

ESSEX, MASSACHUSETTS

**ANNUAL
REPORT
2004**

1819

2004

ANNUAL REPORT
Of the
TOWN OFFICERS
of
ESSEX, MASSACHUSETTS

IN MEMORIAM

of those who have served the Town

Arthur Allison "Al" Allen

Helen Carter

Margaret Deveau

John "Brud" Doyle

Mary Barr Duncan

Samuel Hoar

Lucy Mulcahy

Nancy Wescott

Robert Wolfe

**TOWN OF ESSEX
ELECTED TOWN OFFICERS
2004-2005**

MODERATOR

David J. Lane		Term Expires 2005
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SELECTMEN

Rolf P. Madsen		Term Expires 2005
Jeffrey D. Jones		Term Expires 2006
Mark Lynch		Term Expires 2007

TOWN CLERK

Sally A. Soucy		Term Expires 2007
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ASSESSORS

David E. Trask		Term Expires 2005
Richard S. Cairns		Term Expires 2006
Kurt Wilhelm		Term Expires 2007

BOARD OF HEALTH

Sandra L. Pelkie MacIntyre		Term Expires 2006
Karin Stati-Carroll		Term Expires 2005
Lynne Marie March (Appointed to serve until May election)		

CONSTABLE

Ronald E. Feener		Term Expires 2005
Roger W. Lander		Term Expires 2005

SCHOOL COMMITTEE

Karen A. Gaudiano		Term Expires 2005
Alfred A. Dente		Term Expires 2006
James J. Barrett, Jr.		Term Expires 2007

BOARD OF LIBRARY TRUSTEES

Mary Hickey		Term Expires 2005
Gillian Palumbo		Term Expires 2006
Lynda Story Seppala		Term Expires 2007

CONOMO POINT COMMISSIONERS

Rolf P. Madsen		Term Expires 2005
Jeffrey D. Jones		Term Expires 2006
Mark Lynch		Term Expires 2007

PLANNING BOARD

Susan Scott Robinson	Term Expires 2005
Judson A. Lane	Term Expires 2006
Andrew St. John	Term Expires 2007
Michael Cataldo	Term Expires 2008
Robert S. Fitzgibbon	Term Expires 2008
Kimberly A. Jarvis	Term Expires 2009
Alfred J. Sweet IV	Term Expires 2009

HOUSING AUTHORITY

Gloria Story (State appointee)	Term Expires 2005
Diane R. Polley	Term Expires 2006
Vacancy	Term Expires 2007
Jeffrey S. Butler	Term Expires 2008
Carolyn M. Clarke	Term Expires 2009

**TOWN OF ESSEX
APPOINTED TOWN OFFICERS
2004/2005**

	Date of Expiration
ADA COORDINATOR	
William Sanborn	June 30, 2005
APPEALS BOARD	
Richard Carter	Feb. 1, 2007
Edwin Perkins	Feb. 1, 2008
Michael Davis	Feb. 1, 2006
BUILDING INSPECTOR	
William Sanborn	June 30, 2005
ASSISTANT BUILDING INSPECTOR	
Walter Rich	June 30, 2005
BURIAL AGENT	
Blake Story	June 30, 2005

CABLE TV REGIONAL REPRESENTATIVE
Nancy Dudley

CENSUS LIAISON
Sally Soucy

CIVIL DEFENSE DIRECTOR

Richard Carter June 30, 2005

ASST. TO CIVIL DEFENSE DIRECTOR

Glenn Boutchie June 30, 2005

COMMUNITY OIL SPILL

Warren Grant June 30, 2005

Richard Carter June 30, 2005

Damon Boutchie June 30, 2005

Mark Lynch, Selectman's Liaison June 30, 2005

CONSERVATION COMMISSION

Stephan Gersh June 30, 2006

Robert Brophy June 30, 2006

Philip Lake June 30, 2007

Philip Caponigro June 30, 2005

Elisabeth Frye (Filling remainder of Samuel Hoar's term) June 30, 2005

Wallace Bruce June 30, 2005

COUNCIL ON AGING

Margaret Nelson June 30, 2006

David Folsom (Filling remainder of M. Deveau's term) June 30, 2005

Effie Andrews June 30, 2005

Walter Andrews June 30, 2005

David Elwell June 30, 2005

Brian Browning June 30, 2007

Grace O'Donnell June 30, 2006

Roger Lander June 30, 2006

Robert Wolfe June 30, 2006

Irene Bowman June 30, 2006

ELECTRICAL INSPECTOR

Ramie Reader June 30, 2005

ASSISTANT ELECTRICAL INSPECTOR

John Shields June 30, 2005

ESSEX CULTURAL COUNCIL

Isabelle Parlee June 30, 2006

Anne White June 30, 2007

Jane Ellsworth	June 30, 2007
Daisy Nell Means	June 30, 2005
Megan Houser	June 30, 2007
Kim Pederson	June 30, 2005
Gail Pepe	June 30, 2005

FENCE VIEWERS Board of Selectmen	June 30, 2005
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FIELD DRIVERS All Patrolmen	June 30, 2005
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FINANCE COMMITTEE Mary Koop	May, 2005
Ray Randall	May, 2006
Edward Lafferty	May, 2006
Gordon Martin	May, 2006
Mark Carbrey	May, 2007
Andrew Briggs	May, 2007
Lauren Albrecht	May, 2007

FIRE CHIEF Richard Carter (Appointed by Fire Engineers)	
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FIRE DEPARTMENT ENGINEERS Richard Carter	June 30, 2004
Raymond Maxfield	June 30, 2004
James Mulcahy	June 30, 2004

FOREST FIRE WARDEN Richard Carter	June 30, 2004
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HANDICAP COORDINATOR William Sanborn	June 30, 2005
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HARBORMASTER
David Harrell

HARBORMASTER ASSTS. James O'Brien	June 30, 2005
David Deinstadt	June 30, 2006
James Platt	June 30, 2006
Arnold Thistlewood	June 30, 2007

HAZARDOUS WASTE ADVISOR James Mulcahy	June 30, 2005
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HISTORICAL COMMISSION

Robert Coveillo	June 30, 2005
Frederick Ames	June 30, 2006
Britta Karlsberg	June 30, 2006
Kurt Wilhelm	June 30, 2007
Michael Cataldo	June 30, 2007

INSPECTOR OF ANIMALS

Pamela Stone	March 1, 2005
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OPEN SPACE COMMITTEE

Richard Osborn	June 30, 2005
Martha Hoar	June 30, 2005
Jay Sweet – Planning Board Rep.	June 30, 2005
Rebecca Dawson	June 30, 2005
Julie Scofield	June 30, 2005
Jonathan Matson	June 30, 2005

PERSONNEL BOARD

Mark Osburn	June 30, 2004
Russell W. Copeland, Jr.	June 30, 2005
Jeffrey Brewer	June 30, 2006

PLUMBING & GAS INSPECTOR

Mark Osborn	June 30, 2005
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POUND KEEPER

Chris Venti	June 30, 2005
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PUBLIC WORKS COMMISSION

William Perkins	May, 2005
Trescott DeWitt	May, 2006
Walter Rich	May, 2007

RANGERS, CRANE WILDLIFE REFUGE

Donald A. Paquin	June 30, 2005
Walter Swan	June 30, 2005

BOARD OF REGISTRARS

Dawn Burnham	June 30, 2006
Marilyn Browning	June 30, 2007
Vickie Cataldo (Filling remainder of V. Boutchie's term)	June 30, 2005

SCOUT HOUSE COMMITTEE	
Evelyn Hickey (Friends of COA)	June 30, 2005
Georgeann Lane (Girl Scouts)	June 30, 2005
Debbie French (Brownies)	June 30, 2005
Harold Addison	June 30, 2005
Warren Grant	June 30, 2005
Walter Andrews	June 30, 2005
 SHELLFISH ADVISORY BOARD	
Keith Woodman	June 30, 2005
Leonard Woodman	June 30, 2006
Michael Matheson	June 30, 2005
 SHELLFISH WARDEN	
Arnold A. Thistlewood	June 30, 2005
 SHELLFISH WARDEN DEPUTIES	
Stephen Hartley	June 30, 2005
 SURVEYORS OF LUMBER, WOOD & BARK	
Dana Story	June 30, 2005
 TOWN CLERK'S ASSISTANT	
Dorothy Brown	June 30, 2005
 TOWN COUNSEL	
Kopelman and Paige	June 30, 2005
 TREASURER/TAX COLLECTOR	
Virginia Boutchie	May , 2007
 YOUTH COMMISSION	
Heidi McKeon	June 30, 2005
Jennifer Painter	June 30, 2005
Sandra Pelkie MacIntyre	June 30, 2005
Elizabeth Mulry	June 30, 2005
Cori Trembowicz	June 30, 2005

BOARD OF SELECTMEN & CONOMO POINT COMMISSIONERS

2004 proved to be a very exciting and busy year, not only for the Board of Selectmen, but for other Boards as well. We continue to see progress with the sewer project, now at 60% completion. Other issues that the Board has needed to address throughout the year included numerous personnel changes, new proposals and work from the School Building Committee, collective bargaining negotiations with the Town's two unions and a multitude of other day to day issues. If not for the efforts and commitment from all the Town employees and departments, many of the projects initiated in Town would never have come about.

The Town continues to feel the impact of cuts in State funding while costs continue to increase. Town departments need to work together to find ways to create efficiencies, while at the same time providing services that the townspeople value.

Contract Negotiations 2004: Negotiations continue with the Town's two bargaining units; the Essex Police Benevolent Association (EPBA) and the American Federation of State, County and Municipal Employees (AFSCME). As we have done in previous years, the negotiating units are made up of members of the Personnel Board, departmental management, our Town Administrator, and the Selectboard. We are optimistic that we will have a mutually agreeable solution by the Annual Town Meeting that is fair and equitable to our employees.

Wastewater: The sewer project is in its final stages of completion. The over all project is approximately 60% completed with a finish date of December 2005. The first section completed, Contract 1, encompasses an area in Gloucester to the Essex Town line. That part of the project was not without some unexpected changes, however. A major change order arose when the contractor was forced to change their blasting techniques under the Rt. 128 bridge. That circumstance increased the cost by about \$200,000. Also, unexpected increased rock quantities in Contract 3 in Essex required a change order of over \$500,000. Another big increase occurred when it was discovered that the police detail cost estimate for the project was underestimated by about half the amount actually needed. That caused the original police estimate of \$750,000 to be adjusted to \$1.5m. This revised police cost, the extra cost for the Rt.128 bridge work, the Contract 3 rock overage, and a variety of other smaller change orders prompted the Selectboard to ask the Town to increase the overall project cost to \$28.5m. It is anticipated that this will not increase the original estimate of the total betterment cost to a single family unit of \$20,000.

Contracts 2 and 3 in Essex are substantially complete and final paving is expected in the spring of 2005. The bulk of Contract 4 in Essex remains in order to complete the project. Contract 4 work will include additional main line sewer connections, side street sewer construction, and grinder pump connections to about 250 homes. Connections to the sewer systems in Contracts 2 and 3 will be required by October 1, 2005. Connections for the remaining sewer service customers in Contract 4 will be required by a date yet to be established. We are hopeful that in early 2005 we can begin to send flows to the City of Gloucester.

Municipal Parking and Playground: The new parking facility and playground have been completed. The process to allow this project to move forward started in 2003. The DPW barn was demolished and removed which necessitated the D.P.W. to set up temporary headquarters at the transfer station until their new barn is built at that location. The new parking area and playground have been designed to allow more public parking in the downtown area. We have issued new rules and regulations for parking lot enforcement by the Police Department.

Stairway from Public Parking: As part of the parking lot project, a new set of stairs was erected which will allow the public easier access to the Main Street area and the center of Town. The easier access will encourage the public to use the new parking lot.

Public Boat Ramp: The boat ramp and docks have all been renovated this year thanks to the generous volunteer efforts of Mr. David Brown of the Essex Shipbuilding Museum. New pilings have been put in and reinforced with concrete after the winter ice flows removed them from their location. The ramp itself was also resurfaced and modified to make it safer and easier to use. Also, the parking area adjacent to the ramp has been resurfaced to allow parking spaces to be defined so that users will get a better sense of where they are allowed to park. A new gangway was purchased with the financial support of the Essex Division of the Cape Ann Chamber of Commerce. The aforementioned items will make the entire downtown area more accessible and aesthetically pleasing.

Personnel: In 2004 there were a few changes in personnel. Damon Boutchie retired as the Superintendent of the DPW after more than 30 years of service to the Town. Paul Goodwin has been named as Acting Superintendent in that position. Treasurer/Tax Collector, Nancy Swallow also left the service of the Town after many years of service. The Selectboard is fortunate to have hired Ginny Boutchie as her replacement.

Police Chief: The Police Chief decided not to renew his contract as of November 2005 and will be retiring after over 30 years of service to the Town. We will be organizing a search committee comprised of citizens that will initiate a search for his replacement by interviewing and screening potential candidates. The search committee will develop a short list of candidates who will be evaluated by an assessment center coordinated by a professional search consultant.

Legal: Fortunately, our legal expenses in 2004 have remained manageable. We continue to use the services of Kopelman & Paige for our legal matters.

133 Mass Highway Project: The Mass Highway Department has presented their plans for the renovation of Route 133 from John Wise Avenue through the center of Town ending at Water Street. The plan includes new sidewalks, curbing, a seawall, and reconstruction/resurfacing of the entire section of roadway. The initial design plans were reviewed by the Selectboard, members of the business community, an ad hoc citizen's group and other members of the public. Comments from the aforementioned sources were gathered by Mass. Highway at a public hearing and Mass. Highway subsequently incorporated the majority of these comments in a revised set of design plans. This State-funded project will tie together all of the other projects in the downtown area, making Essex a more pleasant looking town.

Conomo Point: Throughout the year the Essex Selectboard, acting in their capacity as the Conomo Point Commissioners, continued to enforce the terms of the Conomo Point leases. There were three lease transfers during the year and with each transfer, applicants met with the Commissioners during which time it was explained that their current situation would not translate to the extension of their lease beyond December 31, 2011.

The Board wishes to thank the Town's employees for their efforts throughout the year. Without their dedication, the Town of Essex would not be the community that it is today. We also wish to thank all the volunteers who, for the good of all the people in Essex, so generously give their time to serve on the Town committees.

Respectfully submitted,
Jeffrey D. Jones, Chairman
Mark Lynch
Rolf P. Madsen

ACCOUNTANT

The following reports of the accounts of the Town of Essex for the Fiscal Year 2004 are submitted in compliance with Section 61 of Chapter 41 of the General Laws of Massachusetts. Contained herein are statements of: Revenue, Expenditures, Balance Sheets and Town Debt.

I am available to any citizen who desires more detailed information, so please feel free to call upon me at any time.

Respectfully submitted,
Kathleen J. Benevento, Town Accountant

**ALL FUND TYPES AND ACCOUNT GROUP
COMBINED BALANCE SHEET**

JUNE 30, 2004

	Governmental Fund Types			Fiduciary Fund Types	Account Group	
	General	Special Rev/ Enterprise	Capital Projects	Trust and Agency	General Long-Term Obligations	Total (Memorandum Only)
ASSETS AND OTHER DEBITS						
CASH AND SHORT-TERM INVESTMENTS	\$ 1,049,850	\$ 595,615	\$ 441,333	\$ 1,101,663	\$ -	\$ 3,188,461
RECEIVABLES:						
Real estate and personal property taxes	481,730					481,730
Tax liens and foreclosures	375,058					375,058
Excise taxes	108,805					108,805
User charges		50,761				50,761
Intergovernmental	296	3,886,506	16,442			3,903,244
Other	1,975	2,409,513				2,411,488
AMOUNTS TO BE PROVIDED OF LONG-TERM OBLIGATIONS					13,723,850	-
TOTAL ASSETS AND OTHER DEBITS	\$ 2,017,714	\$ 6,942,395	\$ 457,775	\$ 1,101,663	\$ 13,723,850	\$ 24,243,397
LIABILITIES AND FUND EQUITY						
LIABILITIES:						
Reserve for abatements	86,927					86,927
Other liabilities	8,252			180,590		188,842
Deferred revenues	880,641	2,459,706	16,442			3,356,789
Due to other funds						-
Bonds and notes payable		1,728,000	735,000		13,723,850	16,186,850
TOTAL LIABILITIES	975,820	4,187,706	751,442	180,590	13,723,850	19,819,408
FUND BALANCES:						
Reserved for:						
Encumbrances and continuing appropriations	554,532	2,754,689	(293,667)	921,073		3,936,627
Unreserved:						
Designated for subsequent years' expenditures	194,854					194,854
Undesignated	292,508					292,508
TOTAL FUND EQUITY (DEFICIT)	1,041,894	2,754,689	(293,667)	921,073	-	4,423,989
TOTAL LIABILITIES AND FUND EQUITY	\$ 2,017,714	\$ 6,942,395	\$ 457,775	\$ 1,101,663	\$ 13,723,850	\$ 24,243,397

FUND EQUITY JUNE 30, 2004

General Fund		1,041,895
Water Fund		(2,486)
Sewer Enterprise Fund		2,282,821
Special Revenue Fund Equity:		
Ambulance Fund	250,243	
Arts Lottery Council Grant	355	
Blackstone Septage	5,838	
Chapter 90 Highway Fund	(9,150)	
Community Policing Grant	13,078	
Conomo Point Picnic Tables	100	
COPS Grant	6,480	
Council on Aging Gift Fund	1,315	
Council on Aging Grant	187	
Covanta Recycling	1,400	
Criminal Justice Grant	2,077	
D. Folsom Park Fund	2,175	
DARE Grant	9,567	
District Court System	38	
Elections Expense Grant	419	
Firearms ID Photos	1,671	
Hussain Gift	669	
Island Road Culvert	(16,217)	
Library Grant	5,972	
Parking Lot	7,500	
Parks, Fields, Recreation	6,098	
Plantings Causeway (Selectmen)	2,500	
School Tuition Fund	20,501	
Septic Repair Program	47,278	
Shellfish Equipment	41	
Stairway Parking Lot (Selectmen)	7,300	
War Memorial Restoration	1,704	
Wastewater Collection	2,000	
Waterways Improvement	21,514	
Wetlands Protection	9,522	
Youth Commission	44,634	
Total Sepcial Revenue Funds	<hr/>	446,809
Trust Funds		

