Fourteen	214
Marie T. Oppelaor	Two Hundred Eighteen	218
Elizabeth W. Price	Two Hundred Fifteen	215
Raymond A. Dobson	Two Hundred Six	206
Patricia A. Rotman	Two Hundred Eight	208
Barbara A. McCormack	One Hundred Ninety	190
Robert J. Bartels	Two Hundred Twelve	212
Peter C. Stevens	One Hundred Ninety Eight	198
Dorothy V. MacKenzie	Two Hundred Thirteen	213
Pia O. MacKenzie	Two Hundred Twenty Seven	227
Gloria Mellin	One Hundred Ninety Eight	198
Karen B. Toland	Two Hundred Twenty Seven	227
Roger W. Rioux	Two Hundred	200
Charles B. Harris	One Hundred Ninety	190
Alexis P. Barron	One Hundred Ninety Four	194
Joseph E. Maider	One Hundred Eighty Eight	188
John L. Fletcher	Two Hundred Twelve	212
Don M. Krohn	Two Hundred Twenty	220
Shirley H. Felsenthal	One Hundred Ninety Four	194
Richard L. Brown	Two Hundred Ten	210

The Precinct 2 polls were declared open at 7:00 a.m. by Town Clerk Jean F. Wilcox.

The following is a list of the election workers for Precinct 2. Warden Ruth Nelson(D), Asst. Warden William I. Livingston (R), Ballot Clerks, Olive R. Westa (U), Nina H. Mellor (D), Jean Herbert (R), Tellers, Doris Eldredge (R), Polly S. Marsh (U). Constable George Cahoon, Jr. and Officer Richard Jones attended the ballot box.

REPUBLICAN

PRESIDENTIAL PREFERENCE

Patrick J. Buchanan	Seventy Six	76
David Duke	One	1
George Bush	Two Hundred Eighty Six	286
No Preference	Twenty One	21
Blanks	Nine	9

STATE COMMITTEE MAN

T. Christopher Thurlby	One Hundred Forty Six	146
William do Carmo	One Hundred Fifty Three	153
Blanks	Ninety Four	94

STATE COMMITTEE WOMAN

Donna F. Bowman	Three Hundred Nine	309
Blanks	Eighty Four	84

TOWN COMMITTEE

Group	Two Hundred Forty Nine	249
Joan S. Reed	Two Hundred Seventy Eight	278
Douglas A. Delano	Two Hundred Seventy Six	276
Dorothy B. Lapointe	Two Hundred Eighty	280
Rosemarie Suits	Two Hundred Seventy Seven	277
Else Bergkvist	Two Hundred Seventy One	271
Carl Bergkvist	Two Hundred Seventy Six	276
James E. Hammond	Two Hundred Eighty Seven	287
James M. Townsend	Two Hundred Seventy	270
A. Philip Wilber	Two Hundred Seventy Six	276
Robert W. Pearl	Two Hundred Eighty Two	282
Marion L. Young	Two Hundred Seventy Nine	279
Helen Ruehmiling	Two Hundred Eighty Two	282

DEMOCRATIC

PRESIDENTIAL PREFERENCE

Ralph Nader	Eight	8
Lyndon H. LaRouche	One	1
Jerry Brown	Sixty Six	66
Tom Harkin	Two	2
Larry Agran	One	1
Paul Tsongas	Two Hundred and Eighty Seven	287
Eugene Mc Carthy	Eight	8
Bill Clinton	Thirty Four	34
Robert Kerry	One	1
No Preference	Two	2
Blanks	Thirteen	13

STATE COMMITTEE MAN

Richard E. Kendall	Two Hundred Thirty Nine	239
Blanks	One Hundred Eighty Four	184

STATE COMMITTEE WOMAN

Jane P. Fleming	Two Hundred Ninety Six	296
Blanks	One Hundred Twenty Seven	127

TOWN COMMITTEE

Group	One Hundred Ninety	190
Gail Meyers Sharman	Two Hundred Sixty Four	264
Harriett H. Spagnoli	Two Hundred Sixty Three	263
Gene L. Spagnoli	Two Hundred Forte Nine	249
Marian M. Brown	Two Hundred Twenty Seven	227
Elizabeth B. Davis	Two Hundred Thirty Five	235
Frances B. Bonner	Two Hundred Twenty Three	223
Elinore Zeeb	Two Hundred Twenty Four	224
Robert J. Wineman	Two Hundred Twelve	212

Betty I.M. Cochran	Two Hundred Thirty Nine	239
William H. Bryan	Two Hundred Twenty One	221
Esther S. Beilby	Two Hundred Forty Nine	249
Nina H. Mellor	Two Hundred Fifty	250
Margaret D. Wineman	Two Hundred Seventeen	217
Robert C. Lawless	Three Hundred Eleven	311
Nancy W. Veeder	Two Hundred Eleven	211
Gerald F. Gilmore	Two Hundred Seventeen	217
Marie T. Opplelaar	Two Hundred Twenty Six	226
Elizabeth W. Price	Two Hundred Forty Four	224
Raymond A. Dobson	Two Hundred Eleven	211
Patricia A. Rotman	Two Hundred Twenty One	221
Barbara A. McCormack	Two Hundred Five	205
Robert J. Bartels	Two Hundred Nineteen	219
Peter C. Stevens	One Hundred Ninety Seven	197
Dorothy V. MacKenzie	Two Hundred Fourteen	214
Pia O. MacKenzie	Two Hundred Thirty Eight	238
Gloria Mellin	Two Hundred Twenty Four	224
Karen B. Toland	Two Hundred Twenty Five	225
Roger W. Rioux	Two Hundred Ten	210
Charles B. Harris	One Hundred Ninety Nine	199
Alexis P. Barron	Two Hundred Nine	209
Joseph E. Maider	One Hundred Ninety Six	196
John L. Fletcher	Two Hundred Twenty Six	226
Don M. Krohn	Two Hundred Thirty Six	236
Shirley H. Felsenthal	Two Hundred Eleven	211
Richard L. Brown	Two Hundred Thirteen	213

**THE COMMONWEALTH OF MASSACHUSETTS
TOWN ELECTION MAY 19, 1992**

In accordance with the Warrant, the inhabitants of Orleans qualified to vote in the Town Election met at Orleans Town Hall and American Legion Hall on Tuesday May 19, 1992.

The polls were declared opened at 7:00 am. The election workers for Precinct 1 were: Henry Mitchell, Warden, Beatrice Viau, Asst. Warden, Marion Campbell, Jean Kuhn, Francis Bonner, Blanche Land were checkers, Rita Grindle, ballot clerk, The polls were declared closed at 8:00 pm

Total votes 948 Precinct 1 - 522, Precinct 2 - 426

PRECINCT 1

MODERATOR

Frederick K. Plumb	Three Hundred Fifty One	351
Blanks	One Hundred Seventy One	171

SELECTMEN

George R. Christie, Jr.	Four Hundred	400
Ronald Patrick	One Hundred Seventy	170
Bruce Findley write in	Three Hundred Nine	309
Blanks	Four Hundred Seventy Four	474

CONSTABLE

George W. Cahoon, Jr.	Four Hundred Thirty Seven	437
Robley E. Fulcher, Jr.	Three Hundred Eighty Two	382
Blanks	Two Hundred Twenty Five	225

BOARD OF HEALTH

Betty I.M. Cochran	Four Hundred Thirteen	413
Blanks	One Hundred Nine	109

TRUSTEE SNOW LIBRARY

John L. Fletcher	Four Hundred One	401
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Roderick H. McColl	Three Hundred Fifty Five	355
Blanks	Two Hundred Eighty Eight	288

ORLEANS SCHOOL COMMITTEE

Betsy A. Dow	Four Hundred	400
Marilyn J. Whitelaw	Four Hundred Thirty Three	433
Blanks	Two Hundred Eleven	211

REGIONAL SCHOOL COMMITTEE

Margie Fulcher	Three Hundred Seventy Nine	379
Blanks	One Hundred Forty Three	143

ORLEANS HOUSING AUTHORITY

Carol Treeful	Four Hundred Two	402
Blanks	One Hundred Twenty	120

QUESTION 1.

"Shall the Town of Orleans be allowed to assess an additional \$99,053.00 in real estate and personal property taxes for the purpose of funding both the Nauset Regional School Budget and Orleans Elementary School Budget in excess of 2.5% for the fiscal year beginning July first nineteen hundred and ninety-two."

Yes	Two Hundred Thirty Four	234
No	Two Hundred Twelve	212
Blanks	Seventy Six	76

QUESTION 2.

"Shall the Town of Orleans be allowed to exempt from the provisions of Proposition Two and One Half (2 1/2), so-called, the amount required to finance the cost for a Town wide GIS mapping system including detailed set of assessment maps, overlays for water system, road layouts and drainage, zoning, conservation and wetland areas,, including costs incidental and related thereto as described in Article 5 of the May 11, 1992 Annual Town Meeting Warrant?"

Yes	Two Hundred Seventy Five	275
No	Two Hundred and Three	203
Blanks	Forty Four	44

QUESTION 3.

"Shall the Town of Orleans be allowed to exempt from the provisions of Proposition Two and One Half (2 1/2), so-called, the amount required to finance the cost for final closure of the Orleans Landfill which may include the placement of an impervious liner, previous protective cover and vegetation layer (loam and seed) on top of the capped landfill area; installation of a methane gas collection system beneath the impervious liner with appropriate venting; installation of a landfill storm water drainage system consisting of retention basins, drainage wells, catch basins, sump and outfall structures, piping, and other appurtenances, construction of access roads, Installation of monitor wells as required by DEP, and all other work related thereto, including costs incidental and related thereto as described in Article 6 of the May 11, 1992 Annual Town Meeting Warrant?"

Yes	Three Hundred Twenty Eight	328
No	One Hundred Forty Six	146
Blanks	Forty Eight	48

QUESTION 4.

"Shall the Town of Orleans be allowed to exempt from the provisions of Proposition Two and One Half (2 1/2), so-called, the amount required to finance the cost to design, construct, equip and other appurtenances for a pump house for well #7 located off Quanset Road in South Orleans, including costs incidental and related thereto as described in Article 7 of the May 11, 1992 Annual Town Meeting Warrant?"

YES	Three Hundred Eleven	311
NO	One Hundred Sixty Two	162
Blanks	Forty Nine	49

The polls were declared opened at 7:00pm in Precinct #2 the following were the election workers: James Hammond, Warden, Ruth G. Nelson, Asst. Warden, I. William Livingston, Olive Westa, Ester Bieibly, ballot clerks, Doris Eldredge, Polly Marsh were clerks.

The Polls were declared closed at 8:00 pm

Total votes in Precinct #2 was 426

PRECINCT 2

MODERATOR

Frederick K. Plumb	Three Hundred Forty Three	343
Blanks	Eighty Three	83

SELECTMEN

George W. Christie, Jr.	Two Hundred Seventy Eight	278
Ronald A. Patrick	Two Hundred Twenty Seven	227
Bruce Findley (write in)	One Hundred Twenty Nine	129
Blanks	Three Hundred Forty Nine	349

CONSTABLE

George W. Cahoon, Jr.	Three Hundred Thirty Three	333
Robley E. Fulcher, Jr.	Three Hundred Twenty Four	324
Blanks	One Hundred Ninety Five	195

BOARD OF HEALTH

Betty I.M. Cochran	Three Hundred Forty One	341
Blanks	Eighty Five	85

TRUSTEE SNOW LIBRARY

John L. Fletcher	Three Hundred Thirty Eight	338
Roderick H. McColl	Three Hundred and Two	302
Blanks	Two Hundred Twelve	212

ORLEANS SCHOOL COMMITTEE

Betsy A. Dow	Three Hundred Five	305
Marilyn J. Whitelaw	Three Hundred Forty Nine	349
Blanks	One Hundred Ninety Eight	198

REGIONAL SCHOOL COMMITTEE

Margie Fulcher	Three Hundred Sixteen	316
Blanks	One Hundred Ten	110

ORLEANS HOUSING AUTHORITY

Carol Treeful	Three Hundred Twenty	320
Blanks	One Hundred Six	106

QUESTION 1.

"Shall the Town of Orleans be allowed to assess an additional \$99,053.00 in real estate and personal property

taxes for the purpose of funding both the Nauset Regional School Budget and Orleans Elementary School Budget in excess of 2.5% for the fiscal year beginning July first nineteen hundred and ninety-two."

Yes	Two Hundred Three	203
No	One Hundred Sixty Three	163
Blanks	Sixty	60

QUESTION 2.

"Shall the Town of Orleans be allowed to exempt from the provisions of Proposition Two and One Half (2 1/2), so-called, the amount required to finance the cost for a Town wide GIS mapping system including detailed set of assessment maps, overlays for water system, road layouts and drainage, zoning, conservation and wetland areas,, including costs incidental and related thereto as described in Article 5 of the May 11, 1992 Annual Town Meeting Warrant?"

Yes	Two Hundred Twenty Nine	229
No	One Hundred Fifty Three	153
Blanks	Forty Four	44

QUESTION 3.

"Shall the Town of Orleans be allowed to exempt from the provisions of Proposition Two and One Half (2 1/2), so-called, the amount required to finance the cost for final closure of the Orleans Landfill which may include the placement of an impervious liner, previous protective cover and vegetation layer (loam and seed) on top of the capped landfill area; installation of a methane gas collection system beneath the impervious liner with appropriate venting; installation of a landfill storm water drainage system consisting of retention basins, drainage wells, catch basins, sump and outfall structures, piping, and other appurtenances, construction of access roads, installation of monitor wells as required by DEP, and all other work related thereto, including costs incidental and related thereto as described in Article 6 of the May 11, 1992 Annual Town Meeting Warrant?"

YES	Two Hundred Sixty Four	264
NO	One Hundred Twenty Two	122
Blanks	Forty	40

QUESTION 4.

"Shall the Town of Orleans be allowed to exempt from the provisions of Proposition Two and One Half (2 1/2), so-called, the amount required to finance the cost to design, construct, equip and other appurtenances for a pump house for well #7 located off Quanset Road in South Orleans, including costs incidental and related thereto as described in Article 7 of the May 11, 1992 Annual Town Meeting Warrant?"

YES	Two Hundred Fifty Six	256
NO	One Hundred Thirty Five	135
Blanks	Thirty Five	35

A true copy attest

Jean F. Wilcox
Town Clerk

**RECOUNT
STATE COMMITTEE MAN
MARCH 24, 1992**

A recount petitioned by T. Christopher Thurlby for the Office of State Committee Man Cape & Island District, was held on March 24, 1992 by the Board of Registry. Representing T. Christopher Thurlby was Pat Lynch and Linda Weinem. Representing William do Carmo was Joan Reed.

Counters were Francis Bonner, Marion Campbell, George W. Doane, Jean M. Kuhn, William Livingston, Polly S. Marsh, Henry Mitchell, Jr., Ruth Nelson, Joan Spieker, Beatrice Viau and Olive R. Westa

The vote on March 10th, 1992 was as follows:

T. Christopher Thurlby	336
William do Carmo	330
Blanks	242
Total	908

The recount on March 24th, 1992 was as follows:

T. Christopher Thurlby	339
William do Carmo	331
Blanks	238
Total	908

THE COMMONWEALTH OF MASSACHUTTES

Barnstable SS.

To either of the Constable of the Town of Orleans in the County of Barnstable

GREETINGS:

IN THE NAME OF The Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at Precinct I, American Legion Hall or Precinct II, Orleans Town Hall in said Orleans on Tuesday the fifteenth day of September next from 7 AM to 8 PM o'clock to vote on the following questions:

To cast their votes to the Primary Officers for the election of candidates of political parties for the following office:

REPRESENTATIVE IN CONGRESS	Congressional District
COUNCILLOR	Councillor District
SENATOR IN GENERAL COURT	Senatorial District
REPRESENTATIVE IN GENERAL COURT	Representative District
COUNTY SHERIFF	County
COUNTY COMMISSIONER	County

And you are directed to serve this Warrant, by posting up attested copies thereof at ORLEANS POST OFFICE, SOUTH ORLEANS POST OFFICE, EAST ORLEANS POST OFFICE in said Town, seven days at least before the time of holding said election.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of election, as aforesaid.

Given under our hands this twenty-sixth day of August in the year of our Lord one thousand nine hundred and ninety two.

A true copy attest

Jean F. Wilcox
Town Clerk

George R. Christie
Francis E. Suits
Scott V. Barron
Maclean Kirkwood
Bruce B. Findley
ORLEANS BOARD OF SELECTMEN

Barnstable SS.

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of Orleans by posting up attested copies of the said at ORLEANS POST OFFICE, EAST ORLEANS POST OFFICE, SOUTH ORLEANS POST OFFICE fourteen (14) days before the date of the meeting, as within directed.

George W. Cahoon, Jr. Constable

**"DOINGS"
STATE PRIMARY
SEPTEMBER 15, 1992**

The following election workers were sworn in by Town Clerk Jean F. Wilcox at Precinct 1: William Livingston, Warden, Beatrice Viau, Assistant Warden, Jean Kuhn, check in, Harry Kammerer, check in, Frances Bonner, check out, Joan Spieker, check out, Rita Grindle, ballot dispenser, Robley Fulcher was ballot box keeper.

The following election workers were sworn in by Assistant Town Clerk Anne R. Lennon at Precinct II: James Hammond, Warden, Ruth Nelson, Assistant Warden, Doris Eldredge, check out, Jean Herbert, check out, Betty Passehl, check in, Olive Westa, check in, Nina Mellor, check in, Esther Beilby, check in, George Doane, ballots. George Cahoon and Duane Boucher were keepers of the ballot box.

The polls in both precinct's were declared open at 7:00 am and closed at 8:00 pm.

The total number of votes were 1799, 40% of the registered voters cast their vote.

