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Town of Lexington

Town Manager's Office

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January, 2002

Dear Resident:

“A Citizen’s Guide to Lexington” is designed to welcome the newly arrived citizen of Lexington. It is our hope that the Guide will provide you with some insight and understanding about Lexington, its people and its government. Although Lexington has always been blessed with an active and involved citizenry, it can always afford more participants. Weaving through and gaining access to the myriad of governmental services offered in Lexington can be confusing sometimes, especially for residents who have lived in other parts of the United States or in other countries. The Citizen’s Guide provides some guidance in gaining access to all public services (and some others) offered in Lexington. Hopefully, you will find a handy location in your house for this document and refer to it often.

It is our hope to keep this document current and as such need your feedback. Please jot us a note or give the Town Manager’s office a call at 781-862-0500 x 276 if you have suggestions as to what we can include in future editions of this guide.

Sincerely,

Richard J. White
Town Manager

1625 MASSACHUSETTS AVENUE LEXINGTON, MASSACHUSETTS 02420

Lexington, Massachusetts is a suburban community located 11 miles northwest of Boston. First settled in 1642, the town has grown to encompass 16.64 square miles with a population of approximately 30,000. Settlement originally occurred on the best farm land; housing development occurred with the growth of the Boston urban area and the decline of agriculture. Approximately 63% of the land in town is in private ownership. Almost 10% of the land is permanently set aside as publicly held conservation land.

Lexington is home to people who came to the Boston area for a variety of reasons and from a variety of places. Population characteristics are summarized on the facing page. Lexington provides excellent public resources for its residents. Cary Library is outstanding in the region, a wide variety of cultural and recreation activities served by public transportation are available, the schools are excellent, public facilities and infrastructure are well maintained, public safety is ensured, and the environment is well cared for.

While Lexington is primarily residential, the town has a number of industries which, with commercial establishments, employ more than 16,000 people. Services and manufacturing are the two largest employment sectors. The major shopping area is the central business district. Lexington Center is a well-maintained area with retail stores, professional offices, banks, and restaurants.

Lexington is a significant tourist attraction because of the historic events of April 19, 1775. The Battle of Lexington is re-enacted early in the morning of Patriots' Day, the third Monday in April each year. The Battle Green and numerous other historic sites and buildings in the town are maintained for public access.

The Town of Lexington is governed by a representative Town Meeting comprised of 21 members elected from each of nine precincts, plus 8 or 10 additional at-large members. Town Meeting meets annually to appropriate funds, revise local bylaws, and make other decisions as needed. Numerous citizen volunteers are elected or appointed to a variety of commissions, boards, and special project efforts.

The town adopted a Selectmen-Town Manager form of government in 1969. An elected five-member Board of Selectmen meets throughout the year to make policy and oversee the operations of town government. Day-to-day administration of the town is centralized under a full-time professional Town Manager appointed by the Selectmen. Local school affairs are administered by a five-person elected School Committee and a Superintendent appointed by the School Committee. Lexington public schools include six elementary schools, two middle schools, Lexington High School, and Minuteman Science-Technology High School.

The town's appropriated annual budget for Fiscal Year 2002 of approximately \$110.5 million supports a full range of services. The budget is funded by non-tax revenues of approximately \$39.2 million (including state aid, excise taxes and enterprise fund receipts) and a tax levy of \$69.6 million.

COMMUNITY PROFILE

Demographics

Populations	
1900	3,831
1920	6,350
1940	13,187
1960	27,691
1980	29,479
1990	28,974
2000	30,355
Age Distribution	
Under 20	8,422
20-34	2,622
35-44	4,896
45-54	5,338
55-64	3,310
65-74	2,716
75-84	2,099
85+	952

Racial Composition **

White	26,146
Asian/Pac. Is.	3,312
Black	343
Hispanic	428

Household Composition

Total Household	11,110
Total Families	8,429

Education

Number of Public Schools	
Elementary	6
Middle Schools	2
High Schools	1
(+ science-technology HS)	

Public School Enrollment

1970	9,459
1980	6,093
1990	4,522
1999	5,807

Years of School Completed

<9th grade	467
9-<12 grade	1,066
HS graduate	3,981
Some college	1,323
Associate's	1,323
Bachelor's	5,697
Grad/Prof.	6,997

Income

Median Household	\$67,380
Per capita	\$30,718

Employment

Persons 16+ Work Status in 1989: 70% worked

Employment by Industry: (1996)**

Services	9,568
Manufacturing	3,150
Wholesale and retail trade	2,363
Government	1,578
Construction	296
Communications	343
Transportation	267
Ag, forest, fisheries	137

Major Employers:

MIT Lincoln Laboratory: Research and Development
 Fresenius Medical Care: Health Services
 Raytheon Company: Electronic Systems and Equip.
 DeWolf Companies: Real Estate Agents & Managers
 Lockheed Martin IR Imaging Systems, Inc.: Measuring and Controlling Devices

Land

Area	16.64 sq. miles
Population Density	1,741/sq. miles
Open Space	1,153.59 acres
Elevation above mean sea level	H 374' L 110'

Housing

Owner	9,175
Renter	1,935
Median 2000 Assessed Value:	\$378,000
2000 Property Tax Rate:	\$12.11/\$1,000

Transportation

Major Arterials: Rte 2, 128, 2A, 4-225
 LEXPRESS in-town minibus system
 MBTA buses, "The Ride" Chair Car Service
 Red Line rapid transit available at Alewife subway station (5 miles away)
 Logan Airport; Massport at Hanscom Field
 Lexington Chair Car Service
 FISH (volunteer transportation service)

Sources: 1990 Federal Census

Assessors' Records

** Lexington Community Profile, prepared by the Metropolitan Area Planning Council

LEXINGTON PAST AND PRESENT

Colonial Times. The first house in what is now the Town of Lexington, Massachusetts was built in 1642. A plaque on Massachusetts Avenue near Grant Street marks the site of this house. The area was originally part of the town of Cambridge, and residents had to travel to the Cambridge meetinghouse every week since church attendance was compulsory. The residents petitioned the General Court governing the Massachusetts colony and in 1691 a meetinghouse was built in the newly established parish of Cambridge Farms.

In the spring of 1713, Lexington was incorporated as a town and its residents established Lexington's first Town Meeting. Every adult male who owned property in town had a voice in this legislative body. The first school was built in 1715. As the town grew, shops opened and taverns were built; the Munroe Tavern and Buckman Tavern, each open for historic tours today, served as shelter for visiting farmers and meeting places for the men of the town. Lexington's population had reached an estimated 700 residents by 1775.

Many residents of the American colonies resented certain aspects of British rule, especially the taxation acts. Like colonists in other Massachusetts towns, Lexington residents formed a minuteman company and kept informed about activities of the British soldiers stationed in Boston. Lexington is often called "the birthplace of American Liberty" because of events that began late at night on April 18, 1775, when riders from Boston spread the warning that the British were marching to capture the storehouse of guns and ammunition at Concord. Paul Revere reached Lexington

around midnight and raised the alarm. The belfry bell was rung and the Minutemen assembled on the common in the early dawn hours to confront the British in their march.

Although no one intended war, at some point after the British reached Lexington a shot was fired. In the resulting skirmish nine Colonials were killed. The British were not deterred at Lexington, but were turned back at the Old North Bridge in Concord. While retreating back to Boston, the British suffered 273 casualties in clashes with the colonists.

Celebrating History. The Battle of Lexington is reenacted every year early in the morning of Patriots' Day, on the piece of common ground now called the Battle Green. Every other year the British retreat through Lexington is re-enacted. In 1900 the town dedicated a statue of Captain John Parker, who commanded the Minutemen on April 19, and today "the Minuteman statue" stands at the edge of the Green facing Boston. President Grant visited Lexington on the first Centennial in 1875. President Ford spoke to a crowd of 75,000 on Patriots' Day in 1975, the year of the nation's Bicentennial. The Lexington Battle Green is a national landmark where a 1965 special act of Congress permits the American flag to fly day and night. The Green is surrounded by original colonial homes and meeting houses, several of which are open seasonally for tours. The Historical Commission oversees the preservation of historic sites in Lexington, some of which have been recognized on the National Register of Historic Places.

Growth and Change. Lexington grew and prospered after the Revolutionary War. Agriculture was the primary vocation of Lexington residents until the beginning of

the twentieth century; in the 1880's there were more cows in Lexington than in any other community in the Commonwealth. Other forms of commerce flourished as well, with occupations such as tanning leather, working in saw and grist mills, manufacturing clothing, and digging for peat existing during the nineteenth century.

Businesses such as Meriam's Factory which made trimmings for boots and shoes, and Lexington Lumber Company, opened in the late 19th century. Lexington also became a desirable residential location for people working in Boston and Cambridge. In 1842 the railroad arrived in Lexington, and ran service to Boston continually until 1978. The town remained basically rural in character, with tree-lined streets, prosperous family farms and elegant Colonial and Victorian houses, until after World War II. The town's population, estimated at 2,300 in 1875, reached 3,831 by 1900, and grew steadily after the turn of the century. Much of the town's housing stock was built during the post World War II suburban housing boom. Lexington's population more than doubled between 1940 and 1980, peaking at 33,412 in 1971.

Rapid growth of the high-technology region along Route 128 made Lexington a highly desirable location for people moving into the area. At the same time, light industrial development and commercial activity occurred in the Bedford Street-Hartwell Avenue area.

Demographic changes have accompanied Lexington's growth. Many families who were attracted to Lexington's excellent schools stayed after their children were grown. As housing prices rose, many young families could not afford to move to Lexington, and many incoming households had two wage earners. Now, fewer

Lexington households have children in the schools, while 19% of Lexington residents are over 65.

Development pressures forced some compromises between preserving Lexington's natural beauty and providing new housing, good streets and public transportation for the influx of new residents. Lexington is now a mature suburb which emphasizes preserving and improving what is best about the town. Municipal government has addressed new issues with additional or improved services.

The LEXPRESS mini-bus system began in 1979 in response to high fuel costs from the oil embargo. Concerns over increased traffic caused the town to install special crosswalk signs in Lexington Center in 1983 to remind drivers to stop for pedestrians. The growing volume of solid waste and the state-ordered closing of the town's landfill led to the start of curbside rubbish pickup in 1980. Recycling and composting programs were added later.