Conservation Fund	20,559	
Luther T. Burnham	111,724	
Albert Cogswell	61,359	
T.J. Coolidge	29,956	
Municipal Building	21,951	
Ryder Estate	148,842	
Selectmen's Trust	2,234	
Cemetery Perpetual Care	162,178	
Cemetery Flowers	7,419	
Cemetery Lot Care	11,220	
Cemetery Lot Sale	58,409	
Stabilization Fund	285,223	
Total Trust Funds		921,074
Total Fund Equity		3,769,039

DEBT SCHEDULE JUNE 30, 2004

Bond Anticipation Notes		
Sewer State Street	1,628,000	
DPW Facility	500,000	
Fire Truck	195,000	
Pond Street Water Main	40,000	
Total Bond Anticipation Notes		2,363,000
Permanent Notes (Water Mains)		218,600
Bonds Payable:		
Water Treatment Plant	379,865	
Water Storage Tank	212,900	
Septic Title V	123,696	
Sewer MWPAT	12,518,789	
		13,235,250
Total Debt Payable		15,816,850

CASH RECEIPTS
JULY 1, 2003 - JUNE 30, 2004

TAXES AND EXCISE

Personal Property	70,784	
Real Estate	6,112,564	
Motor Vehicle	458,031	
Other Excise	18,165	
Penalties and Interest	36,466	
	<hr/>	6,696,010

CHARGES FOR SERVICES

Municipal Lien Fees	5,575	
Other	6,224	
Planning Board	2,248	
Rentals	98,403	
Transfer Station	94,765	
	<hr/>	207,215

LICENSES AND PERMITS

Alcoholic	19,450	
Board of Health	17,987	
Building	49,570	
Clam	15,353	
Disposal Work Permits	14,550	
Dog Licenses	2,020	
Electrical	5,167	
Fire Department Permits	8,021	
Gas/Plumbing	8,110	
Moorings	17,692	
Other	19,006	
	<hr/>	176,926

OTHER

Earnings on Investments	17,468	
Fines	34,490	
Miscellaneous	12,513	
	<hr/>	64,471

STATE REVENUE

Additional Assistance	33,828
Arts	2,000
CERT Grant	1,707
Community Policing Grant	12,000
Elderly Expemption	6,024
Elections Grant	291
Emergency Prep Grant	1,158
FEMA Snowstorm 2004	18,979
Highway Chapter 90	87,205
Library	2,770

CASH RECEIPTS

JULY 1, 2003 - JUNE 30, 2004

Loss of Taxes, State Land	465	
Lottery	203,853	
Parking Lot/Playground Grant	493,088	
Police Career Incentive	21,950	
Seniorcare Title III	4,005	
Veterans Exemptions	2,216	
Veterans Benefits	5,414	
Less assessments		
		896,953

SPECIAL REVENUE FUNDS

Ambulance	65,249	
Cemetery Fund	15,432	
Council on Aging Gift Account	765	
Covanta Recycling Grant	1,400	
Insurance Settlements	6,400	
Island Culvert	4,500	
Parks	6,000	
Septic Repair Program	6,206	
Water Fund	532,910	
Waterways Improvement	7,697	
Wetlands	1,906	
Youth Commission	67,764	
		716,229

ENTERPRISE FUND

Sewer Fund		908,015
		9,665,819

LOANS AND OTHER NON REVENUE CASH RECEIPTS

Bond Anticipation Notes	500,000	
Bond (MWPAT Sewer)	8,694,760	
Bond (MWPAT Septic Repair)	39,350	
Clerk of the Works Accounts	200,238	
Demand Charges	5,015	
MERSD Phone & Ins. Reimb	10,816	
Payroll Deductions Withheld	221,709	
Police & Fire Detail	29,234	
Temp. Loan Septic Repair (MWPAT)	200,000	
		9,901,122
TOTAL CASH RECEIPTS		19,566,941

Fiscal Year Ended June 30, 2004	Beginning Balance	Appropriations	Transfers	Net Expenditures	Transferred To Fund Balance	Carried Forward
APPROPRIATIONS AND EXPENDITURES						
ACCOUNTANT						
Salaries		39,744		39,744	0	
Office Supplies		1,000		674	326	
Dues		800		394	406	
Telephone		535		357	178	
Consultant		3,600		3,600	0	
Audit		16,000		14,830	0	1,170
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	0	61,679	0	59,599	910	1,170
APPEALS BOARD						
Expenses		1,425		617	808	
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	0	1,425	0	617	808	0
ASSESSORS						
Salaries		30,803	600	30,963	440	
Bookbinding		200	(200)	0	0	
Mapping		1,821		1,500	321	
Assessment Aids		3,830	4,500	7,200	1,130	
Postage		400	(150)	177	73	
Office Expense		1,581	700	2,281	0	
Dues		208		95	33	80
Other Expenses		1,230	(350)	797	83	
Legal Expenses		750		0	750	
	-----	-----	-----	-----	-----	-----
	0	40,823	5,100	43,013	2,830	80
BOARD OF HEALTH						
Salaries		83,623		83,563	60	
Contracted Services	60	3,500		2,596	914	50
Advertising		300		44	256	
Expenses		5,000		3,436	0	1,564
Telephone		1,400		829	571	
Water Testing		2,040		660	1,380	
Postage		1,000		1,000	0	
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	60	96,863	0	92,128	3,181	1,614

Fiscal Year Ended June 30, 2004	Beginning Balance	Appropriations	Transfers	Net Expenditures	Transferred To Fund Balance	Carried Forward
APPROPRIATIONS AND EXPENDITURES						
CIVIL DEFENSE and AUXILIARY FIRE and POLICE						
Salaries		150		150	0	
Equipment		1,200			1,200	
Dues & Miscellaneous		100			100	
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	0	1,450	0	150	1,300	0
CONSERVATON COMMISSION						
Salaries		2,080	200	2,211	69	
Printing & Stationary		53		0	53	
Dues		167	13	180	0	
Expenses	11	638	287	820	116	
Filing Fees		428	(300)	43	85	
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	11	3,366	200	3,254	323	0
DEPARTMENT OF PUBLIC WORKS						
GENERAL DEPARTMENT						
Salaries		234,415	(710)	225,545	8,160	
Overtime		5,150		4,585	565	
Electricity		800	1,014	1,814	0	
Truck Expense & Repairs		22,440	4,567	26,978	0	29
Small Engine Repairs		1,750	(339)	1,411	0	
Maintenance		6,324	(958)	5,362	4	
Tree Removal	737	4,000		4,000	737	
Telephone		2,000	55	2,055	0	
Fuel		1,600	(1,600)		0	
Office Supplies		1,020	21	1,040	1	
Misc. Supplies & Tools		2,550	112	2,662	0	
Highway Maintenance		60,000	(1,822)	58,178	0	
Meetings, Dues & Misc.		1,224	(431)	768	25	
Clothing Allowance		1,300	93	1,392	1	
Drug & Alcohol Testing		250		245	5	
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	737	344,823	2	336,035	9,498	29
TRANSFER STATION						
Salaries		9,800		9,773	27	

Fiscal Year Ended June 30, 2004	Beginning	Appropriations	Transfers	Net	Transferred To	Carried
APPROPRIATIONS AND EXPENDITURES	Balance			Expenditures	Fund Balance	Forward
Trash Contract		125,000	781	125,781	0	
Maintenance & Equip		918		688	230	
Telephone		400		381	19	
Electricity		1,300	500	1,444	356	
Recycling		20,000	656	20,655	1	
Hazardous Waste		10,500	(1,937)	4,186	4,377	
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	0	167,918	0	162,908	5,010	0
CEMETERY DEPARTMENT						
Salaries		29,826		28,101	1,725	
Overtime		2,000		1,086	914	
Small Equipment Repairs		1,000	(162)	612	226	
Maintenance		1,500	162	1,661	1	
Materials		1,250		1,090	160	
Electricity		250		130	120	
	-----	-----	-----	-----	-----	-----
	0	35,826	0	32,680	3,146	0
WATER DIVISION						
Salaries		242,596	(4,500)	234,937	3,159	
Overtime		10,500	4,500	14,663	337	
Sicktime Buyback		3,000		1,456	1,544	
Electricity		26,000	3,011	29,010	1	
Truck Expense & Repairs		6,800	500	6,882	418	
Maintenance		18,000	101	18,101	0	
Contractors		6,000	(223)	5,777	0	
Well Cleaning		10,000	(500)	9,200	300	
Clothing Allowance		1,625		1,625	0	
Telephone		2,600	39	2,639	0	
EPA & State Mandated Testing		3,500	62	3,561	1	
Fuel		6,000	1,000	6,518	482	
Office Supplies		3,000	(39)	2,329	632	
Misc. Supplies & Tools		3,500	(310)	2,681	509	
Materials		3,500	(919)	2,122	459	
Chemicals		35,000	(3,386)	31,115	499	
Pipe Fittings and Meters		11,000	(1,662)	9,338	0	

Fiscal Year Ended June 30, 2004	Beginning	Appropriations	Transfers	Net	Transferred To	Carried
APPROPRIATIONS AND EXPENDITURES	Balance			Expenditures	Fund Balance	Forward
Meetings, Dues & Misc.		2,000	636	2,636	0	
Backflow Testing		1,100	140	1,240	0	
Drug & Alcohol Testing		400		195	205	
FICA & Retirement		35,500	2,799	38,298	1	
Workmen's Comp.		1,450	2,000	3,450	0	
Medical Insurance		44,000	(3,249)	38,940	1,811	
Blanket Insurance		11,750		11,750	0	
	-----	-----	-----	-----	-----	-----
	0	488,821	0	478,463	10,358	0
ELECTIONS						
Salaries		1,750	759	2,381	128	
Ballots		425		318	107	
Voting List		100		100	0	
Expenses		1,275	641	1,907	9	
Town Meetings		150		48	102	
	-----	-----	-----	-----	-----	-----
	0	3,700	1,400	4,754	346	0
FINANCE COMMITTEE						
Dues		125		125	0	
Meetings & Misc. Exp.		275		56	219	
Reserve Fund		50,000	(28,885)		21,115	
	-----	-----	-----	-----	-----	-----
	0	50,400	(28,885)	181	21,334	0
FIRE DEPARTMENT						
Salaries	2,904	83,544		74,488	9,056	2,904
Uniform Allowance (Dress)		685		611	74	
Electricity		5,750	(70)	4,858	822	
Maintenance		12,400	(1,230)	10,219	951	
Ambulance Maintenance		1,200	22	1,222	0	
Training		3,500		2,337	292	871
Ambulance Training	300	3,500		3,428	372	
Telephone		2,650		1,829	821	
Fuel		3,800	625	4,385	40	
Gas		1,250	(576)	316	358	
Hoses		900		297	603	

Fiscal Year Ended June 30, 2004	Beginning	Appropriations	Transfers	Net	Transferred To	Carried
APPROPRIATIONS AND EXPENDITURES	Balance			Expenditures	Fund Balance	Forward
Fire Extinguishers		450		125	325	
Boots, Coats, Helmets		600		302	298	
Equipment		1,800	(925)	860	15	
Scott Air Packs		1,500		767	733	
Scott Air Pack Testing		350		0	350	
Radio Pagers	1,125	1,500	1,587	4,212	0	
Office Supplies		625		607	18	
Ambulance Supplies		840	304	1,144	0	
Dues & Subscriptions		630	85	715	0	
Fire Prevention		1,200	(22)	1,119	59	
Ceiling Repair		3,200	200	3,400	0	
Ladder Truck Testing		750		0	750	
	-----	-----	-----	-----	-----	-----
	4,329	132,624	0	117,241	15,937	3,775
FOREST FIRE						
Labor		905		0	905	
Maintenance		900		846	54	
	-----	-----	-----	-----	-----	-----
	0	1,805	0	846	959	0
LIBRARY						
Salaries		40,519		37,130	3,389	
Telephone		1,020	(266)	718	36	
Supplies & Postage		792		789	3	
Copier Expense		260	266	526	0	
Subscriptions, Membership		10,347		10,347	0	
Books		5,462		5,462	0	
	-----	-----	-----	-----	-----	-----
	0	58,400	0	54,972	3,428	0
MODERATOR						
Salary		100		100	0	
Dues		20		0	20	
	-----	-----	-----	-----	-----	-----
	0	120	0	100	20	0
OPEN SPACE COMMITTEE						
Postage		160		0	0	160

Fiscal Year Ended June 30, 2004	Beginning	Appropriations	Transfers	Net	Transferred To	Carried
APPROPRIATIONS AND EXPENDITURES	Balance			Expenditures	Fund Balance	Forward
Office Expense		104		0	0	104
Public Notices		750		42	0	708
	-----	-----	-----	-----	-----	-----
	0	1,014	0	42	0	972
PLANNING BOARD						
Salary		7,815		4,477	3,338	
Expenses	48	745	300	1,082	11	
	-----	-----	-----	-----	-----	-----
	48	8,560	300	5,559	3,349	0
POLICE						
Salaries		566,823	3,560	567,441	2,942	
Uniform Allowance		8,700		8,692	8	
Radio Repair & Network		2,250	242	1,742	750	
Beeper Rental		700		700	0	
Firearms Training		5,500	(40)	5,331	129	
Telephone and Supplies		4,000	(250)	3,658	92	
Gas and Repairs		16,500	6,500	22,100	900	
National Crime Info		1,500		924	576	
Prisoner Lock-up		8,500	(187)	8,022	291	
Police Supplies		2,750	(93)	2,657	0	
Dues		800	(32)	768	0	
Police Cruiser						
	-----	-----	-----	-----	-----	-----
	0	618,023	9,700	622,035	5,688	0
REGISTRAR						
Salaries		1,400		1,400	0	
Printing Expense		600		0	600	
Supplies & Postage		1,550		1,306	244	
	-----	-----	-----	-----	-----	-----
	0	3,550	0	2,706	844	0
RETIREMENT FUND						
Essex County Assessment		151,298		151,298	0	
	-----	-----	-----	-----	-----	-----
	0	151,298	0	151,298	0	0
THE SELECTMEN'S BUDGET						

Fiscal Year Ended June 30, 2004	Beginning	Appropriations	Transfers	Net	Transferred To	Carried
APPROPRIATIONS AND EXPENDITURES	Balance			Expenditures	Fund Balance	Forward
Salaries		109,081		108,580	501	
M.G.L. & Advertising		1,200		358	842	
Supplies & Postage		1,400		1,138	262	
Dues, Meetings & Misc		3,050		2,778	272	
	-----	-----	-----	-----	-----	-----
	0	114,731	0	112,854	1,877	0
EMERGENCY CENTER						
Salaries		136,451	130	136,567	14	
FICA/Retirement		18,156		18,081	75	
Insurance		18,840		16,773	2,067	
Office Expense		2,500	350	2,789	61	
	-----	-----	-----	-----	-----	-----
	0	175,947	480	174,210	2,217	0
INSPECTIONS						
Salaries		19,688		18,241	1,447	
Expenses		2,050		859	1,191	
	-----	-----	-----	-----	-----	-----
	0	21,738	0	19,100	2,638	0
INSURANCE						
Workmen's Compensation		20,650		5,354	15,296	
Medical		327,270		317,638	9,632	
Blanket		63,000		52,438	10,562	
Unemployment		5,862		928	4,934	
	-----	-----	-----	-----	-----	-----
	0	416,782	0	376,358	40,424	0
LEGAL						
Expenses	1,285	45,000		38,955	0	7,330
	-----	-----	-----	-----	-----	-----
	1,285	45,000	0	38,955	0	7,330
LICENSING BOARD						
Salaries		1,697		1,697	0	
Expenses		175		152	23	
	-----	-----	-----	-----	-----	-----
	0	1,872	0	1,849	23	0
MEMORIAL DAY						

Fiscal Year Ended June 30, 2004	Beginning	Appropriations	Transfers	Net	Transferred To	Carried
APPROPRIATIONS AND EXPENDITURES	Balance			Expenditures	Fund Balance	Forward
Expenses	-----	750	10	755	5	-----
PERSONNEL BOARD		-----	-----	-----	5	0
Salaries		7,665		7,665	0	
Expenses	-----	500			500	
		-----	-----	-----	-----	-----
STREET LIGHTING		8,165	0	0	500	0
Expenses		15,000		11,078	3,922	
	-----	-----	-----	-----	-----	-----
	0	15,000	0	11,078	3,922	0
SHELLFISH DEPARTMENT						
Salaries		30,657	1,000	30,691	966	
Boat Repairs & Maintenance		400		345	55	
Fuel & Oil		750		91	659	
Truck Expense		750		572	178	
Misc.		475		475	0	
Uniforms & Equipment		125		103	22	
Telephone		450		345	105	
	-----	-----	-----	-----	-----	-----
	0	33,607	1,000	32,622	1,985	0
HARBORMASTER						
Salaries		8,408	1,600	9,697	311	
Fuel & Oil		2,000	(712)	975	313	
Boat Repairs & Maintenance		0	990	990	0	
Buoys		1,000	(170)	731	99	
Uniforms & Equipment		450	(135)	173	142	
Pier & Float Maint.		800	5,400	2,588	3,612	3,612
Mooring Permit Printing		600	135	731	4	
	-----	-----	-----	-----	-----	-----
	0	13,258	7,108	15,885	4,481	3,612
TOWN HALL						
Salary		4,554		4,554	0	
Electricity		4,000		3,137	863	
Fuel and Oil		8,000		6,864	1,136	

Fiscal Year Ended June 30, 2004	Beginning Balance	Appropriations	Transfers	Net Expenditures	Transferred To Fund Balance	Carried Forward
APPROPRIATIONS AND EXPENDITURES						
Water		500		382	118	
Telephone		3,200		1,698	1,502	
Supplies		3,500	(410)	2,293	797	
Office Machines		3,000		1,351	1,649	
Computers & LAN		2,500		571	1,929	
Town Report		1,250		992	258	
	-----	-----	-----	-----	-----	-----
	0	30,504	(410)	21,842	8,252	0
TOWN PROPERTY MAINTENANCE						
Custodial Salary		3,000	(1,000)	0	2,000	
Expenses		3,000		2,739	261	
	-----	-----	-----	-----	-----	-----
	0	6,000	(1,000)	2,739	2,261	0
YOUTH ACTIVITIES						
Director Salary		12,737		12,737	0	
Liability Insurance		200		0	200	
Telephone		750		375	375	
Revolving Fund Contribution		6,000		6,000	0	
	-----	-----	-----	-----	-----	-----
	0	19,687	0	19,112	575	0
CONOMO POINT COMMISSIONERS						
Salaries		1,848		1,847	1	
Stationary/Printing Supplies		250		199	51	
Misc.		100		0	100	
Property Maint.		400		300	100	
	-----	-----	-----	-----	-----	-----
	0	2,598	0	2,346	252	0
WASTEWATER MANAGEMENT						
Sampling Program		6,000		5,159	841	
Legal Services	4,017	10,000		4,017	0	10,000
	-----	-----	-----	-----	-----	-----
	4,017	16,000	0	9,176	841	10,000
CENTENNIAL GROVE MGMT.						