Precinct #1 881

Precinct #2 918

PRECINCT I

COUNTY COMMISSIONER

Victoria H. Lowell
Blanks

372
702

REPUBLICANS

REPRESENTATIVE IN CONGRESS

Michael K. Crossen 129
Daniel W. Daly 171
Robert E. King 36
Blanks 8

COUNCILLOR

Wendy Wolfe Cardarelli 279
Blanks 65

SENATOR IN GENERAL COURT

Henri S. Rauschenbach 310
Blanks 34

REPRESENTATIVE IN GENERAL COURT

Shirley A. Gomes 293
Blanks 51

SHERIFF

no one ran

COUNTY COMMISSIONER

John W. Doane 296
Blanks 292

PRECINCT 1

DEMOCRATIC

REPRESENTATIVE IN CONGRESS

Gerry E. Studds 448
Paul D. Harold 60
William G. Zissulis 25
Blanks 4

COUNCILLOR

Herbert A. Bennett, III 38
Steven A. Camara 53
David F. Constantine 71
Lance J. Garth 49
John C. O'Neil 57
Richard S. Rosen 39
Blanks 230

SENATOR IN GENERAL COURT

No one ran

REPRESENTATIVE IN GENERAL COURT

Robert C. Lawless 475
Blanks 62

SHERIFF

John F. DeMello 406
Blanks 131

PRECINCT II

REPUBLICANS

REPRESENTATIVE IN CONGRESS

Michael K. Crossen 116
Daniel W. Daly 134
Robert E. King 23
Blanks 38

COUNCILLOR

Wendy Wolfe Cardarelli 255
Blanks 56

SENATOR IN GENERAL COURT

Henri S. Rauschenbach 286
Blanks 25

REPRESENTATIVE IN GENERAL COURT

Shirley A. Gomes 277
Blanks 34

SHERIFF

no one ran

COUNTY COMMISSIONER

John W. Doane 269
Blanks 353

DEMOCRATIC

PRECINCT II

REPRESENTATIVE IN CONGRESS

Gerry E. Studds 538
Paul D. Harold 36
William G. Zissulis 14
Blanks 19

COUNCILLOR

Henry A. Bennett, III 46
Steven A. Camara 55
David F. Constantine 89
Lance J. Garth 56
John C. O'Neil 40
Richard S. Rosen 34
Blanks 287

SENATOR IN GENERAL COURT

no one ran

REPRESENTATIVE IN GENERAL COURT

Robert C. Lawless 545
Blanks 62

SHERIFF

John F. DeMello 442
Blanks 165

COUNTY COMMISSIONER

Victoria H. Lowell 402
Blanks 812

A true copy attest

Jean F. Wilcox
Town Clerk

**"DOINGS"
STATE ELECTION
NOVEMBER 3rd, 1992**

The following election workers were at Precinct #1 on election day. Warden; William I. Livingston, Asst. Warden; Beatrice Viau, check in Jean Kuhn, Winifred Little, Ballot clerk, Rita Grindle, check out Frances Bonner, Blanche Landweher, floater Harry Kammerer. Robert Fulcher, Jr. attended the ballot box.

The following election workers were at Precinct #2 on election day. Warden: James E. Hammond, Asst. Warden; Ruth Nelson, check in Esther Beilby, Betty Passehl, Ballots George Doane, check outs Nina Mellor, Doris Eldredge, extras Polly Marsh and Olive Westa. George Cahoon and Officer William Hyde attended the ballot box.

The polls were declared opened at 7:00 am in each precinct. The polls were declared closed at 8:00 pm in each precinct.

Total voters in Precinct #1 2104

Total voters in Precinct #2 2144

A total of 90% of the registered voters turned out for the election.

ELECTORS OF PRESIDENT AND VICE PRESIDENT

	PRECINCT #1	
Bush and Quayle	Eight Hundred Forty Four	844
Clinton and Gore	Seven Hundred Thirty One	731
Fulani and Munoz	Six	6
Hagelin and Tompkins	Two	2
LaRouche, Jr & Bevel	Two	2
Marrou and Lord	Ten	10
Perot and Stockdale	Four Hundred Sixty Nine	469
Phillips and Knight, Jr.	Zero	0
Blanks	Forty	40

REPRESENTATIVE IN CONGRESS

Gerry E. Studds	One Thousand One hundred	
	Thirty Nine	1139
Daniel W. Daly	Six hundred fifty seven	657
Michael P. Umina	Seventeen	17
Jon L. Bryan	Two hundred	200
Robert W. Knapp	One	1
Blanks	Ninety	90

COUNCILLOR

Wendy Wolfe Cardarelli	Nine Hundred Eighty Five	985
David F. Constantine	Seven Hundred Twenty Five	725
Blanks	Three Hundred Ninety Four	394

SENATOR IN GENERAL COURT

Henri S. Rauschenbach	One Thousand Six	
	Hundred Ninety Two	1692
Blanks	Four Hundred Twelve	412

REPRESENTATIVE IN GENERAL COURT

Robert C. Lawless	One Thousand Two Hundred Fifty	1255
	Five	
Shirley A. Gomes	Seven Hundred Fifty Two	752
Blanks	Ninety Seven	97

SHERIFF

John F. DeMello	One Thousand Five Hundred	
	Seventy Four	1574
Blanks	Five Hundred Thirty	530

COUNTY COMMISSIONER

John W. Doane	One Thousand Three Hundred	1329
	Twenty Nine	
Victoria H. Lowell	Seven Hundred Eighty Nine	789
Blanks	Two Thousand and Ninety	2090

BARNSTABLE ASSEMBLY DELEGATE

Mary C. Smith	One Thousand Six Hundred and	1609
	Nine	
Blanks	Four Hundred Ninety Five	495

QUESTION 1

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 6, 1992.

SUMMARY

This proposed law would establish a Health protection Fund to pay for health programs relating to tobacco use, including distribution of information about tobacco use, to be financed by a new excise tax on cigarettes and smokeless tobacco, the Health Protection Fund would be used, subject to appropriation by the state Legislature, to supplement existing funding for the following purposes: school health education programs including information about hazards of tobacco use; smoking prevention and smoking cessation programs in the workplace and community; tobacco-related public service advertising; drug addiction programs; support of prenatal and maternal care at community health centers which provide programs on smoking cessation and information on the harmful ef-

facts of smoking; and monitoring by the state Department of Public Health of illness and death associated with tobacco.

The proposed law would establish a new excise tax of one and one-quarter cents per cigarette (twenty-five cents per pack of 20) and twenty-five percent of the whole-sale price of smokeless tobacco. This excise would be in addition to the excise already imposed on cigarette and smokeless tobacco. The new excise would be collected by the state Department of Revenue under the same procedures that apply to the existing tobacco excise.

The proposed law would direct the State Comptroller to report annually on the revenue and expenditures of the Health Protection Fund. The proposed law states that if any of its provisions were found invalid, the other provisions would remain in effect. The proposed law would go into effect on January 1, 1993.

Yes	One Thousand Three Hundred Twenty Five	1325
No	Six Hundred Eighty Two	682
Blanks	Ninety Seven	97

QUESTION 2

Do you approve of a law summarized below, in which no vote was taken by the Senate or the House of Representative before May 6, 1992?

SUMMARY

This proposed law would require certain banks, insurance companies and publicity/traded corporations to file annual reports with the Massachusetts Secretary of State listing information from their state tax return, including profit, income, corporate income tax due, deductions, exemptions and credits. These reports would be made public. This provision would apply only to those banks, insurance companies and publicity/traded corporations required by federal and other Massachusetts laws to disclose information concerning their federal tax payment.

The proposed law would also require the annual release by state officials of a detailed analysis of certain tax expenditures enacted or changed after January 1, 1988. State law defines a tax expenditure as an exemption, exclusion, deduction or credit that results in less corporate, sales, or income tax revenue for the state. This analysis would be required only for tax expenditures with an annual revenue impact of \$1,000,000 or more. The analysis would include information on the actual revenue loss as well as the number of proportion of taxpayers or taxpaying entities benefiting from the expenditure, according to income profit, receipts or sales.

Yes	One thousand One Hundred Fifty Nine	1159
No	Seven Hundred Fifty Five	755
Blanks	One Hundred Ninety	190

QUESTION 3

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representative before May 6, 1992?

SUMMARY

This proposed law would require all packaging used in Massachusetts on or after July 1, 1996 to be reduced in size, reusable, or made of materials that have been or could be recycled. The proposed law would provide for exemptions for health, safety, and other reasons and would establish penalties for violations.

Packaging would have to be either reduced in size by at least 25% every five years; or designed to be reusable at least five times, with at least 50% of such packaging actually being reused; or recycled at 50% rate or composed of 25% or more of recycled materials (increasing to 35% on July 1, 1999 and 50% on July 1, 2002); or composed of materials being recycled at an annual rate of 25% (increasing to 35% in 1999 and 50% in 2002). The requirements would apply to any packaging or containers used to protect, store, handle, transport, display, or sell products.

These requirements would not be applicable to tamper-resistant or tamperevident seals; packaging for medication or medical devices; packaging merely being shipped through the state; packaging required by federal or state health or safety laws or regulations; or flexible film packaging necessary to prevent food from spoiling. The state Department of Environmental Protection could also grant exemptions for packaging that represents an innovative approach for which additional time is needed to meet the requirements of the law; or packaging made of material that cannot be reused or recycled, and cannot be made of recycled material, but is being composted at a significant rate; or products for which there is no complying packaging and for which compliance with the law would impose undue hardship (other than increased cost) on Massachusetts residents. A person applying for an exemption would pay a fee to be used, subject to legislative appropriation, to pay the cost of administering the proposed law.

The Department would be required to issue regulations to carry out the proposed law and would be required to investigate suspected violations. After issuing a warning, the Department could assess administrative penalties of up to \$100 for each offense and up to \$10,000 for any single shipment or single continuing act or non-compliance. The state Attorney General could also file court action for civil penalties of up to \$500 for each offense and up to \$25,000 for any single shipment or continuing act of non-compliance, and could seek a court order requiring compliance. Each non-complying piece of package would be considered a separate offense or act of non-compliance. separate offense or act of non-compliance.

The proposed law states that if any of its provisions were declared invalid, the other provisions would remain in effect.

YES	One Thousand One Hundred Fifty two	1152
NO	Nine Hundred and Nine	909
BLANKS	Eighty Three	83

QUESTION 4

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 6, 1992?

SUMMARY

This proposed law would impose an excise tax on oil, toxic chemicals, and other hazardous substances, and would direct that the money raised, along with the fees paid by hazardous waste transporters and specific revenues under other state laws, be deposited in the state Environmental Challenge Fund. Money in the Fund would be used subject to legislative appropriation, to assess and clean up sites that have been or may be contaminated by oil or hazardous materials, and to carry out and enforce the excise.

As of July 1, 1993, the excise would apply to persons, businesses, and other entities possessing 50,000 pounds or more of oil and toxic chemicals covered by the proposed law. Toxic chemicals would be covered if classified as toxic by the federal Environmental Protection Administration (EPA) under federal law. As of July 1, 1994, substances listed as hazardous by the EPA under federal law would also become subject to the excise.

Until June 30, 1995, the excise would be two-tenths of one cent (\$0.002) per pound. In later years, the state Commissioner of Revenue would set the excise rate at a level, not to exceed two tenths of one cent per pound, sufficient to yield \$35 million annually in 1995 dollars.

The excise would not apply to gasoline or other special engines fuels, jet fuel taxed under other state law, numbers 1 or 2 fuel oil, kerosene, animal or vegetable oil, or waste oil classified as hazardous waste under other state law. Nor would the excise apply to oils, toxic chemicals, or hazardous substances merely being shipped through Massachusetts; or contained in a consumer product intended for retail sales; or present in a mixture at a concentration of less than one percent; or present in hazardous waste being transported by a licensed hazardous waste transporter who has paid or will pay a transporter fee under state law; or for which the excise tax has already been paid under the proposed law and which have not been reprocessed or recycled since payment of the excise.

The excise also would not apply to oils, toxic chemicals, or hazardous substances that are possessed by individuals for personal, nonbusiness purposes; or are contained in vehicles or vessels intended to be used for normal purposes; or are produced in Massachusetts as a by-product of pollution control equipment or the cleanup of hazardous materials and are handled in compliance with federal and state environmental laws. Finally, the excise would not apply to toxic chemicals or hazardous substances in a manufactured product the use of which requires a specific shape or design and which does not release toxic substances under normal use.

Under the proposed law, the excise would ordinarily be collected from the first person or business within Massachusetts to come into possession of materials subject to the tax. If that person or business has not paid the excise a later possessor could be required to pay the excise and could then recover a corresponding amount from the first possessor. The proposed law would provide credits for excise paid on materials that become ingredients in the manufacture of other materials subject to the tax, and it would provide credits for similar excise or taxes paid to other states. Persons possessing more than 25,000 pounds of materials subject to the excise in any sixmonth period would be required to obtain a license from the Commissioner of Revenue. The Commissioner could issue regulations establishing, record keeping and reporting requirements for persons possessing such materials. The Commissioner would collect the excise through procedures similar to those for other state taxes and could issue regulations to implement the proposed law.

The proposed law states that if any of its provisions were declared invalid, the other provisions would remain in effect.

YES	Eight Hundred and Four	804
NO	One Thousand One Hundred and Fifty Nine	1159
BLANKS	One hundred Forty One	141

QUESTION 5

THIS QUESTION IS NOT BINDING

Shall the state senator from this district be instructed to vote in favor of legislation that would include this senatorial district in a state emergency planning zone to protect the public in the event of a nuclear accident at the Pilgrim Nuclear Power Station in Plymouth?

YES	One Thousand Three Hundred Twenty Four	1324
NO	Five Hundred Twenty Six	526
BLANKS	Two Hundred Fifty Four	254

ELECTORS OF PRESIDENT AND VICE PRESIDENT

PRECINCT #2

Bush and Quayle	Six Hundred Eighty Eight	688
Clinton and Gore	Eight Hundred Fifty Seven	857
Fulani and Munoz	Two	2
Hagelin and Thompkins	Five	5
LaRouche, Jr. & Bevel	Zero	0
Marrow and Lord	Eleven	11
Perot and Stockdale	Five Hundred Nine	509
Phillips and Knight Jr	Three	3
Blanks	Sixty Nine	69

REPRESENTATIVE IN CONGRESS

Gerry E. Studts	One Thousand Three Hundred Forty Three	1343
Daniel W. Daly	Five Hundred Six	506
Michael P. Umira	Seventeen	17
Jon L. Bryan	One Hundred Seventy Seven	177

Robert W. Knapp	One	1
Blanks	One Hundred	100

COUNCILLOR

Wendy Wolfe Cardarelli	One Thousand and Fifty Two	1052
David F. Constantine	Six Hundred Sixty Five	665
Blanks	Four Hundred Twenty Seven	427

SENATOR IN GENERAL COURT

Henri S. Rauschenbach	One Thousand Six Hundred Seventy Two	1672
Blanks	Four Hundred Seventy Two	472

REPRESENTATIVE IN GENERAL COURT

Robert C. Lawless	One Thousand Two Hundred Seventy Six	1276
Shirley A. Gomes	Seven Hundred Sixty One	761
Blanks	One Hundred Seven	107

SHERIFF

John F. DeMello	One Thousand Five Hundred Seventy Three	1573
Blanks	Five Hundred Seventy One	571

COUNTY COMMISSIONER

John W. Doane	One Thousand Three Hundred Twenty Nine	1329
Victoria H. Lowell	Seven Hundred Eighty Nine	789
Blanks	Two Thousand and Ninety	2090

BARNSTABLE ASSEMBLY DELEGATE

Mary C. Smith	One Thousand Six Hundred Ninety	1690
Blanks	Four Hundred Fifty Four	454

QUESTION 1

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 6, 1992.

SUMMARY

This proposed law would establish a Health protection Fund to pay for health programs relating to tobacco use, including distribution of information about tobacco use, to be financed by a new excise tax on cigarettes and smokeless tobacco, the Health Protection Fund would be used, subject to appropriation by the state Legislature, to supplement existing funding for the following purposes: school health education programs including information about hazards of tobacco use; smoking prevention and smoking cessation programs in the workplace and community; tobacco-related public service advertising; drug addiction programs; support of prenatal and maternal care at community health centers which provide programs on smoking cessation and information on the harmful effects of smoking; and monitoring by the state Department of Public Health of illness and death associated with tobacco. The proposed law would establish a new excise tax of one and one-quarter cents per cigarette (twenty-five cents per pack of 20) and twenty-five percent of the wholesale price of smokeless tobacco. This excise would be in addition to the excise already imposed on cigarette and smokeless tobacco. The new excise would be collected by the state Department of Revenue under the

same procedures that apply to the existing tobacco excise.

The proposed law would direct the State Comptroller to report annually on the revenue and expenditures of the Health Protection Fund. The proposed law states that if any of its provisions were found invalid, the other provisions would remain in effect.

proposed law would go into effect on January 1, 1993.

YES	One Thousand Three Hundred Seventy One	1371
NO	Six Hundred Seventy Six	676
Blanks	Ninety Seven	97

QUESTION 2

Do you approve of a law summarized below, in which no vote was taken by the Senate or the House of Representatives before May 6, 1992.

SUMMARY

This proposed law would require certain banks, insurance companies and publicly traded corporations to file annual reports with the Massachusetts Secretary of State listing information from their state tax return, including profit, income, corporate income tax due, deductions, exemptions and credits. These reports would be made public. This provision would apply only to those banks, insurance companies and publicly-traded corporations required by federal and other Massachusetts laws to disclose information concerning their federal tax payment.

The proposed law would also require the annual release by state officials of a detailed analysis of certain tax expenditures enacted or changed after January 1, 1988. State law defines a tax expenditure as an exemption, exclusion, deduction or credit that results in less corporate, sales, or income tax revenue for the state. This analysis would be required only for tax expenditures with an annual revenue impact of \$1,000,000 or more. The analysis would include information on the actual revenue loss as well as the number of proportion of taxpayers or taxpaying entities benefiting from the expenditure, according to income profit, receipts or sales.

YES	One thousand Two Hundred Eighty One	1281
NO	Six Hundred Twenty One	621
Blanks	Two Hundred Forty Two	242

QUESTION 3

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 6, 1992?

SUMMARY

This proposed law would require all packaging used in Massachusetts on or after July 1, 1996 to be reduced in size, reusable, or made of materials that have been or could be recycled. The proposed law would provide for exemptions for health, safety, and other reasons and would establish penalties for violations.

Packaging would have to be either reduced in size by at least 25% every five years; or designed to be reusable at least five times, with at least 50% of such packaging actually being reused; or recycled at 50% rate or composed of 25% or more of recycled materials (increasing to 35% on July 1, 1999 and 50% on July 1, 2002); or composed of materials being recycled at an annual rate of 25% (increasing to 35% in 1999 and 50% in 2002). The requirements would apply to any packaging or containers used to protect, store, handle, transport, display, or sell products.

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The Department would be required to issue regulations to carry out the proposed law and would be required to investigate suspected violations. After issuing a warning, the Department could assess administrative penalties of up to \$100 for each offense and up to \$10,000 for any single shipment or single continuing act or non-compliance. The state Attorney General could also file court actions for civil penalties of up to \$500 for each offense and up to \$25,000 for any single shipment or continuing act of non-compliance, and could seek a court order requiring compliance. Each non-complying piece of package would be considered a separate offense or act of non-compliance. separate offense or act of non-compliance.

The proposed law states that if any of its provisions were declared invalid, the other provisions would remain in effect.

YES	One Thousand One Hundred Fifty two	1152
No	Nine Hundred and Nine	909
Blanks	Eighty Three	83

QUESTION 4

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives before May 6, 1992?

SUMMARY

This proposed law would impose an excise tax on oil, toxic chemicals, and other hazardous substances, and would direct that the money raised, along with the fees

paid by hazardous waste transporters and specific revenues under other state laws, be deposited in the state Environmental Challenge Fund. Money in the Fund would be used subject to legislative appropriation, to assess and clean up sites that have been or may be contaminated by oil or hazardous materials, and to carry out and enforce the excise.

As of July 1, 1993, the excise would apply to persons, businesses, and other entities possessing 50,000 pounds or more of oil and toxic chemicals covered by the proposed law. Toxic chemicals would be covered if classified as toxic by the federal Environmental Protection Administration (EPA) under federal law. As of July 1, 1994, substances listed as hazardous by the EPA under federal law would also become subject to the excise.