Housing Issues. Residential zoning in Lexington is primarily single-family, with a wide variety of lot and house sizes reflecting changing preferences over time. As postwar growth occurred, increasing demand for housing in Lexington led to higher prices, which made feasible the development of marginal land. Recent developments have featured "jumbo" houses, which are large houses on standard size lots.

The combination of high prices and the low percentage of rental housing raised concerns for affordability of housing in Lexington during the late 1960's. The Housing Authority constructed several apartment complexes for the elderly. The

Planning Board adopted a series of policies governing rezoning approvals, and several nonprofit groups have been active over the years. A variety of techniques have been used to create low and moderate income housing, including converting former school buildings to apartments. When Emerson Gardens was converted from rental units to condominiums in 1987, LEXHAB purchased several units for affordable housing and later created 10 new units of housing in the 1990s.

An extensive proposal to build affordable housing on the unused Meagherville school site adjacent to Pine Meadows Golf Course was defeated at a Special Town Meeting in 1991. The Katahdin Woods development on Wood Street and Lexington Ridge on Waltham Street both offer low and moderate income units.

Transportation. Cultural offerings as well as employment opportunities in the greater metropolitan Boston area are easily accessible from Lexington. Commuters to and from Lexington have easy access to Routes 2, 4-225, and 128; in addition, the Massachusetts Bay Transportation Authority (MBTA) provides public transportation throughout the metropolitan Boston area. LEXPRESS, Lexington's own community transportation system, operates on fixed routes six days a week; it provided rides to more than 100,000 individuals in 2000. MBTA's "The Ride" and Lexington's Chair Car Service provide door to door chair car service for people with limited mobility. Lexington is also served by Hanscom Field, which supports commercial, military, and civil air traffic.

Business and Industry. Lexington's business center is adjacent to the Battle Green and features rows of shops and restaurants flanking tree-lined Massachusetts Avenue. Lexington Center is well-maintained and attractive, and is frequented by residents for

meeting and shopping. After a major fire in 1986 destroyed one retail building, new construction was carefully designed to preserve the Center's ambience. There are also several small business districts throughout the town. Numerous high-tech companies on Hartwell Avenue, Spring Street, and Hayden Avenue employ area residents in manufacturing and other services. Business and industry are carefully zoned throughout the town.

Library. The first publicly supported free library began in Lexington when Town Meeting voted \$60 of tax funds to purchase library books in 1827. A gift of the Cary family in 1868 established Cary Library. The East Lexington Branch Library was established by the Stone family in 1883. Annual circulation has grown to over 600,000 items per year. This is over 20 per capita. An on-line computerized circulation system was implemented in 1986, and public access terminals were added in 1987. Library cards are free to all. A newly renovated Cary Library building is scheduled to open in 2002.

Education. The first teacher's college in America, founded in Lexington in 1828, moved to Framingham in 1853. The town voted \$500 to fund a high school in 1852. As the town grew, land was acquired for new school sites. During the peak growth years of the 1950's and 1960's, seven new public schools were built to accommodate growing numbers of children. Beginning in 1978 seven older schools were closed as both total population and family size decreased, however one has since re-opened.

Public school enrollment totalled 9,459 in 1970, but dropped to 4,522 in 1990. It is now rising again. A grade level restructuring in 1985 created two middle schools of grades 6-8 and a high school housing grades 9-12. All-morning kindergarten was begun in 1987.

Lexington is nationally renowned for its outstanding public school system. During the 1960's and 1970's, innovative educational concepts were pioneered in the Lexington schools. At the secondary level, students continue to earn an exceptional record of honors awards, college acceptances, and awards for music drama, debate, and athletics. A regional vocational district including Lexington was formed in 1971, and the Minuteman Regional High School was opened in 1974 (now the Minuteman Science-Technology High School). There are also a number of private schools in Lexington.

Recreation. The town's Recreation Department sponsors a variety of programs. Town-owned recreation facilities include the Center pool and sports complex and a series of neighborhood playgrounds. Playing fields are located at Lincoln Park and various school sites. The Pine Meadows Golf Course, acquired in 1989, is open for golf in the summer and cross country skiing in the winter. A network of bicycle paths throughout the town includes the Minuteman Bikeway utilizing the old railroad right-of-way running from Cambridge to Bedford. The federally-funded Minuteman National Historical Park has trails and sites of historic interest. The privately-endowed Hayden Recreation Center, located across from the town pool, offers its members an indoor pool, gymnasium, and ice skating rink.

Two community-funded additions to Lexington's landscape are a playground and a fitness/nature trail. The Lexington Community Playground was funded and built by citizen volunteers in 1988. This primarily wooden structure is located next to the Center tennis courts. The Teresa and Roberta Lee Fitness/Nature Path is a paved path winding through woods and meadows behind Hayden and Lincoln Park. Joggers, walkers,

and bicyclists use this trail with its 16 self-directed fitness stations.

Culture. Lexington residents enjoy a variety of cultural activities including theater, concerts, museums, and art exhibits. The Cary Lecture Series sponsors annual films, poetry readings, musical performances and lectures. Several choral and theater groups host performances throughout the year. The Lexington Council for the Arts publishes a quarterly arts calendar, and administers the Massachusetts Arts Lottery. The Museum of Our National Heritage at Marrett Road and Mass. Ave., built in 1975 by the Scottish Rite, features changing exhibits that focus on American history and current culture.

In the summer, the Lexington Bicentennial Band gives weekly concerts at the Hastings Park bandstand. This bandstand was constructed in 1979 to celebrate Rotary's 50th anniversary. Summer musical performances are held Friday evenings in Depot Square located in Lexington Center. The Town hosts a variety of celebrations: Patriots' Day, with a reenactment of the Battle of Lexington, parades, and races; Discovery Day, a sidewalk sale and outdoor festival; Lexfest, a celebration of the town's diversity, and a July 4th carnival sponsored by the Lions Club.

Citizen Involvement. Lexington residents are involved in numerous governmental boards and committees, as well as in private organizations and activities such as the League of Women Voters, the Chamber of Commerce, religious institutions, and the Lexington Education Foundation. The Lexington Lions Club annually awards the White Tricorn Hat to a Lexington resident who has made a notable contribution to the town's well-being. The Board of Selectmen presents the Minuteman Cane Award annually to a senior citizen over the age of 80 who exhibits

a full and active life. The Lexington Interfaith Food Pantry, which distributes food to needy families, opened in 1992. The Lexington 2020 Vision process is a town-wide effort to empower and engage residents and broaden community involvement to help determine what the Town of Lexington will be like in the year 2020. Lexington's residents continue to make the town an active, caring, and involved community.

FORM OF GOVERNMENT

In 1929, Lexington abolished the open Town Meeting and established a representative Town Meeting to appropriate funds for town services and to establish town policies. In 1973, the town was redistricted from six to nine precincts. Today, 21 citizen representatives from each precinct are elected for three-year rotating terms. In addition, the moderator and several at-large members participate in Town Meeting by virtue of their positions in Town government.

Town Meeting convenes for a series of meetings in the spring (and at other times when necessary) to approve annual appropriations and By-Law changes for the coming year. Town Meeting approves funding for operating and capital budgets for an upcoming fiscal year, which runs from July 1 to June 30. Funds cannot be appropriated without the approval of the representative Town Meeting. This requirement derives from the State Constitution (Part X of "Declaration of the Rights of the Inhabitants of the Commonwealth of Massachusetts"), which states that "no part of the property of any individual can with justice be taken from him or applied to public uses without his own consent or that of the representative body of the people."

Lexington has operated under a Town Meeting-Board of Selectmen-Town Manager form of government since 1969. Each member of the unpaid, five-member Board of Selectmen is elected for a three-year term to establish policy directives for town government. The Selectmen appoint and supervise a Town Manager, who is the chief executive officer of the Town. The Manager serves a three-year salaried term (renewable) and is responsible for the

implementation of the Board's directives and the daily administration of municipal services. All department heads report directly to the Town Manager.

Town government relies on over 300 citizen volunteers who serve on more than fifty permanent and *ad hoc* committees, commissions, and boards. These citizens provide advice and help administer programs relating to comprehensive planning, solid waste management, Lexington Center revitalization, biosafety, personnel, traffic safety, transportation, and other community issues.

ANNUAL OPERATING AND CAPITAL BUDGETS

Town Meeting members make informed decisions about proposed appropriations by examining the information provided in the budget and in the reports of appropriate committees. The Town Manager submits his Annual Operating Budget to the Board of Selectmen, who make recommendations to the Appropriations Committee and submit their budget to Town Meeting. The Appropriations Committee is an appointed nine-member committee that advises Town Meeting on appropriations of town funds.

The Operating Budget proposes appropriations for basic town services such as education, library, fire, police, highways, solid waste collection, public grounds, public health, building inspection, human services, conservation, and recreation. The Operating Budget supports salaries for 271 full-time and 57 part-time municipal employees as well as 544 professional and 179 support staff in the school system.

The Capital Budget covers major non-operating expenditures. Examples of capital expenditures include Fire Department equipment replacement, park and playground improvements, and water main re-lining. The Capital Expenditures Committee is an appointed five-member committee that analyzes and makes recommendations on proposed capital appropriations.

These operating and capital budgets are the product of a year-long public process involving input from all the financial boards. The Manager, with Department Heads and staff, must generate a budget that does not exceed projected revenue while maintaining essential services within the

statutory limits of Proposition 2½. This referendum, voted into law in November 1980, prohibits municipalities from assessing total taxes that exceed 2½% of the “fair cash valuation” of property within the town. It also restricts annual increases in the tax levy, which is the total amount to be raised by general property taxes, to 2½% over the previous year's figure plus new construction.

The Town of Lexington is roughly a \$100 million dollar operation. Almost \$55 million is for schools, \$35 million is for town services, and \$10 million is for shared expenses such as employee benefits and debt service. State Aid has gradually increased since 1992 primarily as a result of the Commonwealth's decision to provide municipalities a substantial amount of funding for mandated educational reforms. During that time Lexington has received an average increase in state aid of 13.9% per year. Though the increase has been steady over the past decade, there is a possibility that the state will shift its policy on educational reforms and reduce the amount of funding it provides to municipalities. Representing Lexington's largest revenue source, the tax levy limit is primarily determined by Massachusetts Proposition 2½. The only variation from year to year beyond the 2½% increase comes from new growth in the property tax base, voter approved overrides, or debt exclusions. Lexington voters have approved four general overrides and two debt exclusions.