Fiscal Year Ended June 30, 2004	Beginning	Appropriations	Transfers	Net	Transferred To	Carried
APPROPRIATIONS AND EXPENDITURES	Balance			Expenditures	Fund Balance	Forward
Sanitation Facilities		2,000	400	2,009	391	
Maintenance		500		400	100	
	-----	-----	-----	-----	-----	-----
		2,500	400	2,409	491	0
	-----	-----	-----	-----	-----	-----
TOTAL SELECTMEN'S DEPARTMENTS	5,302	923,389	7,578	840,535	70,744	20,942
TOWN CLERK						
Salary		16,000		16,000	0	
Postage		90		74	16	
Supplies	335	400		642	93	
Parking Tickets		1,000		898	102	
Dues		50		50	0	
Meeting Expenses		100		0	100	
Dog Licenses		400		293	107	
Copy Machine		300		218	82	
	-----	-----	-----	-----	-----	-----
	335	18,340	0	18,175	500	0
TREASURER and COLLECTOR						
Salaries		70,023	605	70,627	1	
Postage Meter		1,550		652	898	
Bank Charges		1,100		619	431	50
Payroll Processing		5,900		5,021	452	427
Telephone		900		692	208	
Postage and Envelopes		5,500		5,140	360	
Books and Supplies		2,200		1,398	802	
Copier		250		0	250	
Dues and Meetings		150		140	10	
Interest Short Term Debt		10,000	(3,500)	0	6,500	
Interest Tax Court Abatements		1,000		454	546	
Software Support		5,200		4,175	1,025	
FICA		31,800		31,257	543	
Tax Title Legal Fees		5,000		125	4,875	
	-----	-----	-----	-----	-----	-----

Fiscal Year Ended June 30, 2004	Beginning	Appropriations	Transfers	Net	Transferred To	Carried
APPROPRIATIONS AND EXPENDITURES	Balance			Expenditures	Fund Balance	Forward
	0	140,573	(2,895)	120,300	16,901	477
VETERANS BENEFITS						
District Assessment		10,000		9,076	924	
Ordinary Benefits		20,000		11,873	28	8,099
	-----	-----	-----	-----	-----	-----
	0	30,000	0	20,949	952	8,099
SCHOOLS						
Manchester/Essex Regional School District		4,103,492		4,049,720	0	53,772
N.S. Regional Vocational School		75,672		68,734	0	6,938
	-----	-----	-----	-----	-----	-----
	0	4,179,164	0	4,118,454	0	60,710
	-----	-----	-----	-----	-----	-----
Subtotal Operating Budgets	10,822	7,563,954	(7,500)	7,286,994	178,366	97,868
OTHER EXPENDITURES						
Social Service Agencies		6,817		6,817	0	
Snow Removal		40,000		70,772	(30,772)	
Debt Service		242,498		242,498	0	
	-----	-----	-----	-----	-----	-----
TOTAL FY 2004	10,822	7,853,269	(7,500)	7,607,081	147,594	97,868
	=====	=====	=====	=====	=====	=====

ACTION, INC.

Action, Inc. is very grateful for the continued support of the residents of Essex to help local people and families in need. Action provided emergency and supportive services to 62 Essex households last year.

Action provided HomeCare services to eight elderly Essex residents. Action HomeCare provided about 1,900 hours of home and personal care to help Essex elders continue to live independently and avoid having to move to a nursing home. The value of this service was \$33,193.

Action continues to help very low-income Essex households to keep the heat on in the winter. Forty-three households received fuel assistance amounting to \$18,000. Action helped an additional 4 Essex households get a tank of oil half price through Citizen's Energy. Action also weatherizes homes to provide insulation, heating systems repair, and replacements to help improve energy efficiency. These services were provided to 8 Essex households at a total cost of \$5,791.16.

Three Essex households received financial or legal assistance to prevent homelessness.

Seven adults completed skills training (including computers and medical billing and coding) to help them get better jobs. Two Essex residents received college scholarships of \$1,000 each.

One high school student from Essex participated in the Compass Program for at-risk youth to help him complete high school.

All households were very low-income, with incomes below 20% of the area median income. One quarter of the people helped were elderly and one quarter were children. Fifteen percent of the households were single parents and 13% were disabled adults. The remaining households were unemployed or working but not earning enough to make ends meet.

Respectfully submitted,
William Rochford, Executive Director

ADULT LEARNING CENTER

During the Adult Learning Center's fifteenth year, 33 volunteer tutors and I gave 1700 two to three hour one-on-one lessons to 127 of our Cape Ann neighbors. Fifty-two people studied for the GED or para-professional exams. Sixty-seven learned English as a second language and eight worked on increasing their basic literacy. During the year, eleven passed the GED exams and three became U.S. citizens.

Behind these numbers and the tiring work they imply lie human stories that keep us all inspired and energetic. It was a year in which four women.....nurses in their native lands....studied English at the ALC in order to qualify to re-enter their professions in the U.S.; a nurse from

Kenya, a woman from Bulgaria, a woman from Poland and a woman from Brazil. From four corners of the globe, they have in common a burning desire to translate their skills into their new homeland.

It thrills all of us tutors when a student becomes a U.S. citizen. This year we wave our flags for Nurie Omari of Albania and Guiseppa Carolla and Giuseppe Dimnino of Italy.

Something I hope is a trend (perhaps it is an age-old tradition) among our GED students is that several young men are studying hard to qualify for the exams because their girlfriends insist they have the skills necessary to hold a good job and share the load!

The volunteer tutors and I continue to enjoy the load we share.

Respectfully submitted,
Margaret McMcBride, Teacher/Coordinator

ANIMAL HEALTH INSPECTOR

During 2004 there were no confirmed cases of rabies in Essex. Rabies has been on the increase in surrounding towns and State officials still urge pet owners to keep their animals current on rabies vaccines as required by law.

Nine dog bites involving people were reported in 2004. All these dogs were quarantined and were negative for rabies. Twenty-one cats were quarantined for rabies observation, as required by State law, for having "wounds of unknown origin" and were also negative for rabies. The coyote population continues to increase in Essex causing concerns with pet and livestock owners. Pet owners are encouraged to keep their animals in at night.

In November 2004 I attended the annual Animal Health Inspection meeting held at Essex Aggie. Along with the annual rabies updates, topics discussed included current Zoonotic diseases, barn inspections, and continued discussions on terrorism. These meeting are always interesting and informative.

Routine barn inspections were done and the barn book was turned in to the Department of Animal Health in Boston.

Respectfully submitted,
Pamela Stone, CVT, Animal Health Inspector

BOARD OF ASSESSORS

During the past year the Board of Assessors initiated a review and recapture of data on all residential property in Essex which had not been done for ten years. The aim is to maintain property records that are as up to date and accurate as possible. This is a three-year project with a

review of commercial, industrial and personal property to be included in the next two years as well. The Board appreciates the cooperation of property owners, which has kept this project ahead of schedule in completion of this task.

The Department of Revenue has mandated state-wide interim-year sales analysis beginning in 2004. This is to encourage and validate adjustments of values in off years of the triennial revaluations. The result in Essex has been an adjustment to values based on subtleties of sales analysis to avoid large jumps in values every three years as had happened in the past. As we work toward even greater equity in values we know that taxpayers whose property has been undervalued for several years, according to our sales analysis, have seen marked increases in the past two years. Although property owners may not have improved their property, what influences assessment is what the market is willing to pay for what you own. Our analysis of 2002 and 2003 sales, on which our 2005 values are based, still indicates rising sales values in real estate.

The Board, in an effort to compensate for the loss of Paul Mugford's expertise, has hired an assisting assessor, Consultant Henry Fournier, who has been very helpful in reviewing our assessing practices and acting as our liaison with the DOR.

In June, Assessors David Trask and Kurt Wilhelm completed a DOR sponsored course on Assessing Principles and Practices and received certification in the Classification of Property.

The Board continues to be indebted to Gillian Palumbo for her professional service as our representative to the public and for her conscientiousness in the multitude of tasks that being clerk of the Essex Board of Assessors requires. I would also like to thank Town Accountant, Kathy Benevento and other Town board members who assisted in our efforts to complete our recapitalization for the DOR and set the tax rate in a timely fashion.

Respectfully Submitted,
Richard Cairns, Chairman

BUILDING INSPECTOR

A total of 133 permits were issued in 2004. The following is a breakdown of the number and description of permits issued:

26	-Addition	4	-Pool
7	-Deck	2	-Pump Station
2	-Demolition	18	-Remodel
2	-Fence	17	-Repair/Replacement
4	-Foundation	18	-Roof
7	-Garage/Barn	3	-Shed
1	-Gas Tank	8	-Stove
1	-Greenhouse	1	-Wireless Facility
12	-New Dwelling		

The hours for the Building Inspector are from 5:00 p.m. to 7:00 p.m. Wednesday evenings. You may pick up Building Permits and Wood Stove applications during regular business hours at the Town Hall, Monday through Thursday. Guidelines for the permit procedures are available at the Building Inspector's office in the Town Hall.

Please note that should anyone have issues with accessibility to the Town Hall, they need only give me a call at 978-768-2514 (or 978-768-6531) so that I can make special arrangements to meet with them.

Respectfully submitted,
William Sanborn, Building Inspector

CONSERVATION COMMISSION

During 2004, the Conservation Commission held public hearings under the Wetlands Protection Act, M.G.L. Chapter 131, Section 40, for twenty-four Notices of Intent filed for proposed projects within the buffer zone of a wetland resource area. Orders of Conditions were issued for these projects. The Commission acted on eleven requests from the public to determine whether the Wetlands Protection Act was applicable to a proposed site or project. Building permit applications were also reviewed for their applicability under the Wetlands Protection Act.

The Commission meets at the T.O.H.P. Burnham Public Library on the first and third Tuesday of each month, and urges anyone who is contemplating a project within the proximity of a wetland area to contact them early in the project planning stage to receive guidance in the preparation of the applicable paperwork. This will prevent costly delays during the project.

Present members of the Commission are Wallace Bruce, Chairman, Robert Brophy, Philip Caponigro, Elisabeth Frye, Stephen Gersh, Philip Lake, and Shirley Singleton.

Respectfully submitted,
Wallace Bruce, Chairman

COUNCIL ON AGING

During 2004 the Essex Council on Aging continued to provide many services to the senior population of Essex. Free services provided included a Shopping Bus to the malls, Dominoes, Blood Pressure Clinics, Cribbage, Arts & Crafts and Movies. Line Dancing and Crazy Whist requested a very nominal fee.

The Council published and mailed quarterly newsletters to each senior citizen. With the Board of Health and the Visiting Nurses Association a flu clinic was held. Together with the Friends of the Council on Aging the Annual Picnic at Centennial Grove was held in June, the annual Cruise Down River in August and the annual Christmas Luncheon in December.

With the aid of a grant from SeniorCare, the Senior Center was open four days a week to assist senior citizens.

With joint participation of the Friends of the Council on Aging and the Senior Citizens Club, the Travel Club provided several trips around New England.

Due to the sewer construction on Pickering Street, the Senior Center was closed at the end of December and will reopen in March 2005. Activities have been rescheduled at the Universalist Church, Chebacco Terrace and the Library.

In December, Margaret Nelson stepped down from her position as chairman.

As the new Council Chairman, I will do my best to continue the many services to the seniors of Essex.

Respectfully submitted,
David L. Folsom, Chairman

ELECTRICAL INSPECTOR

In 2004 a total of 95 electrical permits were issued:

New Homes (complete wiring).....	13
New Pre-Fabricated Homes.....	2
Additions.....	14
New Services.....	16
Underground Services.....	13
Temporary Services.....	4
Commercial remodeling.....	2
Remodeling and wiring updates.....	18
Garages/Barns.....	2
Swimming Pools.....	23
Security/Fire Alarms.....	7

Electrical permits must be obtained before any electrical work begins and no work shall be covered until an inspection is made. All electrical work must meet the requirements of the Massachusetts Electrical Code. The Electrical Inspector has 24 hours for exterior excavations and 72 hours for interior installations after proper notice to the Inspector. This excludes Saturdays, Sundays and holidays per the Massachusetts Electrical Code.

Certificates of insurance liability must accompany permit applications and, as required by the Department of Industrial Accidents, signed affidavits and/or a Certificate of Workers' Comp Insurance as per M.G.L. Chapter 152, Sec. 25 must also be provided by the contractor prior to the issuance of a permit.

Permit applications are available in the office of the Board of Selectman during regular business hours. Inspections are done on Tuesday and Thursday of each week. Please call 978-768-2514 to request an inspection or to leave a message for the Electrical Inspector.

Respectfully submitted,
Ramie Reader, Electrical Inspector

ESSEX CULTURAL COUNCIL

In 2004, the Essex Cultural awarded grants totaling \$4000 to four applicants. Eleven applications totaling \$7,217 were received and reviewed. The winning applications were: Essex Elementary and Middle School for an assembly program on accepting differences, using mural art, in the amount of \$800; Essex Historical Society and Shipbuilding Museum for an exhibit and ceremonial day free to the public on the schooner Gertrude L. Thibaud and a recently acquired model of the historic vessel in the amount of \$2,100; Manchester, MA, Parks and Recreation Department for the summer bandstand concert series in the amount of \$100; and the Essex Elementary and Middle School for a Youth Concert Program and day-long workshop by Music at Eden's Edge in the amount of \$1000.

Respectfully submitted,
Daisy Nell Collinson

Fire Department

The Essex Fire Department consists of thirty-five members and an auxiliary of sixteen members, both Firemen and EMTs. During 2004 the Department made 170 fire calls and 246 ambulance calls for a total of 416 calls. The Department responded to 17 mutual aid calls which provided assistance to our neighboring towns.

During 2004 members of the Fire Department participated in several training courses. Among these were blast training, impact training, ice rescue training, dive team training, and first aid and CPR. The department issued approximately 150 permits and inspections were made on smoke detectors, oil burners, storage tank removals and installations, blasting and propane tanks.

The Fire Department applied for and received a State Homeland Security Grant of \$12,220.36. These funds were used to purchase radio equipment, software and accessories. The Finance Committee approved the purchase of a new emergency generator, which will be a great improvement to the town in case of an emergency. This much-needed addition has the capability of hooking up to the Town Hall and providing them with emergency service.

We hope that the Town will continue to support the Fire Department by approving the article for the replacement of the ambulance.

In closing, we would like to personally thank each member of the Fire Department, Auxiliary Fire Department and the EMTs for their hard work and dedication during 2004. In addition, we want

to thank the ECO dispatchers and the Essex Police Department for their professional manner in handling calls and Lyons Ambulance Service for providing the Town with Advanced Life Support (ALS).

Respectfully Submitted,
Richard Carter
James Mulcahy
Raymond Maxfield
Board of Engineers

Harbormaster

The 2004 boating season was relatively routine for Harbormaster personnel. In March, we began the boating season by mailing and processing mooring renewals. Deputy Harbormaster Jim Platt began the yearly task of repairing or replacing the navigational markers in the river.

During the winter, ice in the river pulled up three pilings at the town landing that had been driven in the year before. The pilings were reset and a plan was made to better secure them with a concrete pad.

In the early spring, the Department of Public Works installed several ramp sections that were rebuilt by Dave Brown of the Essex Shipbuilding Museum. The Town and the Enhancement Committee of the Essex Division of the Chamber of Commerce provided the funding for this project. A new aluminum gang way was purchased and delivered to the site for additional improvements to the float system.

During the season, Harbormaster personnel logged in 853 hours of patrol on the river and Chebacco Lake providing assistance to boaters, placing moorings, setting navigational markers and enforcing the boating laws. Several times during the season, Harbormaster personnel were called on to locate lost or overdue boaters and to assist boaters in distress.

The Harbormaster Department took in \$17, 192.00 in mooring renewal fees during the year. The Harbormaster's Office continues to receive many requests for moorings in the Essex River. Currently, there are 142 on the waiting list and a projected wait of five to seven years.

In November, the navigational markers were removed and the boat was hauled to end our season.

I extend my thanks to the Assistant Harbormasters who provide the daily patrols and emergency responses during the season and look forward to working with them in the coming season.

Respectfully submitted,
David Harrell, Harbormaster

Board of Health

During the Fiscal Year 2004, Board Member Paul Rullo decided not to run for reelection. His knowledge and manner are missed by the Board and department personnel. Remaining Board Members Sandra Pelkie-MacIntyre, Chair, and Karin Staiti-Carroll, Clerk, remained to carry out the duties until joined by newly appointed Member Lynne March in October '04. Staff consisted of Elaine Wozny, Board Administrator and Margaret Davies, Clerk. At the end of the fiscal year, Margaret Davies gave her notice as Administrative Clerk due to a pending move out of state. Partners Home Care continued to be contracted to provide Public Health Nursing Services and Mario Salvatore was contracted to provide food service establishment inspections. An article placed on the warrant for Town Meeting to change the Board of Health from elected by the citizens to appointment by the Board of Selectmen was defeated. We feel an elected Board is the best option for us and thank those who voted to keep us an independent Board.

The Board had an active year. Between July 1, 2003 & June 30, 2004, our department -

- Sent notice to repair known failed septic systems serving properties outside of the future sewer area to 25 properties.
- Issued 28 Disposal Works Construction Permits for the installation or repair of septic systems and performed an average of 4 inspections per system.
- Sponsored 2 flu vaccination clinics for seniors and high risk residents.
- Performed routine weekly monitoring of four town swimming areas. This resulted in the closing of two areas of Chebacco Lake, twice for several days, until the return to acceptable bacterial limits.
- Investigated 25 complaints.
- Reviewed 34 Title 5 Inspection Reports
- Reviewed 107 building permit applications
- Reviewed 101 septic system design plans (submittals, revisions, and "as built" plans)
- Performed soil testing on 38 properties
- Performed 104 inspections of food service establishments
- Licensed 41 Septic System Installers
- Issued 2 Recreational Camp for Children licenses and performed associated inspections.
- Issued 43 Food Service Permits (Retail, Establishment, Non-profit, & Catering)
- Issued 21 Temporary Food Service Permits
- Issued 4 Milk & Cream permits
- Issued 10 Bodywork Establishment Licenses
- Issued 15 Bodywork Practitioner Permits
- Issued 10 Septic Haulers Licenses
- Issued 34 Keeping of Animals Permits
- Issued 5 Retail Tobacco Sales Permits
- Issued 2 Bed & Breakfast/Hotel/Motel Permits

We continued to provide professional and prompt services and disseminate information to the public and those who request it. Walter Montgomery and Dr. Esteban Cuebas-Incle, of the Northeast Massachusetts Mosquito Control and Wetlands Management District, spoke to the

public on mosquitoes and their control. Our agent attended seminars to remain current in many of the vast Board of Health responsibilities, including Title 5, bathing water quality, food safety, and bioterrorism. This year we took advantage of available grant money to contribute toward monitoring of the water quality of our recreational waters.