Until June 30, 1995, the excise would be twotenths of one cent (\$0.002) per pound. In later years, the state Commissioner of Revenue would set the excise rate at a level, not to exceed two tenths of one cent per pound, sufficient to yield \$35 million annually in 1995 dollars.

The excise would not apply to gasoline or other special engines fuels, jet fuel taxed under other state law, numbers 1 or 2 fuel oil, kerosene, animal or vegetable oil, or waste oil classified as hazardous waste under other state law. Nor would the excise apply to oils, toxic chemicals, or hazardous substances merely being shipped through Massachusetts; or contained in a consumer product intended for retail sales; or present in a mixture at a concentration of less than one percent; or present in hazardous waste being transported by a licensed hazardous waste transporter who has paid or will pay a transporter fee under state law; or for which the excise tax has already been paid under the proposed law and which have not been reprocessed or recycled since payment of the excise.

The excise also would not apply to oils, toxic chemicals, or hazardous substances that are possessed by individuals for personal, nonbusiness purposes; or are contained in vehicles or vessels intended to be used for normal purposes; or are produced in Massachusetts as a byproduct of pollution control equipment or the cleanup of hazardous materials and are handled in compliance with federal and state environmental laws. Finally, the excise would not apply to toxic chemicals or hazardous substances in a manufactured product the use of which requires a specific shape or design and which does not release toxic substances under normal use.

Under the proposed law, the excise would ordinarily be collected from the first person or business within Massachusetts to come into possession of materials subject to the tax. If that person or business has not paid the excise a later possessor could be required to pay the excise and could then recover a corresponding amount from the first possessor. The proposed law would provide credits for excise paid on materials that become ingredients in the manufacture of other materials subject to the tax, and it would provide credits for similar excise or taxes paid to other states. Persons possessing more than 25,000

pounds of materials subject to the excise in any sixmonth period would be required to obtain a license form the Commissioner of Revenue. The Commissioner could issue regulations establishing, record keeping and reporting requirements for persons possessing such materials. The Commissioner would collect the excise through procedures similar to those for other state taxes and could issue regulations to implement the proposed law.

The proposed law states that if any of its provisions were declared invalid, the other provisions would remain in effect.

YES	Nine Hundred and Thirty Six	936
NO	One Thousand One and Eighty two	1082
BLANKS	One hundred Twenty Six	126

QUESTION 5

THIS QUESTION IS NOT BINDING

Shall the state senator from this district be instructed to vote in favor of legislation that would include this senatorial district in a state emergency planning zone to protect the public in the event of a nuclear accident at the Pilgrim Nuclear Power Station in Plymouth.

YES	One Thousand Four Hundred Sixty Three	1463
NO	Three Hundred Ninety Three	393
BLANKS	Two hundred Eighty Eight	288

A true copy attest

Jean F. Wilcox
Town Clerk

**OLD KING'S HIGHWAY
REGIONAL HISTORIC
DISTRICT ELECTION
NOVEMBER 24, 1992**

The Old King's Highway District Committee held its Annual Election on November 24, 1992 at the Orleans Town Office Building. Chairman of the Selectmen, George Christie, Jr. opened the meeting at 7:30 pm.

Present were Jean F. Wilcox and Soren Spatzeck Olsen of 39 Anchor Drive, Soren Spatzeck Olsen was the only person to take out nomination papers for the position on the Old Kings Highway Historic District Committee. A motion was made and seconded to elect Soren Spatzeck Olson to a Four year term on the Old Kings Highway Historic District Committee.

A true copy attest,

Jean F. Wilcox, Town Clerk

1992 DOG LICENSES

196 Males	@3.00	588.00
194 S. Females	@3.00	582.00
13 Females	@6.00	78.00
2 Kennels	@50.00	100.00
5 Kennels	@10.00	50.00
Total		\$1,398.00

Submitted by: Jean F. Wilcox,

Town Clerk

BIRTHS-1992

There was a total of 29 Births recorded in this office in 1992.

Under Chapter 438 children can no longer be published in the Town Report.

MARRIAGES-1992

January

25th John T. Jacobs, Hudson, Ma. and
Ann T. O'Neil, Hudson, Ma.

February

15th Michael James Powers, Yarmouth, Ma. and
Michelle Marie Perron, Yarmouth , Ma.

22nd Raphael Anthony Merrill, Jr., Brewster, Ma. to
Robin Leigh Johnson, Brewster, Ma.

March

7th Kenneth Joseph Coleman, Orleans, Ma. to
Mira Hollingsworth Fish, Orleans, Ma.

April

24th Richard Leroy Meehan, Harwich, Ma. to
Elaine R. Brockway, Harwich, Ma.

25th Whifford Gillies Boyd, Orleans, Ma. to
Margaret Mary Walker, Orleans, Ma.

25th Paul Dana Fox, Orleans, Ma. to
Lillian Coleen Perreault, Orleans, Ma.

May

2nd Kevin Cahir Toolin, Greenville, R.I. and
Rita Mary Clifford, Manville, R.I.

2nd Jayant Sharma, Austin, Texas, and
Henrietta Elizabeth Cooper, Chatham, Ma.

16th Glen Eric Harrington, Sandwich, Ma. and
Janice Bernadette Linton, Orleans, Ma.

16th Gary Bruce Knop, Orleans, Ma. and

Crystal Jo Dolson, Orleans, Ma.

16th Patrick James Carey, Cheshire, Ct. and
Shiela Hanley Brayton, Waterbury, Ct.

23rd Sean Michael O'Donnell, Devon, Pa. and
Jessica Daly, Devon, Pa.

30th Christopher Guild Scales, St. Louis, Mo. and
Susan Harris Maynard, St. Louis, Mo.

31st. Sidney Howard Snow, Orleans, Ma. and
Donna Lee Nickerson, Orleans, Ma.

June

2nd Charles R. Maintanis, Eastham, Ma. and
Linda L. Hayes, Eastham, Ma.

2nd Douglas F. Golder, Chatham, Ma. and
Victoria M. Warner, Chatham, Ma.

5th David Glenn Hodgins, Toronto Ontario, Ca. and
Ann Sease Monoyios, Toronto Ontario, Ca.

6th Todd Owen Bunzick, Orleans, Ma. and
Katherine Alison Smith, Orleans, Ma.

7th Kyle David Elliott, Harwich, Ma. and
Deborah L. Eldredge, Harwich, Ma.

13th Mark Alan Blount, Dunwoody, Ga. and
Lucetta Lee Williamson, Dunwoody, Ga.

20th Thomas Hart Benton, Jr. Chicago, Ill. and
Alison June Parker, Chicago, Ill.

20th Richard Brison Cumming Tucker, Jr. Baltimore,
Md. and Monica Seton Ring, Baltimore, Md.

20th David Hamilton Chalmers, Orleans, Ma. and
Leigh Ann Hale, Orleans, Ma.

20th Bruce Copeland McKee, Jr., Boston, Ma. and
Beth Marie Hayes, Boston, Ma.

20th James Freeman Connolly, N. Andover, Ma. and
Jayne Reeves, S. Orleans, Ma.

20th Barry E. Magnani, E. Orleans, Ma. and
Debra Beth Krumholz, E. Orleans, Ma.

27th Matthew N. Merten, Norton, Ma. and
Kathleen C. Cronin, Orleans, Ma.

27th Mark William Mathison, Orleans, Ma. and
Patricia Anne Benson, Orleans, Ma.

27th Turhan Tirana, Old Greenwich, Ct. and
Denise Mary Marcil, New York, New York

27th Paul John Lowsley Williams, San Francisco, Ca.
and Elizabeth Compton Allyn, San Francisco, CA.

July

3rd William Franklin King, Ithaca, New York and
Marie Anne Harkins, Ithaca, New York

12th Steven Mathew Leibowitz, Boston, Ma. and
Vera Jean M. Clark, Orleans, Ma.

25th Goran Per Ture Karlsson, Linkoping, Sweden and
Karen Harrar Gray, Linkoping, Sweeden

27th Addison E. MacDonald, Chatham, Ma. and
Martha Jellicoe Bushby, Chatham, Ma.

31st Robert William Hahn, Colorado Springs, Co. and
Marilyn A. Brinning, Colorado Springs, Co.

August

1st Charles William Palmer, Santa Barbara, Ca. and
Elizabeth Ann Jenkins, Santa Barbara, Ca.

1st Randall D. Learish, Swissvale, Pa. and
Lisa Rose Wheeler, Swissvale, Pa.

8th Stephen T. Luty, Danbury, Ct. and
Theresa Ann Garvey, Danbury, Ct.

8th Charles J. McQuat, Orleans, Ma. and
Dolores Jean Hurley, Brewster, Ma.

8th Willard Donham, Ithaca, New York, and
Ruth Ferriss Buck, Ithaca, New York

14th Steven Albahari, Brewster, Ma. and
Janet Leo McCarthy, Brewster, Ma.

15th John Joseph Neiger, Hamilton City, Ca. and
Kemper Carlsen, Hamilton City, Ca.

15th Russell Benjamin Chipman, Orleans, Ma. and
Barbara Ann Grueninger, Orleans, Ma.

22nd Erik Craig Aase, Brooklyn, New York and
Jennifer Braddock dos Remedios, Brooklyn, NY

27th David Curtis Smith, Hamburg, New York and
Nancy Marie Bellus, Hamburg, New York

29th Todd Bowman Ash, Orleans, Ma. and
Rebecca Susan Leatherman, Orleans, Ma.

29th Jeffrey Lincoln Putnam, Orleans, Ma. and
Elizabeth C. Barlow, Eastham, Ma

29th Matthew W. Kane, Orleans, Ma. and
Karen A. Doyle, Orleans, Ma.

30th Daryl James Vanderburgh, Ile Bizard, Quebec,
Canada and Linda Scott Lyons, Orleans, Ma

September

2nd John Alexander Dziegiel, Rowell, Ga. and
Cheryl A. Wetzel, Rowell, Ga.

5th David J. Smith, Orleans, Ma. and
Karen M. Joseph, Orleans, Ma.

6th William Strakele, Orleans, Ma. and
Carolyn Ann Kane, Orleans, Ma.

6th David Alan Michel, Chicago, Ill. and
Millisa Mary Galazzi, Chicago, Ill.

12th Marc H. Goldberg, Redwood City, Ca. and
Elizabeth Noerdlinger, Redwood City, Ca.

12th Jonathan A. Greene, Orleans, Ma. and
Sheila M. Avellar, Brewster, Ma.

DEATHS

12th	Robert Russell Witt, Alexandria, Va. and Mary Ann Perkowski, Alexandria, Va.	
12th	Michael Scott Tepper, Novi, Mi. and Jeanne Gardner Elseman, Novi, Mi.	
13th	Timothy James Ellinger, Mendon, New York and Anne Estelle Thompson Mendon	
19th	Dennis Reed, Orleans, Ma. and Mary Ellen Carroll, Orleans, Ma.	
19th	Peter John Dallamora, Eagle Vail, Co. and Janet Carol Nadeau, Eagle Vail, Co.	
19th	Neal David Finkelstein, Oakland, Ca. and Rebecca Louise Johnson, Oakland, Ca.	
19th	Thomas More Yonce, Orleans, Ma. and Martha Anne Fielding, Orleans, Ma.	
26th	Paul Bowen Lothrop, Eastham, Ma. and Kerry Ann Reid, Eastham, Ma.	
27th	Gregory Scott McWhinney, Truckee, Ca. and Dara Jean Lee, Truckee, Ca.	
October		
3rd	Todd A. Roeder, St. Louis, Mo. and Renee Christie Crevier, St. Louis, Mo.	
10th	Lawrence John Bryne, Eastham, Ma. and Anne Patricia Regan, Eastham, Ma.	
10th	Robert Charles McNamara III, Orleans, Ma. and Laurie Jean Davidson, Orleans, Ma.	
10th	Brian Michael Abraham, Winthrop, Ma. and Jennifer Robin Hunter, Winthrop, Ma.	
17th	David Wayne Bauman, Lake Hopatcong, NJ and Rebecca Lynne Richardson, Bound Brook, NJ	
17th	James Kane Dowd, Orleans, Ma. and Ann C. Palmer, Orleans, Ma.	
24th	Michael A. Russo, Orleans, Ma. and Susan Lee Collins, Orleans, Ma.	
25th	Jeffrey Scott Blanchard, Orleans, Ma. and Elizabeth Farwell Birmingham, Orleans, Ma.	
November		
7th	Peter Thomas Adam, Orleans, Ma. and Kimberly Ann Lott, Orleans, Ma.	
December		
12th	Bradford Robert Morse, Orleans, Ma. and Carolyn Cosker, Orleans, Ma.	
12th	Robert Spencer Jordan, Jr. Orleans, Ma. and Judith Marie Higgins, Orleans, Ma.	
19th	James Thomas Ubertalli, Manhattan, Ks. and Julia Corbett Zitz, Boston, Ma.	
29th	Rolfe Eaton Scofield, Orleans, Ma. and Susan Hall Ritchie, Orleans, Ma.	
January		
2nd	Eleanor (Dodge) Luscomb	95
6th	John David Durie, Sr.	75
9th	Stanley B. Milton	92
14th	Nancy E. (Baker) Chapin	69
14th	Myra Harland (Putney) Morrison	73
20th	Helen (Collins) Paine	91
25th	Dorothy Mary Walker	63
26th	Irene Alexes (Whitla) Carey	74
27th	Edith Frances (Sheehan) Daniels	84
30th	Marjorie Agnes Hopkins	83
February		
1st	Clifford William Stowe	91
7th	Marjorie (Pell) Oliver	82
10th	Grace (Wilson) Gilchrist	87
12th	Gordon Charles Harris	76
22nd	Warren Bradford Turner	70
24th	Donald William Broman	76
March		
10th	William Vander Els	88
13th	Jane (Collyer) Exley	70
18th	Jane Isabelle (Lee) Walker	77
19th	Myrtle Alida (Bain) Field	75
20th	Willard Perry, Jr.	62
22nd	Abigail (Leete) Skinner	94
29th	Lucy Alice (Feaster) Palmer	99
April		
8th	Josephine G. (Yanchurak) Knowles	81
10th	Doris Lee (Bridges) Lyman	76
10th	Theodore Ely Bagg	89
21st	Emma (Shotwell) Law	88
23rd	Alma E. (Riordain) Caspos	78
27th	Joseph Charles Tomasi	85
May		
3rd	Margaret (Sale) Powers	91
4th	Samuel Victor Rosenberg	81
5th	Eleanor C. (Brown) Roberts	87
11th	Victor Demonic Valenti	68
15th	Victorine Margaret Smith	67
18th	Angelia (Leshnja) Christo	91
22nd	Ruth A. (Putnam) Lilligreh	79
25th	Harry P. Kreckmann	83
28th	Jean (Keller) Stodt	62
June		
2nd	Florence (Curry) Kane	77
4th	Bartholomew Francis Sheehan	84
18th	Henry Walter Carstanjen	91
26th	Florence M. Tibbetts	78
July		
17th	Lina (Graffiti) Ravizza	89
18th	Kerry Lynn Hildreth	23
18th	Patricia Ann (Kelley) Hildreth	49
18th	Stuart Bailey Hildreth, Jr.	52
20th	Ruth (Norman) Standbridge	88
24th	Kathryn A. (Kelleher) Cummings	83
24th	Rosalie K. (Smith) Gengras	81
26th	Hilda Greaves Richardson	84
30th	Ernest J. McKenna	95
31st	John Hopkins Lemoine	33

August		25th Henry Clarence Atwood	89
4th Erwin Schimmeyer	83	27th Carmello Joseph Milioto	70
21st Mary (Thomas) Dudley	87	30th Florence (Park) Sullivan	83
30th John Ambrose Sadlier	63		
September		November	
4th Dorothy C. (Doyle) Robinson	93	17th Helen (Gabler) Ostrander	99
8th Robert B. Jacobsen	64	19th Jennie (Kramer) Dennis	93
11th Pamela Hollingsworth	56	20th Louise (St. Marie) Brooks	73
13th Anne Theresa Sabacinski	72	24th William Daniel McCray, Jr.	64
13th Janet (Hanley) O'Connell	91	24th Ruth (Jacquith) Carter	80
16th Robert Yates Foresman	59	30th John Bodkin Graham	87
18th Evelyn (Jackson) Schultz	82		
18th Gertrude Agnes Shea	86	December	
18th Jason Ernest Carlson	15	1st Marion Lois McIntire	8
19th Katharine (Reynolds) Day	96	5th Russell Clark Wiley	65
28th Francis Richard Schwartz	70	6th Ethel Louise Kennedy	77
30th Margaret (Maggi) Fontaine	61	10th Frances (Midlefart) Winslow	74
		10th Edward C. Farrell	83
		12th Newman Elwood Walton	93
		12th Howard Cassel	83
		13th Wilma S. Welsenfeld	85
		14th Allen Gray Griswold	84
		15th Marie (Traverso) Strathie	93
		18th Rosemary Veronica Ormiston	71
		19th Betty (Jandorf) Elin	73
		26th Herbert J. Nolan	92
October			
6th Dorrance Talbot	86		
13th Gay (Greenfield) DeVries	63		
13th Edward Russell Seel	69		
17th William Arthur Gardiner	93		
18th Barbara (Wood) Jordan	74		
19th Henry Crosswell	80		

REPORT OF FISH & GAME LICENSES ISSUED IN 1992

NO.	CLASS/TYPE OF LICENSE	GROSS VALUE	VALUE	FEE	FISH & GAME
48	F1 Resident/Citizen Fishing	\$12.50	\$600.00	\$24.00	\$576.00
1	F2 Resident/Citizen Fishing Minor	6.50	6.50	.50	6.00
11	F3 Resident/Citizen Fishing 65-69	6.25	68.75	5.50	63.25
43	F4 Resident/Citizen Over 70	FREE			
5	F6 Non-Res. Citizen/Alien Fishing	17.50	87.50	2.50	85.00
1	F7 Non-Res. Citizen/Alien 7-Day Fishing	11.50	11.50	.50	11.00
1	DF Duplicate Fishing	2.00	2.00		2.00
25	H1 Resident/Citizen Hunting	12.50	312.50	12.50	300.00
1	H2 Resident/Citizen Hunting 65-69	6.25	6.25	.50	5.75
1	H3 Resident/Citizen Hunting Paraplegic	FREE			
27	S1 Resident/Citizen Sporting	19.50	526.50	13.50	513.00
3	S2 Resident/Citizen Sporting 65-69	9.75	29.25	1.50	27.75
29	S3 Resident Citizen Over 70	FREE			
24	M1 Archery/Primitive Firearms Stamps	5.10	122.40	2.40	120.00
33	M2 Mass. Waterfowl Stamps	5.00	165.00	8.25	156.75
116	W1 Wildlands Conservation Stamp Resident	5.00	580.00		580.00
6	W2 Wildlands Conservation Stamp Non-Res.	5.00	30.00		30.00
			2,548.15.	71.68	2,476.50

PROCLAMATION

April 29, 1992
TO BARBARA CONNOR

WHEREAS: *We deeply appreciate your dedicated and loyal service to the Town of Orleans and its citizens for the past six years; and*

WHEREAS: *We greatly respect you for your keen adherence to responsibilities and duties, for your high standards of conduct, and for your pride in accomplishments; and*

WHEREAS: *We are most grateful to you for your sincerity, dedication and cheerful attitude towards citizens and fellow members;*

NOW THEREFORE, *We, the Orleans Board of Selectmen, on behalf of all the Citizens, Commissioners, and Staff of the Town of Orleans, do hereby honor you for your commitment as Treasurer of the Orleans Housing Authority and extend our best wishes to you. Again, our sincere thanks and appreciation for a job well done.*

ORLEANS BOARD OF SELECTMAN

Maclean Kirwood, Jr. Chairman,
Ronald A. Patrick
Scott V. Barron
George R. Christie, Jr.
Francis E. Suits

PROCLAMATION

WHEREAS, *Professional insurance women make a significant contribution to the risk and insurance industry, and*

WHEREAS, *They are increasingly effective locally and statewide in promoting public awareness of such important issues as tort reform, automobile safety and the problem of drinking and driving, and*

WHEREAS, *They endeavor to reaffirm to the industry as a whole the highest professional standards, and*

WHEREAS, *They are working effectively on a national level as the National Association of Insurance Women (International), which has reached a membership of 20,000, and*

WHEREAS, *Professional insurance women have earned recognition for their outstanding accomplishments in the economically vital insurance industry:*

NOW, THEREFORE, *WE do proclaim May 17 through May 23 as NAIW Week, and urge our citizens to do honor to the women who are performing such important and diverse roles throughout the risk and insurance industry.*

IN WITNESS THEREFORE, *I have hereunto set my hand and caused the OFFICIAL SEAL of the Town of Orleans to be affixed this 7th day of April 1992.*

ORLEANS BOARD OF SELECTMAN

Maclean Kirwood, Jr. Chairman,
Ronald A. Patrick
Scott V. Barron
George R. Christie, Jr.
Francis E. Suits

PROCLAMATION

The Town of Orleans pays tribute to the Massachusetts Society for the Prevention of Cruelty to Children on Cape Cod and its PARTNERS IN PREVENTION PROGRAMS FOR 1992. April is National Child Abuse Prevention Month. The Board of Selectmen of the Town of Orleans encourages the residents of the Town to be aware of child abuse and neglect and assist the M.S.P.C.C. in its important work.