TOWN SERVICES

The town's budget funds essential municipal services as described on the following pages. Answers to commonly asked questions about these services are found beginning on page 21 of this Directory. Additional questions may be

addressed to staff of the respective departments; a listing of offices and telephone numbers is located on pages 42 and 43.

EDUCATION

All Lexington children from kindergarten through twelfth grade may be educated in the local public school system of six elementary schools, two middle schools, and one high school. Policies for the public schools are set by an elected five-member School Committee. The Superintendent of Schools administers the daily operation of school business. Employees of the school system are organized into five unions: teachers, administrators, custodians, clerical and tutors. The School system employs 544 professional and 179 support staff. The School Committee submits a total education budget to the Town Manager. The public school budget is voted on as a single line item by Town Meeting. Over 5,500 pupils attend Lexington Public Schools.

Enrollment, which declined steadily in the late 1980's, is rising again. Students from the Lexington Public Schools regularly win regional awards and competitions, and over 90% of graduating seniors go on to higher education.

<http://lps.lexingtonma.org/>

COMMUNITY SERVICES

The Department of Public Works (DPW) maintains the Town's infrastructure, buildings and property. It oversees the provision of minibus transportation services and public parking. DPW also contracts for the collection, disposal, composting, and recycling of household refuse and hazardous waste.

<http://ci.lexington.ma.us/DPW/dpw.htm>

Engineering. Lexington's in-house Engineering Division is responsible for the design, supervision, and inspection of construction projects. Engineering staff also maintain public records of lot boundaries, street lines, drains, and water and sewer lines.

<http://ci.lexington.ma.us/DPW/Engineering/engin.htm>

Water and Sewer. The Water and Sewer Division maintains 154 miles of water mains, 1,500 fire hydrants, 9,969 water meters, and two water storage tanks that have a holding capacity of three million gallons. In an ongoing effort to provide residents with quality drinking water, staff conducts an annual system wide water-flushing program during September and October. The Town also operates a sewer system for 9,159 households and businesses that requires nine pump stations and includes 34 miles of trunk sewer lines and 119 miles of street sewer lines. Enterprise funds for water and sewer were established in 1988. User fees cover all costs of the water and sewer system including capital items and depreciation.

<http://ci.lexington.ma.us/DPW/Water%20And%20Sewer/WatSew.htm>

Street Maintenance. The Highway Division oversees the maintenance of over 280 lane miles of paved town streets and 52 miles of sidewalks, the maintenance of street signs, street lighting, and traffic control devices. DPW attempts to keep costs down by adopting new, lower-cost technologies for street paving. A chip-seal technique using a fabric membrane and recycled pavement was begun in 1985.

<http://ci.lexington.ma.us/DPW/Highway/Highway.htm>

Solid Waste. The Town provides a comprehensive array of solid waste services to its residents. In order to meet its commit-

ment to reducing the generation of trash and maximizing recycling within the community, Lexington implemented an innovative Pay-As-You-Throw program in July 2001. Two citizens' committees appointed by the Board of Selectmen--the Solid Waste Action Team (SWAT) and the Pay-As-You-Throw Advisory Committee (PAYTAC)—advise town officials on ways to increase recycling, reduce solid waste, encourage source reduction and remove toxic material from the waste stream. <http://ci.lexington.ma.us/DPW/TrashHHWPAYT/PAYT/PAYT.htm>

Refuse collection. The town provides weekly curbside trash pickup using a refuse collection company. As a member of the North East Solid Waste Committee (NESWC) since 1985, the Town has its trash brought to a trash-to-energy facility that incinerates trash to generate electricity.

Recycling. The Town's mandatory curbside recycling program, begun in 1988, includes paper products, along with metal, glass and plastic containers. Lexington has established several additional recycling-related services in response to state-imposed regulations and guidelines.

Leaves and yard waste are collected curbside seasonally and a drop off location is available from spring through fall. Other materials recycled through special collections include White Goods (appliances), Christmas trees, and CRT's (e.g. televisions, computer monitors). <http://ci.lexington.ma.us/DPW/Documents/recycle.pdf>

Hazardous Products Collection. Lexington held the first one-day household hazardous waste collection in Massachusetts in 1982. Along with the assistance from the Department of Environmental Protection and seven other communities, Lexington

was instrumental in establishing the first regional household hazardous products collection facility in the state. The Minuteman Household Hazardous Products Facility on Hartwell Avenue opened in May 1998. Residents of Lexington and other communities may help protect the environment by taking common household hazardous products—ranging from cleaners and photography chemicals to paints, fuels and certain mercury-containing devices—to the Minuteman Facility. It is open on a Saturday once a month from April through November. Mailings with the complete schedule are sent annually to all Lexington residents.

<http://ci.lexington.ma.us/OCD/Health/HazWaste.htm>

Public Grounds. The Public Grounds division maintains town parks, playgrounds, street trees, and cemeteries. This includes the pool complex, the town tennis courts, and school grounds. Staff of this division also maintains and preserves existing trees on public property and plant new trees every year. The town has been honored with many Tree City Awards in the past. Staff oversees the upkeep and sale of gravesites at the Town's four cemeteries, three of which are of historic significance. Town residents may purchase grave lots in Westview Cemetery.

<http://ci.lexington.ma.us/DPW/Grounds/Grounds.htm>

Buildings. The public Building Maintenance Division is responsible for cleaning and maintenance of all town-owned buildings (not including schools). The Equipment Division repairs and maintains the town fleet of public works vehicles well.

Traffic and Parking. A representative of the Engineering Division is a member of the Traffic Safety Advisory Committee,

which advises the Board of Selectmen on all traffic safety issues. The town provides all-day permit parking at three municipal parking lots for employees of Lexington businesses. The largest of these is an attended lot for shoppers and commuters which is accessible from Depot Square or Edison Way in the business district. Parking meters are located in the center business district, providing “turn-over” of parking spaces for patrons throughout the day.

LEXPRESS. Transportation services in Lexington include LEXPRESS bus service, Lexington Chair Car service for the disabled or elderly, and two MBTA bus routes. LEXPRESS operates from 6:45am to 6:25pm weekdays, and 10am to 5:55pm on Saturdays between Labor Day and the end of June. The Chair Car service operates weekdays from 10am to 2pm (by appointment) providing door to door service for medical appointments, nutrition services, and shopping trips. LEXPRESS passes, reduced price tickets, registration for Chair Car service, and MBTA schedules are at the Transportation Services Office.

<http://ci.lexington.ma.us/Lexpress/Lexpress.htm>

PUBLIC SAFETY

Police. The Police Department administers law enforcement activities with a twenty-four hour, on-duty force. The department focuses its efforts on protective service and crime prevention, and emphasizes traffic and pedestrian safety. A Police Manual was prepared in 1976, and is revised regularly. In the year 2000, the Police responded to 11,492 calls for assistance. A Parking Control Officer enforces parking regulations and collects fees from 500 parking meters. The Department supports a Detective Bureau, and has two school resource officers who work with the schools and participate in educational programs.

Fire. The Fire Department provides fire prevention and protection services with a twenty-four hour, on-duty force at two stations and handles hazardous materials incidents. The department focuses on educating citizens, especially children, about fire safety. In 1986 Lexington was elevated up to a Class 3 fire insurance rating. The department responded to 3,548 total emergency responses in 2000. The rescue/ambulance responded to 2,007 emergency medical responses, continuing the growth trend of about 5% per year. Nearly two-thirds of the firefighters are licensed Emergency Medical Technicians and two have paramedic certification. The Fire Department hosts an annual fall open house.

<http://ci.lexington.ma.us/Fire/Fire.htm>

Joint Dispatching. In December 1994, the Town of Lexington combined the dispatch centers of the fire and the police department into a single communications center located at the police station. As a result, the town has implemented the easy-to-use and easy-to-remember emergency phone number when FIRE, AMBULANCE, or POLICE are needed - 911.

CULTURE AND RECREATION

Recreation. The Recreation Department coordinates many activities including: soccer, basketball, track, golf, tennis, skiing, swimming, summer camp, yoga, tai chi, and first-aid programs. Since 1990, recreation has operated as an enterprise fund, which means that programs are self-supporting through user fees. The Recreation Department provides activities throughout the year for people of all ages and levels of skill, including instructional programs, competitive leagues, and classes and clinics for individuals with special needs. The major town owned recreational

facilities are the nine hole Pine Meadows Golf Course; the Center pool and sports complex which includes four outdoor swimming pools (constructed in 1980), a running track, ten tennis courts, illuminated softball and baseball fields, and a playground adjacent to the high school athletic fields; the Old Res swimming facility; and the Lincoln Park Field and nature/fitness trails.

<http://ci.lexington.ma.us/Recreation/Recreation.htm>

Cary Memorial Library. The Cary Memorial Library and the East Lexington Branch provide library services to the residents of Lexington. The library maintains a diverse collection of 245,000 items. Special collections include: Lexington authors, Lexington history and genealogy, Chinese language, and an Indian-American collection. Internet access is provided at both library facilities. Adult programs and children's programs are held at the library throughout the year. Cary Memorial Library has moved to Cary Hall with a reduced collection of material while building renovations are done. Re-opening of the main library building is scheduled for 2002.

<http://www.caryllibrary.org/>

As a member of the Minuteman Library Network, residents have borrowing privileges at 33 public libraries as well as access to 4 academic libraries located to the west of Boston. Through the network, residents have access to a number of resources, including periodical indexes, health resources database, other library databases, and the Internet. Residents may dial into the Minuteman Network from home (508-820-4714 or 617-332-7130), or telnet via Internet (MLN.LIB.MA.US, username Library) or via the world wide web at <http://www.mln.lib.ma.us/>.

SOCIAL SERVICES

Department of Social Services. The Council on Aging/Lexington Senior Center provides advocacy and support to Lexington residents 60 years of age and older. Over 2000 elders take advantage of programs at the Senior Center each year. These programs include Home Care, free health clinics, Intergenerational programs coordinated with the Lexington Public Schools and congregate and home delivered meals. Senior Center daily activities include yoga, bridge, computer training, singing and chess. The COA evolved out of a Senior Citizens Club which began in 1964 and moved to the renovated Muzzey School building in 1985.

<http://ci.lexington.ma.us/socialserv/socialserv.htm>

Veterans' Services. The Human Services Coordinator provides information and emergency financial assistance to veterans who live in Lexington and their dependents. The Commonwealth of Massachusetts reimburses the Town of Lexington for 75% of expenditures.