We continued to monitor for diseases carried by insects and animals. Two aggressive raccoons were killed by the Police in the spring of '04. Both tested positive for rabies. Four dead birds sent to the Department of Public Health for testing proved positive for West Nile Virus, and we received positive Lyme disease reports for 9 Essex residents. Beavers lead to another type of human/animal conflict, causing the BOH to issue an emergency Beaver Permit to allow breaching of a beaver dam affecting properties on Chebacco Lake.

Response planning in the event of an emergency is a major consideration for the Board of Health. Essex joined with the area communities of Danvers, Beverly, Salem, Peabody, Lynn, Saugus, Gloucester, Nahant, Rockport, Marblehead, Swampscott, Hamilton, Wenham, and Manchester-by-the-Sea to form a regional coalition to prepare in the event of a health emergency. Grant money received from the MA Department of Public Health, through the CDC, funds equipment and training.

The Town and Board of Health continue toward the goal of correcting our longstanding issue of inadequate sewage disposal and work together with the DPW and Town Administrator toward the timely compliance with the Modified Final Judgment between Essex and MA Department of Environmental Protection (DEP). Ordered repairs of properties with failed septic systems outside of the future sewer area continue as we progress toward the connection of sewer connections for properties within the future sewer area. As part of the terms of the Final Judgment between Essex and MA DEP, we submit the following information pertaining to property transfers in the Town of Essex for the *calendar year 2004* –

#	Street	Date Insp	Insp Result	Inspector	Trans. Date
1	Apple St.	3/6/2004	P	Morin	4/8/2004
18	Apple St.	5/8/2004	P	Morin	6/30/2004
90	Apple St.	5/25/2004	P	Duncan	7/23/2004
131	Apple St.	3/10/2004	P	D.Johnson	4/6/2004
20	Addison St.	FSA	req'd sewer con.		11/29/2004
1	Arielle Ln.		New System		6/4/2004
52	Belcher St.	4/26/2004	P	Ginn	12/10/2003
15	Cogswell Ct.	FSA	req'd sewer con.	n/a	11/30/2004
97	Conomo Point Rd.		Ordered Rep		7/13/2004
18	Coral Hill		New System		3/23/2004
8	Deer Hill Farm	2/13/2004	P	Chigas	7/1/2004
4	Eastern Ave.		req'd sewer con.		9/30/2004
6	Eastern Ave.		req'd sewer con.		8/6/2004
43	Eastern Ave.	FSC	req'd sewer con.		10/22/2004
51	Eastern Ave.	FSA	req'd sewer con.		8/16/2004

81R	Eastern Ave.	3/30/2004	P	Ginn	4/16/2004
		Vol			
131	Eastern Ave.	upgrade	req'd sewer con.		5/28/2004
		Vol			
143	Eastern Ave.	upgrade	req'd sewer con.		6/15/2004
149	Eastern Ave.	FSA	req'd sewer con.	n/a	5/21/2004
30	Grove St.	NEED			5/20/2004
8	John Wise Ave.	NEED			3/17/2004
89	John Wise Ave.	7/12/2004	P	Ricker	10/25/2004
93	John Wise Ave.	7/29/2004	P	Ginn	9/30/2004
172	John Wise Ave.	7/29/2004	P	Ginn	9/23/2004
189	John Wise Ave.	10/6/2004	P	D.Johnson	12/29/2004
44	Lakeshore Dr.		Vol. upgrade		10/1/2004
5	Lakeview Rd, Unit 5	8/27/2002	P	DiVendienzo	1/30/2004
6	Lakeview Rd Unit 6	8/27/2002	P	DiVendienzo	8/20/2004
8	Lakeview Rd. Unit 8	8/27/2002	P	DiVendienzo	8/20/2004
9	Lakeview Rd. Unit 9	8/27/2002	P	DiVendienzo	2/18/2004
17	Lakeview Rd.	NEED			2/17/2004
16	Low Hill Rd.	7/25/2004	P	Morin	10/29/2004
7	Lufkin Point Rd.	NEED			11/15/2004
38	Lufkin Point Rd.		Ordered Rep		7/30/2004
40	Main St.		req'd sewer con.		11/1/2004
54	Martin St.	1/12/2004	F	Noris	6/14/2004
57	Martin St.	3/30/2004	NFE	Ginn	7/16/2004
73	Martin St.	1/28/2004	F	Noris	4/30/2004
80	Martin St.	FSC	req'd sewer con.	n/a	8/26/2004
84	Martin St.		req'd sewer con.		6/3/2004
87	Martin St.	7/29/2004	P	Ginn	12/30/2004
21	Milk St.		req'd sewer con.		10/27/2004
6	Patriots Ln.	4/12/2003	P	White	6/1/2004
19	Pickering St.	FSA	req'd sewer con.		10/22/2004
15	School St	11/1/2003	P	Morin	5/20/2004
1	Shea Ct.		New System		2/13/2004
16B	Southern Ave.				8/30/2004
97	Southern Ave.		New System		11/8/2004
132	Southern Ave.	4/8/2004	P	LeBlanc	4/30/2004
3	Southern Heights	FSA	req'd sewer con.	n/a	4/7/2004
43	Story St.	2/2/2004	P	Hobbs	3/5/2004
61	Story St.	FSC	req'd sewer con.		1/29/2004
110	Western Ave.	NEED			6/30/2004
158	Western Ave.	NEED			12/2/2004
206	Western Ave. Unit B	6/21/2002	P	DiVendienzo	3/11/2004

206	Western Ave. Unit D	8/27/2002	P	DiVendienzo	8/27/2004
39	Wood Dr.	9/14/2004	Vol. upgrade		9/17/2004
	FSA=sewer	agreement			
		P= Pass		F=Fail	
	NFE=Needs further	evaluation	FSC= Sewer	connection	letter

The Board of Health continues to meet every two weeks. The public is welcome to attend these meetings. If you would like to discuss an issue, please call our office in advance to be placed on the agenda.

Respectfully submitted,
Sandra Pelkie MacIntyre, Chairman

HAWC – HELP FOR ABUSED WOMEN AND THEIR CHILDREN

Since 1978, HAWC (Help for Abused Women and their Children) has been the only agency providing domestic violence prevention and comprehensive services to women and their children in 23 North Shore cities and towns from Saugus to Gloucester. Based in Salem with outreach offices in Gloucester and Lynn, HAWC's free domestic violence services include emergency shelter, 24-hour hotline, advocacy in courts and health care settings, support groups, counseling, and education in schools throughout the North Shore. Research has shown that 60% of battered women report that their first instance of battering occurred in a teenage dating relationship. HAWC's Youth Outreach Program seeks to educate teens before they establish patterns of unhealthy relationships that can last a lifetime.

HAWC provided the following services during fiscal year 2004:

- Shelter was provided to 36 women and 49 children.
- HAWC volunteers answered 3,462 hotline calls. The hotline is staffed by trained volunteers who provide information, advice, referral and assistance securing shelter for women in crisis.
- Advocacy and counseling was provided to a total of 2,656 women.
- The Youth Outreach Program educated a total of 8,571 youth and adults.

Town of Essex residents received the following services from HAWC during fiscal year 2004:

- 44 hotline calls were from the Town of Essex.
- 7 women from the Town of Essex received advocacy and counseling.

HAWC collaborates with many partners in helping women to break free from abuse. The religious community, colleges and universities, businesses, law enforcement, health care professionals, schools, city and town officials are all helping to raise awareness, end violence and assist victims. By coming together as a community, exchanging ideas, and coordinating efforts, we are taking significant steps to end violence against women.

TOHP BURNHAM PUBLIC LIBRARY

The TOHP Burnham Library enjoyed support for both new and on-going programs and continued loyalty of patrons, friends, volunteers and staff.

This past year Andrea Levy became our new assistant librarian. Andrea had previously worked as one of our volunteers. She has assumed primary responsibility for the planning and development of our weekly Preschool Story Hour, contributed to the organization and planning of summer programs and other reading groups, and helped with the other daily tasks of acquisition, circulation, and cataloging of materials.

One recent visitor from out of town who had come to the library to research genealogy commented on what a busy, inviting and active place our library was! He was so right! The activities of the library have grown in creative ways to serve the educational, social, and literary needs of our community, and our varied programs demonstrate this.

A number of programs and activities are efforts to promote and encourage literacy and reading among young people. In addition to Preschool Story Hours, we have a program for toddlers and an early literacy program "Read to Your Bunny" for children and care-givers from birth to two years of age. Books and Crafts for Kindergarteners and First graders was held monthly from October through December. The library has hosted volunteers from the America Reads program who conduct weekly tutoring programs in literacy. The Kindergarten classes visited several times this year allowing the children to sign up for their own library cards, which they receive with pride and enthusiasm. The first and second graders also made class visits. During the summer vacation the library sponsored summer reading with the theme "Going Down River with Reading" (statistics show that many who don't read are sent "up the river"). The kids signed up at our Root Beer Float day in June. Reading Club included four activity days and prizes for children achieving reading goals. A Book Club for adults was started in August. After a title is selected for reading, a date is set for discussion at the library. As many as fifteen readers have gathered for a lively and insightful exchange of views on the selected books in the past few months.

Under the leadership of volunteers Marianne Allen, Bette Mello and Connie Perrigo, we once again held a knitting workshop which met for eight weeks. At least a dozen knitters of all ages (one time we had 30 knitters) gather at the large tables to teach and encourage one another in a pleasant atmosphere of intergenerational cooperation and learning.

Hundreds of items have been added to our collection this past year. Two thirds of our acquisition budget comes from other than town resources. The library is grateful for the continued support of the Friends of the Library in contributing funds through a variety of fundraisers. These, in addition to grants and generous gifts, have allowed us not only to purchase books but also increase our DVD collection and our books on CD, which have come to represent an ever-increasing percentage of items borrowed from the library.

I would like to thank the Trustees and all of the volunteers and friends of the library who give generously of their time and resources in helping to maintain the Library as a vibrant ever-changing center of learning experiences and service to our community.

Respectfully submitted,
Beth Cairns

TOHP BURNHAM LIBRARY **INCOME**

Interest	\$ 249.44
Checking account interest	.07
Fines	169.50
Copier	184.00
Lost cards	22.00
Book sales	122.00
Refunds	37.00
Replacements	133.00
Gifts	5339.00
Total	\$6256.01

EXPENDITURES

Books	\$3339.47
Subscriptions	682.17
Videos	686.09
Audio/CD's	1943.70
Bank charges	24.00
Supplies	42.00
Museum Membership	150.00
Total	\$6867.43

<u>7/1/03</u>	<u>Inc.</u>	<u>Exp.</u>	<u>Bal. 6/24/04</u>
\$1251.92	\$6256.01	\$6867.43	\$640.50

METROPOLITAN AREA PLANNING COUNCIL

The Metropolitan Area Planning Council is the regional planning and economic development district representing 101 cities and towns in metropolitan Boston. In addition, the Council shares

oversight responsibility for the region's federally funded transportation program as one of 14 members of the Boston Metropolitan Planning Organization. The Council's legislative mandate is to provide technical and professional resources to improve the physical, social and economic condition of its district, and to develop sound responses to issues of regional significance. The Council provides research, studies, publications, facilitation and technical assistance in the areas of land use and the environment, housing, transportation, water resources management, economic development, demographic and socioeconomic data, legislative policy and interlocal partnerships that strengthen the operation of local governments.

The Council is governed by 101 municipal government representatives, 21 gubernatorial appointees, and 10 state and 3 city of Boston officials. An Executive Committee composed of 25 members oversees agency operations and appoints an executive director. The agency employs approximately 30 professional and administrative staff. Funding for Council activities is derived from contracts with government agencies and private entities, foundation grants, and a per-capita assessment charged to municipalities within the district.

In the past year, the Council has focused on initiatives that respond to regional challenges, some of which include:

- **Municipal planning:** working with more than 25 communities under the Executive Order 418 program. EO 418 provides communities with up to \$30,000 in state funding to undertake overall visioning on local planning issues, including housing, economic development, natural resources, and transportation.
- **Bringing advanced technology to cities and towns in the region:** a contract with Pictometry International will provide aerial photographic images that municipal departments, including police and fire, can utilize to improve service delivery.
- **Adoption of smart growth principles:** MAPC developed and adopted principles of good planning practice that will encourage sustainable patterns of growth to benefit people living throughout the metro Boston region. MAPC is also a founding member of the Massachusetts Smart Growth Alliance.
- **Metro Data Center:** The Center is an official US Census affiliate, helping to distribute demographic data throughout the region, including demographic, economic, and housing profiles for all 101 communities in metro Boston.
- **Transportation planning:** as vice chair of the Boston Metropolitan Planning Organization, MAPC worked to develop the 25-year Regional Transportation Plan as well as the annual Transportation Improvement Program, including transportation spending priorities for the region. We also spearheaded development of transportation spending criteria, taking into account environmental, economic, and equity considerations.
- **Metropolitan Highway System Advisory Board:** MAPC staffs this board, established in 1997 by the Commonwealth to advise the Massachusetts Turnpike Authority on issues relative to land use, air rights, zoning, and environmental impacts associated with development of land owned by the authority.
- **Regional Services Consortia:** The four regional consortia established by MAPC collectively purchased \$18 million in office supplies and highway maintenance services for its 31 member municipalities. The project also facilitates

collegial forums among members' chief administrative officers focused on collaborative problem solving and resource sharing. MAPC recently became the purchasing and administrative agent for the Greater Boston Police Council, which assists over 300 units of local government in the purchase of police vehicles and other public safety supplies.

- **Metro Mayors Coalition:** Working with the mayors and city managers of 10 municipalities in the urban core on issues such as group purchasing, employee health insurance, security and emergency coordination, and municipal relief legislation.
- **Homeland security:** addressing homeland security issues by facilitating cross-municipal partnerships between police, fire, and emergency management departments to acquire and share equipment, and more generally to plan for emergencies involving multiple municipalities; fiduciary agent for state/ federal grant funding through the Massachusetts Executive Office of Public Safety.
- **Hazard mitigation:** initiating a federally-funded partnership to produce a hazard mitigation plan to protect nine coastal communities in the event of natural disasters, including flood, winter storm, wind, fire, and geologic hazards.

Please visit our website, www.mapc.org, for more details about these and other activities.

Metrofuture: Making A Greater Boston Region

MAPC has launched a new civic process, called MetroFuture, to create an updated regional vision and growth strategy for metropolitan Boston. MetroFuture engages city and town governments, state agencies, non-profits, business, labor and academic groups in this planning process. The outcome will be a vision and growth strategy that puts the region on a sustainable path in terms of land use, economic, environmental and social issues. MAPC will need the support of a broad range of organizations in the region to help plan, fund and implement this new framework for addressing the challenges facing metropolitan Boston.

The effort to create this new strategy was launched on October 29, 2003 at a Boston College Citizens Seminar. More than 400 citizens from a wide range of local and regional groups attended the event, and expressed their opinions on the region's resources and challenges as well as their own visions for the future. This input will be critical as we move to the next phase of this exciting multi-year project. Please visit the project web site, www.metrofuture.org, for more information.

North Shore Task Force (Beverly, Danvers, Essex, Gloucester, Ipswich, Manchester by the Sea, Marblehead, Middleton, Peabody, Rowley, Salem, Swampscott, Topsfield, Wenham)

The Town of Topsfield is a member of the North Shore Task Force. During the past year the North Shore Task Force took part in a variety of activities, including the following:

- ☐ Review and input into the MBTA's Capital Investments Program
- ☐ Participation in the MAPC program to make its subregional task forces more effective
- ☐ Reviewed and gave input into findings by Central Planning and Transportation Staff (CTPS) on North Shore Congestion Management Studies
- ☐ Learned and took part in naming Transportation Improvement Projects (TIP) with MAPC Transportation Staff using new Smart Growth evaluation criteria

- ☐ Worked with the City of Gloucester and the Cape Ann Chamber of Commerce to present the Cape Ann Housing Forum, a picture of affordable housing and possible solutions for the Cape Ann region communities
- ☐ Introduced and provided technical assistance on the Priority Development Fund and Commonwealth Capital Fund grant programs to help implement recently completed Executive Order 418 Community Development Plans around the North Shore
- ☐ Sponsored a Chapter 40 B Housing Forum on regulatory changes made and legislative bills pending for it
- ☐ Introduced funding opportunities for Pre-disaster Mitigation Planning available through the Federal Emergency Management Agency via Homeland Security funding
- ☐ The Task Force actively supported the successful efforts to maintain 24-hour emergency surgery and services at Gloucester's Addison Gilbert Hospital.
- ☐ Reviewed and commented on the passage of the Chapter 40R "Smart Growth" districts passed by the Legislature
- ☐ Participated in and held regular reviews of MAPC's Legislative Committee findings
- ☐ Received and reviewed the MAPC Executive Report on a monthly basis

The NSTF Coordinator actively engaged with the region with focus on the following projects:

- ☐ Completed EO 418 Community Development Plans for Swampscott, Essex and Rockport in July, 2004;
- ☐ Expanded the North Shore Wind Energy project in collaboration with the MA Technology Collaborative to ten North Shore coastal communities in the region by including the City of Lynn and partnering with Healthlink and the Cape Ann Climate Action Network to plan the first North Shore Wind Forum at Ipswich Town Hall in January, 2005.
- ☐ Provided data for and facilitated the January 28, 2004 Cape Ann Housing Forum in Gloucester. In collaboration with the Cape Ann Chamber of Commerce, the City of Gloucester and the towns of Essex, Rockport and Manchester-by-the-Sea, the forum examined the results of EO 418-funded housing assessments for each community and evaluated housing obstacles and opportunities for the Cape Ann region as a whole.
- ☐ Worked in collaboration with the Massachusetts Housing Partnership to produce the well-attended North Shore Regional Housing Meeting in October, 2004. The meeting provided case studies and sharing of local solutions to affordable housing problems in the NSTF area.
- ☐ Provided community planning assistance to the communities of Topsfield, Rockport and Lynn to enable them to submit Commonwealth Capital Funding grant applications in August, 2004.