WHEREAS, *M.S.P.C.C. was founded in 1878 and is the only state wide private agency organized with the purpose of preventing child abuse and neglect and protecting children from such treatment, we salute the professional and volunteer workers who have served in excess of 1700 a year in addition to the prevention programs such as "Safety Kids" which is produced for the benefit of elementary school children here in Orleans and all the other towns on Cape Cod.*

WHEREAS, *M.S.P.C.C. on Cape Cod has initiated a GOOD START PROGRAM to work in conjunction With Cape Cod Hospital, Falmouth Hospital, Tobey and Jordan Hospitals for the benefit of new parents and newborns, especially those with stressful problems, we encourage new parents in Orleans to seek the professional and trained volunteer help of the Society.*

WHEREAS, *M.S.P.C.C. on Cape Cod has recently constructed and fully funded a new Headquarters Family Counseling Center in Independence Park, Hyannis to better serve*

the entire Cape, we add our congratulations.

WE,

The Board of Selectmen issue this proclamation in recognition of Child Abuse Prevention Month, April and to encourage all residents to be more aware of the increasing problems of child abuse and neglect here on Cape Cod. We remind citizens, especially those working with children, that cases of child abuse and neglect, whether actual or possible must be reported to the State Department of Social Services.

ORLEANS BOARD OF SELECTMAN

Macleon Kirkwood, Jr. Chairman,
Ronald A. Patrick
Scott V. Barron
George R. Christie, Jr.
Francis E. Suits

PROCLAMATION

WHEREAS: *Reginald Robins organized the town's first Insurance Advisory Committee in 1976 at the request of the Selectmen, and*

WHEREAS: *Reg has continued to serve on that committee from that date through the present, and*

WHEREAS: *As past Chairman and current Co-Chairman, Reg has endeavored, through his leadership and expertise in insurance matters, to provide guidance to the town and minimize expenditures while ensuring that the town's valuable assets are protected, and*

WHEREAS: *On June 30, 1992, at the youthful age of 89, Reg plans to retire from the Insurance Advisory Committee after 16 years of service,*

NOW

THEREFORE: *On behalf of the citizens of the Town of Orleans, we hereby extend to Reginald Robins our most sincere thanks in appreciation of a job well done and our best wishes to him on his well earned retirement.*

ORLEANS BOARD OF SELECTMANM

Macleon Kirkwood, Jr. Chairman,
Ronald A. Patrick
Scott V. Barron
George R. Christie, Jr.
Francis E. Suits

PROCLAMATION

WHEREAS: *The United States Marine Corps has faithfully served this country in peace and in war; and*

WHEREAS: *The United States Marine Drum and Bugle Corps and Silent Drill Team and Color Guard will visit Orleans on Sunday, June 21, 1992 and perform the Battle Color Ceremony at Eldredge Park Field; and*

WHEREAS: *This will be their seventh visit and performance in Orleans and this occasion has become a popular local tradition; and*

WHEREAS: *Residents and visitors of all ages look forward to this event and the pride in our country it inspires; and*

WHEREAS: *We wish to honor the U.S. Marine Drum and Bugle Corps and express our gratitude for their continued interest in Orleans;*

NOW

THEREFORE, *be it resolved that June 21, 1992 will be observed by the citizens of Orleans as*

UNITED STATES MARINE CORPS DAY IN ORLEANS

and we call upon the people of the town to recognize and participate in this special observance.

George R. Christie, Chairman
Francis E. Suits
Scott V. Barron
Macleon Kirkwood, Jr.
Bruce B. Findley
Orleans Board of Selectmen

PROCLAMATION

WHEREAS: *In January, 1952, an Orleans High School sophomore, Richard N. Gould, was hired by the Town of Orleans as a part time laborer in the Highway Department, and*

WHEREAS: *Dick Gould has continued his employment with the Town from that time to the present, except when he was serving his country in the Army from 1958 - 1960, and*

WHEREAS: *Dick also served on the Fire Department/Rescue Squad for over twenty years while employed in the Highway Department, and*

- WHEREAS:** *In recognition of his skill and capacity for hard work, he was promoted, first to Foreman and then to Highway Manager,*
- WHEREAS:** *Dick abandoned his wife and five children during every winter storm in recorded history to keep the roads of Orleans in good shape for residents and travellers, and*
- WHEREAS:** *In testimony to his good nature and tireless work, his co-workers and wife say that he has never once complained, and*
- WHEREAS:** *During his forty years of employment with the town, Dick's co-workers say he still has not learned the difference between a hammer and a wrench.*

NOW THEREFORE: *In recognition of his hard work and loyal service, we wish to take this opportunity to thank Richard N. Gould, on behalf of all the employees and citizens of the Town, for his outstanding dedication to the town and its residents for over forty years.*

ORLEANS BOARD OF SELECTMAN

George R. Christie, Jr. Chairman,
Francis E. Suits
Scott V. Barron
Maclean Kirkwood, Jr.
Bruce B. Findley

ANIMAL INSPECTOR

The annual inspection and census of livestock was conducted in December. Livestock was checked for contagious disease, general condition, and cleanliness; housing was checked for sanitation, light, ventilation, and water supply. The census results are as follows: Horses 10, Ponies 2, Goats 15, Sheep 12, Poultry Flocks 8, and Farms consisting of 25 birds or more 5. There were no reports of contagious or infectious disease affecting animals.

All reported cases of injury by the biting or scratching of dogs or other animals were investigated. Five dogs were quarantined for a minimum of ten days; and all dogs had confirmed rabies inoculations.

The rabies outbreak has reached Massachusetts. Animals in the wild that most commonly carry the disease are raccoons, skunks, foxes and bats. The animals can transmit it to pets and to humans. Other animals, such as birds, snakes, turtles and fish do not carry rabies. By-law, cats and dogs must be vaccinated. In Orleans, a policy for response in a suspected rabies case has been clarified with full knowledge of responsibility and availability of service. As a pet owner, you can vaccinate cats and dogs for rabies, keep pets restrained at all times, and feed pets

indoors; do not leave pet food outside. As a householder, do not approach or handle wild animals, do not feed wild animals, secure garbage and trash in trash containers with tight fitting lids, cap chimneys with screens and seal openings in attics, basements, and sheds.

Respectfully submitted,

Elizabeth P. Nale
Animal Inspector

ARCHITECTURAL REVIEW COMMITTEE

There were 25 meetings in 1992. Ninety applications were received, of these, eighty-seven were approved, two were denied and one was withdrawn. One thousand two hundred and fifty-five (\$1,225.00) dollars collected in fees.

Respectfully submitted,

Dorofei Klimshuk,
Chairman

BARNSTABLE COUNTY ASSEMBLY OF DELEGATES

During 1992 the Barnstable County Assembly of Delegates continued its second session in the direction of committees that had evolved in 1991 with members involvement in a variety of issues referred to the appropriate Standing committees and Ad Hoc committees.

The Assembly's work as the County's law-making body takes the form of ordinances and resolutions, which may be initiated by Delegates Assembly committees, the Board of County Commissioners or by an initiative petition. The Assembly appropriates the County's annual operating budget, as well as that of the Cape Cod Commission, the Capital Outlay budget and supplemental budgets. In 1992 the Assembly adopted seventeen ordinances, most of which were related to financial matters and referred to the Standing Committee on Finance for recommendation for action by the full Assembly. The Delegate from Orleans is chairman of the committee. The supplemental appropriations in many cases were the result of the County's pursuit of grant funds.

Created by ordinance in May 1992 was a Cape Cod Economic Development Council, consisting of 24 members representative of both the private and public sector. The Council was established because of concerns regarding the instability of the employment rate in the County, as well as negative business perceptions of the area and loss of one thousand jobs since 1,988. A budget for the

Council was adopted under Ordinance 9216 on November 18, with \$5,000 funded from County funds, \$50,000 through a State grant and \$30,000 from private donations. Earlier a HOME Consortium Advisory Council, consisting of a representative from each of the fifteen towns was established to seek ways and means of funding affordable housing.

The Standing Committee on Finance refused to recommend passage of a proposed ordinance to begin a closure process for Barnstable County Hospital in Pickiest. Instead they recommend the County Commissioners explore alternatives and establishment of an oversight committee, consisting of the County Commissioners, the Chairman and another member of the Advisory Board on County Expenditures and the Standing Committee on Finance. as a result, in alliance with Cranberry Hospital of Plymouth County, the Commissioners replaced the former Administrative and Financial Officers with a new management team of Cranberry Hospital personnel, who serve under contract to Barnstable County. Emphasis for the new team focuses on increasing referrals to the Barnstable facility, reducing the accounts receivable, reduction of the budget deficit, implementation of a strategic audit in preparation of a mission statement and seeking grants in order to be able to provide more services for the Handicapped Children's Clinic. By mid-December, the average daily patient census had risen to 35 from a July average of 28 to 29. Budget projections for Fiscal '93 are based on the higher average.

Also not recommended for passage as an ordinance by the Standing Committee on Finance and the Standing Committee on Natural Resources was a proposed ordinance offered by the County Commissioners to establish a Mass Bays Task Force as part of County Government to use funds raised by various Cape Cod towns for a legal defense of the Outfall discharge. At a joint meeting of both committees it was suggested expenditures from such a fund could be established by an Executive Order of the Commissioners with expenditure of these funds controlled by a Board of Trustees. The Board of Trustees would be comprised for a member of each contributing town's Board of Selectmen. The Commissioners executed an Executive order to that effect on September 2nd and the proposed ordinance 92-12 was withdrawn.

Among other ordinances adopted this past year was 92-11 which, in part, authorized purchase of equipment, renovations and improvements for the County Laboratory to enable the County Department of Health, Human Services and the Environment to test water within the parameters of the new Water Quality Act. It is expected such a capability will prove beneficial to all County water departments.

The Assembly of delegates, through nine adopted resolutions, continued seeking information concerning the MWRA Outfall Tunnel, requested additional information from the Department of Public Health on the Upper Cape Cancer Incidence Study and encouraged the Office of the District Attorney and the Attorney General of the Com-

monwealth, federal law enforcement agencies and the courts to prosecute hate crimes to the fullest extent of the law. Assembly committees continued to deal with ongoing questions as to the clean-up and restoration programs at the Massachusetts Military Reservation, coupled with an on-site inspection of the critical cleanup sites.

Regular meetings of the Assembly of Delegates are held at 4 p.m. on the first and the third Wednesday of each month. Special meetings are scheduled as necessary and are posted in the office of the Town Clerk of each town. Committee meetings, usually held as needed, are posted in each town as are Public Hearings to gather information on proposed ordinances and other matters.

The third two year session of Barnstable County Assembly of delegates will open with swearing in ceremonies January 4, 1993 and a regular meeting on January 6, 1993.

Seven new Delegates were elected for the third session at the November 3, 1992 general election. Delegates George D. Bryant (Province town), Joan Condit (Yarmouth), Mary C. Smith (Orleans) and Susan V. Walker (Sandwich) will serve for their third consecutive session of the Assembly of Delegates.

Respectfully submitted,

Mary C. Smith, Delegate from Orleans
Barnstable County Assembly of Delegates

BIKEWAY COMMITTEE

In 1992 the Joint Transportation Committee of the Cape Cod Commission added the Rt. 6 crossing pedestrian bridge to the T.I.P. or Transportation Improvement Plan. This is the necessary step to start the build process of the most important link in the bike trail.

Committee members also participated in the trail maintenance With the Adopt-A-Trail organization based in Nickerson State Park.

Respectfully submitted,

Bernard Spieker, Chairman

BOARD OF ASSESSORS

This has been a year of changes and challenges. In January 1992, Kenneth Hull of Chatham joined the Department as the Principal Assessor/Appraiser. In July 1992, Ron Buckingham and Linda Coneen were appointed as new members on the Board of Assessors.

Our first priority for the year was to establish a timetable for completing the state mandated town wide Revaluation. The Staff worked diligently to enable the Department to mail Impact Notices with the preliminary figures and then to establish hearings by appointment to discuss concerns with individual taxpayers. Several changes were made as a result of these sessions and the Tax Bills were mailed in a very timely fashion for such a busy year.

The Board and the Staff are very pleased that our efforts at full and open discussions with individual taxpayers have been so well received. The reciprocal flow of information greatly benefits the Town as we all work toward a better understanding of the issues involved.

Respectfully submitted,

Barbara V. McCoy, Chairman

BOARD OF HEALTH

In 1992 the Board of Health was comprised of Betty I.M. Cochran, William A. Dickson, Priscilla O. Hamilton, Gail R. Rainey and Robert J. Wineman.

The Health Department staff consists of Robert J. Canning, Health Agent, Patricia J. Ballo, Assistant Health Agent, Lois R. Ames, Principal Clerk and Barbara R. Strawbridge, Clerk Typist.

As required by a change in the State Sanitary Code, Article X, Minimum Sanitation Standards for Food Establishments, the Board of Health initiated licensing of Bed and Breakfast operations in 1992.

Bed and Breakfast operations are defined in Article X, as follows:

— A Bed and Breakfast home is a owner occupied house with 3 or fewer guest rooms that includes breakfast in the room rate.

— A Bed and Breakfast establishment is a private, owner occupied house with four or more guest rooms that includes a breakfast in the room rate.

Article X requires the Board of Health to license Bed and Breakfast homes offering a full breakfast and all Bed and Breakfast establishments. Bed and Breakfast homes serving a Continental Breakfast only, as defined in Article X, are not required to be licensed.

In October and November the town's municipal water service violated the state's fecal coliform rule. The Board of Health and its staff worked closely with the Water Department to determine what course of action the town would take. It was the Water Department's decision to chlorinate the water distribution system for 10 days in November. The Board of Health would like to commend the Water

Department staff for their efficient response and handling of this occurrence.

In 1992 the Inspection and Maintenance Program was resumed. This program consists of an inspection of the first component of a septic system. The purpose of the inspection is to determine if the septic system is being maintained properly and has the necessary components to operate properly. It is the hope of the Board of Health that the information generated by the program will educate home owners as to how to properly maintain their septic systems.

In 1992, 1,548 properties were scheduled for a septic system inspection. Of these 67% were found acceptable, 3% required pumping, 4% required modifications, 3% were deemed as failed and 23% of the property owners did not comply with the program. The Board of Health is very concerned about the percentage of non-compliance, which causes inefficiencies in the program and is very costly to the treatment facility.

Responsibilities of the Health Department staff include: inspection and regulation of all permits issued by the Board of Health, administration of the town's Inspection and Maintenance Program, answering and investigating all complaints pertinent to public health, conducting housing inspections, operating a vaccine depot, administration of underground storage tank regulations, investigating and reporting communicable disease reports, sampling recreational waters, attending Board of Health meetings and other meetings pertaining to public health.

The following licenses/permits were issued in the calendar year 1992:

Bed and Breakfast Limited	3
Burial	43
Caterer	4
Continental Breakfast	9
Disposal Works Construction - Title 5	166
Disposal Works Installer	39
Food Service and Retail Food	105
Funeral Director	3
Manufacturing of Frozen Desserts	10
Massage Business	4
Massage Therapy	6
Mobile Food	4
Recreational Camps, Motels, Campgrounds	10
Refuse Collection and Transportation	5
Septage Collection and Transportation	21
Septage Transportation	10
Swimming Pools	10
Temporary Food Permits	19
Tanning Salons	3

The Board of Health wishes to express its appreciation to the Barnstable County Health and Environmental Department and the Cape Cod Commission for their technical and laboratory assistance and to Dr. James Kim, who administered the vaccine at the Board of Health's April and September rabies clinics.

Respectfully submitted,

Priscilla O. Hamilton, Chairman

BOARD OF REGISTRARS

The Board of Registrars certified voters at the annual town meeting held on May 11, and 12, 1992. There was a special town meeting that took place on August 4, 1992.

The annual town election was held on May 19, 1992.

The federal primary was held on March 10, 1992; the state primary on September 15, 1992 and the presidential election on November 3, 1992.

We are pleased to report a ninety percent voter turn out for the November 3, 1992 presidential election.

We held a total of eight registration sessions for new voters; as well as held special registration sessions at local banks and the nursing home.

In January the board conducted the annual town census which includes the school census and the listing of the dogs. The total population of residents in March 1992 was 5962 which indicates an increase of 12 residents. This is the first increase in three years.

The number of registered voters as of December 1992 is 4718 making this a gain of 287 voters from last year. There are 1430 Republicans, 740 Democrats, and 2548 Unenrolled.

Our board consists of three registrars: Ann Fettig, Chairman, Joy Long and Martha Stevens; we have one assistant registrar June Fletcher.

Respectfully submitted,

Ann Fettig, Chairman

BUILDING CODE OF APPEALS

The Orleans Building Code Appeals Board was formed to meet the requirements of the State Building Code Appeals Board. The purpose of the Board is to review and, if appropriate, grant relief from the Building Inspector's interpretation of the Building Code. The Board is comprised of professionals from the architecture, engineering, and construction fields. During the calendar year 1992 the Board heard no cases.