Human Services. The Human Services Committee was formed in 1979. A few years prior to that in 1972, a Youth Commission was formed to gain a better understanding of our youth. Counseling and support are offered to Lexington youth and families from Wayside/RePlace, a non-profit organization, which is partly funded by the town. In addition, the town supports vocational training and job placement of developmentally disabled residents through the Central Middlesex Association for Retarded Citizens. The town's Human Services Coordinator provides information and referral to people in need, and gives staff assistance to numerous committees, including the Fair Housing and Human Relations Committee, and the Human

Services Committee and its sub-committee-Enablement Committee.

COMMUNITY DEVELOPMENT

Building Inspection and Zoning. The building inspector reviews building plans, issues building permits, inspects all construction sites in Town pursuant to the 1975 Uniform Mass Building Code, and provides information on the Lexington Zoning By-Laws. The zoning enforcement officer administers and enforces Lexington's zoning By-Laws and conducts necessary zoning inspections.

Town staff provides support to the Board of Appeals, which grants special permits or variances under M.G.L. c.40A and hears appeals to the decisions of the zoning enforcement officer.

<http://ci.lexington.ma.us/OCD/Building/Building.htm>

Conservation. The conservation administrator provides guidance for applying for permits to build or landscape within 200 feet of wetlands and administers the work permitted by the Conservation Commission. The division is also responsible for managing over 1,300 acres of Conservation land in the Town. Extensive trail systems on this property offer many opportunities for hiking, observing nature and other recreation activities. Information on this land and the trails is available at the Community Development Department.

<http://ci.lexington.ma.us/OCD/Conservation/ConservationDiv.htm>

Public Health. The public health director administers programs to protect the health of Lexington residents and their environment. Services include communicable disease investigation and prevention, environmental health initiatives, animal control activities, and the

enforcement of state and local environmental regulations. Among programs performed each year are annual flu immunization clinics, hazardous waste collections, food service inspections, pool safety programs and rabies control services. The Health Division also works with the Lexington Police and other agencies on domestic violence issues.

<http://ci.lexington.ma.us/OCD/Health/Health.htm>

PLANNING

Planning. The Planning Department provides services for the Town Manager and the elected five member Planning Board. The principal responsibilities of the Board are to prepare a comprehensive plan for Lexington, administer the State Subdivision Control Law, participate in inter-town land use projects, and make zoning recommendations at Town Meeting and to the Board of Appeals.

A new, greatly expanded comprehensive planning process has begun with the goal of completing all remaining elements. Staff, consultants, and a Comprehensive Plan Advisory Committee are working together on this effort.

Continued residential development fueled by the prosperous economy has put pressure on marginal land and orphan lots. Planning staff have also been involved with several regional planning efforts, including reuse for Metropolitan State Hospital, proposals for the former Middlesex County Hospital, and discussions of how the expansion of Hanscom Air Force Base will impact the environment.

The 1996 Town Meeting approved the Planning Board's proposed revision of the cluster subdivision regulations. Two years later the Board revised its policy statement on which it provides guidelines for developers. It is part of the Board's efforts to

encourage the building of more diverse housing. The Board also created the Transportation Demand Management Policy to reduce reliance on single-occupant automobiles.

The 1998 Town Meeting approved the Wireless Communication Antennas amendment addressing the proliferation of cellular antennas.

<http://ci.lexington.ma.us/Planning/PlanningDept.htm>

GENERAL GOVERNMENT

Town Clerk. The Clerk records and certifies all official actions; registers vital statistics of births, marriages, and deaths; issues oaths to elected officials, administers campaign finance requirements, and maintains memberships of all boards and committees; serves as the filing agent for the Planning Board, Board of Appeals and Historic Districts Commission; oversees requests, regulations and archiving of public records and processes dog licensing and business certificates. The Clerk records actions of Town Meeting, administers all elections, oversees voter registration and the town census. Approximately 40% of Lexington's 19,964 registered voters are registered as Democrat, 15% Republican and 43% as unenrolled voters.

<http://ci.lexington.ma.us/TownClerk/townclerk.htm>

Finance. The Finance Department includes the offices of the Comptroller, Tax Collector, Treasurer, Assessor, Retirement Administrator, and Purchasing Director. The Comptroller maintains the town's accounting records, processes the town payroll, and pays the town's bills. The computerized accounting system complies with the 1981 State UMAS accounting requirements. The Tax Collector's Office handles over 200,000 transactions each year for taxes, parking tickets, and other

receivables. Real estate tax bills were sent out annually until 1974, then twice a year until 1991 when quarterly tax billing was initiated. Lockbox collection for taxes was initiated in 1985. The Tax Collector's Office also manages town investments, bank accounts and the Health Claims Trust Fund. The Assessor's Office conducts annual valuations of 12,000 parcels of real estate and 450 personal property accounts.

Lexington maintained its AAA bond rating after Moody's Investor Service conducted an extensive review of the Town's financial condition in February 2000. The town's reputation for sound municipal management remained intact, in spite of regional economic problems. One year later, the Town offered its most recent bond issue of \$53,120,000. Lexington had \$13,315,000 in outstanding debt principal as of July 1, 2001.

Executive. The Town Manager is appointed by the Board of Selectmen to oversee the daily operations of the Town, advise and administer the policies and procedures of the Board, and enforce the by-laws and actions passed by Town Meeting. The authority and responsibilities of the Manager are established in the Selectmen-Town Manager Act of 1968.

The Manager submits an annual operating budget to the Board which includes revenue, expense, and tax rate projections for the upcoming fiscal year. The Manager also prepares a five year Capital Improvement Program, submitted annually to the Board of Selectmen and Town Meeting.

The Town Manager's Office manages the personnel function for the Town, formulating and implementing personnel policies. The Manager appoints new employees and determines employee

compensation. The Manager negotiates all contracts with the Town's organized employees in six bargaining units. The Town Manager's Office oversees the use and rental of Town property.

The Manager's staff provide boards, committees, and commissions with information and materials. The Manager has the authority to appoint new members to the Conservation Commission, Board of Health, Recreation Committee, Council On Aging, Historical Commission, and Youth Commission. The Manager has the authority to establish new boards and to reorganize, consolidate, or abolish existing committees in accordance with requirements of state law and the local charter.

<http://ci.lexington.ma.us/TownManager/townmanager.htm>

TAXES AND FEES

The Town Meeting adopted budget for Fiscal Year 2002 amounts to \$110.5 million in total expenditures. This budget is supported by a variety of revenues:

Property Taxes	\$69.6 million
Enterprise Revenue	16.2
Local Receipts	10.4
State Aid	10.8
Available Funds	1.8
Debt Exclusion	1.7

The FY01 real property tax rate for residential property in Lexington was \$12.11/1,000 assessed valuation. The FY02 rate has not been finalized. Water, sewer, and recreation services are funded through enterprise funds. Local receipts include school revenue, fines, motor vehicle excise taxes, hotel/motel excise taxes, other fees, and investment income. Available funds include "free cash", parking meter funds, trusts, and stabilization funds.

Taxes and fees may be paid in person at the Tax Collector's Office in the Town Office Building, at the drop off box in front of Cary Hall, or by mail.

Real Estate Taxes. Land in Lexington has been assessed at full value since 1982. State law requires a comprehensive re-valuation of all properties at least once every three years. Lexington currently re-valuates annually.

Under a 1974 amendment to the Massachusetts constitution, the town uses a two tier tax rate structure to establish separate residential, commercial & industrial tax rates. Higher commercial and industrial tax rates help offset the residential property owner's tax burden.

Recent valuations and tax rates are as follows: (*=re-valuation year)

Valuation	Resid./Commerc.	Rate/\$1,000
1970	\$205,786,150	\$59.80
1975	229,869,980	65.00
1980	249,714,150	72.00
1982*	1,242,053,600	18.97/27.74
1985	1,307,021,300	20.46/29.90
1990*	3,772,381,900	9.20/15.94
1993*	3,035,261,900	13.64/26.59
1996*	3,408,865,800	14.01/26.52
2000	4,506,277,240	12.25/20.39
2001	4,841,620,900	12.11/21.93

Under Proposition 2-1/2, enacted into law in 1980, the total tax revenues collected in a given year cannot exceed 2-1/2% of the full and fair valuation of all property, and cannot increase by more than 2-1/2% per year with the exception of increases due to new construction. This second limit may be exceeded if an override is voted by the citizens of the town. A general override requires approval by three of the five Selectmen and the majority vote of the citizens, while a debt exclusion override requires approval by four Selectmen and a majority of those voting. Lexington voters

have approved the six overrides proposed to date: debt exclusion overrides in 1988 for the purchase of the Pine Meadows Golf Course and in 1998 for secondary school building renovations, and four general overrides in 1990, 1992, 1995, and 2000.

Real estate tax bills are sent out quarterly. The first two quarter's bills are estimated based on the previous year's tax bill plus new growth. The second two bills are adjusted for the actual current year's tax liability. Therefore, cost of the effect of changes in value or tax rate is applied in the second half of the year.

Personal Property Taxes. Personal property taxes are also billed quarterly. Taxable personal property typically includes furniture, machinery, equipment, and stock-in-trade used by a business to produce income. The tax rate for personal property is the same as the commercial/ industrial rate.

Water Charges. Lexington is a member of the Massachusetts Water Resource Authority (MWRA) which owns and maintains a water delivery system originating at the Quabbin Reservoir in central Massachusetts. Lexington has established an enterprise fund for water, which means that water rates are set annually at a level to cover all costs of providing water, including capital costs, depreciation, and MWRA charges. The rates step up according to usage in an effort to encourage water conservation. The town bills water users four times a year for metered usage.

Sewer Charges. The MWRA also provides sewerage services, and bills member towns according to a complex formula. The majority of Lexington households are on public sewers. Residents who are connected to

the town sewer system are billed for sewer based on water consumption. The rates are set to cover all costs since sewer is also an enterprise fund.

Motor Vehicle Excise Taxes. Taxes on the registration of motor vehicles are assessed annually per \$1,000 valuation based on a statutory formula that considers list price and year of manufacture. The state Registry of Motor Vehicles computes this tax which the town then collects. Excise bills are due every year for each vehicle registered in Lexington.