MAPC Annual Report prepared and submitted by
Marc D. Draisen, Executive Director

OPEN SPACE COMMITTEE

The Open Space Committee's mandate is to preserve and protect open space in Essex. Our town is rich with a variety of landscapes, including the Essex River estuary, fresh water habitats, farmlands, and pristine wooded areas – all of which add immeasurably to our local character, treasured by residents and tourists alike. These areas must be cared for and protected so that their beauty, value and biological integrity are not diminished. As always, the Committee's efforts this year were focused on measures to preserve the Town's distinguishing natural landscapes.

In FY '04, the Essex Planning Board entrusted the Open Space Committee with responsibility for determining the best site for a ten-acre parcel of land ordered by a 1996 Agreement for Judgment. This parcel, to be granted to the Town by Peter Van Wyck and held under a conservation restriction, was a condition for permission to develop surrounding property. The process involved physically walking the land, developing criteria to determine the best site, considering various alternative sites, and consulting with conservation professionals and state agencies as to the most appropriate action. Much of the work involved in this project was done by Martha Hoar, who dedicated a great deal of time and energy to presenting a thoughtful recommendation. A report was submitted to the Conservation Commission and Planning Board in July, 2005. While researching this project, Mrs. Hoar also discovered several vernal pools on the property, two of which have been certified with the state, and two more which are in the certification process.

Another milestone for the Open Space Committee this year was the passage of an article we submitted for approval at the Annual Town Meeting involving parcels acquired by the Town by tax possession. Over eighty acres of land integral to coastal water quality and shellfish habitat were recommended to be placed under the direct management, care, custody and control of the Conservation Commission. This designation provides an additional layer of protection to the areas involved, and was approved unanimously at the Town Meeting.

The committee also continued its work on updating the Town's Open Space Plan. Our volunteer committee struggled with finding the time and resources to complete the Plan, yet we remain committed to producing a well-crafted Plan which will be relevant and useful to the Town. Efforts in recent years, such as our Growth and Open Space Survey and Metropolitan Area Planning Council's state-mandated Project 418: Community Development Plan, have identified themes important to Essex residents. There is strong support for land conservation and a planned approach to future growth; thus, the Open Space Plan needs to reflect these goals. We intend to initiate meetings with other Town committees to invite questions, comment and support, and to help shape the final section on specific goals for Essex.

We welcome public attendance at our meetings and participation in our work.

Respectfully submitted,
Martha Hoar, Chair Julie Scofield
Rebecca Dawson Jonathan Matson
Richard Osborn
Jay Sweet IV, Planning Board Representative

Associates: April Bowling, Leslie Burns, Gretel Clark, Greg Crockett, B.J. Frye, Philip Lake, Lysa Leland, Alan McCoy, Art McDonald, Courtney Ellis Peckham, Mimi Storey, Margaret Sweet, Kurt Wilhelm

PERSONNEL BOARD

The Personnel Board met on a regular basis during fiscal year 2004 and transacted much routine business including the monitoring of various personnel-related actions, programs, and day-to-day issues. Mr. Jeffrey Brewer was appointed by a contingent of Town officials to replace Mr. Andrew LeStage who resigned from the Board when he moved out of the community. Highlights of the major Personnel Board actions taken over the past fiscal year include the following:

- The setting of the Wage & Salary scale prior to last year's Annual Town meeting.
- Monitoring of contract grievances and other issues related to the EPBA and AFSCME contracts.
- The adoption of a new form of employment application as recommended by the Town's insurer and Town Counsel.
- The approval of a new Planning Board Clerk position description.
- The approval of a new Council on Aging Clerk position description.
- The revision and updating of the Town's Sexual Harassment Policy.
- The revision of the Youth Commission's position description for Supervisory/Head Counselor.
- Appointment of non-union employees to the new Town Safety Committee.

We have accomplished much over the past year and look forward to serving the Town in the coming year.

Respectfully submitted,
Mark Osburn, Chair
Russell "Rusty" Copeland, Jr.
Jeffrey Brewer

ESSEX PLANNING BOARD

The Essex Planning Board was extremely busy with the consideration of applications presented this fiscal year. Many applications for new additions and small projects for existing homes were reviewed at each meeting. Along with the day to day business, the Board also spent time researching open space residential design concepts and are working toward implementing bylaws to address these areas in our current zoning.

Only one special permit was requested this year. This permit was for the addition of an antennae module to an existing Sprint Cell tower on Scot's Way.

There were no new subdivisions approved this fiscal year.

Eight approval not required (ANR) applications were acted upon this year, altering lot lines of parcels not in subdivision projects.

Improved communication among Town boards and officials has been effected this year, with more consistent contact and regular communication about applications pending and individual departmental concerns for specific projects. This has assisted the Planning Board's review process and applicants as well.

Special thanks to the Open Space Committee and the Conservation Commission for all their help on several difficult projects the Planning Board was tasked with this year. I also would like to thank all the Planning Board members for their dedication this year.

The Planning Board meets the first and third Wednesday of each month in the Town Library. Meetings begin at 7:30 p.m. and are open to the public.

Respectfully submitted,
Jud Lane, Chairman

PLUMBING & GAS INSPECTOR

One hundred and forty-four plumbing and gas permits were issued in 2004. The current program that is being used to format the permits needs to be updated. Discussions have taken place to create a process that will allow the Board of Health office, which handles all of my administrative work, to track when inspections are performed and projects are completed.

Below is a summary of the Plumbing/Gas Permits issued for the year 2004:

Plumbing:	71 Plumbing permits issued for 2004
	35 permits for new construction
	19 permits for renovations
	15 permits for repair work
	02 permits listed as other
Gas:	73 Gas permits issued for 2004
	35 permits for new construction
	16 permits for renovations
	22 permits for repair work

Respectfully submitted,
Mark Osborn, Plumbing and Gas Inspector

POLICE DEPARTMENT

During 2004 the Essex Police Department logged 4290 incidents. These calls were generally either requests for service or reports concerning conditions or activities in the town. The following is a breakdown of the type of incident responded to or reported:

209A	8	Missing Person	5
Alarm	114	Murder and Non-Neglect	0
Alarm (Fire)	13	MV Towed	88
Alarm Security	101	MVA	66
Ambulance Calls	246	MVA Fatal	0
Animal Calls	49	MVA Hit and Run	6
Annoying Phone Calls	11	Noise Complaint	28
Area Checks	730	Numbers and Lottery	0
Arson	0	Odor/Pollution Etc.	0
Arrests	30	Offense Against Family or Child	0
Assault	1	Officer Out Sick	36
Bikes or Mini-Bike Complaints	3	Operating Under the Influence	10
Burglary B&E	5	Other Assaults	0
By-Law Violation	1	Possession of Controlled Substance	0
Check Investigation	6	Property Damage	15
Check Well-being	38	Report from Gloucester Police	13
Complaint General	32	Report from Hamilton Police	11
Convey Message	7	Report from Ipswich Police	7
Cruiser Down Time	8	Report from Manchester Police	15
Cruiser out of Town	87	Report from State Police	0
Curfew & Loitering	0	Report Received	381
Dead Body	3	Report Received Wenham PD	1
Department Business	6	Road Condition Complaints	59
Department Equipment	66	Robbery	2
Disorderly Conduct	4	Runaways	4
Disturbance – General	8	S/M Dangerous Non-Narcotic	0
Dog Complaint	15	S/M Marijuana	8
Domestic	23	Safety Officer	8
Door or Window Open	20	Sex Offender Registration	0
E- 9-1-1- Calls	196	Sex Offense Except Rape	1
Embezzlement	0	Shellfish Enforcement	0
Emergency 209A Requests	2	Shoplifting	0
Erratic Operation	36	Skate Boarder Complaints	0
Escorts	6	Stolen License Plate	1

Fire Calls	56	Stolen Property/Buy/Receive	2
Forcible Rape	0	Subpoena	0
Forgery and Counterfeit	1	Suicide or Attempted Suicide	0
Fraud	6	Summons Received	8
Gambling	0	Suspicion	0
General Disturbance	8	Suspicious Activity	93
General Services	191	Tenant Landlord Dispute	6
Harbormaster Activity	47	Threats	5
Harassment	20	Traffic Enforcement	18
Illegally Parked M/V	567	Trespass	3
Incapacitated Person	2	Unwanted Person	5
Intra-Department	1	Vacation Watch	22
Kidnapping	0	Vagrancy	0
Larceny Except M/V	15	Vandalism	30
Liquor Laws	0	Warrant Received	17
Littering/Trash	2	Weapons Carry & Possession	1
Lost or Found Property	19	Wires Down	9
M/V Abandoned	2		
M/V Disabled	61		
M/V Lockout	4		
M/V Stop by Cruiser	1286		
M/V Theft	2		
Manslaughter Negligent	0		
Misc. Investigation	16		
Misc. Report Received	64		

Essex continues to be a safe community in which to live and work. We are fortunate that we have not been victimized to a great extent by the serious crimes that we see and hear about on a daily basis. Many of our calls for service and complaints are concerning “quality of life” issues such as traffic complaints, noise complaints, animal complaints and similar incidents. It is our goal to provide a safe secure environment for the citizens and visitors of the town.

During the year, our officers attended an annual firearms training and qualification course held at the Hamilton Rod and Gun Club under the direction of Inspector Peter Silva.

In the spring many of the officers attended a “live fire” training exercise at the Hamilton Wenham High School. The training was sponsored by the Massachusetts State Police and dealt with a scenario in which an armed assailant was in the building. Also, in the spring I told the Board of Selectmen that I would retire from the Police Department in November of 2005. I will have

completed 30 years of service and be 55 years old. With the addition of two years military service I will be credited with 32 years of service and retire at the maximum pension.

I wish to thank the groups and individuals who have assisted us during the year. It is important to have your support so that we can continue to keep Essex a safe community.

Respectfully Submitted,
David Harrell, Chief of Police

DEPARTMENT OF PUBLIC WORKS

The DPW continues to go through changes in operation and personnel. Damon Boutchie retired after 33 years of service to the Town. His knowledge and dedication will be missed. Essex is fortunate to have a committed, able work force to handle these changes and continue to move forward during these very busy times. In 2004 we replaced 2 pieces of equipment that were aging and high maintenance. A new JCB backhoe and a Ford 1-ton dump truck were retained via a 5-year lease/purchase. Regulatory and insurance compliance issues are constantly increasing. This is a burden with funding as well as time consuming.

Obviously, the sewer project was in full swing in 2004. The DPW would like to express its thanks to the Town's residents and business owners alike for their continued patience and understanding during this major construction project. The Town has a good professional working relationship with the contractor (ABI). This has been helpful in dealing with any issues that come up in a project of this size. All of the piping from the Causeway Bridge to the Gloucester line is complete with the exception of Southern Heights and the grinder pumps. During 2005 most of the excavation work will be from Essex Center to the Hamilton line (contract #4). This work should be complete by December 31, 2005. Some residents should be able to hook up by late spring.

The Water Department staff did our usual plant cleaning, valve exercising, hydrant flushing/maintenance, etc. The Treatment Plant, although still in good condition, is beginning to show signs of being 23 years old. It is in need of a new roof (original) and many items such as valves, chemical feed lines etc. are in need of replacement from normal wear and tear. The staff spent much of its time assisting w/ the sewer project with the water mark outs, valve operation, etc. There were many water breaks this year as a result from the sewer project in service lines and mains. As part of the sewer project we were able to replace many old iron services. Most of these were along the causeway and Eastern Ave. The water main break on Winthrop Street on Election Day could have been much worse if not for the quick response of qualified people to rectify the situation.

The water mains around town are 50-55 years old. This is the end of their design life. A systematic replacement plan should be in the future. When Mass Highway repairs the causeway there will be a small portion replaced. A project like this will be very costly and funding is hard to come by.

The Water Department continues to monitor a home heating oil leak on Western Ave in a close proximity to our wells. There was significant contaminated soil removed from the site. The Town has consulted with the DEP and our environmental firm who have both been satisfied with the remedial action taken to date. Also DEP required monthly bacteria testing and Water Quality Sampling was performed. The requirements grow every year with usually no funding with it.

The Highway Department now has a much needed salt/sand storage facility. This will assist with our storage capacity and snow/ice problems. The progress of the new Municipal Garage has been slow and frustrating due to MA DEP governmental "red tape". This process has been time consuming and costly. Our present temporary facility is not adequate to say the least and hopefully a new garage will be forthcoming.

Roads were swept, lines were painted and catch basins were cleaned. There was a culvert replaced on Island Road. The DPW would like to thank the many residents and environmental groups who helped this project to be successful. Paving was done in areas out of the sewer area. Outer Southern Avenue from Laurel Lane to the Manchester line was crack sealed and resurfaced. A portion of Belcher Street, Island Road and the Town Landing was also paved with Chapter 90 funds.

The Highway Department performed snow plowing, sanding, mowing, brush cutting, highway, and cemetery and park maintenance along with many other duties. With the help of an outside contractor some much-needed improvements were made at the Town's ball fields. There were 21 burials at the Spring Street cemetery this year. The cemetery looked great for Memorial Day but needs cosmetic improvements, which are time consuming with manpower we don't have. Only four full-time employees predominantly handle all these tasks and more.

The Transfer Station has a new "mercury shed" provided to the town by Covanta. Like everything else, costs of recycling and trash disposal continues to rise. Our tonnage allowed by contract continues to increase each year and is approaching the limit. In the spring the Town hosted a Household Hazardous Waste day also. This will continue in 2005 and hopefully in the future.

In conclusion, we appreciate the cooperation and assistance from all the Town departments and the residents of Essex as we continue to work together to achieve common goals.

Respectfully Submitted,
Board of Commissioners,
William A. Perkins, Chairman
Trescott Dewitt
Walter Rich

MANCHESTER ESSEX REGIONAL SCHOOL COMMITTEE

At the close of fiscal 2003-2004, the Manchester Essex Regional School District completed its fourth year in existence. The year brought many changes: in the school committee the administration and in the vision and goals of the District.

Manchester resident Susan Beckmann continued to serve as the Committee Chair. Essex member, Alfred Dente was elected vice chair. Manchester members James S. Aldrich and Bruce Warren completed their three-year terms with Ann Harrison and John Kiley newly elected to replace them. James J. Barrett, Jr. from Essex replaced Edward Neal who resigned from the committee. Essex's Karen Guadiano continued her term as well as Sarah Hammond Creighton from Manchester.

Administrative changes occurred when Robert Shaps began the year as Interim Superintendent after serving as the principal of the Manchester Essex Regional High School. Roger Young, former Business Manager of the Haverhill School District was hired as the District's first Assistant Superintendent of Finance and Facilities. Dr. Eric Conti, former Acting Superintendent of Schools, served for half of the school year as Assistant Superintendent of Curriculum and Instruction before departing for a similar position in Culpeper, Virginia.

The School Committee focused their work on improving the District's financial operations, establishing a communication plan, completing lease agreements with the towns, and formalizing a new committee to revisit the high school/middle school building project. During the month of January of 2004 the District's auditing firm, Powers & Sullivan reported that sound financial controls, missing in the formation years of the District, were now in place and that the District had successfully implemented a new financial reporting system. Work progressed on a long-range facilities plan, and the District began the FY'05 budget process with a joint meeting of the Finance Committees and Boards of Selectmen from Manchester and Essex.

During the spring, the School Committee voted to approve the creation of the Manchester Essex Regional Middle School, comprised of seventh and eighth grade students from both towns. Plans were made to transfer four modular classrooms from the Essex Elementary School to the high school and middle school to accommodate additional students for the 2004-2005 school year.

Twenty-year Lease Agreements were signed on July 1, 2004 by the Selectmen from both Manchester and Essex for the continued use of Manchester Memorial Elementary School, the Manchester Essex Regional Middle/High School, and the Essex Elementary School.

In August, "The Best High Schools" article broke in The Boston Magazine with the Manchester Essex Regional High School ranked number 3 in the state for public high school education. This article served as a proven indicator that the committee's implemented District Philosophy has continued with success and excellence in education, facilities, and staff. And I quote, "*The Manchester Essex Regional School District strives to provide a safe and caring place where each student can grow and succeed. With sound fiscal judgment and strong policies, the district gives teachers, parents and administrators the tools they need to bring all students to their fullest potential and inspire a deep sense of responsibility to community. Success for all students is achieving high standards through curiosity, discipline and integrity with respect, responsibility and tolerance. Depth of character, not just prospects for career, determines success. From young exploring eyes to strong confident minds, the Manchester Essex Regional School District seeks to prepare each and every student for life*"

Respectfully Submitted,
Robert Shaps, Superintendent.

MANCHESTER ESSEX REGIONAL HIGH SCHOOL

2003-2004 marks the 4th year of operation of the Manchester Essex Regional School District. The Manchester Essex Regional High School and Manchester Middle School welcomed 494 students in grades 7-12 for the school year. The former Principal, Bob Shaps, was named interim Superintendent of Schools and Peter Sack, long-time Principal of Swampscott High School, was appointed by Superintendent Shaps as Interim Principal of Manchester Essex Regional High and Manchester Middle School. The 2003-2004 school year addressed a variety of initiatives but none more compelling than the transition of Essex 7th and 8th graders to Manchester, a move that was planned for the fall of 2004. 2003-2004 became a year of planning, a year of transition, a year of change.

Only one new teacher was hired this past year as compared to eleven the year before. 84 seniors crossed the stage at graduation from the class of 2004 and 93% of its graduates plan to continue on to some form of secondary education.

The number of MERHS students involved in Advanced Placement courses continues to expand. In May 2004, 71 students took 163 Advanced Placement examinations as part of 13 advanced placement courses. Advanced Placement courses are equivalent to freshman college instruction; they are graded on a 5-point scale. 73% of student scores were 3 or higher allowing these students to either receive college credit or advance immediately to an upper level course in the first year of college. Thirty students were recognized as National AP Scholars. This past year, three students qualified as National Merit Semi-Finalists and four students were Commended Students as part of the National Merit Scholarship Program. These students were among the top 1% of juniors from over one million high school students who took the PSAT's in October 2003. In the area of standardized testing MERHS continues to post impressive scores – the mean verbal score on the SAT I was 571, the mean math score was 554. MERHS continued to post strong scores on the state mandated MCAS Exams. In the spring of 2004, the sophomore class received scores close to 90% advanced or proficient in English and Mathematics. All members of the present junior and senior classes have passed both portions of the MCAS Exam. More than 20% of the MERHS student body participated in the nationally recognized debate program and another 20% participate in the highly touted DECA program. Throughout the year several seniors received special awards including the Daughters of American Revolution, Good Citizen Award and The Jewish War Veterans Brotherhood Award. In addition students were recognized as the Moynihan Lumber Outstanding Performing Artists and the Salem Evening News Scholar Athlete. In May the top 5% of the senior class was recognized at the annual Honor Scholars Banquet. At the May awards assembly ten book awards were given to outstanding juniors in recognition of their dedication to academic endeavors. The journalism class continued to publish its award winning newspaper "The Independent". During the graduation ceremonies for the class of 2004, Principal Sack awarded scholarships in excess of \$100,000 and provided through the generosity of various individuals and organizations. At graduation, Interim Principal Sack took the opportunity to express his sincere appreciation to the faculty, staff, student body and community for the support offered to him during his first year as Interim Principal.