Respectfully submitted,

Peter Coneen
Chairman

BUILDING DEPARTMENT

Building permits were issued for the following types of construction in the calendar year 1992.

CLASSIFICATION	NO.	VALUE	FEES
RESIDENTIAL			
New	40	6,789,000	29,969
Additions	48	2,168,100	5,834
Alterations	101	1,697,264	9,784
Multi-family	0	0	0
Multi-family alterations	0	0	0
COMMERCIAL			
New	1	9,000	71
Additions	5	85,500	496
Alterations	47	595,110	8,307
OTHER PERMITS ISSUED			
Chimneys, Fire Places			
Power Vents	21	41,500	650
Pools	2	29,000	100
Tennis Courts	1	20,000	50
Wood Stoves	35	31,900	1,215
Foundations	9	44,500	404
Demolitions	8	97,100	200
Decks	61	232,839	3,005
Garages	6	119,000	495
Sheds/Stables	17	39,575	928
Walkways, Stairs, Piers	8	37,300	1,152
Tents	17	463,500	400
Solar	0	0	0
Retaining Walls	19	492,500	820
Re-roof	57	165,590	1,450
Awnings	1	7,000	45
Greenhouses	3	25,000	240
Ramps	2	5,800	274
Total Items Permitted	506		
Total Values (\$)		13,196,078	
Total Fees			\$65,889
Total Building Permits Issued	439		

The following permits, reinspections, certificates of occupancy, trailers, signs and certificates of inspection were issued.

	No.	FEES
Signs	116	\$2,900
Trailers	15	300
Certificates of Inspection	38	1,808
Reinspections	35	760
Certificates of Occupancy	97	2,060
Plumbing	199	9,995
Gas	171	4,945
Wire	343	13,732
Total Permits & Certificates	539	
Total Fees Collected		\$36,500
Total Revenues Collected		\$105,380
Total Expended		101,107

I wish to thank the honorable Board of Selectmen, the Town Executive, the Administrative Assistant and especially all the other Town departments, committees and citizens of Orleans for their help and understanding throughout the calendar year 1992.

Respectfully submitted,

William F. Smith, Sr., Inspector of Buildings

BY-LAW REVISION COMMITTEE

Having just been established in November 1992, the By-law Revision Committee is still feeling it's way. Slated as a committee of five (5), only three (3) members have been appointed at this time. The work of this Committee which was established by the approval of the Town Charter in 1986 is to review and revise all By-laws of the Town, and to make a final report of it's findings by May 1994. The work will prove interesting and we urge any serious candidates to contact Town Hall if interested in joining this committee.

Our mission is to talk to all relevant committees and department heads; to submit input from any interested citizen or town servant; to hold public hearings along the way and ultimately to recommend to the relevant committees and department heads, revisions, codification and/or deletions which would bring about necessary change to those By-laws.

While this committee appears to have the authority to present articles directly to the Town Meeting, it is our preference to work in conjunction with the appropriate committee or department head.

Any citizen or employee of the Town is encouraged to approach the members of this Committee to express their thoughts or suggestions pertaining to the By-laws of the Town of Orleans.

Respectfully submitted,

Marc Norgeot, Chairman

CABLE TV ADVISORY COMMITTEE

The operation of the Continental Cablevision system for the Town of Orleans has been and continues to be most satisfactory. The few complaints brought to the attention of this committee were handled expeditiously by Continental Cablevision. At the request of the licensee dated Feb. 25, 1992 the Board of Selectmen at their meeting of Feb. 26, 1992 approved a six month extension in order to allow Continental Cablevision adequate time to resolve is-

sues regarding the new interdiction technology being installed throughout the town.

The new renewal license period began for a period of ten (10) years commencing on April 1, 1992. Several major features are a part of this agreement:

Initially, the licensee will increase the number of channels carried from thirty-one (31) presently carried to fifty-two (52).

The use of off-premises signal interdiction equipment which eliminates the need for set top descramblers and which will allow full subscriber use of the features of the so-called "cable ready" television set, including the remote control volume settings.

The licensee shall provide one cable drop, one outlet and basic service at no cost to all municipal and other public buildings designated by the Issuing Authority and commits to activate a return channel to allow live program origination capability from certain designated municipal locations.

Rates for cable service were increased by \$1.45 per month for the satellite tier of service. Forty-five cents of this increase was accounted for by the introduction of the movie and sports channel TNT carried on cable channel 14.

The construction of the new distribution system, the licensee reports, is on target. The system will bring to the community a new and more diverse selection of cable channels. The licensee is using optical fibers for all main trunks in the new system with the number of subscribers allocated to a given fiber will be limited. These features will substantially enhance the reliability of the system and improved picture quality. Work has started to redesign and reconstruct the distribution in the multiple dwelling complexes such as Tonset Woods and Sea Pines.

The licensee as part of their community programming commitment opened a local studio with an open house on Oct. 30, 1992 with a live telecast at which time six (6) community producer awards were given. This facility has the latest state-of-art video production equipment and is being used to produce on an average eighteen (18) programs each month utilizing volunteers from Orleans and the surrounding communities. On-going video and computer graphic classes are run which include high school and middle school participation. On October 5, 1992 the U.S. House and Senate enacted into law, over President Bush's veto, the "Cable Television Consumer Protection and Competition Act of 1992." Some of the key provisions do not take effect until implementing regulations are adopted by the FCC. Issues such as must carry/retransmission consent, indecency, rate regulation, home wiring, sports migration, program access, customer service standards, ownership limits, electronic equipment compatibility, and direct broadcast satellite (DBS) public interest are a part of this legislation. Your Cable TV Advisory Committee is keeping the Board of Selectmen apprised as to the many complexities of these rulings. The above is a summary of the activity by the Cable TV Advisory Committee

and our overall satisfaction with the performance of Continental Cablevision for the Town of Orleans.

Respectfully submitted,

Roger H. Strawbridge, Chairman

CAPE COD COMMISSION

During 1992, the Cape Cod Commission, created in March, 1990, continued to demonstrate effective implementation of its charge: to protect, preserve, and enhance Cape Cod's unique values under its authority as the regional planning and land use agency. Working under the guidelines and performance standards set out in the Regional Policy Plan (adopted by the Barnstable County Assembly of Delegates in July, 1991), in calendar 1992 the Commission reviewed 33 applications for the construction of developments that fell under its regional jurisdiction: 18 were approved, 4 denied, 3 were withdrawn, and decisions on 8 are pending.

A strong Commission activity in '92, '93 has been providing financial and staff assistance to Towns beginning their preparation of Local Comprehensive Plans that reflect the values and standards of the Regional Policy Plan. Orleans has not yet started on this effort (although its independent Official Town Plan, mandated by the Charter, was prepared in 1992), but intends to move ahead in September '93. When its application for assistance is approved by the Commission, the town will be eligible for a planning grant of \$43,607.

Specific Commission actions in 1992 on Orleans' behalf include:

- The preparation of digitized parcel maps of the entire Town, in connection with the Monomoy Lens Project, a detailed analysis of the capacity and quality of that portion of the Cape Cod Sole Source Aquifer from which Town water is drawn,
- Initiation of a project to identify scenic byways along Route 6A, so as to preserve these Town attributes in a balance against needed safety and traffic improvements,
- Leadership in the organization of several sub-regional consortia (in which Orleans is represented) for affordable housing and for economic development in the Lower Cape,
- Working with local members of the Joint Traffic Committee to designate critical Town roads of regional significance, and providing specific local traffic counts.

In 1992 there were no new development projects in Orleans that fell under Commission authority. In March, 1992 the Commission denied permission to the Community of Jesus to build a proposed new Chapel of the Holy Paraclete at its Rock Harbor site; the Community ap-

pealed the decision in April, 1992, and there has been no judicial disposition at this writing (January '93).

The Commission budget for FY '93 (July 1, 1992 — June 30, 1993) is \$2,208,419. The Orleans share is \$94,982, borne as a property tax burden.

Respectfully submitted,

Herbert H. Elins,
Orleans member of the Cape Cod Commission

CAPE COD JOINT TRANSPORTATION COMMITTEE

I attended most of the regular and some special meetings of the Committee. Conveying the viewpoints of the Town through the Board of Selectman and in return kept the Selectmen and the Town Executive informed of the Committee's action. I also advised Mr. Herbert Elins, our representative to the Cape Cod Commission, of the Town's position on these matters so his vote would be consistent with mine.

A multi-town bicycle route, generally paralleling the Mid-Cape Highway, was presented by the Town to the Commission and adopted as part of the capewide bicycle study. An earlier presentation of the Plan to the Bicycle Committee of Brewster, Harwich and Chatham was received favorably.

I thank the citizens of Orleans and the staff and management of its government for their support and assistance.

Respectfully submitted,

William I. Livingston

CAPE COD REGIONAL TECHNICAL HIGH SCHOOL DISTRICT

Cape Cod Tech has experienced another exciting year of technical education under the direction of Timothy Carroll, Superintendent-Director. Although Educational Reform continues to make us ever mindful of proposed changes, we have continued to offer outstanding educational programs to our school population.

This was evidenced in VICA (Vocational Industrial Clubs of America) by the award of a gold medal on the state level and silver and bronze medals on the national level to Cape Cod Tech participants in competition with other vocational/technical students. Cape Cod Tech is ever grateful to the staff who sponsored the weekly Bingo

games which supported the expenses of conferences and competition in VICA, FFA (Future Farmers of America), DECA (Distributive Education Clubs of America) and which also graciously donated toolships and scholarships for many of our graduates. During this past year twenty-two students representing all sending schools successfully completed the Pre-Vocational Program, fifty adult students received vocational/technical certificates from the Adult Training Program, four students participated in a pilot program called Re-invest which is a new program for high school dropouts. In addition, six students from three of Cape Cod Tech's sending schools participated in a new JEV Program (Joint Educational Venture) which allows students to attend a vocational/technical program each morning and then return to their sending schools for academic subjects. It is expected that enrollment in all of these specific programs will continue to increase in the future.

In conjunction with Cape Cod Community College, Cape Cod Tech has initiated a Management Tech Prep Program for students in grades 11 - 14 and is preparing to launch other four-year programs which will link the junior and senior years of high school with two years of post secondary education. Tech prep programs combine academic learning with the mastery of technical and vocational skills to produce "high performance" graduates with an associate degree.

Competency-Based Vocational Education is in place for all vocational programs. Many Cape Cod Tech staff have participated on Super Teams sponsored by the Northeast Regional Center for DrugFree Schools and Communities. Cape Cod Tech is one of seven schools in the northeastern part of the United States participating in Super Teams which is funded by a federal grant for the purpose of improving school climate, and many activities have taken place involving staff, students, parents, and community leaders. Cape Cod Tech graduated 102 students in 1992; 34% were placed in jobs in their trade, 27% pursued further education, 3% joined the armed forces, 15% were employed in positions out of their trade, and 27% were either at home with children or seeking employment.

Respectfully submitted,

Ethan A. Adams & Stefan Galazzi
Orleans' members of the School Committee

CIVIL DEFENSE

For the second year in a row, the Civil Defense Department has seen a busy year. This department sits idle most of the time, but again in 1992 we were hit with another major storm. The storm on December 12, 1992 didn't do as much damage as the storms of 1991, but kept us on our toes.

In November of 1992, a plan was submitted to the Mass Civil Defense Office revising and updating the Emergency Plan for the Town, approval is expected in about three months.

The Department staff has also been working on the Emergency Plan for Hazardous Material Spills within the Town and hopes to have the plan completed in the near future.

I extend my appreciation to all Town Departments and the Citizens of Orleans for their cooperation and help during 1992.

Respectfully submitted,

Raphael A. Merrill, Civil Defense Director

COASTAL EROSION ADVISORY COMMITTEE

The Committee first met on September 24, 1992. After organization we spent the required time to study and discuss the charge of the Committee as directed by the Board of Selectmen.

Contact was made with other committees and departments of the town concerned with the problems of erosion.

At present, the Committee is conducting a study of the Nauset Inlet system to identify those areas where changes in the tidal patterns, due to the relocation of the inlet, may possibly accelerate erosion.

The Committee appreciates the help of the Twirl Executive, Nancy M. Schwinn; Conservation Agent, Sandra MacFarlane; Harbormaster, Truman Henson, Jr. and Park Superintendent, Paul Fulcher.

Respectfully submitted,

Stephen H. Tyng, Chairman

COASTAL ZONE MANAGEMENT ADVISORY COMMITTEE

In 1992 the Barnstable County Coastal Zone Management Advisory Committee was dismantled and synthesized with the County Water Quality Task Force to become the Barnstable County Coastal Resources Committee, which meets monthly in Barnstable. The role of advisors to the Massachusetts CZM will continue under the aegis of the CRC in a sub-committee or task force format.

Prior to this change the CZMAC was active in many areas, drafting comments on federal legislation that threatened to undo many protections of wetlands (this legislation was kicked back to a House committee on science); commenting further on proposed changes to the state wetland protection regs, changes that would ease restrictions on certain activities in bogs while inadvertently eliminating most exemptions that are enjoyed by shellfish farmers (this rewrite is still pending.) The CZMAC also studied and critiqued the draft of the Mass Bays Program's Comprehensive Conservation and Management Plan. The final draft of the CCMP is still in progress.

The CRC has as its charge the continuation of the CZMAC's work while also serving as the Local Governance Committee for Barnstable for the Mass Bays Program. The CRC is currently working on further study of the CCMP. Bringing the various roles together the CRC will function as an information clearing house on coastal issues. The CRC is presently reviewing and correlating conservation, health, and zoning regs that relate to our coasts and plans to develop a matrix where these regs can be easily accessed.

Respectfully submitted,

Brian Gibbons,
Orleans Representative

COMMITTEE ON DISABILITY

I hereby submit my report on the activities of the Orleans Committee on Disability for the year 1992.

Sites have been physically viewed as to accessibility for the disabled. These sites are restaurants, motels, beaches, recreation areas, theaters and parking availability.

A field meeting with the State Department of Public Works personnel, State Disabilities Committee and the Orleans Building Inspector was held in September 1992. On-site areas were inspected for further work to be done to correct the uncompleted sidewalks, curb cuts and ramps. At that meeting we were allowed to know that they hoped to bring these corrections up to the ADA codes.

The fresh water facility at Dickinson site at Crystal Lake has been completed.

Skaket Beach though partially accessible for the disabled is still in need of a rest room facility and ramp corrections.

Paw Wah Point was inspected as a prospective site for the disabled. We have reservations as to its use. Limited parking, hazardous walking and the area certainly could not accommodate wheelchair accessibility. The Kent

property on Frost Fish Lane was inspected and it too was found to be limited as regards to accessibility.

A brochure has been designed by this Committee for the disabled and is in its final stage. When approved it will be available at the Town Hall.

I wish to acknowledge Jeanne Stage who was a long term member and past Chairman of this committee. Ms. Stage was Director of the Orleans Council on Aging until her retirement this past year. She served as Chairman thru June of 1992. Betty Smith, Director of the Orleans Council on Aging was instrumental in compiling ADA regulations as they relate to Orleans. Her efforts are greatly appreciated.

Anne Gainey, Fred Mahlstedt, John McCarthy, Viverette Robinson, Betty Smith and Jo-Von Tucker comprise this Committee and without them, it would be a most difficult task. I gratefully acknowledge their support, work and dedication.

Respectfully submitted,

M. Tracy Rhodenizer, Chairman

CONSERVATION COMMISSION

The Conservation Commission administers the Massachusetts Wetlands Protection Act and the Orleans Wetlands Protection By-law, manages Orleans Conservation lands, works with other town boards on environmental issues and provides public information regarding the needs and benefits of protecting and preserving Orleans natural resources. Any activity involving filling, dredging, removal of vegetation, excavating or altering that occurs in or within 100 feet of a "resource" area such as a water body, beach, coastal bank, bog or marsh must be reviewed and permitted by the Conservation Commission prior to commencement of the work. Applications are available from the Conservation Department in Town Hall and hearings are held on the first, third and fifth Tuesday of the month. Work meetings are held at 9:00 AM on Tuesdays; all meetings and hearings are open to the public.

In 1992, the Commission held hearings on 187 applications for projects in or within 100 feet of a resource area, a 52% increase over 1991. Upgrades to existing septic systems which generally provide greater environmental protection, constitute a large percentage of the applications. Others concern house construction or alterations, pruning, clearing or other vegetative removal, etc. Two other types of applications in 1992 presented significant challenges to the Commission. The first concerns existing but unlicensed docks.

There are an estimated 100 such docks in Orleans waters. It is the understanding of the Commission that li-

censes for these docks **must** have been applied for by October 1993 to the Mass. Department of Environmental Protection, Waterways Division. To accomplish this, the dock owner must first file a Notice of Intent with the Commission. If the Commission finds that the dock does not have unacceptable adverse effects on the resource areas in which it is situated, and approves the dock, issuing an Order of Conditions, the property owner then applies to the State for licensing. The decision can be difficult because the effect of docks and accompanying boat usage on shellfish resources can be quite damaging. Also some official requirements for dock construction appear to the Commission to be inappropriate for various locations in Orleans. These include height requirements as well as massive guard rail construction. Presently, the Commission is reviewing each application on a case by case basis.

The second issue concerns erosion control measures such as rock revetments, gabions, beach nourishment, etc. The Halloween storm of 1991 caused severe erosion to many banks, particularly those facing East or Northeast, and resulted in a rush of filings before the Commission. The Commission immediately undertook an intensive study of technical information on the construction and impacts of erosion control measures. It held an informational conference attended by State and local experts, and its members attended many other public meetings on the issue. The Commission held regular weekly meetings for some time to discuss what it had learned and to criteria by which the Commission might judge the applications before it. A public hearing was held on this policy which was adopted on June 2, 1992. With this input and further experience, the Commission is translating this policy into regulations which will be subject to a public hearing as well.

Following this process, hearings were completed on applications which had been, with the applicant's consent, put on hold. Approximately 15 new structures and 7 additions in length and/or height to existing structures were approved covering 5214 feet of shoreline, primarily with rock revetments in both Pleasant Bay and Town Cove/Nauset Harbor. Three applications were denied or continued indefinitely. The decisions, however, are difficult. Revetments do have adverse impacts. Beaches are destroyed. Erosion, particularly end scarp, can be accelerated on abutting properties. The natural landward movement of marshes can be blocked. The Commission must attempt to resolve the potential conflict between its duty to protect the environment in the public interest and the landowner's natural desire to protect their property. Yet our information is still incomplete. Most studies have been done on open ocean beaches, very little in embayments such as Pleasant Bay. As a result, the Commission strongly supported the formation of the Erosion Control Committee, and continues to support the efforts of our agent, Sandy Macfarlane, to provide the Erosion Control Committee with help. In the meantime, the December 11, 1992 storm has presented us with a new batch of applications.