Fees. The town charges fees for the use of some municipal services. These include recreation programs and facilities, LEXPRESS bus fares and passes, various permits and licenses, dog registration, ambulance service, parking, grave purchase, Adult Day Care Services, and copying of documents, prints, or plans. Current information on fees and charges is available in the Fee Booklet or by calling the Town Office Building.
<http://ci.lexington.ma.us/fees.htm>

CITIZEN INVOLVEMENT

Town Boards and Committees.

Numerous volunteer citizens serve on a variety of boards and committees elected by voters or appointed by the Selectmen, the Moderator, the Town Manager, or other authorities. These committees are listed in the annual Town Report and described in the Directory of Committees in the Town Manager's Office and the wall outside the Town Clerk's office.

<http://ci.lexington.ma.us/boards.htm>

The Lexington 2020 Vision process, begun in 1999, included repeated and deliberate efforts to reach out to all Lexington residents. Several hundred participants, many

of them not previously active in civic affairs, have been involved to date. Active citizen participation is encouraged in this on-going process.

<http://ci.lexington.ma.us/2020Vision/2020Vision.htm>

Dates of committee meetings are posted on the bulletin board opposite the Town Clerk's Office or on the Town's website.

<http://ci.lexington.ma.us/committees>

<http://ci.lexington.ma.us/TownClerk/townclerk.htm>.

COMMONLY ASKED QUESTIONS

(In alphabetical order by subject)

Abatements

How do I file for an abatement?

Obtain an abatement request form by calling (781) 862-0500 x203, writing, or stopping by the Assessor's Office. The forms must be received by the office no later than thirty days from the date of making the third quarter bill. The Board of Assessors will review and respond to your abatement request within 90 days of your filing.

My neighbor advises me to file an abatement application even if my property valuation appears correct. Is he right?

No. The fact is that only about one in four taxpayers filing an abatement request receives an abatement. Only taxpayers who have demonstrated that a property data error exists or a significant unusual condition was not recognized when appraising the property are granted an abatement by the Board of Assessors.

If I file an abatement request, do I have to attend a hearing with the Board of Assessors?

No. If you wish to have a hearing, you may request one. A hearing is neither necessary nor desirable in most cases; if the facts warrant a change in value, the assessors will change it, whether you meet with them or not.

Absentee Ballots

How do I obtain an absentee ballot?

To request an absentee ballot, registered voters must complete an absentee ballot application or submit a written request, including the address at which the voter is registered to vote and the address to which the ballot should be mailed, up to the day before the election. This application must be given to the Town Clerk's Office. If you have questions call the Town Clerk's Office at (781) 862-0500 x270.

Alarms

What are the town regulations regarding home security alarms?

Security alarms (burglar/holdup) may not be connected with the lines of the Police Department to transmit alarm activations. Any alarm which produces an audible signal shall emit a signal not to exceed ten minutes and shall not cycle more than twice during any activation. The third and subsequent false alarms responded to by police in a single calendar year are subject to a service fee. If an alarm is accidentally activated, there is a procedure to cancel police response to avoid being credited with a false alarm response. Contact the Alarm Officer at the Police Station for further information at (781) 862-1212.

All-night Services

Where can I find a 24-hour gas/diesel service station?

Locally, there are five: Bomar Sunoco, Route 128; Shell, Lexington Street, Waltham; Shell, Middlesex Turnpike, Burlington; Shell, Great Road, Bedford.

Are there any 24-hour pharmacies in Lexington?

No. The closest are the CVS Pharmacies on Main Street in Watertown and in Porter Square, Cambridge.

Animals

How do I secure a dog or cat license?

Dogs must be licensed annually. The license year is from January 1 to December 31 (a late fee is charged after January 31). Current rabies certificate and proof of neutering/spaying are required. For further information and fees, call the Town Clerk's Office at (781) 862-0500 x270. There are currently no license requirements for cats, but they must be vaccinated against rabies.

What can I do about a stray dog that is annoying people in my neighborhood?

Dogs must be leashed or under effective control by their owners. You may call the Animal Control Officer at (781) 861-2701 to report complaints or problems with dogs or other animals. If you have an animal complaint out side of normal business hours (Monday-Friday 8:30-4:30) call the police department at (781) 862-1212.

What should I do to protect my family from rabies?

Have dogs and cats vaccinated against rabies. Do not feed pets or put garbage outside. Instruct your children to stay away from all wild animals and to report to you immediately if they see any animal behaving strangely.

Will the Town dispose of dead animals?

Dead dogs found on public property are picked up by the Animal Control Officer. Other dead animals on public property, except squirrels, are disposed of by the Highway Division of the DPW.

Assessments

My property assessment is high, but I'm not sure if I'm overassessed. What should I do?

The Assessor's Office makes valuation and sales reports available for public inspection. Feel free to conduct a review of your assessment. If you find that your valuation is significantly out of line with sales of similar homes, or valuations of neighboring properties, you may have just cause for filing an abatement request.

Does someone actually inspect my home before appraising it?

Cursory exterior inspections of all properties are conducted to track major property changes. In 1994 the Assessor's Office began a program of periodic inspections, with the goal of performing a complete interior and exterior inspection of each property once

every ten years. Out of necessity, annual revaluations of Lexington's approximately 12,000 properties are conducted using computers and mass appraisal processes. Property values are based a significant degree on the dates of sale.

I verified the assessor's property data for my property and found no errors, yet my valuation seems to differ from what I believe it could be sold for. Is there anything I can do?

Probably not, unless there are grounds for filing an abatement request. Realize that the market for real estate can be highly erratic, and nearly identical houses in similar neighborhoods may sell for widely differing prices. Independent appraisals on a given property may vary significantly from each other and from actual sales prices. Our system of valuation attempts to average all types of sales including sales below, at, or above the theoretical "fair" market value. Taxpayers' concerns should focus on whether the Assessor's Office has a reasonable and consistent approach to valuing properties.

Automobile Registration

How long may I drive in Massachusetts with out-of-state plates?

A legal resident of Massachusetts must be licensed and have owned vehicles registered in Massachusetts. There is no grace period.

Where do I register my car?

Car registration is handled at any Massachusetts Registry of Motor Vehicles Office. Some insurance companies will handle this for you (insurance is necessary in order to register your vehicle).

Ballfields

How do I make a ballfield reservation?

Ballfield reservations are made by phone or in person at the Recreation Department on Monday mornings at 9:00 a.m. Reservations are made on a weekly basis: one field per person per week is allowed. The individual reserving the field or picnic area must be a resident of Lexington, or the company must be based in Lexington with a majority of players residing in Lexington.

Band Concerts

When are the free band concerts at the bandstand?

Tuesday evenings in July and August at 7:15 p.m.

Bandstand

May I use the bandstand for wedding photos or other private use?

Yes. Contact the Town Manager's Office at (781) 862-0500 x275 regarding cost and to make reservations for use of the bandstand.

Bicycles

Do bicycles have to be registered or licensed in Lexington?

It is highly recommended because bicycle theft is a problem. A registration sticker attached to your bike will help deter theft. They are available at the Police Department for \$2.00.

Bicycle Path

Are rollerblades, skateboards, strollers, scooters, and wheelchairs permitted on the Minuteman Bikeway?

Yes. However, motorized vehicles (except wheelchairs and emergency vehicles) are prohibited on the bikeway.

Block Parties

Are residents permitted to close off a block or street to host a block party?

Yes, if written permission is granted by the Town Manager.

Building Permits

Do I need a building permit to build a deck? To add a patio?

A building permit is required to construct a deck; however, a permit is not required for a patio or a walkway. Please contact the Community Development Department at (781) 862-0500 x211 for a permit.

See Also "Tents"

Burning

Is the burning of brush allowed?

Open burning is strictly controlled according to state law. The open burning dates are from January 15 to April 30 each year. Persons desiring permission to burn must pick up a burning permit from the Fire Department Headquarters at 45 Bedford Street. There is no permit fee. On days people wish to burn, they must call the Fire Department's special open burning information line at (781) 862-4193 to find out if weather conditions are favorable for burning and therefore, if burning is allowed. High winds or dry or poor atmospheric conditions may require the Fire Department to prohibit burning at certain periods. If conditions are favorable, people must leave their permit number on voice-mail. Open burning rules prohibit the burning of leaves, grass, stumps, large limbs, and trash. Fires must be kept 75 feet away from buildings and not cause a smoke nuisance to neighbors. In addition, the fire must be attended and a hose made available. Burning can only take place between 10:00 a.m. and 4:00 p.m.

Bus

Where can I locate information regarding public transportation options?

This information may be obtained at the Transportation Services Office located in Room 206 in Town Hall.

Cable TV

Does the Town have control over the cable TV company?

The Town grants a non-exclusive franchise for operating cable TV service within the town. The franchise is renegotiated periodically. During the term of each franchise agreement, the Town oversees cable operations under the franchise via the Communications Advisory Committee appointed by the Board of Selectmen.

Where do I complain about cable TV service?

Call the Cable TV companies, Cablevision Systems, at (781) 862-6585 or RCN at (800) 266-4703. If they are not responsive, you may contact a member of the Communications Advisory Committee by leaving a message with the Selectmen's office at (781) 862-0500 x208.

Census

Can I prevent my date of birth from being made public?

No. Under state law, date of birth for those 17 and over is public record.

Day Care

Where can I obtain a list of day care providers?

A list of licensed day care providers may be obtained by contacting the state Massachusetts Offices of Child Care Services at (617) 626-2000. The Preschool PTA annually publishes a booklet of Day Care Centers and Nursery Schools and is available at the Cary Library.

Deed

How do I get a copy of my deed?

A copy of your deed may be obtained from the Middlesex County Registry of Deeds or at the Assessor's Office (781-862-0500 x203), which has copies of some deeds dating back to 1965.

Dogs (see animals)

Driveways

Is a permit needed to resurface my driveway?

Yes. Call the Engineering Division at (781) 862-0500 x231 to obtain a current list of Approved Paving Contractors. Once you have chosen a contractor, he/she is required to obtain a Street Occupancy Permit from the Engineering Division prior to beginning the work.

Employment

Where are notices of town job openings posted?

Notices of job openings are posted on bulletin boards in the Town Manager's Office, in the hall by the Selectmen's Office, in Room G-15 on the ground floor of the Town Office Building, and on the town's website <http://ci.lexington.ma.us>.

Where do I go to get working papers for my teenager?

You should take your child to the High School office to obtain working papers.

Emergency Numbers

What emergency phone numbers should I post near my telephone?