In the early spring 2004, a Transition Committee comprised of parents, teachers, students, and administration was formed to oversee the transition of Essex Middle School students to

Manchester. In reality there were two transitions taking place simultaneously: the first being the move from Essex to Manchester and the second transition from a junior high school to a middle school. Bruce Kaneb, MERHS Social Studies Department Chair, was appointed in the spring as Assistant Principal of the middle school and was given the charge to oversee the middle school program.

2003-2004 was a year of growth, a year of change, a year of high productivity.

Respectfully submitted,
Peter Sack, Principal

ESSEX ELEMENTARY SCHOOL

Entering the 2004-2005 school year, Essex Elementary School enrolled 285 students grade K-6. In March 2004 the MERSD School Committee voted to form a regional junior high school and thus, Essex Elementary and Middle School became Essex Elementary School. This transition creates a different atmosphere with focus on practices that support our vision of a true elementary school.

This year's EES School Council developed a school improvement plan that sets forth goals for the school year. These goals identified four broad goals.

- Making the transition from a K-8 school to a K-6 elementary school
- To develop curriculum, instructional strategies and resources to maximize student achievement
- To promote a school climate that is conducive to learning and positive social development.
- To provide clear and consistent communication throughout the school and the community.

The transition to an elementary school has had the greatest impact on grades 5 and 6, which formerly were considered part of the middle school. The schedule changed to place a greater emphasis on language arts and math. The school is in the process of planning a special sixth grade class trip in that they are now the "graduating" class. The school is also working with the EYC and other groups to provide more after school programs consistent with the needs of elementary youngsters.

Other school initiatives include early literacy, the K-3 math initiative, ongoing assessment to monitor student progress, technology integration and co-teaching such that EES classes support a wide range of learning styles and abilities. Our specialist teachers (art, music, P.E., etc.) put on their second, successful expo-style open house this year as well.

The EES School Council recognized that the EES school improvement plan must take place in the context of and support the district's improvement efforts. Some key district initiative that directly

impact this school plan include creating models for effective math instruction (K-3), developing a common K-2 literacy model and developing a district mission and vision for elementary schools.

EES continues to benefit from its partnership with parents who support education with their time, money, wisdom and commitment to student learning and adherence to core values and expectations for responsible student behavior. Parents remain involved in every facet of school life including substitute teaching, coaching sports, publishing newsletters, improving the appearance of buildings and grounds, fundraising and school enrichment.

Respectfully submitted,
Eric Gordon, Principal

Manchester Memorial School

Much like the famous Frank Sinatra song, "*It's been a very good year*" for Memorial School. Our primary School Council goal for last year and this was to make our "bricks and sticks" issues a major priority. Hopefully, most of you have already noticed the wonderful changes in the appearance of the school. From an entirely repainted front of the school to trim and window repair throughout the building, the exterior has improved greatly (and will improve even more over the summer).

However, it is the interior that really has changed. We brought in a painting crew of staff and college students this summer who painted virtually every non-classroom wall in the school. The drab gray cinderblocks now have a warm, friendly wheat-yellow tone. The dull brown lockers that had been untouched for years now leap out with bright blues and reds. Even the youngest of our students noticed the difference both in look and feel.

Perhaps the biggest single change in appearance is the result of the School Council's Theater Renovation Project. Thanks to the wonderful generosity of our parents, staff, and community members, the project is almost completed. The plan developed as an outgrowth of our School Council's Five Year planning process. One of our biggest goals was to have Memorial School become a facility we could all be proud to call home. Often, first time visitors would come into the entryway and notice the tired condition of the external theater walls. Similarly, the interior of the theater needed serious work as well with peeling paint and crumbling plaster. That was the *bad* news. The *good* news is that the entire renovation project is almost completely done and fully paid for with money we have collected through our various School Council fundraising efforts. Our volunteer "extraordinaire" parent and community member Paschal Corrigan spent the entire month of July donating his time sanding and varnishing the 150 feet of brightwork walls that surround the theater. Through his great skills and labor, it has now been restored to its original condition. Similarly, Paschal worked many weekends in the summer and fall to rebuild the walls, floor, and woodwork in the theater interior.

Perhaps the single biggest School Council effort regarding our theater project was to "sell" each seat- that is, to get a donor to pay \$125 to support the actual cost of each seat. But we have finally done it! Every seat has been paid for and very comfortable, safe, high quality theater-style seats

have replaced all of our old seats. The final phase of the project was to fundraise to support the replacement of the lights and the curtains and to install a sound system so we can really hear our wonderful singers, musicians, and actors. In another few months, we may have enough money to pay for all three projects- again thanks to the generosity of our parents, businesses, and community members.

While we have made many improvements to the overall appearance of the school, we have also done a lot to improve and support our already strong academic programs. Last spring, we were very proud to see that our students were truly “one in a million” readers. They met the principal’s million-page challenge and were rewarded as Mr. Mara dyed his hair green and served hot dogs and hamburgers to all the Memorial students. This year the challenge is 1,500,000 pages. We should make it; as of this week, we’ve almost read 700,000 pages.

Our great staff is also busy learning new techniques to support our hard working student population. We had a two-day staff development workshop in November to help teachers learn how to “differentiate instruction” to meet a range of learner needs. This helps to keep all students challenged and interest in school, regardless of their learning style and level of ability. Our academic programs continue to be strong, and our testing scores remain very solid.

Finally, we want Memorial School to have a strong “community feel”. Whether it is having a fall community spaghetti supper, a winter family dance, or parent information nights, we have found a variety of ways to bring students, parents, and community members together so that everyone will feel that they are an important part of the school. Our Five-Year Plan, sponsored by the School Council, brought 100 parents, teachers, and community members together over a four-month period to create a long-term plan for continued success at Memorial School.

Through our wonderful PTO enrichment team we bring in a variety of great speakers. The most recent speaker, Travis Roy, told his powerful story of being injured in a hockey accident and how he has learned to deal with being a quadriplegic. Our students learned from Travis how goal setting helped him to become both a successful athlete and to cope with his injury. We believe that such lessons and such activities are an important part of the broad educational vision we have for our students. We want all our students to feel that Memorial is a very special place where we learn from many people in many ways. It truly has been “a very good year.”

Respectfully submitted,
Jack Mara, Principal

JANUARY 1, 2004 – DECEMBER 31, 2004
George Harvey - Essex Representative
North Shore Regional Vocational School District School Committee
Amelia P. O'Malley, Superintendent-Director
North Shore Regional Vocational School District

Merger Study

In December the Senate and House of Representatives unanimously voted on Chap 463 of the Acts of 2004 which calls for the merger of North Shore Regional Vocational School District and Essex Agricultural School. The legislation requires a positive vote of 75 % of the communities to join the "new" district and construct a new school on the Essex Aggie campus. A recently named temporary oversight board will oversee all aspects of the planning and construction of the new school. The oversight board will consist of members of the North Shore School committee, Essex Agricultural's Board of Trustees and a representative from Danvers and Peabody.

Administration

The North Shore Regional Vocational School District Committee, comprised of one member appointed to represent each member community, is the governing body of the School District. The Superintendent-Director and the administrative team carry out the policies of the District School Committee and oversee the daily operation of the school.

Enrollment

Student enrollment as of October 1, 2004 was 459. Students cite the interpersonal relationships with teachers, counselors, and administration, and the vocational programs as the reasons for application. There continues to be a shortage of space for classrooms, shop areas, the library and the cafeteria. In addition, an auditorium is needed.

Students participate in programs in Automotive Technology, Carpentry, Commercial Art, Collision Repair, Cosmetology, Culinary Arts, Information Systems Technology, Graphic Arts, Health Technology, Machine Technology, Marketing and Information Systems and Masonry. In addition, our Job Skills Training, a special education program, also encourages inclusion into many of the technical/vocational areas.

Curriculum

The new courses added to the Mathematics Curriculum last year have grown this year. There are two sections of 11th grade Integrated Mathematics, a course for those who have had some level of algebra and

geometry but who need more experience before moving on, or who may need further preparation for the MCAS mathematics test. The new 12th grade course in Discrete Mathematics continues to develop, as was hoped, into a mainstay of the upper level curriculum. This year's class is a strong, healthy group of 16 students, all of whom have completed Algebra II and most of whom have college aspirations. This class is an active, creative experience which is a departure from the routine mathematics curriculum, and the students appear to truly enjoy the class. Weekly use of the wireless laptops continues to be a central part of the curriculum. MCAS mathematics test scores continue to improve. Students who took the test for the first time in May, 2004, improved the passing rates yet again: 68% (2002), 75% (2003), and 82% (2004). Also importantly, students scoring in the higher score bands continued to increase: 27% Proficient and an impressive 12% Advanced. The improvement in the pass/fail ratio can be attributed to the hard work of teachers and students in the 9th and 10th grade MCAS Prep classes. The achievement on the higher end reflects the efforts of students and teachers in the upper level mathematics classes. Only one senior has yet to pass the test.

The 10th grade science curriculum is undergoing yet another substantive revision for the 2005-06 school year. Based upon the original Curriculum Frameworks and the underlying national standards, an Integrated Science curriculum was put in place in 1998. In subsequent years, the state field-tested an integrated science test, as well as subject-specific tests. Recently, the integrated test was abandoned. Since students will be expected to take MCAS science tests in either biology or physics, we must, reluctantly, adapt our curriculum to match the expectations of the testing program. Beginning in 2005-06, 10th graders must select either a course in biology or physical science. The 9th grade curriculum will continue to be a broad spectrum integrated program in order to ensure at least minimal exposure of students to all areas of science.

Essential Strategies, formerly called MCAS Prep, are required classes for all ninth grade students. Tenth graders who fall below grade level in the reading test will also be assigned to the essential strategies course. This ensures that all students receive adequate preparation for the state test. The results from the 2004 test saw an increase in the proficient category; in 2003, 35% of students achieved proficient, while in 2004, 45% of students achieved proficient.

Teachers in the English Department continue to access the present curriculum, through regular meetings, and discussions. Teachers attend workshops and conferences on the use of technology in English classes, as well as on other pertinent educational issues. Teachers continue to formulate guidelines for the adoption of portfolios, with an emphasis on both short and long writing assignments. As part of an overall review of department standards, teachers are assigning more outside reading at all grade levels. Teachers continue to analyze the most recent MCAS scores as a means of determining weak areas in the curriculum. Honors English classes continue at each grade level with higher expectations and more in-depth study of the material. Teachers work closely with seniors to develop college essays as well as resume writing skills.

The Social Studies Department continues to work on the new standards for their discipline. The teachers have met to address the new state guidelines, analyze the current curriculum, and formulate new curriculum. Teachers have begun to integrate the new curriculum this year.

MCAS Review

The Massachusetts Department of Education awarded Grant #632 to North Shore Technical High School to assist those Junior and Senior students who have not yet reached the minimum score on the Math and/or English/Language Arts MCAS. Our academic teachers set up review classes after school two days a week for mathematics and two days a week for English. The review sessions had four students in each group and they met every week from September until the November Retest date. The small teacher/student ratio allowed individual attention in those areas needing remediation. The instructors did an item analysis of their students' previous MCAS test to pinpoint areas of weakness. Our two twelfth graders were, additionally, tutored by the Mathematics Department Coordinator during his preparation period during the school day.

Vocational -- Service Cluster

The portfolio initiative has now been implemented school wide. All students will now have a portfolio. Senior students now have the ability to develop a career portfolio that will reflect examples of their best work, awards, and letters of recommendations. This tool will allow them

the opportunity to demonstrate their skills during both the college application process and job interviews.

The shops are getting involved in community services activities that allow students to help the less fortunate. We have successfully coordinated a used eye glass collection campaign with the eye glasses being fixed by Lenscrafter and sent to underdeveloped countries. Culinary, Carpentry, Commercial Art and Marketing helped the North Shore Special Olympics organization coordinate their recent Jolly Jaunt Fund Raiser. Commercial Art and the Drama Club worked together to organize the first Coffee House held on Friday, December 3. The proceeds (\$275.00 + canned foods) from this event went to the Beverly Bootstrap Food Bank and was a tremendous success. Marketing students are coordinating a recycling program for the school. Additional activities are being planned including reading to elementary school students, helping at after school programs, visiting a nursing home during the holidays, adopting a platoon in Iraq and sending Valentine, along with collecting magazines that will be sent to Iraq. Community Service activities come under the umbrella of the Kiwanis Key Club and allow students the opportunity to understand the importance of giving back to the community while also meeting college application requirements.

Health Tech

The addition of a half time freshman Health Tech instructor, Donna Carpenter, has allowed coordination of the new CNA senior internship. This year is the first year that students are participating in a CNA (Certified Nursing Assistant Program). Students can now graduate with the opportunity to receive state certification as a CNA. Six students are completing their internship at Rosemont Nursing Home.

Vocational – Technical Cluster Carpentry/Masonry

Junior and senior carpentry and masonry students are currently working on several off-campus projects.

The carpentry crews have completed a 20' x 32' storage building for the Middleton Police Department and have reconstructed the handicap ramp on the North ShoreTech Administration building. They are currently building a 30' x 34' two story garage in Danvers.

The masonry crews have completed several concrete block walls for the Lynnfield Public Works Department. They have also installed granite steps at the Middleton Town Hall and completed repairs on steps at a Middleton residence that was constructed by North Shore Tech in 1998.

Machine Technology

Reorganization and improvement of the machine shop continue this year.

The 20'x32' addition to the Machine and Masonry shops that was constructed by the North Shore Tech Carpentry and Masonry Departments is nearing completion. This space will be utilized by the Machine, Masonry, and Carpentry Departments as their related classroom. It will be equipped with 20 computers, a network printer, and a large format plotter. The computers will have MasterCAM and AutoCAD program capabilities that will enhance the related curriculums to better prepare our students for employment and/or further education.

The Machine Technology Department continues with the process of obtaining their certification from the National Institute for Metalworking Skills (NIMS). The process, which began last year, involves a self study, as well as, a curriculum and equipment review will be completed for the 2005-06 school year.

Information Systems Technology

This year the Information Systems Technology department continues with curriculum development to train students for A+ and Cisco certification. The sophomore year curriculum concentrates on preparation for the A+ certification test and an introduction to first semester Cisco network training.

The goal for the junior year is to complete the Cisco curriculum training allowing the senior year to be devoted to preparation and successful completion of the A+, Net Plus, and Cisco CCNA certifications. Sophomores, juniors, and seniors are all receiving programming instruction three afternoons during their shop cycle. Sophomores and juniors are also receiving instructions in basic electronic theory.

The Information Systems Technology students manned "Help Desk" continues after its' successful debut last year. Junior and senior Information Systems Technology students offer "in house" trouble shooting, repair, and service for North Shore Tech computer hard and software.

Technology

We replaced all the computers in Room 137 with twenty-eight (28) workstations that have 2.4 GHZ processors; 1GB hard drives with 256 MB of RAM, plus new furniture. We installed a collapsible dividing wall, so we can have a large lab with twenty-eight (28) workstations or two smaller labs with sixteen (16) and twelve (12) workstations respectively. The 12-workstation side also has increased video capability so we can utilize programs like Auto Cad, Master Cam and Photo Shop effectively. We also installed in this room a permanently mounted LCD projector and a smart board. The older computers removed from Room 137 were distributed to faculty for use in their classrooms.

We purchased ten (10) workstations to replace older computers used by our administrative staff. The older computers were distributed throughout the school as needed.

We received approval of the second phase of a *No Child Left Behind* grant for \$125,000. We purchased two more wireless laptop carts with 16 and 24 laptops respectively in the carts. We have wireless laptop capability throughout the building, with three carts with 56 laptops for student use. This grant also provided the funds for extensive professional development to train faculty in the various skills using technology in the classroom. We have seen a sharp increase in faculty utilization of technology in the classroom, primarily because they are more comfortable utilizing technology in a classroom setting and the wireless laptops make it very convenient to bring the computer lab to the generic classroom. Another phase of this grant was the development of a Video/Media Arts laboratory.

Approximately, three hundred six (306) computers are in use in the District, sixty five (65) are laptops. Two hundred sixty four (264) are used for Instructional activities by either students or the faculty.

Administrators use forty two (42) computers. The student to computer ratio is 1.67:1. The student to computer ratio for Type A Computers (high-end) is 3.2:1 well within the Department of Education Benchmark Standards. As we grow the computer population, we fall short in meeting the benchmark for "Number of computers serviced by 1 FTE Network/Technical Support personnel. That benchmark is two hundred fifty (250); we are at three hundred twenty two (322). This could adversely affect response time to correct technical issues with computer workstations.

The schools web page (<http://www.mec.edu/nsths>)

Tammy Rodolico is the Instructional Technology Specialist at North Shore Technical High School. Her responsibilities include assisting faculty members in implementing technology within the classroom. Tasks include designing instructional strategies with and for classroom teachers, assisting teachers in implementing such strategies, providing professional development regarding technology, and researching and evaluating software marketing for classroom instruction.

In her role as a support for teaching Tammy utilizes the Itinerant Wireless Laptop Carts in order to bring technology into the classroom. In the freshman science classes, technology is integrated weekly for research, collaboration, classification and presentation. In the mathematics classes, seniors explore spreadsheets as a means of solving problems in their curriculum. Carpentry students are provided assistance in utilizing CAD, the industry standard software for their trade. In addition to working in the classroom, Tammy works closely with the teachers to effectively prepare them to use technology as a tool for instruction and organization.

Special Education Department

The special education program is inclusive in nature. Inclusion classes are offered in all grades and in every major academic subject area. These classes are co-taught by members of the general education and special education staff. In conjunction with this, many special needs students receive academic support services in the Tutoring Center, under the direction of the special education administrator.

Recently, transition planning has received a great deal of attention from the U.S. Department of Education. Through this year's special education Program Improvement Grant, a focus group comprised of two special education teachers, the assistant coordinator of special education, a guidance counselor and the co-op/placement coordinator, has been developed to study transition services within the district. The group's goals are to provide training to other members of special education and guidance staffs with regard to transitional planning, as well as to develop a student survey to assist students with identification of their transition needs.