On other fronts, the Order of Conditions issued by the Commission in 1991 continued to govern ORV use of the Nauset Spit in 1992 with good results for the endangered plovers and terns. The December 1992 storm produced a new inlet, and if it survives, alterations to these orders may be required. In the meantime, we commend the town officials, particularly Paul Fulcher and the Park Department, and the town inhabitants, for the high degree of cooperation which has marked a difficult change in the use of the Spit.

Expanded use has marked the Pah Wah Point park lands over which the Commission has jurisdiction. Funded by the Friends of Pleasant Bay, an environmental education walking path was designed for the Point and beautifully executed by the Park Department. A well attended dedication ceremony was held on August 5, 1992. Work on Sea Call Farm continues under a contract with the Sea Call Supporters according to a management plan developed by the Commission and the Town has begun to consider future uses of the Kent's Point property.

Public education continues to be a high priority with the Commission though time constraints are heavy. However the Conservation Department office has information on numerous subjects relating to resource protection, and Sandy Macfarlane, with accompanying slide programs, is a fine resource for the many groups interested in our natural resources and their protection.

Finally, we note the loss to the Commission of Clint Kanaga, an articulate and informed member, who resigned to pursue his immediate business career. Bill Stowell has moved from associate to voting member, and the Commission has two new associates, Frank Hogan and Charles Groezinger. A third associate position remains empty which the Commission is most anxious to have filled. We thank all those who have served and again thank our dedicated and able staff, Nancy Hurley, our Secretary, and Sandy Macfarlane, our Agent and Administrator.

Respectfully submitted,

Anne Donaldson and Andree Yager, CoChairs

COUNCIL ON AGING

The Council on Aging (C.O.A.) functions as a human service organization providing assistance, information, health services and recreational opportunities to all Seniors in Orleans. The Senior Center, located at 150 Rock Harbor Road, offers a wonderful facility for its many activities. These activities include assistance with forms for; fuel assistance, health insurance billing, income tax preparation (by I.R.S. trained counselors supported by AARP.) and tax abatements. Other activities include; health programs (sponsored by the Chatham/Orleans Visiting Nurses As-

sociation), legal assistance (sponsored by Legal Services for Cape Cod and the Islands), Senior Dining Program (sponsored by Elder Services of Cape Cod), as well as an amateur radio club, bridge (beginners and duplicate), exercise programs (including off-site bowling and tennis), needlework and quilting groups, special programs and various support groups.

The FRIENDS of the Council on Aging, a volunteer group of approximately 1,400 persons of all ages, provides financial support for most of the activities at the Senior Center. In addition, their moral support and physical assistance are essential to the ongoing programs. Members of the FRIENDS (\$3.00 membership fee) receive a monthly newsletter, TIDINGS, that is both entertaining and informative.

The Council experienced several staff changes in 1992. Director Jane Simard finished her active year in July when she resigned to pursue a Master's Degree in Public Health at Springfield College. Elizabeth (Betty or Liz) Smith began her position as Director in July. Natalie (Lee) Chapin began her duties in the Town Funded 19 hour per week Senior Outreach Worker position in September and Jean Bryant was hired in October for the 15 hour per week Outreach Worker position funded jointly by the Anslow and State Formula Grants. In November, Diane Garvey was hired as the Coordinator of the Friendly Visitor Program with State Formula Grant funds. Also in November, Kathleen Puckett was hired as a substitute for Lee Chapin who was on nonpaid sick leave. Being fully staffed, the Council is better able to assess and meet the needs of the Seniors in Orleans. These needs will continue to increase since about 20% of the town's approximately 2,400 Seniors are already over 80 years of age and the largest growing population, nationwide, is of those 85 years of age and older.

A new intergenerational program, "Getting to Know You", was developed in 1992 with the cooperation of a Nauset Middle School team. Four classes of sixth grade students came to the Senior Center to share their projected "Lifelines" with a Senior who, in turn, shared their real lifetime "Lifelines". The students and Seniors enjoyed this interaction as well as the opportunity to have lunch together.

The Cape Cod Scrabble Club established a Lower Cape Chapter and they meet weekly at the Senior Center.

An organized Friendly Visitor Program, established in 1992, enables many isolated Seniors to enjoy a weekly visit from a volunteer visitor. Coordinator Diane Garvey reports that new friendships and increased self-esteem are a few of the mutual benefits.

The staff and volunteers at the Council on Aging encourage your participation. Join us as a participant or volunteer for an activity that interest you. All Seniors (aged 59 and over) have automatic "membership" to the Council on Aging. Welcome!

Respectfully submitted,

Elizabeth J. Smith
Executive Director

ORLEANS ELEMENTARY SCHOOL

During 1992 our student population dropped slightly. We ended school year 1991/92 with 292 enrolled and opened with 271 students in September, 1992. Moreover, short-term projections indicate that the school population will remain within the aforementioned range for the next few years. From a staffing standpoint we anticipate that the number of teaching and non-teaching personnel should not fluctuate significantly within the foreseeable future. The variable in these projections, simply stated, is the state of the local economy, as enrollment increases have been directly related to activity in the real estate market in particular. The impact of these demographic factors has lessened the upward pressure on Orleans Elementary School budgets, and proposed percentage increases have been substantially lower in recent years than they were in the previous decade.

Program improvements for teachers have focused primarily on two areas: in-service development and on the mainstreaming of special education children. Continuing inservice opportunities have been provided in Research-based Effective Teaching, wherein professional staff have been trained in teaching methods solidly based in current research. Within the next school year virtually all teachers will have experienced this valuable training. In addition, training sessions have been conducted to more effectively maintain as many children as possible within the regular classroom. As a result of these efforts, our special needs case loads are decreasing while more children are able to fully participate in the regular education program.

At this writing the Legislature is debating various reform proposals to improve public education in the Commonwealth. Nauset schools can take pride in accomplishing on a day-to-day basis much of what is currently under discussion on the state level, particularly in the areas of staff development and of the adequate funding of programs. This pride should be shared by the elected and appointed local officials who have been such staunch supporters of quality education for the children of Orleans.

Respectfully submitted,

Lester P. Albee, Principal

ELEMENTARY SCHOOL COMMITTEE

1992 handed the Orleans Elementary School Committee yet another challenging year. We continued to hold regular monthly meetings as well as attend joint meetings with the school committees throughout the district.

The May 1992 Town Meeting challenged the school budget with a threatened Proposition 2 1/2 override. With the increased enrollment in Special Needs and more programs for these children, our budget had increased in this area. With this in mind we presented the Town with the best possible budget and with the support of the voters at Town Meeting were able to avoid the override. The budget was intact without having to make serious cuts which would have hurt both teachers and children of our school.

In closing I would like to express my sincere thanks to all the Orleans Taxpayers for supporting our budget and allowing the dedicated staff of the Orleans Elementary School to provide the students with the best education possible.

Respectfully submitted,

Betsy A. Dow, Chairperson

FINANCE COMMITTEE

The Finance Committee serves as an advisory body to the voters at Town Meetings and is empowered to authorize use of the Reserve Fund for extraordinary and unanticipated expenses throughout the fiscal year.

During FY 92 the Finance Committee held 22 meetings. At the Special Town Meeting in October the committee urged funding (\$84,562) for the sidewalks on Old Colony Way and the road resurfacing which had been approved but left unfunded in the Capital Plan. Also transferred from certified free cash by vote of Town Meeting was \$70,000 to the Reserve Fund to replace emergency funding for damage from Hurricane Bob.

At the Annual Town Meeting, the committee stood firmly in favor of enforcing the limits of Proposition 2 1/2. If the bottom line of the operating budget of the town and/or schools exceeded an increase of 2 1/2 % above last year, Town Meeting must approve the override. In a depressed economy the burden of our debt service for those improvements excluded from Prop 2 1/2 remains constant and ever more onerous. Drainage remediation, mapping and the landfill capping will add to the debt when bonded in FY 93 and beyond.

The application of free cash to stabilize the tax rate has been successful. The Finance Committee will consider this system a top priority in the future.

Respectfully submitted,

John Ingwersen, Chairman
Anne Winslow, Vice Chairman

FIRE/RESCUE DEPARTMENT

1992 has proven to be another busy year for the Department.

The Rescue squad responded to 2,347 incidents, which is an increase of 12.57 % over 1991. Out of the 2,347 incidents, Rescue transported 680 patients to the Cape Cod Hospital, which is an increase of 20% over 1991.

The Fire Department responded to 709 incidents, which is a decrease of 6.72% over 1991.

The Fire/Rescue Department combined had a Total of 3,056 incidents for 1992, which is an increase of 7.42% over 1991.

In December of 1992, the Orleans Rescue Squad took delivery of one new 1993 Road Rescue Type 1, Class 1, "Ultramedic" Emergency Medical built on an International. We are hoping that we will be able to get a longer life out of this vehicle, because the chassis is a much heavier one than the one we have been using.

The Fire Rescue Department also purchased 26 full sets of protective clothing for the Permanent and Call Members of the Department.

I would like to take the opportunity to thank the Permanent Members and the Call Members of the Department for an outstanding year of dedicated service to the department and to the Town of Orleans. A job well done.

Respectfully submitted,

Raphael A. Merrill, Fire Chief

HARBORMASTER/SHELLFISH DEPARTMENT

We were once again pleased by the fact that we had no new water-quality related closures of shellfish areas during the past year. In fact, the area behind Goose Hummock and most of the Pochet inlet area were reopened at least on a seasonal basis this year.

Although scalloping in Town Cove lasted less than a day, Pleasant Bay turned out pretty well. In fact, as of this writing there is still some harvesting taking place. Once again, there was a very good set of "steamers" around both estuaries with some signs of a recent Quahog set as well. We saw the long awaited completion of the Rock

Harbor dredging this past summer and I will take this opportunity to thank all those who assisted me in this endeavor including the boat owners operating within the harbor. In addition I would like to particularly thank Mark Vincent at the Disposal Area for his extraordinary cooperation and patience during the trucking phase of the project.

The boating front seemed comparatively quiet this year with only a handful of night emergency calls. There were however, two serious accidents which cause me to remind all who use the waters that, like so many things, when operated improperly, a boat can be a very dangerous weapon.

One of the most significant developments around the shoreline this year must be the apparent break in Nauset Spit during the December 12 easterly. Although at this time it is unclear as to whether it will remain established, if it does, it will certainly cause numerous significant changes in the Nauset estuary and how it is used. Time will tell.

I would be remiss if I failed to thank all of those residents and town employees and departments that have helped out during the past year. In addition I want to again specifically thank my assistant, Gardy Jamieson, who, particularly while I was so tied up at the dredging job this summer, carried more than his share of the load and did a first rate job.

Respectfully submitted,

Truman Henson, Jr.
Harbormaster
Shellfish Constable

HIGHWAY DEPARTMENT

This year we have completed numerous drainage projects in the most crucial areas of town. This year we contracted to clean 270 basins in town, which is 40% of the total basins. Next year enough money was added to the drainage budget to do all basins.

The State Projects in town on Rte. 28 and 6A should be completed this spring. Also, the project to align Bakers Pond Rd. with Bay Ridge Rd. has begun and should be completed by spring, including traffic lights.

Some areas were overlaid with hot mix this year to protect decaying asphalt until the entire road could be resurfaced or to improve the road runoff of drainage water.

I would like to thank all the Department managers and personnel for their assistance during the year and the Citizens of Orleans for their cooperation and understanding. I look forward to serving the town for another year as Highway Manager.

Respectfully submitted,

Richard N. Gould, Highway Manager

HISTORICAL COMMISSION

Part of the work of the historical Property Survey is complete, but much remains to be done. Owners of antique houses are invited to contact the Historical Commission Chairman who will gladly make available information they have.

The Commission has been helpful in the moving of an lath century three quarters Cape in the Nauset Heights area. It originally was located on Nantucket. After the collapse of the whaling industry in the mid-19th century, and the attendant decline in the Nantucket economy, a number of houses were moved to various locations on the Cape.

When the Historical Property Survey is complete, efforts will commence to create an Historic District from Main Street at Route 28 to the Barley Neck Inn in East Orleans, and to nominate certain structures to the National Register of Historic Places such as the former Town Hall, now Academy of Performing Arts, and the Jonathan Young Mill.

Respectfully submitted,

Charles H. Thomsen
Chairman

HOUSING AUTHORITY

The year 1992 was marked by the Commonwealth's decreased commitment to the major public housing program for families on Cape Cod — 707 Rental Assistance. It became the major task of staff during the year to preside locally over the implementation of state mandated changes, including drastic cuts in tenant subsidies and administrative funding. Rents to many landlords were reduced. All leases were terminated according to law on Nov. 1 leaving some 1500 Cape Cod households to renegotiate terms according to the new state Voucher program or find a new home. No certificates - no vouchers - have been issued in the state for over two years, leaving Cape Cod virtually without a housing assistance program for new families in need.

During this time of reduced government resources the Authority continued to work with local agencies, churches and organizations to create new resources and to enhance housing and economic opportunities for local people. Staff and Board members have served on the Or-

leans Housing Task Force, the Interfaith Task Force for the Homeless, and the Lower Cape Community Development Corporation.

The Authority owns and/or subsidizes a variety of properties and programs to meet the range housing needs low income people:

- Tonset Woods: 100 apartments for persons who are elderly or disabled, owned and managed by the Authority.
- John Avellar Circle plus one "scattered site" house: family housing, owned and managed by the Authority.
- Massachusetts Rental Voucher Program: a rental assistance program, now aiding 26 households renting from private landlords. The Authority provides the financial subsidy.
- Nauset House on Main St: a staffed residence for eight adults with mental retardation. The Authority owns the house; the program is administered and staffed by Nauset Workshop, Inc.
- Tonset Hill on Meeting House Rd: A staffed residence for eight adults with mental retardation. The Authority owns the house; the program is administered and staffed by the Kennedy Donovan Center.
- Emmaus House: a staffed residence for people recovering from mental illness. The Federated Church of Orleans owns the house; the Authority provides a rental subsidy; the program is administered and staffed by the New England Fellowship for Rehabilitative Alternatives.
- Woodward House: a staffed "halfway" house for people with mental illnesses in Eastham. The house is privately owned, managed in an arrangement involving Dept. of Mental Health and Lower Cape Human Services. The Authority provides some rental subsidy.

We are actively seeking new means of development and financing to expand local affordable housing resources.

Respectfully submitted,

William A. Rangnow, Chairman

HOUSING TASK FORCE

In 1992, the Housing Task Force continued its search for Affordable Housing for first time home owners, for younger renters and single parents. We are hampered in our efforts by the lack of available land in Orleans, as well as its cost.

In our efforts to network with other agencies, we are members of the Massachusetts Housing Partnership, we work closely with the Orleans Housing Authority and the Community Development Commission of Lower Cape

Cod, as well as the Town Executive, Planning Board, Health Agent and Building Inspector. We have had two executive sessions this year with the Board of Selectmen, who have been very supportive of our efforts. We are on the mailing list of the Resolution Trust Corporation.

We hope that 1993 will bring us closer to our goal of providing at least a pilot program for Affordable Housing in Orleans.

Respectfully submitted,

Winifred M. FitzGerald, Chairman

INFORMATION BOOTH

During the 1992 season the Orleans Chamber of Commerce supervised the day to day operation of the Information Booth and its employees. The season saw 15,101 visitors utilizing the services provided, a decrease of 8% or 1,261.

We extend a well deserved THANK YOU to Josephine Young, Eleanor McCracken, Elinor Felt and Robert Hume for their dedication to making all visitors feel WELCOMED in Orleans.

Respectfully submitted,

Nancymarie Schwinn, Town Executive

INSURANCE ADVISORY COMMITTEE

The Insurance Advisory Committee has the responsibility of advising the Board of Selectmen and Town Executive on most insurance matters affecting the Town. This includes analyzing and evaluating loss exposures to the Town, the type of available insurance protection, markets and the purchase of adequate coverage at reasonable premiums.

Our Committee at present consists of five experienced insurance people plus an ex-officio Town employee member who has the important responsibility of handling the daily flow of insurance items with Town departments and insurance contacts. We are anxious to secure another qualified insurance member so to maintain a broad spectrum of expertise.

The Committee meets bi-weekly at Town Hall. Meeting minutes are recorded by our Secretary. We meet with the Board of Selectmen and Town Executive on an as needed basis

Respectfully submitted,
David Marshall, Chairman

NAUSET REGIONAL SCHOOL COMMITTEE

1992 brought many administrative changes to the Nauset District. Robert Rotti retired after serving 20 years as Director of Special Needs. He shall be missed for his quiet, dignified, and supportive leadership on behalf of special needs children. Maureen Brenner, formerly School Psychologist at Brewster Elementary School, was appointed Acting Director of Special Needs. Michael Gradone, our former Assistant Superintendent and Richard Bridgwood, former Principal of Brewster Elementary School are at the helm as Superintendent and Assistant Superintendent respectively. Their professionalism and deep commitment to children have been evident in their leadership abilities. We are also fortunate with the appointment of E. Russell McGown as our new Business Manager to round out our "A Team".

The Nauset Middle School renovation and addition project completed the final move into the new classrooms on December 30. In the spring, landscaping and paving will be completed and an Open House will be conducted for the public in May. Principal Barbara Coopee, staff and students, are to be commended for their perseverance in maintaining the educational process while enduring numerous disruptions. Their patience and dedication is appreciated while working under very difficult circumstances. Also, our deepest appreciation and gratitude go to the Building Committee for their dedication and hard work and to the taxpayers of the Region that supported and funded the project. An excellent school facility will not insure quality education but an inadequate building would certainly inhibit it.

On May 17, Nauset Middle School held a special program to culminate the 20th anniversary as a Middle School. It was one of the first Middle Schools in the country. The 1992 school year saw the development and implementation of a new and more flexible schedule which will enhance interdisciplinary education.

Nauset High School students continue to score higher than the State and the Nation on their SAT's. The results for the class of 1992 is as follows:

	VERBAL	MATH
NAUSET REGIONAL HIGH SCHOOL	435	500
STATE	428	474
NATION	423	476

As the enrollment continues to climb in the region, the most dramatic effect is being felt at the High School. A

Building Committee was formed and a report delivered to the School Committee on July 8, 1992. The first of their recommendations, to relocate the five modular classrooms from the Middle School to the High School, shall occur January 1993. The total projected classroom need is an addition of 11 more classrooms to accommodate an ever increasing student population. The start of the 92-93 school year saw an unexpected "new" enrollment of 42 students over and above the anticipated increase of the incoming Freshman class at the High School.

Our students at Nauset Middle and Nauset High School continue to excel competitively both academically and in extra-curricular activities because of the generous and continued support of the taxpayers for which we are deeply grateful. It's an investment which shall reap innumerable benefits for future generations. THANK YOU!

Respectfully submitted,
Margie Fulcher, Chairman

OLD KINGS HIGHWAY REGIONAL HISTORIC DISTRICT COMMISSION

Applications approved during the year 1992:

26	Certificate of Appropriateness
2	Certificate of Exemption
1	Certificate of Demolition

There were no applications disapproved.

The Committee wishes to express their appreciation to retiring member Bud Hale for his many years of devoted service to the OKHRHDC.