To stop a crime, report a fire, summon an ambulance	911
Fire	(781) 862-0272
Police	(781) 862-1212
Dept. of Public Works	(781) 862-1618
Poison Control	(781) 232-2120 or 1-800-682-9211

Excise Taxes

Can I appeal the amount of excise taxes I was billed for on my new car?

Yes, under unusual circumstances. When in doubt, pay your bill and contact the Tax Collector's Office at (781) 862-0500 x265 for more specific information.

Exits on Route 128

What are the Route 128/95 exit numbers in Lexington?

31A Route 4 - 225 East (Lexington)
31B Route 4 - 225 West (Bedford)
30A Route 2A East (Lexington)
30B Route 2A West (Hanscom AFB)
29A Route 2 East (Lexington, Boston)
29B Route 2 West (Lincoln, Concord)

Fire Response

Why is a fire engine sent on ambulance calls?

A fire engine is often sent to ambulance calls because in some cases it is necessary to have extra trained personnel to assist in moving stretchers through buildings, particularly when stairways or slippery conditions are encountered. This procedure has helped to reduce back injuries to personnel while handling unwieldy stretchers and at times heavy patients. It is also necessary to have more than two people perform certain treatments such as cardiopulmonary resuscitation while moving a patient. At traffic accidents the fire engine personnel assist in keeping the area safe if there are fuel spills, and help in extricating the person from the wreckage. Lastly, in some cases, particularly in East Lexington, the fire engine gets to the scene first and the crew can begin basic treatment before the ambulance responding from Headquarters arrives.

Why does a paramedic truck respond to some ambulance calls?

Paramedics are called when there are certain serious injuries or illnesses where their special skills and equipment may be needed. Paramedics are trained to a higher level than the Fire Department's Emergency Medical Technicians. The paramedics can administer drugs and IV's. They can also operate directly through instructions from the Emergency Room physician in charge. The patient is billed by the hospital for the paramedic services. This advanced level of patient care is often life saving and frequently lessens the pain and length of hospitalization for the person treated.

Fireworks

Is it legal to have fireworks in Lexington?

Massachusetts law strictly prohibits all firecrackers, cherry bombs, M80's, poppers, and even sparklers. Penalties exist for those convicted of failure to comply with the law.

Food Pantry

Where is the Lexington Food Pantry?

Churches and synagogues in Lexington support the Lexington Food Pantry, housed at the Church of Our Redeemer on Meriam Street. The answering machine number at the Church is (781) 861-5060.

Garage Sales

Is a permit required to have a garage sale?

Yes. Contact the Selectmen's Office at (781) 862-0500 x208.

Golf

Where do I find information pertaining to the Pine Meadows Golf Course in town?

Questions or concerns about the Pine Meadows Golf Course should be directed to the management at the course at (781) 862-5516. You may also contact the Recreation Department at (781) 862-0500 x262.

Government Offices -- other jurisdictions

Where is the Concord Court House?

It is located at 305 Walden Street in Concord. From Lexington take Route 2 or 2A west.

Hang-up Calls

How do I discourage harassing or hang-up phone calls?

The telephone company publishes its procedures in most phone books in the "Consumer Rights and Responsibilities" section. Follow these guidelines before calling the Police.

Hayden Recreation Center

What is Hayden Recreation Center?

The Josiah Willard Hayden Recreation Center and the John P. Chase Ice Skating Facility are part of a privately endowed, nonprofit agency that offers programs similar to a YMCA. Hayden is not a part of the town Recreation Department. Information on membership, classes and facilities can be obtained by calling (781) 862-8480.

Hazardous Materials

How do I dispose of hazardous materials?

Residents of Lexington and participating communities may help protect the environment by taking common household hazardous products--ranging from cleaners and photography chemicals to paints, fuels and certain devices-- to the Minuteman Facility on Hartwell Avenue in Lexington. The Minuteman Household Hazardous Products Facility is open once a month for 8 months of the year. Mailings with the complete schedule for the Minuteman Facility are sent to all Lexington residents annually. For more information call the Health Department at (781) 862-0500 x200.

What can I do with hazardous waste if I am moving when the facility is closed?

Latex paints with the covers removed, filled with speedy dry or cat litter will dry out quickly and then can be placed at curbside with regular rubbish. If you don't have time to do that or you have oil based paints, sprays, insecticides, or other materials that are hazardous, we suggest that you ask a neighbor to hold them until the next hazardous materials collection day. You can call the National Pesticide Office at 1-800-858-7378 or Department of Environmental Affairs at (617) 727-3260 for their assistance or advice

Historic Preservation

How can I find out if I live in a Historic District?

You may contact the Community Development Department at (781) 862-0500 x211.

What historic sites in Lexington are open to the public?

The Hancock-Clarke House, Buckman Tavern, and Munroe Tavern. These sites are usually open April through October. Contact the Lexington Historical Society at (781) 862-1703 for hours.

Minute Man National Park, located on Route 2A, is open year round for guided tours, hiking, biking, cross country skiing and other recreational activities. There is a free visitors' center with a 25 minute presentation. Contact the park rangers at the visitors' center for more information at (781) 862-7753.

Holiday Closings

What legal holidays require businesses to close?

A listing of businesses that are open/closed on holidays is usually printed in the daily newspaper. Laws pertaining to Sundays and holidays are found in Chapter 136 of Massachusetts General Laws. They are complex and include many exemptions.

Housing

Where can I find out about housing assistance?

Call the Human Services Coordinator at (781) 861-2742, Lexhab at (781) 863-5362, or the Metropolitan Boston Housing Partnership at (617) 859-0400 for openings.

Landfill

Is the landfill still open?

The landfill was closed to the disposal of refuse in 1980 when the town converted to the contracted curbside collection of solid waste. The former landfill on Hartwell Avenue is now used as a recycling facility where residents may dispose of their yard waste from mid-March through mid-December. Residential yard waste that is collected at curbside by the Town's refuse collection contractor is also deposited at the facility during that period. The yard waste is composted and used for projects such as ball field restoration, snow plow damage repairs, and in the cemeteries. The former landfill is also the site of the Minuteman Regional Hazardous Products Facility.

LEXPRESS

Where can I get a LEXPRESS schedule?

The map and schedule for the town's LEXPRESS mini-bus system is mailed to all residents and businesses around Labor Day each year. Copies may also be available in the Town Office Building, Cary Library, and on the buses. You may call (781) 861-1210 to have one mailed to you or go to the Town's website at <http://ci.lexington.ma.us/Lexpress/Lexpress.htm>.

Where can I get on the LEXPRESS bus?

You can flag a LEXPRESS bus anywhere along its route, and it will stop and pick you up. You can board a bus or transfer to a different bus at Depot Square in Lexington Center. Even-numbered routes (2,4,6) leave Depot Square on the hour; odd-numbered routes (1,3,5) leave on the half-hour.

What is the weekday schedule?

Service starts at 6:45 a.m. and 7:15 a.m., depending on the route, and ends with the last runs starting at 5:30 p.m. and 6:00 p.m.

When does LEXPRESS run on weekends and holidays?

Saturday service starts at 10:00 a.m. and 10:30 a.m., depending on the route, and ends with the last runs starting at 5:00 p.m. and 5:30 p.m. LEXPRESS does not operate on Saturdays in July and August, Sundays year round, or holidays.

When does LEXPRESS go to the Burlington Mall?

Route #5 goes to the Burlington Mall once an hour leaving Depot Square on the half hour, arriving at the entrance between Macy's and Filene's (near Pizzeria Regina and Johnny Rocket's) at approximately :45 past the hour.

When does LEXPRESS go into the Middlesex Mall?

Route #5 goes into Middlesex Mall at approximately 40 minutes past the hour.

Library

How can I get a library card?

Residents of Lexington may obtain a library card at the main library or the East Lexington Branch Library. You must show identification that has your name and Lexington address on it. Children can obtain a library card when they are 5 years old. There is no charge for a library card.

Can I access the library catalog and other information from my home?

As a member of the Minuteman Library network residents have access to the library's database and many other resources. Residents may dial into the Minuteman Network from home (508-820-4714 or 617-332-7130), or telnet via the Internet (MLN)LIB.MA.US, username LIBRARY) or access via the World Wide Web at <http://tiac.net.users/min>.

Licenses

Where can I get a certificate to have a business in my house?

If you wish to operate a business from your home, first check with the Community Development to see if the type of business is permitted in your zoning district. Then you may obtain a d/b/a/ (doing business as) certificate from the Town Clerk's Office. (Note: you may be liable for personal property taxes. Check with the Assessor's Office at (781) 862-0500 x203).

Maps

Where can I get a street map of the town?

A map of Lexington is available for \$2 in the Revenue Office and at Cary Library.

Minuteman National Park

Where is Minuteman National Park?

On Marrett Road (Route 2A) by the Lincoln town line. Take exit 30B off Route 95.

Mosquito Control

Does Lexington spray to kill mosquitoes?

Lexington is a member of the East Middlesex Mosquito Control Project, which concentrates on drainage and larval control during winter and early spring. Summer aerial larviciding is limited to areas of high breeding.

Museum of Our National Heritage

Where is the Museum of Our National Heritage?

The entrance is on Route 2A (Marrett Road) just west of Massachusetts Avenue.

No School Announcements

When it snows, can I call the Police or Fire Department to find out if school is closed?

NO!! Please listen for “No School” announcements on the radio or television, or call the recorded message for Lexington schools at (781) 862-7581. Calling the town’s emergency services ties up telephone lines that may be needed for vital emergencies.

Noise Complaints

Where can I complain about noisy neighbors?

Contact the Police at (781) 862-1212.

Notary Public

Is there a Notary Public in the Town Office Building?

Town employees with a Notary Public seal work in the Town Clerk’s Office, Town Manager’s Office, the Selectmen’s Office, Planning Office, Tax Collector’s Office, and the Community Development Department. The Offices are open from 8:30 a.m. to 4:30 p.m. Lunch schedules vary for each individual.

Nursery Schools

Where can I get a list of nursery schools in town?

The Massachusetts Office of Children’s Services, the Preschool PTA, or Cary Library.

Parks, Playgrounds

Where can I find information about parks and playgrounds near my house?

Contact the Recreation Department at (781) 862-0500 x 262.

Are residents permitted to use a town park for a private function?

It depends on the nature of the function. Contact the Recreation Department at (781) 862-0500 x262

Parking

Where do I get a parking permit?