Through our Special Education Entitlement grant, we have formed a liaison with Brian Lacroix, a noted behaviorist and assistant professor at Salem State College. He is providing consultation to our teachers and staff with regard to student behavior. Mr. Lacroix has become a member of our Student Support Team and attends biweekly meetings on high-risk students. He also has provided a presentation to our faculty on attention deficit disorder, and has spoken to our Special Education Parents' Advisory Council on adolescent behavior.

Athletic Department

The Boy's Basketball team (9 – 10) reached the State Tournament in 2004 for the first time in many years. Jesus McKinney set a school record of 588 points in a season as a junior and we expect big things from him next year. There were enough players to support three teams: varsity, junior varsity, and freshmen.

The Girl's Basketball team (6 – 12) showed growth and improvement throughout the season with a very young squad. With all the experience returning next year we should see a very successful season.

Indoor Track had a turnout of twenty-seven athletes. Coach Gilbert did a great job, again working alone for the most part. Paula Holm, an aid in the Special Education Department, lent assistance when she could. Several athletes qualified and participated in state competition.

The spring of 2004 saw the Baseball and Softball teams winning their league championships and advancing into the State Tournament. The softball team also won the State Vocational championship. The Baseball team accomplished this with no home field on which to practice or play. They were the nomads of the North Shore and we had to scramble to find facilities to use. The home field was shut down due to a septic problem that presented itself just before the start of the season. With repairs scheduled in the very near future, the possibility exists that we may not have a field again this year.

Over seventy students participated in Football over the fall 2004 season. The varsity team won the league championship and advanced to the MIAA State Super Bowl, losing to East Boston in a very exciting game. The freshman team finished the season 7 – 1. This brightens the outlook for next season as we are graduating twelve (12) seniors.

The Girls Volleyball won the league championship and advanced to the finals of the State Vocational Tournament and to the semi-finals of the North Sectionals in the MIAA State Tournament. This is the furthest any of our Volleyball teams has ever advanced in State Tournament play.

The Soccer team experienced continued to grow this year with a complete junior varsity schedule. Many practices and some junior varsity games were played on the Essex Aggie field.

The fall Cheering squad was once again at capacity and although they didn't advance in the state competitions, they were eager and energetic group at the football games.

Six North Shore students started with the Essex Aggie Cross Country team this fall. Only two finished the season. Danielle Sargeant, a senior, finished 1st in the State Vocational Meet for the second year in a row.

Career Exploration

The focus of the career exploratory program is to familiarize all 9th grade students with North Shore Technical High School's vocational/technical areas. New this year to the Guidance department is a veteran school counselor, Mr. Mark Small, who brings a great deal of experience

to our ninth grade students! Mr. Small has many years of experience with grade 9 students. He is known throughout the vocational community as the person who designed the exploratory program. Because he is only working with grade nine students he will be able to provide a more individual, comprehensive guidance service to these students. Currently 9th graders explore twelve (12) shops. The exploratory has been modified in the last four years so that students spend four (4) periods in shop and four (4) in academics. This schedule allows for smaller shop groups thus creating an environment where teachers are able to evaluate students more comprehensively. The small group size also lends itself to a more comfortable setting for students to get to know each other and become more familiar in their new environment. Students will complete the exploratory program in the early spring and will then re-explore three (3) shops before making their final shop selection.

The piloted evaluation program instituted last year has been adopted by all vocational shops. The Guidance department is very grateful for the time and dedication Mr. Paul Pesce, an Information Systems Technology instructor, spent to drive this evaluation process electronically. Currently, all shops report their weekly freshman evaluations via an Access program designed to facilitate a more efficient use of the counselor's and their time. With the additional technical assistance and support from Mrs. Tammy Rodolico, an exploratory report card was also generated and sent home for parents to review. This has promoted an opportunity for parents to discuss the exploratory program within their children and to have a better understanding of the vocational program.

School-to-Work/Placement

In the 2003-04 school year over sixty (60) students participated in the Cooperative Education Program. Each of these students worked during school time in their vocational/technical area on the job gaining experience and school credit. North Shore Tech is using the modified Massachusetts Worked-Based Learning Plan developed by the Eastern Massachusetts Cooperative Coordinators to evaluate the students' progress in the following areas: communication, problem solving, professionalism and interaction with co-workers. The goal of the Work-Based Learning Plan is to provide a solid structure for students and their employees to work together and maximize the learning experience.

The class of 2004 saw 50% of the graduates matriculate at two or four year post-secondary institutions, 32% were placed in jobs related to their vocational/technical program and 3% began a full-time military commitment. North Shore Technical High School continues to offer permanent placement service including career guidance to all graduates.

Health Office - School Nurse

The health office continued to be a busy place where both students and staff sought information and treatment for their health concerns. There were 4,836 visits by students to the health office during the school year. On average, the nurse saw twenty-seven (27) students per day, not including the fifteen (15) students that received daily medication. Most visits were for headaches, generally not feeling well and muscular/skeletal complaints. Students continue to seek referrals for birth control, sexually transmitted disease testing, and pregnancy testing.

Building and Grounds

The modifications and upgrades were significant in 2004. An additional classroom was constructed to the back of the building, which will be used as a related classroom for vocational programs. This project was a joint effort between the masonry and carpentry students and the facilities department.

The carpentry students replaced the handicap ramp and exterior doors for the Administration Building.

The automotive shop is an area with major changes. The lifts were angled to allow better driving access for the students; all the lifts have been outfitted with a compressed air attachment and a 120 volt 20 amp electrical outlet. These changes were done to reduce tripping hazards and clutter on the floor. The tool room was relocated to a central area of the shop allowing instructors to supervise students using the tools. A mezzanine was installed giving the instructors a private work area and a view of the shop area.

A much needed storage area was built for the Culinary Arts program.

The ground improvements included paving of the side parking lot, which was a donation from the Adult Education administration. This has made the lot safer and easier to maintain. Changes made to the front entrance of the school were removing the small stones and replacing them with pavers. The masonry shop installed the pavers creating a patio type area for the students to use.

Transportation Department

The Transportation Department has a fleet consisting of nineteen (19) buses, twelve -71 passenger buses, one-16 passenger bus, three buses dedicated to the building trades, three-35 passenger buses and one-8 passenger van. The Transportation Department provided transportation to and from school on a daily basis for approximately 430 students. The number of late buses and sports late buses remained at four. The number of students involved in sports, MCAS Prep, driver's education, Drama Club, and other after school activities continues to increase, therefore the number of students using the late buses and sports buses has increased again this year.

Transportation was provided for many field trips throughout the school year, as well as all away sports games.

The Transportation Department purchased five new buses too replace the aging ones. These five buses were purchased with a five-year lease with a \$1.00 buy out at the end.

The bus garage is staffed with two full time technicians, which work to keep the fleet running in top condition.

The Transportation Department also provides and maintains three specially equipped buses for the construction departments to travel to and from their outside work projects.

Adult Education

Adult Evening Education at North Shore is a self-supporting program that offers more than sixty (60) vocational-technical classes that enhance the professional and personal lives of the adult members of our community. The Program serves nearly one thousand adult students participating in a wide variety of courses. Popular fields of study include: computers, health, construction, welding and machine technology, culinary, automotive, business and personal finance. A number of courses have state approval for professional and trade license preparation.

Business Office

The Department of Revenue has certified the amount in our excess and deficiency account as of July 1, 2004 at \$368,260.

Funding Issues

The Fiscal 2006 Budget preparation is currently in process and will be presented to the District's Finance & Property Policy Sub-committee in February and subsequently to the District's School Committee. At this point, we have not received any financial data pertaining to fiscal 2006 from the Department of Education.

Financial Issues

We are faced with a financially burdensome task. We have been informed that our leeching field needs replacement. Unfortunately, this is located below our baseball field and will result in not only replacing the leeching field, but also excavating and replacing the baseball diamond. The estimated cost to perform this job is \$225,000.

North Shore Regional Vocational School District Committee

Beverly	Mr. Dean Porteous
Boxford	Mr. Michael Crowe
Danvers	Mr. Russell Fravel
Essex	Mr. George R. Harvey, Chairman
Gloucester	Mr. Joseph Parisi, III
Hamilton	Mr. David W. Ketcham
Lynnfield	Dr. Paul Anderson
Manchester-by-the-Sea	Mr. Joseph Sabella
Marblehead	Mrs. Marci Sweeney, Vice Chairman
Middleton	Mr. James E. Vining
Nahant	Mr. C. J. (Neil) Foley
Rockport	Mrs. Leah Griffin
Salem	Mr. Thomas St. Pierre
Swampscott	Mrs. Mary Marrs, Secretary
Topsfield	Mr. Richard Darrah
Wenham	Mr. William O. Nichols

SENIORCARE

ESSEX SERVICE REPORT

July 1, 2003 – June 30, 2004

Program Planning, Coordination, Administration & Care Management

One of the functions of SeniorCare, Inc., Inc., as an Area Agency on Aging and state designated Aging Services Access Point, is to assure that services to elders are properly funded, coordinated and monitored and service gaps are filled whenever possible.

Care Management services were provided to over 26 Essex elder residents per month. This service includes assessments of individual's needs for other services such as homemaker, chore, meals, personal care, etc., in addition to referrals to other service providers, help with SSI, housing problems, counseling and assistance to families and elders as well as Protective Services when needed. The cost of this service for Essex elders during this year was estimated to be \$16,496.00.

Homemaking, Chore, Personal Care, Home Health, Nursing Services and other Home Care Services

Twenty-six (26) Essex elders received one or more of the above named services during each month of this year. Homemaking services include light housekeeping, errands and meal preparation. Chore service consists of heavy cleaning and/or minor repairs. The other services speak for themselves. Total cost of these services was estimated to be \$49,345.00.

Nutrition Program

Essex residents were served 2,564 home delivered meals in 2004.

The total cost of this Nutrition Service to Essex for this year was estimated to be over \$11,538.00.

Transportation

Over 135 rides were provided to Essex elders this year. Types of trips included transportation to meal sites, Adult Day Health Centers, Social Day Care, doctors' offices, shopping trips and friendly visiting. Total cost of transportation services was estimated to be \$540.00.

Adult Day Health Services

This program provides elders and disabled people an alternative to living in a nursing home when medical supervision and social support is required during the day. The Center provides this by offering a program of daily activities, nutrition, and medical care. Twenty-one (21) days of this program were utilized by elders. The residents were served by this program for an estimated cost of \$1,029.00.

Outreach: SeniorCare provides \$1,200.00 to the Essex Council on Aging for outreach to community elders.

Other Services

Other services that were provided to Essex elders included legal assistance, personal emergency response systems, health education, laundry, nursing home pre-screening, and the services of the Nursing Home Ombudsman Program, which advocates on behalf of elders in nursing homes and rest homes. The costs of these programs were estimated to be over \$3,500.00.

Total costs of services provided to elders of Essex in 2004 are estimated to be \$83,648.00.

SHELLFISH WARDEN

Last year I reported on the first cold winter season in several years to ice over Essex Bay and the hope that this ice would help renew the Essex clam fishery which had been in a recent decline. It is believed an ice cover benefits the fishery by reducing green crab numbers by providing protection from extreme cold and by scouring the flats thereby making them more receptive to clam sets.

Since my last report, I am happy to say, large numbers of seed clams have begun to appear on our clam flats indicating a rebound in the clam fishery is just around the corner. Even now the number of commercial licenses issued is on the rise and harvest levels are beginning to increase.

Respectfully Submitted,
Arnold "Pick" Thistlewood

Town Clerk**ANNUAL TOWN MEETING**

May 3, 2004

The 185th Annual Town Meeting of the Town of Essex was called to order at 7:30 p.m. by Moderator David J. Lane. A quorum of 40 voters was present at that time. Following the salute to our national flag a moment of silence was observed in memory of Arthur Allison Allen, David Choate, Doris Goyetche, Paul Mugford, Rose Osborne, Abby Stoddard, and Joseph Wyatt. The Posting and Return of the Warrant were read. A motion was made and duly seconded to waive the reading of the Warrant.

Voted unanimously.

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of the Town of Essex, qualified to vote as the laws direct, of the Annual Town Election to bring to ballot for the following officers:

Moderator for one year
Selectman for three years
Assessor for three years
Town Clerk for three years
Board of Health Member for three years
Two Constables for one year
Regional School Committee Member for three years
Regional School Committee Member for one year
Trustee of Library Funds for three years
Two Planning Board Members for five years
Housing Authority Member for five years

And to bring to ballot the following questions:

Shall the Town of Essex vote to have its elected Board of Health become an appointed Board of Health of the Town?

This question is not binding.

Should the Town move the Annual Town Meeting from the first Monday in May not earlier than 7:30 p.m. to a Saturday during the day, the exact day and time to be determined by a future town meeting vote? Yes ___ No ___

AND, to do this by vote on one ballot. The polls will be open on May 10, 2004 at 7:00 o'clock A.M. and will close at 8:00 o'clock P.M. at the Essex Fire and Police Headquarters.

Article 1. SELECTION OF TOWN OFFICERS

Motion by David F. Folsom, duly seconded, that the Town authorize the Board of Selectmen to appoint a Surveyor of Bark and Lumber.

Voted unanimously

Article 2. REPORTS OF TOWN OFFICIALS

Motion by Jeffrey D. Jones, duly seconded, that the Town accept the Reports of the Town Officials and Committees, contained in the Annual Town Report.

Voted unanimously.

Article 3. PERSONNEL BOARD REPORT

Motion by Jeffrey Brewer, duly seconded, that the Town approve the Town Wage and Salary scale in accordance with the recommendations of the Personnel Board Report.

Voted unanimously.

Article 4. COMPENSATION OF ELECTED OFFICERS

Motion by David L. Folsom, duly seconded, that the Town fix the salary and compensation of each of the elected officers of the Town as required by Massachusetts General Law Chapter 41, Section 108, as amended, for fiscal year 2005 in accordance with the recommendations of the Personnel Board Report.

Motion by Bruce E. Fortier, duly seconded, that the salary for Selectman be amended to \$5,000.00/year.

Failed.

Main Motion - Voted unanimously.

Article 5. FINANCE COMMITTEE REPORT

Motion by A. Raymond Randall, duly seconded, that the Town

- a.) raise and appropriate the sum of \$442,512 for debt repayment, principal and interest,
- b.) transfer from the Cemetery Perpetual Care, Sale of Lots, and Lot Care Funds the sum of \$36,781 to the Department of Public Works,
- c.) transfer from the Waterways Improvement Fund the sum of \$3,600 to the Harbormaster Department, and
- d.) transfer from free cash the sum of \$94,854, transfer from the Board of Assessors' Overlay Account the sum of \$100,000, and raise and appropriate the sum of \$3,339,959 to be allocated between the salaries and expenses among the various departments as indicated in the Finance Committee Report.

Voted unanimously.

Article 6. SEWER ENTERPRISE FUND

Motion by Jeffrey D. Jones, duly seconded, that the Town vote to appropriate from estimated sewer betterment assessment revenues, the sum of \$1,600,000 for the purpose of funding the Sewer Enterprise Fund.

Voted unanimously.

Article 7. SCHOOL BUDGET

Motion by Alfred A. Dente, duly seconded, that the Town vote to approve the Gross Operating and Maintenance Budget of the Manchester-Essex Regional School District, and raise and appropriate the sum of \$4,438,796 and transfer from the fiscal year 2004 Manchester Essex

Regional School District assessment appropriation (Article 2,STM 6/24/03) the sum of \$53,772 for the Town's assessment from the District - said sum to be calculated solely in accordance with the "Agreement Between the Towns of Essex and Manchester-by-the-Sea, Massachusetts with Respect to the Formation of a Regional School District", as most recently amended, by invoking and approving the provision found in paragraph four of G.L. c. 71, § 16B allowing District members "to reallocate the sum of their required local contributions to the district in accordance with the regional agreement", for the fiscal year beginning July first, two thousand four.

Voted unanimously.

Article 8. NORTH SHORE REGIONAL VOCATIONAL SCHOOL

Motion by George R. Harvey, duly seconded, that the Town vote to approve the Gross Operating and Maintenance Budget of the North Shore Regional Vocational School District, and raise and appropriate the sum of \$103,128 for the Town's assessment from the District.

Voted unanimously.

Article 9. AMENDMENT – REGIONAL SCHOOL AGREEMENT

Motion by Alfred A. dente, duly seconded, that Article 9 be indefinitely postponed.

Voted unanimously.

Article 10. STABILIZATION FUND – REGIONAL SCHOOL DISTRICT

Motion by Alfred A. Dente, duly seconded, that the Town vote to approve the establishment of a Stabilization Fund for the Manchester Essex Regional School District pursuant to G.L. c. 71, § 16G ½ effective fiscal year 2005.

Motion by Vickie H. Cataldo, duly seconded, to terminate debate.

Passed – Declared 2/3's vote.

Main Motion.

Voted by majority.

Article 11. ESSEX ELEMENTARY SCHOOL REPAIRS

Motion by David L. Folsom, duly seconded, that the Town vote to transfer from available funds the amounts listed below for repairs to the Essex Elementary and Middle School.

<u>Title</u>	<u>How Authorized</u>	<u>Amount</u>
FY04 North Shore Regional Vocational School District Assessment Appropriation	Article 8, ATM 5/5/03	\$6,937.57
School Repairs	Article 10, ATM 5/5/03	\$63,125.00
FY04 School Escrow Fund Appropriation	Article 3,STM 6/24/03	\$292,530.00
School Appropriation	Article 8,ATM 5/1/	\$781.57
School Grounds Appropriation	Article 17,ATM 5/5/97	\$2,683.90

School Tuition Fund
\$20,500.62

TOTAL \$386,558.66

Motion by Michael Cataldo, duly seconded, to terminate debate.

Passed – Declared 2/3's Vote.

Main Motion – Voted by majority.

Article 12. STATE AID TO HIGHWAYS

Motion by Trescott DeWitt, duly seconded, that the Town vote to borrow the sum of \$69,899.00 to be repaid from funds made available to it under Chapter 246B of the Acts of 2002 providing State Aid for maintaining, repairing, improving and constructing town and county ways and bridges that qualify under the State Aid Highway guidelines adopted by the Public Works Commission. This includes resurfacing and related work, salt storage sheds, and for engineering services related to highway transportation purposes; for the care, repair, storage, replacement, purchasing and long term leasing of road building machinery, equipment and tools.

Voted unanimously.