Respectfully submitted,
Chris Miner, Chairman

OPEN SPACE COMMITTEE

Despite the discouraging absence of funds in the capital budget for open space acquisition for the past four years, the Open Space Committee has continued to work to execute its 1986 charge which is to assist in the acquisition of open space, revise and update the Five Year Conservation, Recreation and Open Space Plan, provide information helpful to the Selectmen relative to potential negotiations with owners, assist property owners in preserving private lands as open space, research creative financing

for open space purchases, act as a liaison between other Town Committees and Board re: open space preservation, and to provide information as to current options and activities relating to public and private conservation agencies.

Our activities include the following: extensive work with other boards and commissions on the new Conservation, Open Space and Recreation Plan required every five years by the State as a prerequisite for State Self Help and Federal grants; investigation of alternate state and federal funding opportunities; periodic updates for the Selectmen on critical parcels available for acquisition; a written report to the Selectmen on the status of Conservation Restrictions in Orleans, number, size, whether term or perpetual, impact on current tax revenue and tax rate; assistance on a report to the Finance Committee on past open space acquisitions, purchase dates and cost, grants received, bond and current debt information; assistance to individual landowners in cooperation with the Orleans Conservation Trust on Conservation Restrictions, two of which were approved this year, one recorded; sponsorship with the OCT of an April public meeting on Conservation Restrictions; review with the Town Assessor of the Town's Conservation Restriction policy as it relates to reduction of assessed value on restricted properties; attendance at a day long conference May 12 on the fiscal implications of preserving open land; exploratory talks with representatives of a local neighborhood association regarding preservation of nearby land important for view preservation; an article for the Supporters of Open Space Newsletter on the capital budget dilemma; and continued discussion with the Selectmen regarding the capital budget for open space. On this last subject we would like to comment:

For the last four fiscal years the Selectmen have felt unable to include such funds in the capital budget on the basis of a weak economy. It appears this will again be the case in FY'94. The Open Space Committee has urged a reversal of this policy for two basic reasons: first, because the four-fifths vote needed to change the capital budget once adopted is an almost impossible hurdle to overcome. For example, although the acquisition vote Bakers Pond, exceeded 80% that vote was based upon an approved grant of \$839,500. Second, fiscal prudence. With such inflexibility in the capital budget it is difficult to take advantage of State or Federal grants which have in the past few years amounted to \$1,512,350. Nor can the town take advantage of the many critical parcels presently available at bargain prices or benefit from today's extremely favorable borrowing rates. Certainly we cannot ignore the financial bind both public entities and private individuals face, but neither must we forget the town's future of which open space preservation is such an important part.

In closing, again, we make a plea for members for the Committee. We need innovative ideas and enthusiasm to surmount the financial problems which constrain us. To this end, a fresh start for 1993, Doug Long agreed to take the Chair as of this November. Finally, we wish to ex-

press our deep sense of loss at Robert Foresman's death. He served with us briefly before his illness. We shall miss him.

Respectfully submitted,

Anne Donaldson and Douglas Long,
Co-Chairpersons

ORLEANS/EASTHAM NAUSET MARSH/TOWN COVE ENVIRONMENTAL CONCERN COM- MITTEE

The Orleans/Eastham Nauset Marsh/Town Cove Committee continued its work in 1992 with four members from Eastham and five members from Orleans and assistance from Eastham Town Planner Walter Stratton, Sandy MacFarlane and Pam Rubinoff, CZM Management Representative. The Committee completed two important projects. The first was to have the mapping of Town Cove completed by the Harbor Campus of U. Mass. These were presented to the two Towns, consisting of a Base Map and four Mylar overlays showing the main physical composition of the Town Cove: (1) Natural Resources and Wildlife; (2) Shellfish Beds; (3) Docks and Piers; and (4) Drainage runoff pipes from the Center of Orleans to a point on Route 6 in Eastham above the entrance to Cape Cod National Seashore.

The second project was the distribution of an Environmental Handbook prepared by the Buzzards Bay Project which Pam Rubinoff obtained for the Committee. Truman Henson arranged with Thompson's Printing to have the Committee's name printed on the booklet, the booklet was distributed to all students in the Elementary schools and Middle School serving Eastham and Orleans. 750 additional booklets were distributed to the Towns to be passed out to residents and renters when they purchased beach/dump/mooring stickers.

Three members attended a workshop on May 22, 1992 cosponsored by CZM and Harbor Campus which was very informative on how to get management plans in place. Wednesday, April 8, 1992 members of the Committee met with Orleans Selectmen to talk about the Committee's progress.

May 10, 1992 three members of the Committee presented a program at The Chapel-in-the-Pines displaying the maps and explaining their importance.

May 21, 1992 Sandy MacFarlane presented a program about her work in Orleans.

June 16, 1992 Pam Rubinoff spoke about the next steps for a management plan.

Respectfully submitted,
Truman Henson, Chairman

OVERSEERS OF THE JONATHAN YOUNG WINDMILL

The damage to the windmill caused by the August 1991 hurricane was repaired in the spring of 1992 along with interior adjustments to the machinery to facilitate rapid removal of the wind vanes in any future storm. A new type of wood preservative is being used on the exterior parts of the mill to insure long life.

The Jonathan Young Windmill opened the 1992 season for weekends on Memorial Day. The mill stayed open on a daily basis beginning on July 4th until Labor Day and then on weekends until Columbus Day. We employed as an assistant miller, Mr. John Barfield who served as a guide for the tourists all summer. The total number of visitors was in excess of 2,500 during the season. This figure was up considerably over last year and we found a number of people from foreign lands among our guests. In many cases it was difficult to educate them in the operation of the mill. For future non-English speaking visitors, a selfguided tour has been translated into several different languages. The information will be printed on separate sheets to hand out to those foreign visitors when needed.

The windmill is not now accessible to handicapped persons but this is possible to do with a portable ramp which could be attached to the door facing the street. The wheelchair visitor could then come into the first floor. The miller can open the trap door on the second floor and this will enable anyone on the first floor to view most of the working parts of the mill. The Overseers hope to have this feature available for the 1993 season.

If you have not yet visited the Jonathan Young Windmill, the Overseers invite you to drop in and view a nostalgic bit of Cape Cod history from the eighteenth and nineteenth centuries.

Respectfully submitted,
William P. Quinn, Chairman
Richard Besciak, Secretary

PARKS AND BEACHES

1992 was a busy and eventful year for the Orleans Parks and Beaches and Department.

For the second year in a row we were hit with what they term one hundred year storms. This one occurring on De-

cember Twelfth and Thirteenth. Barnstable County was again declared a Federal and State Disaster Area because of the damage caused by this storm.

All of the posts, snow fence, and beach grass that were installed to help rebuild dunes on Nauset Beach after the October storm of 1991 were washed away by this most recent storm. We also lost boardwalks and shingles off buildings at Nauset. At Skaket part of the beach was eroded. Hopefully we will receive funds from the Federal and State Government for these losses.

Along with massive loss of dunes (up to 15' in places) for the second year in a row, a new break (Inlet) formed at Nauset Spit approximately 1.2 miles north of Callanan's Pass, leaving one mile of Nauset Spit as an island. At the time of this writing, the inlet has grown in size from four feet wide and two feet deep, to ninety feet wide and eight feet deep at low tide. The prognosis is the new inlet will continue to widen becoming the Main Inlet and the old inlet will eventually fill in and reattach to Eastham.

It is still unclear at this time if this area will reopen for off road vehicle use.

The main bathing beach at Nauset is not as desirable an area for swimming and surfing as it once was due to the severe erosion at this area. We have had a complete absence of sand bars, with rocks and pebbles along the beach making it uncomfortable, and dangerous for swimmers. The erosion has also left severe slopes making it hard for elderly and others to walk from the boardwalks to the water because of steepness of the banks.

The spring and summer of '92 brought cool and cloudy weather and more rain than normal, (August had 1/4 of 1992 total rainfall). With this weather we saw a decline of six percent in the number of patrons using the bathing beaches.

Off-road vehicle permit sales were down by twenty-five percent. This was due to the fact that the beach was closed either partly or totally for a good portion of the year. The closing was caused by erosion or for the protection of nesting Piping Plovers.

For the protection of shore birds a total of 4.8 miles of symbolic fencing, 4,800 ft. of welded wire fencing, 820 posts, 122 signs and 27 Plover enclosures were installed. The following are the counts for the shore birds we protected:

	Pairs	Nests	Number Fledged
Piping Plover	21	26*	57
Least Terns		289	
Common Terns		384	
Arctic Terns		1	
Oyster Catches		1	
Black Skimmer		3	

*(5 pairs re-nested)

Listed below are the 1992 Beach Revenues Estimates:

Nauset	264,000
Skaket	34,000
ORVS Permits	103,200
Concessions	42,000
Total	447,200

Use of Parks and Playing Fields continue to grow by leaps and bounds. Recreational programs both youth and adult have expanded. The enrollment at the Nauset Middle School has increased, meaning they have to use Eldredge Field and the Elementary School fields for these programs due to the lack of playing fields at the Middle School. Besides the usual baseball and soccer schedules we have seen an increase in other events such as Pops in the Park, Arlo Guthrie Concert, October Fest with other events to be added for the 1993 schedule at Eldredge Field.

Besides our normal maintenance work on grounds structures, and buildings we were involved in a number of other projects during 1992. The following is a list of some of the bigger projects:

- Handicap Ramp at Crystal Lake
- Parking Lot, trail system with benches and picnic tables at Paw Wah Point
- New plantings, benches and brick side walks at Town Hall New lawn, beds and plantings at the Library New trees and an addition to the Rhododendron Garden on the Village Green (Trees were donated by the Women's Garden Club)
- Additional brick work along with plantings at Center Cemetery
- The start of pruning Ornamental Trees on the roadsides which has been neglected. Pruning and clearing of the bike path which the State seems to have abandoned.
- Finish clean-up from Hurricane Bob.
- A new Parking Lot at Depot Square on Old Colony Way that includes establishing a lawn, plantings to include trees and installing timbers to outline the Parking Area. This particular project is a cooperative effort between the Town, Orleans Improvement Association and the State from which we received a grant for trees.

Respectfully submitted,

Paul O. Fulcher, Park Superintendent

PERSONNEL ADVISORY BOARD

1992 was a year spent rewriting and reclassifying many of the positions in the Town's classification system. In addition, the Board reviewed and approved changes in the personnel By-law which were approved at the May annual Town Meeting.

A public hearing was sponsored by the Board to provide an opportunity for Town residents to meet Board members and learn about Board activities.

Two resignations occurred during the year. C. Page McMahan, who served the Board as Co-Chairman, resigned at the conclusion of her term, and Lee Roberts resigned from the Board to tend to personal commitments. Two new members were appointed to the Board, Neal Crampton and Philip Halkenhauer. We look forward to a busy and productive 1993.

Respectfully submitted,

Philip Halkenhauer

PLAN EVALUATION BOARD

The Plan Evaluation Board held ten (10) meetings in the calendar year 1992.

Approved Site Plans	9
Advisory Sessions	1
Fees Collected	\$475.00

I wish to thank all Boards, Departments and citizens for their support and cooperation for the entire year.

Respectfully submitted,

William F. Smith, Sr., Chairman

PLANNING BOARD

The Planning Board considered and approved six subdivision plans and endorsed eleven so-called ANR Plans. There were three tree hearings as well.

In our efforts to improve this economic climate of the Town, a series of meetings with the business community were held. Although the earlier sessions were stormy and showed the frustrations encountered by the business leaders, they were believed useful, and the later sessions became more constructive. It appears likely that a working relationship is being established that will become important in future planning.

A measure providing new regulation of miniature golf activities was proposed and enacted at the May Town Meeting.

The Planning Board also supported the Town Mapping Project as a capital Budget item.

In its interest in underground utilities, the Board held a series of three meetings with the telephone, electric and

cable companies aimed at measuring the cost of not putting lines underground. Progress was made on understanding the costs to the utilities themselves of being overhead; but much more work needs to be done on the cost that results from overhead wiring to the homeowners and business people, especially those resulting from storms and outages.

The Planning Board has completed a complete rewriting of the Subdivision Rules and Regulations and by year end had a final draft ready for advertising in December for hearings and adoption in January.

Respectfully submitted,

Richard W. Philbrick, Chairman

POLICE DEPARTMENT

The following is a breakdown of the activity of the Orleans Police Department for the year 1992.

Motor vehicle citations	755
Motor vehicle accidents	368
Sudden deaths investigated	9
Taxi cab licenses issued	2
Taxi drivers licenses issued	7
License to carry firearms issued	76
Firearms ID cards issued	53
Arrests made	170
Protective custodies made	85
Total calls for service handled	10702
Total miles driven	175950
Specific incidents investigated	
Alarms responded to	778
Assaults	22
Breaking and entering (Burglary)	54
Disturbances	171
Drug related incidents	17
Missing persons	6
Traffic stops	1607
OUI alcohol or drugs	21
Harassing/obscene calls	54
Well being checks	444
Hazardous material incidents	5
K-9 utilizations	18
Larcenies	159
Liquor law violations	2
Rapes	1
Stolen cars	2
Trespassings	10
Vandalisms	155

William R. Stone, Chief of Police

RECREATION DEPARTMENT

1992 marked the first full year the Recreation Department ran a Youth Center at the Orleans Town Hall Annex. It also saw the expansion of the after-school recreational activities to include instructional soccer, basketball, baton twirling, baseball and movement exploration. A wide variety of programs were offered on a seasonal basis.

Spring programs offered were: instructional baseball and softball, recreational baseball and softball, Pony League and Senior Babe Ruth baseball, Adult Tennis and Junior Tennis Clinics, Senior Tennis, and sponsorship of the Orleans/Eastham Storm in the Cape Cod Amateur Soccer League, and of the Old Timer's Softball League.

During the summer, we conducted seven week programs in the following areas; playground activities, swimming and tennis as well as sponsorship of the Orleans Cardinal's Baseball Clinics and the Lower Cape Open Tennis Tournament.

Fall activities included instructional soccer and field hockey, recreational soccer league play, adult and junior tennis clinics, Nauset Youth hockey sponsorship and adult basketball.

Offered during the winter months were instructional basketball, Boy's and Girl's recreational basketball league play, primary and pre-school movement, Chess, Cribbage, and Table Tennis Tournaments and sponsorship of Public Skating and an Orleans team in the Cape Cod Amateur Basketball League.

Thanks to a professional staff, numerous volunteers, and excellent facilities, we continue to offer a wide variety of programs.

Respectfully submitted,

Brendan J. Guttman,
Recreation Director

SEARCH COMMITTEE

In addition to advising the Board of Selectmen and the Moderator on the names and qualifications of residents of the Town available to serve on volunteer boards and committees, the Search Committee's role is to continually foster interest among Orleans residents in serving the Town. This year the Committee prepared a fuller informational handout for distribution at Town Meetings and elsewhere, with brief descriptions of each volunteer board and committee attached to Citizen Interest Forms. The Committee's goal is to encourage more representation among applicants from young people and those with long term knowledge of Orleans, who are currently underrepresented.

In late 1992, the Search Committee's proposal for a Citizen Recognition Program to honor Orleans citizens exemplifying all aspects of good citizenship was accepted by the Board of Selectmen.

Honorees for a Certificate of Appreciation or Recognition Award may include town volunteers, citizens responsible for some significant "other-than-government" accomplishment, contribution to, or positive impact on, the town, or any other recognition agreed by the board. Recommendations must be made by February 15th each year on a form available at Town Hall in order to be considered for the May Town Meeting, at which time any selected will be recognized.

The Committee wishes to express its deepest appreciation to past Chairperson Dick Laraja, whose five year term limit on the search Committee was reached in June, and who is greatly missed!

Respectfully submitted,

Gail Meyers Sharman &
Ernest Rogers, Co-Chairs

SNOW LIBRARY BOARD OF TRUSTEES

As 1992 ended, work on the expanded and renovated Library was virtually complete with a few minor changes still to be made to conform to building codes. The Building committee will remain in existence until those changes are made.

The Library, which had remained open during most of the building process, was closed from Christmas 1991 to February 5, 1992 to complete major interior work. On February 6, the main floor was reopened to a relieved public, many of whom had been traveling to other town libraries during our closing. All three floors were finally open for the dedication which took place August 16. A standing room only crowd of over 350 filled the rented tent on the green and made the event a festive occasion. It was noted by more than one speaker that the renovation was a remarkable cooperative effort with staff, Trustees, Friends of the Snow Library, Town Hall employees, the state of Massachusetts, hundreds of volunteers who worked alongside the staff and who worked on the many committees involved, and above all, the people of Orleans who supported the expansion from beginning to end, many of whom also contributed to the Friends' fund raising drive as did many summer residents and others.

A survey of library use was held in the fall, the first of a series to determine the best way to serve the public in the new building. In addition, a subcommittee of the trustees was formed to produce a five-year plan for the Library, a state requirement to qualify for state and federal grants. Serving on it are Selectman Maclean Kirkwood,

Joanne Dobson of the Orleans Elementary School and representatives of the Trustees and the Friends. Director Kay Bader is an ex-officio member.

Respectfully submitted,

Nina Mellor, Chairman

SOLID WASTE AND RECYCLING ADVISORY COMMITTEE

A Town-wide survey was conducted to determine the views of the residents concerning the operation of the solid waste programs. Overall response to the survey was excellent. The single most apparent need identified was for more and better communication with the town people. The committee addressed this recommendation by distributing relevant information through the local press and issuing a new leaflet on "Recycling Tips". Other recommendations will be implemented in 1993.

During the year the cost of handling and marketing all recyclable materials was analyzed. A recommendation was made that the only plastic which should be presently recycled is milk and water jugs.

The "Gift Shop" continues to attract residents looking for a bargain. We are indebted to all the enthusiastic volunteers who run this operation so efficiently.

A hazardous waste day was conducted on May 2. Discussions have taken place with the Cape Cod Commission to try to co-ordinate a hazardous waste collection system for the whole Cape. Although no progress has been made to date the committee is continuing to investigate different methods to reduce the cost of hazardous waste disposal.

During the May 11th Town Meeting the voters supported, by a non-binding vote, the construction of a Material Recovery Facility to handle recyclable solid waste materials from all Cape towns. In 1993 the towns will be asked to vote on whether or not to participate in this project.

As a result of an application made by the Town a grant of three roll off containers was received from the Mass. Department of Environmental Protection. These containers will be used to store and haul recyclable materials.

The implementation of mandatory recycling of yard waste, aluminum and metal and glass containers was approved by the Selectmen effective January 1, 1993.

The committee is analyzing different methods of operating the Transfer Station to ensure a recommendation is prepared well before the Vining contract expires in 3 years. Inputs from private organizations and the public sector are being obtained to help with this analysis.

The committee continues to communicate on a regular basis with the Transfer Station Manager and Vining Dis-

posal Co. to promote a cost effective and smooth running operation.

Respectfully submitted,

J. Stewart Broatch,
Chairman

SUPERINTENDENT OF SCHOOLS

1992 was a year of change for the Nauset Schools. Richard Bridgwood, long time Brewster Elementary Principal has become our Assistant Superintendent. A.F. Finnell, Business Manager since 1980, took a similar position in Hingham and was replaced by E. Russell McGown, of the Leicester Public Schools. On January 1, 1993, Nauset's Special Needs Director, Robert A. Rotti, retired to be replaced by Maureen Brenner, School Psychologist at Brewster. The departed staff is much appreciated for years of loyal and excellent service.