Permits are available at the DPW Administrative Office in the Town Office Building. Permits are sold on a yearly basis for lots at: Meriam Street and Church of Our Redeemer. Prices range from \$175-200 per permit, depending on the lot and starting on February 15 of each year.

Parking Violations

Is there a process to protest a parking ticket?

The Parking Clerk generally conducts hearings twice a month. Please call the Traffic Office at the Police Station, (781) 862-1235, to schedule a hearing or for further information. Citizens requesting a hearing may elect to appear in person or forward a signed statement in lieu of appearing to challenge the validity of a parking ticket.

Plot Plan

Where can I get a copy of a plot plan?

Copies of plot plans can be obtained from the Community Development Office. Call (781) 862-0500 x211 for more information.

Polling Places

How do I find out where I vote?

Call the Town Clerk's Office at (781) 862-0500 x270.

Potholes

How do I report dangerous potholes to the town?

Call the Department of Public Works at (781) 861-2757.

Is the town liable for damages to my car from hitting a pothole?

No.

Power Outages

To whom do I report a power outage?

Call NStar at 1-800-785-4837.

Recycling

What can I put with the bin(s) at the curb for recycling?

The Town has a simple, two sort system (paper products and containers (glass, metal and plastic) for the curbside recycling program. All paper products (newspapers, inserts, magazines, catalogues, junk mail, office paper, telephone books, shredded paper, cardboard (flattened and cut into pieces 30" x 30" or less), paperboard (e.g. cereal and cracker boxes), paperback books and hardcover books (remove covers) may be put together in paper bag and placed beside, in or on top of bin. Soiled paper (e.g. pizza boxes), plastic bags and waxed paper are not part of the recycling program.

The following containers can be rinsed and placed together in the recycling bin(s) or container clearly marked for recycling: glass bottles and jars (clear, brown, green or blue), metal food and beverage cans (including aluminum pans and plates), and plastic bottles and containers marked with the #1-#7 recycling logo. Milk and juice cartons and boxes can also be mixed with these containers. Windows, dishes, auto glass, drinking glasses, Pyrex, ceramics, paint or aerosol cans, plastic bags, plastic packaging, toys, motor oil or chemical containers are not part of the recycling program.

Recycling bins and paper bags should be placed at the curb at least 8' away from trash and prior to 7:00 a.m. on your recycling day. Whenever a scheduled collection day falls on an observed holiday, that day's collection and all remaining collections for the week will be delayed by one day. Friday's collection will be on Saturday. New residents may pick up a recycling bin at no charge and extra recycling bins are available for \$6.00 each at the DPW Facility at 201 Bedford Street, weekdays from 8:00 a.m. through 3:00 p.m. If you are moving out of Lexington, you must bring your recycling bin to the Water Billing Clerk in the Tax Collector's Office with the final reading of your water meter. A \$6 fee will be added to your final water bill if the bin is not returned.

If your recyclables were not picked up, check for and review information on the non-compliance sticker, and call the Town's vendor, Waste Management, at (781) 933-2113. For other recycling related information, contact the Department of Public Works at (781) 861-2757 or (781) 274-7298.

What can I do with my yard waste?

Yard waste, such as leaves, grass, hedge clippings, dead vegetable and flower plants, wood chips and branches up to 1" in diameter, is collected curbside on your regular trash day during specified weeks in the spring, summer, and fall. Materials should be placed in biodegradable bags (available from local merchants) or in barrels (remove lid) placed separately from trash and recyclables.

Yard waste can also be brought to the composting facility on Hartwell Avenue from spring through the fall. Material should be placed in biodegradable bags or in barrels or bags, which must be emptied and removed from the area by the resident. Residents can also bring brush and limbs from 1" up to 4" in diameter to the site to be placed in the designated brush pile. In addition, unscreened composted material and wood chips,

available in small quantities, are available for free. Proof of residency is required for access to the facility.

The Town has subsidized home composting bins available at the DPW Facility. Food scraps and yard waste can be turned into productive soil in your backyard. Call the DPW at (781) 861-2757 for further information.

Do Christmas trees get recycled?

Lexington has a special recycling collection for Christmas trees the first full week after New Years Day. Remove all foreign objects (e.g. ornaments, tinsel, plastic bags) and place separate from your trash on your regular collection day during this week.

Is there a place to bring hazardous household items?

Residents can take hazardous materials to the Minuteman Hazardous Household Products Regional Facility on Hartwell Avenue on select Saturdays during the spring through fall seasons. Household hazardous items, including cleaning products, automotive products, lawn and garden chemicals, paint and paint products, driveway sealer, pool chemicals, batteries, thermometers and thermostats, should be properly secured before transporting to the facility and can be disposed of at no charge. Call the Board of Health (781) 862-0500 x 200 for further information.

Can I throw out televisions and computer monitors with my trash?

Televisions and computer monitors, known as Cathode Ray Tubes (CRT's), have been banned from the trash stream by state officials. Special collections are held periodically for residents so that these items can be appropriately processed and disposed. Call (781) 861-2757 for further information.

How do I get rid of an old refrigerator or washing machine?

Appliances, otherwise known as White Goods, are collected at the curb for no charge but residents must contact the Town's contractor (Waste Management at 781 933-2113) in advance in order to schedule a pick-up. Other White Goods include stoves, dryers, microwaves, air conditioners, dehumidifiers and water heaters.

Restraining Order

How can I get a restraining order against someone who is harassing me?

Persons who are or were married to one another; are or were residing together in the same household; are or were related by blood or marriage; have a child in common regardless of whether they have ever lived together; are or have been in a substantive dating or engagement relationship may request an Abuse Prevention Order (Restraining Order) against the other when one or more of the following acts occurs: attempt to cause harm or causing physical harm; placing another in fear of imminent physical harm; causing another to engage involuntarily in sexual relations by force, threat, or duress. Contact the Police Department at (781) 862-1212, or the Concord District Court at (978) 369-0500, for further information or assistance.

School Buses

How do I find out about school bus routes?

Call the School Administration Building at (781) 861-2564.

Selective Service

Where do I register for the draft?

Selective Service registration for 18-year-old males is at the Lexington Post Office.

Senior Citizens Services

What are the different groups in the town which serve older people?

The Department of Social Services/Senior Center located in the old Muzzey Junior High building offers various services and programs for senior citizens at (781) 861-0194.

Minuteman Home Care, a regional agency, can be reached at (781) 272-7177.

Setback Requirements

Are sheds permitted to be placed at the edge of my property?

No. A shed must comply with zoning setback requirements. These requirements vary depending on the size of the lot. Check with the Community Development Department at (781) 862-0500 x211 for additional information.

Sewer

How do I arrange to connect to the town sewer?

Contact the Department of Public Works at (781) 861-2757 for a list of Town licensed drainlayers and arrange to have a quote offered for connecting your property to the sewer line. We recommend that you obtain at least three quotes as prices may vary. These contractors will verify the location of your sewer stub by researching Sewer Department records. There will be a fee associated with using this stub that must be paid prior to releasing the permit. Based on this record information they will quote a price to do the work. You may use a contractor who does not appear on the list, provided they secure a Drainlayer's License from the Town. Once you decide to connect to the sewer, your contractor will carry out the work of acquiring the sewer permit, properly abandoning the old waste disposal system and working with the Engineering and Health Departments to see that the job is done correctly.

Sidewalks

How can I get a sidewalk on my street?

You must submit a petition to the Town Manager. Contact the Town Manager's Office at (781) 862-0500 x275 for further information.

Signs (See Also Traffic)

What should I do if a sign is blocking visibility on a street?

Make a report to the Department of Public Works at (781) 861-2757.

Smoke Detectors

Am I required to have smoke detectors in my house?

Smoke detectors are required in all multi-family homes with three or more dwelling units and are also highly recommended for one and two family dwellings.

I am selling my house. What must I do to comply with the smoke detector law?

State law requires that the seller of any residential property receive a certificate of inspection from the Fire Department certifying that smoke detectors are installed and working properly. For normal homes the requirement is a battery or hard-wired smoke detector on each level of the home. Floors that exceed 1,200 square feet require additional detectors. The basement detector must be located at the foot of the cellar stairs. Persons needing advice about the proper location of smoke detectors may call the Fire Department's business number, (781) 862-0272, to get further information. Requests for detector inspections should be made to the department after 8:00 a.m. on the day the inspection is wanted. Appointments are normally scheduled during the afternoon of that day. There is a \$25.00 fee for the inspection.

Snow Plowing

What can I do about damage to my mailbox or lawn from snowplows?

You may report it to the Public Works Department at (781) 861-2757 and they will make repairs.

Solicitations

Can the town prohibit people from soliciting door-to-door?

The town may regulate, but in most cases may not prohibit soliciting. You should call the Police Department if you have concerns about illegal or unsafe activities.

Street Lights

How do I report a burned out street light?

Outages (please give the number of the pole and location) may be reported to a new dedicated phone number-877-FIX LAMP or 877-349-5267. These messages are retrieved on a daily basis.

Storm Drain Connection

Do I need a permit to connect my sump pump or house gutters to the storm drain?

Yes. You will need to obtain a list of Licensed Drainlayers from the Engineering

Division, (781) 862-0500 x231. Once you choose a contractor from that list, he/she will be required to file a plan and apply for a permit prior to beginning the work.

Swimming

Are people who do not live in Lexington allowed to use the Pool and/or the Res?

Yes! People who live in towns other than Lexington (i.e. Arlington, Bedford, Waltham, etc.) may purchase non-resident swim tags in the same way as Lexington residents, but there are a limited number available to non-residents. Non-resident tags can be purchased from the Recreation Department, usually in early March. A non-resident without a membership may use the swimming facilities only as the guest of a Lexington resident.

If I am not going to use the pool on a regular basis, is there any way to avoid paying the cost of a season pass?

Yes! You may pay a daily fee at both the pool and the Res that allows you access to the facility for the day. Proof of residency, such as a driver's license, is required for entry.

Taxes

I thought the Proposition 2 ½ limited my tax increase to 2 ½ percent, so why did my tax bill increase by more than that amount.

The total tax levy should increase no more than 2 ½ percent, plus amounts for new growth and any overrides and debt exclusions. Higher increases in individual tax bills may result from tax burden shifts (your assessed valuation may have increased more than average), tax rate shifts (classification among residential, commercial, and personal property is voted by the Board of Selectmen), or additions or renovations which increase the valuation of your property.

My tax bill has increased more than the average town-wide increase. Does this mean I am overassessed?

Not necessarily. Different residential properties experience different rates of appreciation at different times.

Tennis Reservations

How do I make a tennis reservation?

Tennis reservations must be made in person at the tennis booth or pool office during the listed hours. Reservations are not necessary to use town tennis courts, but without a reservation one runs the risk of being "bumped" off the court. Dedicated players may choose to purchase a tennis I.D. card to reduce the cost of these reservations.

Tents

Do I need a permit to erect a tent?

Yes. The State Building Code requires that a building permit be obtained for the installation of a tent. The purpose of this is to ensure that the tent is properly labeled for flame resistance. An application can be obtained from the Community Development Department at (781) 862-0500 x211. The manufacturer's Certificate of Flame Resistance, which you can receive from the tent supplier, must be submitted along with the permit application. Sample permits are available for viewing at <http://ci.lexington.ma.us/OCD/Building/Documents/PermitShort.pdf>.

Tours

Are guided tours of the historic sites in Lexington available?

Yes. Contact the Lexington Historical Society at (781) 862-1703 or the Minuteman National Park Visitors' Center at (781) 862-7753 for information.

Town Meeting

When does Town Meeting happen?

The Board of Selectmen vote to call the Annual Town Meeting. The first day is set as the date of the Town election. Other Town Meeting business, as set forth in the Warrant mailed to all households, is acted on by elected Town Meeting members at subsequent meetings, usually beginning the last Monday in March and continuing for several Monday and Wednesday evenings.

Who are my Town Meeting representatives?

The Town Clerk's Office maintains the list of current Town Meeting members (781) 862-0500 x270. Voters in each precinct elect 21 Town Meeting members on a rotating schedule. There are additional at-large members. This information is also available on the Town Clerk's website at <http://ci.lexington.ma.us/Town Clerk>.

Traffic

How do I request a stop sign or traffic light if they feel an intersection is dangerous?

The Board of Selectmen has authority for traffic signs or signals. Citizens may call or write the Selectmen's Office if they have concerns about dangerous conditions at an intersection.

What can I do about cars driving too fast on certain streets?

Contact the Lexington Police Department at (781) 862-1212 and speak with the Traffic Program Director. The Traffic Program Director will review your concerns and determine what can be done about the traffic. Electric monitoring or additional enforcement may be needed.

Transportation

Where can I find out about transportation alternatives?

Call the Transportation Services Office at (781) 861-1210.

Trash Pickup

How is trash collected?

Lexington provides weekly curbside trash collection under its Pay As You Throw (PAYT) program. Residents need to apply either a one-time tag to a trash bag or a label (good for a specific six month period) to their barrel when putting household trash at the curb prior to 7:00 a.m. on their collection day. Residents can purchase PAYT tags or labels from several local merchants and at the DPW Administration Office (Room 206) in Town Hall. Items that don't fit in a trash bag or barrel (known as "bulky items") can be placed next to the bag or barrel and residents can dispose of one bulky item per week. Examples of a bulky item include a mattress, auto tire (w/ out rim), lawn furniture, carpet (cut in 4' lengths, rolled and tied or taped), and a barbecue grill.

Trash bags, barrels and bulky items should be placed at the curb at least 8' away from recyclables or yard waste prior to 7:00 a.m. on your collection day. Whenever a scheduled collection day falls on an observed holiday, that day's collection and all remaining collections for the week will be delayed by one day. Friday's collection will be on Saturday.

If your trash was not picked up, check for and review information on the non-compliance sticker, and call the Town's vendor, Waste Management, at (781) 933-2113. For other solid waste related information, contact the Department of Public Works at (781) 861-2757 or (781) 274-7298.

Wood Stoves

Are permits required to install a wood stove in my house?

Yes. A building permit is required and can be obtained at the Community Development Department. After the stove has been installed, it must be inspected. Call the Fire Department to schedule a free inspection (781) 862-0272.

Yard Sales

Are permits required to have a yard sale?

Yes. You should obtain a free permit from the Selectmen's Office.

Zoning

How do I find out what zoning district I am in?

Contact the Community Development Department at (781) 862-0500 x 211.

SELECTED LIST OF AVAILABLE PUBLICATIONS

(Free unless fee indicated)

Publication	Where Available
Publications Directory	Town Manager's Office
General Information	
Annual Town Report	Town Manager's Office
List of Persons/annual census (\$13)	Town Clerk's Office
Services Directory	Town Manager's Office
Town Street Map (\$2)	Revenue Office
The Resource: A Directory of Lexington's Community Organizations	Library
Volume 1, Population	Planning Department
Lexington 2020 Vision Status Report, Vol. I and II	Town Manager's Office
Legal	
Warrants to Annual and Special Town Meetings	Selectmen's Office
Selectmen-Town Manager Act	Selectmen's Office
General By-Laws (\$4.50)	Selectmen's Office
Zoning By-Law (\$10)	Planning Department
Development Regulations (\$20)	Planning Department
Financial	
Booklet of Fees and Charges	Town Manager's Office
Annual Operating and Capital Budgets	Town Manager's Office
Bond Issue Prospectus	Comptroller's Office
Specific Program Information	
Recycling Regulations	Public Works
Recreation Programs brochures (fall, winter, spring, summer)	Recreation Department
Lexington Bikeways	Recreation Department
Recreation/Open Space Land Use Map	Recreation Department
A Guide to Lexington Conservation Lands	Inspectional Services
LEXPRESS Map and Transit Guide	Transportation Services
Affordable Housing in a Suburban Town In Support of the Common Cause:	Planning Department
How to Run for Elected Office	Town Clerk's Office
COA Newsletter	Council on Aging
Transportation Services For Senior Citizens	Transportation Services

Many of these publications can be found in the reference department of the Cary Memorial Library and at <http://ci.lexington.ma.us/publicat.htm>.

Listing Of Important Numbers

Blind, Commission for the	1-800-392-6450
Citizen Information Service	1-800-392-6090
Deaf, Commission for the	1-800-882-1155
Disability Determination	1-800-882-2040
Elder Affairs Hotline	1-800-882-2003
Food Stamps	1-800-645-8333
Medicaid	1-800-841-2900
Medicare	1-800-882-1228
Medical Security for the Uninsured	1-800-914-4455
Public Safety	1-800-223-0933
Public Utilities	1-800-392-6066
Registry of Deeds (Cambridge)	1-617-679-6300
Registry of Motor Vehicles (Cambridge)	1-617-351-4500
Rehabilitation Commission	1-800-223-2559
Revenue, Department of	1-800-392-6089
Securities Division	1-800-269-5428
Social Security	1-800-772-1213
Welfare	1-800-249-2007
Workers Compensation	1-800-323-3249

TOWN OFFICES TELEPHONE DIRECTORY BY DEPARTMENT

Main Number	(781) 862-0500
Appeals	x207
Assessors	x203
Benefits	x268
Building	x211
Comptroller	x222
Computer	x283
Conservation	x226
Custodian	x292
DPW	x252
Economic Development	x239
Engineering	x231
Health	x200
LEXPRESS	x217
Planning	x245
Purchasing	x221
Recreation	x262
Retirement	x220
Selectmen	x208
Tax Office	x265
Town Clerk	x270
Town Manager	x276
Water	x279

MISCELLANEOUS OFFICE LISTINGS all area codes are 781 unless otherwise noted

Cablevision	862-6585
Celebrations	862-0500 x704
Cemetery	861-2718
Chamber of Commerce	862-2480
Community Education	862-0843
Council on Aging/Senior Center	861-0194
Fire Department	862-0272
Food Pantry	862-2059
Historic District	862-5777
Housing Authority	861-0900
Human Services/Veteran Agent	861-2742
Lexhab Housing	863-5362
Parking Clerk	862-1235
Police Dept.	862-1212
Public Works	861-2759
RCN	(800) 266-4703
School Dept.	861-2580
Visitors Center	862-1450

TOWN OFFICES

Town Office Building
1625 Massachusetts Avenue
Lexington, MA 02420
8:30 a.m.- 4:30 p.m.
<http://ci.lexington.ma.us>

All Area Codes are 781

Selectmen's Office 862-0500x208
Town Manager 862-0500x276
Town Clerk 862-0500x270
Tax Collector 862-0500x265
Assessor 862-0500x203
Community Development
862-0500x211
Recreation 862-0500x262
Human Services/Veterans
861-2742
LEXPRESS 861-1210

Cary Memorial Building
1605 Massachusetts Avenue

Police Station
1575 Massachusetts Avenue
Open 24 hours a day
Emergency 911
Business 862-1212

Fire Station Headquarters
45 Bedford Street
Open 24 hours a day
Emergency 911
Business 862-0272

East Lexington Fire Station
1006 Massachusetts Avenue
Open 24 hours a day

Public Works Operations
201 Bedford Street 861-2757
7:30 a.m. - 3:30 p.m.
Emergency 862-1618

Westview Cemetery
Bedford Street at the Bedford town line
861-2718

Animal Shelter 861-2701

**911 Service Available for ALL EMER-
GENCIES ONLY** (Fire, Ambulance and
Police Service)

Cary Memorial Library
1874 Massachusetts Avenue
Main Library
862-6288
Temporarily located at Cary Hall
1605 Massachusetts Avenue

Main Library Hours
Open Mon-Thurs 9:00 a.m.-9:00 p.m.
Fri-Sat 9:00 a.m.-6:00 p.m.
Sun 1:00 p.m.-5:00 p.m. (Sept.-May)

East Lexington Branch Library
735 Massachusetts Avenue
862-2773
Open Mon-Thurs 9:00 a.m.-6:00 p.m.
Fri-Sat 9:00 a.m. - 1:00 p.m.
Closed Sundays

**Dept. of Social Services and Senior
Center**
1475 Massachusetts Avenue
861-0194
8:30 a.m.- 4:30 p.m.

SCHOOL OFFICES

School Administration Building
1557 Massachusetts Avenue
861-2500
8:30 a.m. – 4:30 p.m.

Lexington High School
251 Waltham Street
861-2340

Clarke Middle School
17 Stedman Road
861-2451

Diamond Middle School
99 Hancock Street
861-2461

Bowman School
9 Philip Road
861-2500

Bridge School
55 Middleby Road
861-2510

Estabrook School
117 Grove Street
861-2520

Fiske School
34A Colony Road
861-2530

Harrington School
146 Maple Street
861-2540

Hastings School
2618 Massachusetts Avenue
860-5800