Enrollment continues to be the focus of much of our attention especially at Nauset High School where we opened with 769 students, 34 more than anticipated. With our Middle School building project completed in early 1993, we must turn our attention to the High School which lacks sufficient space to accommodate projected enrollments within the next six years. We will try to coordinate any building plans with the towns financial needs to the extent that this is possible.

Curriculum and programs remain a high priority. With the review of Social Studies to begin in 1993, we will have completed the first update of Nauset's K-12 offerings since the 1970's. Program development has taken on an entrepreneurial aspect during the recession as new classes have had to show appropriate enrollments to gain funding and old programs have had to review staff to seek new ways to streamline services. In many ways, this is an exciting time to be a public educator.

Orleans Elementary School continues to provide a fine education under the guidance of Principal Lester Albee and his staff. We continue to seek a combination of strong, basic, traditional curriculum with a broad exposure to the cultural and artistic resources available in such abundance in Orleans.

Nauset remains committed to cooperative relationships with our member towns. It is sometimes difficult to reconcile expanding enrollment with Proposition 2 1/2 restrictions, but we will seek to do so in an amicable, mutually respectful dialogue with our Selectmen and Finance Committees. We appreciate the concern they have shown to maintaining strong programs for all of our students.

Respectfully submitted,

Michael B. Gradone,
Superintendent of Schools

TOWN COVE WATERFRONT PARK STUDY COMMITTEE

The committee has completed its studies concerning the establishment of a Town Cove Park, and has submitted its report and recommendations to the Board of Selectmen. It has met with other town committees having responsibilities for the town's waterfront properties. The recommendations of the committee were favorably received. However relatively little action to implement them has occurred so far.

One major recommendation, the construction of a sidewalk along Routes 6A and 28 to provide a link between the town owned properties on the cove, has been accomplished. This work was done by the state in connection with the reconstruction work on these roads. Our principal future concern is for the revision of zoning regulations in the business zones bordering Town Cove to provide better protection for the water quality of the cove.

The committee will assist the town in any way needed to carry out the plans it has proposed for the establishing of the park.

Respectfully submitted,

Richard H. Kennedy,
Chairman

TRAFFIC AND PARKING STUDY COMMITTEE

The committee held their regular monthly meetings along with several special meetings and field trips. A number of citizens met with us to discuss problems and/or make suggestions for safety improvements. At the request of the Massachusetts Highway Department (formerly the Massachusetts Department of Public Works), we met with members of the Planning Board and reviewed curb cuts along Route 6A and 28, making some recommendations for adoption. New sidewalks were installed and old ones improved on the two state highways with completion due in June, 1993. Four way stop signs were installed at the intersection of Hopkins Lane and Meetinghouse Road and are proving effective.

Work is progressing on laying out roads in town officially, so improvements to drainage and widening for pedestrian and bicycle traffic can be made. This is all part of a long

range improvement plan to promote safety and set up a rotation plan for maintenance. Meetings with other boards and/or committees were held as needed.

The committee is very appreciative of the help received from Town Executive Nancy Marie Schwinn, the Board of Selectmen and all town boards, committees, departments and from the citizens of Orleans.

Respectfully submitted,

William I. Livingston,
Chairman

TRANSFER STATION

1992 was another year of progress and change at the disposal area. In August we completed our second operational year of the Transfer Station by the Town and Vining disposal. 5,358 tons of refuse was delivered to the SEMASS incinerator in Rochester, MA, and with the efforts of town residents and commercial haulers, approximately 800 tons of glass, newspaper, tin cans, metal, batteries, tires, waste oil, plastic, cardboard and compost were recycled this past year.

State and Town mandatory recycling regulations on materials including batteries, leaves, tires, white goods, plus other yard waste will be enforced this coming year. However, this will also be an educational process for everyone and we urge anyone who has a question to please feel free to ask any of the personnel at the transfer station.

This past year, efforts have also continued toward capping the landfill. Monitoring wells have been installed and tested, plus an initial site assessment has been submitted to the state DEP. In May 1992, the former septage lagoons were excavated out of all septage material and approved by DEP.

Our composting program has increased this past year due to more participation and debris that is still being composted from Hurricane Bob. Composted material will be available again for residents this spring.

The employees at the disposal area including Danny Brightman, John Duple, Joanne Wajda, Mark Vincent, plus Richard Hand and A.J. Quirk of Vining Disposal will be glad to answer any questions you have pertaining to the Transfer Station and recycling.

Respectfully submitted,

Mark Vincent, Disposal Manager

TREE DEPARTMENT

This year we initiated a program for the trimming of all low hanging branches on all town roads. These limbs were a danger to trucks and school buses as well as town vehicles. With the help of the Planning Board which holds jurisdiction on our Scenic Roads we put together a trimming program with a list of 112 trees on 69 Scenic Roads. We added two men to my staff for two months to accomplish this task.

In the storm of December 12/13, 26 trees fell across town roads. These were cleaned up by town crews in a survey of the town owned ornamental trees. I see an urgent need for the town to hire a Registered Arborist to prune and shape these trees as they are at a point of growing out of control.

I would like to thank everyone for their help and support, especially Paul Fulcher and his Park Department and the personnel of the Highway Department.

Respectfully submitted,

Richard N. Gould,
Acting Tree Warden

TRI-TOWN SEPTAGE TREATMENT FACILITY

The Intermunicipal Agreement Study Committee which was appointed to study and recommend revisions to the agreement governing operation of the Facility presented their recommendations to Selectmen. As a result of a subsequent meeting between the Selectmen of Orleans, Brewster and Eastham, an Ad Hoc Committee was formed to recommend the agreement revisions which will be presented at the Annual Town Meetings.

A corrective action report prepared by DeFeo, Wait, & Pare is now being finalized with "Plans of Study" being conducted to address deficiencies in the Facility.

A "Plan of Study" conducted utilizing a sand filter unit to further cleanse effluent after biological treatment provided encouraging results. Test results indicated that the quality of the final effluent improved to a level meaningfully below the discharge permit limits.

Upon completion of the Corrective Action Report, an application for a design/construction grant increase will be submitted to EPA/DEP to fund the final Facility modifications/improvements.

During 1992, revenues improved significantly with increased flows resulting from short term contracts with Provincetown, Truro, and Wellfleet. The debt to the previous contract operator, Metcalf & Eddy Services, was paid in full during October.

1992	TOTALS	ORLEANS	BREWSTER	EASTHAM	PROVINCE-TOWN	TRURO	WELLFLEET
JANUARY	363,794	161,313	83,929	54,653	55,049	8,850	0
FEBRUARY	267,065	128,705	56,757	45,251	30,574	5,778	0
MARCH	496,875	161,841	211,077	64,730	53,852	5,375	0
APRIL	902,441	222,907	423,410	73,948	161,926	20,250	0
MAY	730,386	227,326	240,925	47,479	182,560	13,833	18,263
JUNE	734,398	238,709	114,839	89,119	209,510	21,989	60,232
JULY	1,033,255	295,217	114,561	153,840	357,896	29,870	81,871
AUGUST	1,065,593	219,436	131,701	169,180	371,361	43,887	130,028
SEPTEMBER	695,090	148,857	64,657	159,360	212,608	21,425	88,183
OCTOBER	705,080	176,761	185,803	160,140	115,913	18,408	48,055
NOVEMBER	602,524	154,400	282,723	48,322	80,245	9,004	27,830
DECEMBER	443,920	126,594	172,233	26,736	76,833	9,361	32,136
1992 TOTAL	8,040,421	2,262,066	2,082,615	1,092,785	1,908,327	208,030	486,598

During 1992 the Facility received 8,040,421 gallons of septage. A breakdown of this total by month and town is as follows:

Respectfully submitted,

Wayne N. McDonald, District Administrator

VETERANS GRAVES OFFICER

For the past 35 years it has been my privilege to pay honor to our deceased war Veterans by placing a flag, marker and plant on their graves.

I began as a helper to the previous Veterans Graves Officers and then received that appointment by the Selectmen.

Members of the Orleans Post 308 American Legion assist in these duties on Memorial Day. The total number of graves decorated in 1992 in the Orleans Cemetery was 372. This figure reflects an increase of approximately 10 additional graves per year. Baskets are provided for the war memorials and a wreath and flag are placed at the three Memorial Squares located in several sections of the town. Funds are allocated in the yearly town budget.

Two years ago no permanent records of the graves were available but with the assistance of Mrs. Miriam B. Kerfoot, books were prepared showing the location of graves on maps. This documentation will be valuable in the future.

Respectfully submitted,

Norman M. Hopkins, Veterans Grave Officer

CHATHAM ORLEANS VISITING NURSE ASSN., INC.

The Chatham-Orleans Visiting Nurse Association was pleased to renew its contract with the town of Orleans in July of 1992. The contract provides support for the Association to provide certain community health functions for Orleans residents. As well as the services provided under this contract, the Association provides a full range of home health care services such as nursing, therapies and home health aide services. This type of service is reimbursed through Medicare, Private Insurance or Medicaid. Homemaking and personal care attendants, although not usually covered by insurance, are also available.

Through the town appropriation, The Chatham-Orleans VNA provides Town employee immunization (1), adult immunization for flu and pneumonia (964 contacts in 1992), infant and children's immunization (130), blood pressure screening at various sites (600), cholesterol (65), colorectal cancer (36), skin cancer (47) and diabetic screening (5) and Breathing Workshop (9). Plans for the coming year include mammography screening by mobile van in Orleans, and a screening clinic for prostate cancer. Limited numbers of home visits to new mothers and children, for communicable disease follow-up, community health assessment, etc. are also included in the appropriation.

In addition to the funding sources already mentioned, the Association actively seeks funds through grants, a membership drive directed to Orleans residents, and fund raising events. These funds are needed to broaden the scope of community services offered, and to help to support home health services to Orleans residents whose health insurance coverage is inadequate or non-existent.

The Chatham-Orleans VNA is committed to a high quality of community and home health care, and to responsiveness to the community. We welcome all questions and

comments from town residents, directed either to our offices at 945-2869, or to the Orleans residents who serve on the Association's volunteer Board of Directors.

Respectfully submitted,

Donna S. Schleuber, RN, BSN,
Clinical Director

The Board thanks all who have played a role in protecting the public water supply.

Respectfully submitted,

Betty A. Twiss, Clerk, Water Advisory Board

WATER ADVISORY BOARD

The 1989 charge to the Water Advisory Board was "to collect and compile information that relates to or may have a bearing on the municipal water supply of...Orleans," "provide advice on any and all matters relating to the town's present and future municipal water needs," and respond to special requests from the Board of Selectmen or the Town Executive.

Knowing no practical alternative to good drinking water, now or in the future, this Board continued its efforts to protect the quality of Orleans public water supply. Following last year's Town enactment and this year's State approval of its Groundwater Protection By-law, the Board worked to get effective By-law enforcement. Advice was given on:

- Planning Board Subdivision Rules & Regulations
- Changes to the Town building permit application
- Need for new Town maps showing actual public water supply district boundaries with respect to lot lines
- Need for signs on main roads to note location of the public water supply district
- Need to reserve funds for more detailed nitrogen loading analysis as back-up to present groundwater quality studies

The Board appointed Marjorie Uhl to its seat on the Water Quality Task Force. The Board also met with the Selectmen, Town Executive, Water Superintendent, Building Inspector, Board of Health, a U.S. Environmental Protection Agency team and others to share information and develop strategies for groundwater protection.

As a major regional groundwater protection effort, the Board has participated in the Cape Cod Commission's Monomoy Lens Project with five other towns which share this groundwater lens as their sole source water supply. The Project focussed on collecting land use and other data to incorporate into extensive computerized maps. The data is being analyzed for impact on the groundwater, especially for nitrogen loading and threats from hazardous materials. The findings from this analysis may be basic to making further decisions on management and protection strategies and pursuit of relief for property owners. Walter McPhee coordinated the Orleans work for the Monomoy Lens Project.

WATER DEPARTMENT:

For the Water Department 1992 marked another year of progress for the ongoing programs of maintenance and improvements of our facilities. This was accomplished despite the carryover of prior year programs deferred because of the storms in August and October of '91. Noteworthy was the replacement or elimination of more than 1,800' of undersized water mains. Maintenance program accomplishments included the inspection, with repairs where needed, of 407 hydrants, the replacement of 386 water meters, the systematic flushing of our distribution system and the continuation of our gate exercising program. The Town's approval of funding for a new pumping station allowed us to start the planning and engineering process which will enable us to bring well #7 into production in time for our peak summer season in 1993.

This year was not without problems to be overcome. In August our business manager resigned, but we have welcomed Susan Neese-Brown as a replacement. A summertime failure of the pump at station #3 led to the loss of this station for over two months. During our routine testing of water samples from our distribution system in both October and November, we experienced marginal violations of the Total Coliform Rule. Because we were unable to isolate the source of the problem, the system was chlorinated for a brief period in November.

A modernization program of our meter reading, water usage calculations, and billing system is well underway and with successful trials may allow us to introduce usage based semi-annual billing in 1993.

We take special pride and joy in our joint education program with the Elementary School. 1992 marked the third year of this program and the second year that the students were given a tour of one of our pumping stations.

We proclaim our special thanks to our Water Department Personnel, the Water Advisory Board and to all those who helped us this year. Most of all we wish to express our appreciation and gratitude to the residents of the Town of Orleans for their assistance and cooperation during the past year.

PUMPING STATISTICS

	1991	1992
Pumping	329,745,900	324,184,900
Largest Day	2,650,400	2,037,900
Largest Week	15,826,300	11,545,000
Services	4,335	4,407

Respectfully submitted,

Charles E. Medchill, Water Superintendent
Francis E. Suits Chairman of the Board
of Water Commissioners

WATER QUALITY TASK FORCE

Drainage remediation continued to be the primary focus of the Water Quality Task Force. Final designs for three of our major project areas went out for bids with construction slated for early 1993. A fourth project at Cranberry Cove Plaza was reviewed and endorsed by the Task Force and should be constructed also early in 1993. When all these projects are constructed, the Town would have mitigated or been instrumental in mitigating, 5 major drains in town; three in Town Cove and two in Meetinghouse Pond. The Task Force thanks all those who have been involved in these projects as they have been a major effort in pollution abatement.

As part of a monitoring effort for these projects, the Task Force has enlisted the help of volunteers to operate a water quality laboratory located in Eastham. Pre-construction test results have corroborated past test results that indicated the bacteria level entering our waters. Future post construction results should show quite a different picture. We are greatly indebted to the dedicated volunteers for this effort.

The Task Force is in the process of prioritizing other roads that need drainage remediation but for smaller projects so that we can whittle away at them in a systematic manner as funds allow. Some may require engineering expertise while others may require a less technical approach.

The Task Force began a project to develop a group of "pond watchers", volunteers who would monitor environmental parameters of water quality in many different locations throughout the town. We had a large number of interested respondents but we have been unsuccessful in persuading an individual to oversee the project and therefore the project has been put on hold. If anyone is interested in spearheading this important endeavor, please contact any member of the Task Force.

Information on groundwater flow in Orleans is severely lacking and in order to best plan for the future of the town, the direction of groundwater flow is essential, not only to determine nutrient transport from septic systems but also to determine the probable fate of contaminants in the groundwater. Groundwater flow in isolated locations of town are known but the Task Force has recommended that the entire town be mapped and this project was proposed by the Task Force for inclusion in the Capital Plan. Once we have that information, the town can prioritize those areas most in need of mitigation from nutrient load-

ing that leads to advanced stages of eutrophication or groundwater contamination.

The Task Force welcomed Stan Hart (Planning Board), Marjorie Uhl (Water Advisory Committee), and Bill Dietz (member-at-large) as members and thanks all those who have assisted us in our efforts.

Respectfully submitted,

Sandra L. Macfarlane,
Chairman

WATERWAYS IMPROVEMENT & SHELLFISH ADVISORY COMMITTEE

The salt ponds, rivers, and bays along with the coastal beaches within our boundaries, are the most valuable natural resources we, the people of Orleans, have. These waterways provide and support our extensive shellfish activities, both recreational and commercial. The latter includes the several aquaculture projects (shellfish grants) now underway. The waterways also, of course, provide the many other recreational activities that have brought most of our current residents to Orleans, as well as the vast number of tourists our local businesses depend upon so heavily.

It is the care, improvement and controlled development of these resources to which the Waterways Improvement and Shellfish Advisory Committee is dedicated. This is accomplished through regular monthly meetings with our very capable Harbormaster/Shellfish Constable, Truman Henson, Jr. and his assistant, Gardner Jamieson. At that time together we review and pursue in depth the subjects on their agenda, then recommend action or reinforce their previously planned action.

Further, the committee, following its own agenda, again pursues any other questions or problems pertaining to our water resources. Each one is carefully reviewed, investigated, and evaluated. When a consensus is reached, a recommendation is forwarded to the Selectmen for their final decision. This provides the Selectmen with an informed proposal, thereby relieving them of the otherwise time consuming process of investigating on their own.

This established procedure has continued successfully throughout 1992. The committee looks forward enthusiastically to its ongoing successful operation and further progress in the coming year.

A particular program this year again is worthy of special note, and that is to identify, establish claim to, and protect our town landings. These are town properties designated over a period of many years to provide public access to our waterways. In some cases, seeming encroachment has taken place. We are pleased to report that this program is progressing nicely, with several landings sur-

veyed and boundaries marked during the year. The success of it is due primarily to the diligent efforts of our committee member and clerk, Beverly Singleton, who has spent many hours searching old deeds and town records. We are most grateful.

Respectfully submitted,

Jim Gray, Chairman

WEIGHTS & MEASURES

The sealer of weights and measures inspects, tests, seals or condemns all commercial weighing devices. This includes scales, dry and linear measures, apothecary measures, gasoline dispensers and oil delivery trucks. In addition, the sealer checks packaged commodities for proper weight, enforces unit pricing regulations, investigates various complaints and possible violations. The breakdown of activities is as follows:

Scales Certified	149
Scales Not Sealed	6
Scales Condemned	1
Apothecary Weights	4
Gasoline pumps	66
Oil trucks	22
Unit pricing inspections	454
Complaints investigated	9

Respectfully submitted,

James R. Ehrhart, Sealer

ZONING BOARD OF APPEALS

The purpose of the Board is to hear and make decisions on applications or petitions for Special Permits or Variances as empowered under the Zoning Bylaws of the Town and the Mass. General Laws, Chapter 40A, and to hear and decide appeals from decisions of the zoning administrator and the Architectural Review Committee.

A total of 41 cases were heard, 14 more than the previous year. Of the 20 Special Permit applications, 16 (3 from one case) 9 were approved and (3 from one case) were withdrawn. Of the 4 Special Permit Amendment applications, 3 were approved and 1 was withdrawn. The 1 Special Permit Extension application was approved. Of the 19 petitions for Variance, 12 were granted, 1 was denied and 6 were withdrawn.

Respectfully submitted,

James Dewitt, Chairman

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