Article 13. TRANSFER STATION FEES – 65 or older

Motion by Herman A. Patrican, Jr., duly seconded, that the Town vote to institute a fee that would be fifty percent (50%) of the cost of a Transfer Station sticker for residents who are 65 years of age or older and come within the guidelines set by the Department of Public Works.

Motion by Bruce E. Fortier, duly seconded, to amend by striking everything after the word "older".

Amendment declared lost by Moderator, challenged by 7 voters,
and passed with a standing vote. Yes – 33; No – 25.

Motion by Frederick Fawcett, duly seconded, to terminate debate.

Voted unanimously.

Motion as amended – that the Town vote to institute a fee that would be fifty percent (50%) of the cost of a Transfer Station sticker for residents who are 65 years of age or older.

Voted.

Article 14. WATER SPECIAL REVENUE FUND

Motion by David L. Folsom, duly seconded, that Article 14 be indefinitely postponed.

Voted unanimously.

Article 15. BACKHOE – LEASE/PURCHASE AGREEMENT

Motion by A. Raymond Randall, duly seconded, that the Town vote to enter into a lease/purchase agreement for a new backhoe for a term of more than three years, and further, to raise and appropriate the sum of \$15,840 for the first year, and to authorize the Board of Selectmen to

dispose of the Town owned vehicle replaced by this action by trade or sale for such price as is deemed reasonable by the Selectmen.

Motion by H. William Bradford, duly seconded, to terminate debate.

Voted unanimously.

Vote on Main Motion – Voted unanimously.

Article 16. DUMP TRUCK – LEASE/PURCHASE AGREEMENT

Motion by A. Raymond Randall, duly seconded, that the Town vote to enter into a lease/purchase agreement for a new dump truck with snow plow and related equipment for a term of more than three years, and further, to raise and appropriate the sum of \$7,040 for the first year, and to authorize the Board of Selectmen to dispose of the Town owned vehicle replaced by this action by trade or sale for such price as is deemed reasonable by the Selectmen.

Voted unanimously.

Article 17. TOWN LANDING IMPROVEMENTS

Motion by Jeffrey D. Jones, duly seconded, that the Town vote to transfer from the Waterways Improvement Fund the sum of \$15,000 to make improvements at the Town Landing including the paving of the Town Landing parking lot and upper section of the boat ramp and the lengthening and/or widening of the lower, modular concrete portion of the boat ramp in accordance with the provisions of G.L. c.40, § 5G.

Voted by majority.

Article 18. BY-LAW CHANGES

Motion by Rolf P. Madsen, duly seconded, that Article 18 be indefinitely postponed.

Voted unanimously.

Article 19. BY-LAW CHANGE – CAPITAL BUDGET COMMITTEE

Motion by A. Raymond Randall, duly seconded, that the Town vote to abolish the Capital Budget Committee authorized by vote under Article 39 of the Annual Town Meeting of March 7, 1972 and further, to amend General bsection (e) under the existing subsection (d):

“e. The committee shall be responsible for preparing a Capital Planning Budget with five-year projections annually.”

Voted unanimously.

Article 20. CONSERVATION LAND

Motion by Martha Hoar, duly seconded, that the Town vote to designate as conservation land for preservation of coastal water quality and shellfish habitat the parcels shown in Article 20 (and listed below) of the Annual Town Meeting Warrant acquired by the Town by tax possession; such parcels to be placed under the management, care, custody, and control of the Conservation Commission, pursuant to G.L. c. 40, § 8C.

Voted unanimously.

<i>Acreage (date)</i>	<i>(Map/Lot) Common Name</i>	<i>Former Owner</i>	<i>Initial Tax Taking Book:Page (date)</i>	<i>Affidavit of Low Value Book:Page (date)</i>	<i>Tax Deed to Town Book:Page</i>
3 acres (1947)	Dean's Island Marsh	Charles W.Mears	3373:506 (1944)	3476:361 (1945)	3507:533
1 acre (1952)	Low's Island Marsh	Esther B. Jenkins	3433:335 (1945)	3914:190 (1952)	3914:190
unknown (1952)	Soggins Creek Marsh	Esther B. Jenkins	3433:335 (1945)	3914:190 (1952)	3914:190
6 acres (1949)	Cogswell Marsh	David O. Reardon	3433:338 (1945)	3661: 113 (1948)	3679:346
5 acres (1949)	marsh	David O. Reardon	3433:338 (1945)	3661: 113 (1948)	3679:346
4 acres (1952)	Essex River Marsh	O. Walton Bartlett	3640:203 (1948)	3914:190 (1952)	3924:397
3/4 acre (1952)	Mill Marsh	Elizabeth Burnham	3640:206 (1948)	3914:190 (1952)	3924:398
1 3/4 acres (1952)	Bull Island Marsh	Elizabeth Burnham	3640:206 (1948)	3914:190 (1952)	3924:398
1 3/4 acres (1955)	Mill Marsh	Choate E. and Frank E. McKenzie	3925:452 (1955)	4160:38 (1955)	4187:140
4 acres (1955)	Robbins Cove Marsh	Choate E. and Frank E. McKenzie	3925:452 (1955)	4160:38 (1955)	4187:140
5 acres (1955)	Stone Point Marsh	Stanley W. Annable	3944:331 (1952)	4160:38 (1955)	4187:141
5 acres (1955)	Broad Marsh	Marcus Babcock	3944:332 (1952)	4160:38 (1955)	4187:142
9 acres (1955)	Choate Island Marsh	Manassah Brown	3944:334 (1952)	4160:38 (1955)	4187:144
2 1/2 acres (1955)	Grand Bank Thatch	Manassah Brown	3944:334 (1952)	4160:38 (1955)	4187:144
9 acres (1955)	Choate Island Marsh	Carrie R. Brown and Emeline Farley	3944:335 (1952)	4160:38 (1955)	4187:145
3 acres (1955)	Lufkin Creek Marsh	Estelle B.Clapp	3944:338 (1952)	4160:38 (1955)	4187:148
5 acres (1955)	Essex River Marsh	Edward Eveleth	3944:340 (1952)	4160:38 (1955)	4187:149
6 1/2 acres (1955)	Elisha Marsh	Gertrude Green and Bessie LeRock	3944:342 (1952)	4160:38 (1955)	4187:151
2 acres (1955)	Dean's Island Marsh	Ruhana Parsons	3944:344 (1952)	4160:38 (1955)	4187:153
2 acres (1955)	Robbins Creek Marsh	Ruhana Parsons	3944:344 (1952)	4160:38 (1955)	4187:153
1 acre (1955)	Great Bank Thatch	Ruhana Parsons	3944:344 (1952)	4160:38 (1955)	4187:153

Article 21. BOARD OF HEALTH TO BE APPOINTED

Motion by Rolf P. Madsen, duly seconded, that the Town vote to cause the Board of Health to become an appointed board pursuant to G.L. c. 41, § 1B, provided that a change to an appointed board, if authorized hereby, shall be contingent upon the vote at the Town election.

Voted by majority.

(Note: The ballot question to support this article failed. Yes-226; No-341)

Article 22. PARKING FINE INCREASE

Motion by David L. Folsom, duly seconded, that the Town vote pursuant to Chapter 46, set. 97 of the Acts of 2003 to accept the provisions of G.L.c.90, sect.20A in order that the present maximum parking fines of \$15.00 if paid within 21 days, \$20.00 if paid thereafter, but before the parking clerk reports to the Registry of Motor Vehicles, and \$35.00 if paid thereafter may be increased to \$25.00, \$35.00, and \$50.00 respectively.

Voted unanimously.

Article 23. TELECOMMUNICATIONS SERVICE

Motion by David L. Folsom, duly seconded, that the Town vote to authorize the Board of Selectmen to lease land owned by the Town, under the care, custody, and control of the Board of Selectmen, and located off Story Street, identified as Assessor's Map 13, Parcel 3, and constituting the site of the Story Street Water Tower, for the purpose of leasing to a telecommunications service provider, for such term of years, which may be longer than ten years, and on such terms and conditions as the Board of Selectmen may determine, and to further authorize the granting of such utility access easements as are necessary to support such a facility.

Voted by Declared 2/3's majority.

Article 24. ESSEX LANDING, INC. LEASE

Motion by Rolf P. Madsen, duly seconded, that the Town vote to authorize the Board of Selectmen to lease the following described premises to Essex Landing, Inc., D/B/A Tom Shea's, for the base rental of two hundred seventy (\$270) per year with adjustments made on an annual basis to reflect the changes in the Consumer Price Index (CPI) for the City of Boston as published each January by the Bureau of Labor Statistics of the U.S. Department of Labor. Each time an adjustment is made, the earlier index base figure will be replaced by the adjusted index base figure for the purpose of calculating subsequent annual rent figures, plus taxes assessed against said parcel of land by the Town of Essex, and upon such other terms and conditions as the Selectmen may, in their judgment and discretion so require.

A portion of land being recorded in Book 400 on page 62 of the Essex South District Registry of Deeds and dated May 23, 1848.

The description of the portion of said parcel of land to be leased hereunder is described as follows:

Beginning at a stone boundary at the southeasterly corner of the said parcel, then running

NORTHEASTERLY: to the mean high water line; then running
 WESTERLY: to the base of the rip-rap wall on the easterly side of the parcel;
 then running
 SOUTHWESTERLY: along the base of the rip-rap wall to the street line; then
 running
 SOUTHEASTERLY: to the beginning;

said lease to be for a term of ten years beginning on January 1, 2005.

Voted unanimously.

Article 25. MASS.WATER POLLUTION ABATMENT TRUST

Motion by Mary Koop, duly seconded, that the Town vote to transfer from the Town Septic Betterment Fund the sum of \$7,467 for the purpose of making necessary payments to the Massachusetts Water Pollution Abatement Trust in accordance with the terms of repayment for Community Septic Management Program loan funds.

Voted unanimously.

Article 26. SNOW REMOVAL

Motion by William Perkins, duly seconded, that the Town vote to raise and appropriate the sum of \$40,000 for the removal of snow from Town Accepted ways, bridges, and sidewalks of the Town.

Voted unanimously.

Article 27. RESERVE RUND

Motion by Gordon Martin, duly seconded, that the Town vote to a) raise and appropriate the sum of \$40,000, and transfer the amounts from the accounts listed below for the Finance Committee's Reserve Fund.

<u>Title</u>	<u>How Authorized</u>	<u>Transfer Amount</u>
Fortier Drainage	Art.2, STM 4/1/02	\$5,421.32
Town Administrator Office	Art.3, ATM1/8/01	793.37
Handicapped Ramp Library	Art.24, ATM 5/6/02	195.48
Covanta	Art.1, STM 5/5/03	4,997.01
Grants Writer	Art.7, STM 10/24/94	2,988.97
	SUB-TOTAL	<u>14,396.15</u>
	GRAND TOTAL	<u>\$54,396.15</u>

Voted unanimously.

Article 28. STABILIZATION FUND

Motion by Marian Keeler, duly seconded, that Article 28 be indefinitely postponed.

Voted unanimously.

Article 29. NEW POLICE CRUISER

Motion by Edward Lafferty, duly seconded, that the Town vote to raise and appropriate the sum of \$28,000 for one new police cruiser and to authorize the Board of Selectmen to dispose of any Town owned vehicles or equipment replaced by this appropriation by trade or sale for such price as is deemed reasonable by the Selectmen.

Voted unanimously.

Article 30. SERVICE ORGANIZATION APPROPRIATIONS

Motion by Jeffrey D. Jones, duly seconded, that the Town vote to raise and appropriate the following:

\$1,700 for SeniorCare

\$1,000 for Action, Inc.

\$1,117 for the mental health services of Health & Education Services, Inc.

\$2,000 for participating in Help for Abused Women and Their Children

\$1,000 for participating in the Adult Learning Center for Cape Ann

Voted unanimously.

Article 31. POLICE DEPARTMENT REVOLVING FUND

Motion by David L. Folsom, duly seconded, that the Town vote pursuant to G.L.c.44, § 53E ½ to re-authorize the revolving fund used by the Police Department for the purpose of purchasing photographic supplies and equipment for the taking of firearms permit identification photographs, the fee for such photographs shall be credited to the fund and expenditures from the fund, up to a maximum of \$2,000, shall be authorized by the Chief of Police.

Voted unanimously.

Article 32. YOUTH COMMISSION REVOLVING FUND.

Motion by Rolf P. Madsen, duly seconded, that the Town vote pursuant to G.L. c. 44, § 53E ½ to authorize a revolving fund to be used by the Youth Commission for the purpose of paying salaries and expenses of the Youth Commission, excluding the salary and expenses of the Youth Commission Director, the fees collected for the use of the Town boat launch ramp shall be credited to the fund and expenditures from the fund, up to a maximum of \$30,000, shall be authorized by the Youth Commission.

Voted unanimously.

Article 33. COMPENSATION OF ELECTED OFFICIALS

Motion by Frederick J. Fawcett, duly seconded, to indefinitely postpone action on this article.

Voted unanimously.

A motion was made and duly seconded to dissolve the Annual Town Meeting at 10:35 p.m.

Voted unanimously.

A true copy. Attest:

Sally A. Soucy, Town Clerk

**Town of Essex Election
May 10, 2004**

MODERATOR	
David J. Lane	515
Blanks	96
SELECTMAN	
Bruce E. Fortier	184
Mark W. Lynch	422
Blanks	5
ASSESSOR	
Kurt A. Wilhelm	493
Blanks	118
TOWN CLERK	
Sally A. Soucy	546
Blanks	65
BOARD OF HEALTH	
Blanks	590
Scattered	21
CONSTABLE - Mark Two	
Ronald E. Feener	455
Roger E. Lander	448
Blanks	336
REGIONAL SCHOOL COMMITTEE –Three years	
James J. Barrett, Jr.	419
Blanks	189
REGIONAL SCHOOL COMMITTEE – One year	
Karen M. Gaudiano	457
Blanks	189
TRUSTEE OF LIBRARY FUNDS	
Lynda Story Seppala	
PLANNING BOARD – Mark Two	
Kimberly R. Jarvis	430
Alfred Jay Sweet, IV	90
Blanks	698
Scattered	4
HOUSING AUTHORITY	
Carolyn M. Clarke	482
Blanks	129

QUESTION #1 Shall the Town of Essex vote to have its elected Board of Health become an appointed Board of Health of the Town?

Yes 255 No 316 Blanks 40

This question is not binding.

Should the Town move the Annual Town Meeting from the first Monday in May not earlier than 7:30 p.m. to a Saturday during the day, the exact day and time to be determined by a town meeting vote?

Yes 226

No 341

TREASURER/COLLECTOR

The Treasurer/Collector is responsible for collection and investment of all Town revenue, and is custodian of all additional funds including stabilization funds, trust funds and tax titles accounts. The Treasurer/Collector also arranges for adequate funds to cover current obligations and administers these funds on behalf of the Town of Essex to insure all requirements such as payment on bonds and notes, payroll, bills and other remittances are paid in a timely manner.

We wish to thank Nancy Swallow for more than 17 years of dedicated service to the Town and our sincere thanks to Dot Elwell for a continued job well done. I would also like to thank all the Town Hall staff for their warm welcome aboard!

Respectfully submitted,
Virginia F. Boutchie, Treasurer

Employee**FY 2004 Wages Dept Total**

AKERLY, ED	65.02	ALBANI, JAMES	293.28
BALL, DANIEL	2621.17	BALL, MICHAEL	751.40
BOUTCHIE, DANIEL ROBERT	35.63	BOUTCHIE, GLENN C	100.17
BURNHAM, ERIN	126.13	BURNHAM, WESTLEY	13.96
BUTLER, JOSHUA	332.33	CARTER, KEITH C	27.92
CARTER, RICHARD	13.96	COLE, CRAIG	137.25
CROCKER, SAMUEL	65.02	DOUCETTE, DAN	966.96
DOUCETTE, PAUL	35.63	FLAHO, DANIEL	13.96
FIGURIDO, BRUCE	358.78	FRENCH, MICHAEL	1059.38
GALLANT, RONALD	409.37	GOOD, JOHN III	14.45
GOOD, JOHN L	751.40	GOOD, TRAVIS	93.43
GRANT, WARREN	339.56	HEATH, JASON	42.86
LAFATA, JOSEPH	1632.16	LANE, TIMOTHY	494.60
LYNCH, NICHOLAS	157.48	MAXFIELD, CHRISTOPHER	14.45
MUISE, IVAN	13.96	MULCAHY, JAMES JR	381.45
NEAL, EDWARD	13.96	NIEBERLE, ERNEST JR	1688.87
OSBORN, HEATHER	2427.54	PEREEN, DAVID	43.35
READER, RAMIE	1009.63	REED, SEAN	172.90
SILVA, NICHOLAS	115.11	SOUSA, KEVIN K	20.94
STAVROS, GEORGE	1237.79	THOMPSON, DAVID	667.25
WOODMAN, EIAN	1695.12	WOODMAN, STEPHAN	114.13
Ambulance			20569.71
ARSENAULT, GARY	279.20	BALL, MICHAEL	37260.83
CHIANCIOLA, ALFRED B	12492.44	CLARIZIA, ERIC M	17409.65
DEINSTADT, DAVID P	2696.00	DEINSTADT, DAVID P	15178.20
DIGIORGIO, BRYAN H.	35476.00	EHLERS, SHANE	436.25
FOURNIER, EDWIN L	20562.00	FRANCIS, PAUL	13911.15
FRENCH, JEFFREY	558.40	FRENCH, MICHAEL T	29259.25
FRONTIERO, DAVID	19294.55	GALLIVAN, EDWARD	7284.50
GILARDI, ROBERT	4554.45	GRIMES, CALVIN	31053.35
JONES, DEREK C	13273.75	KMIEC, DANIEL	0.00
LARIVEE, MARK J	38897.60	LARRABEE, CLINT M	14431.15
LAVITA, ROBERT J	383.90	MANNINEN, GEORGE	351.50
PRATT, BRIAN	279.20	PRESUTTI, DEAN A	244.30
RUGGERIERO, MARK	558.40	RUGGIERO, MARK	331.55
RYAN, PATRICK	296.00	SILVA, PETER	5429.75
WOODWORTH, AARON	209.40		
Special Detail			322392.72
LANE, DAVID	100.00	CAIRNS, RICHARD	3461.25
Moderator	100.00	MUGFORD, PAUL	798.75
BOUTCHIE, GLENN C	150.00	PALUMBO, GILLIAN	20332.17
Civil Defense	150.00	TRASK, DAVID	3195.00
FOLSOM, DAVID	1000.00	WESTON, JENNIFER L	1050.00
JONES, JEFFREY D	1000.00	WILHELM, KURT	2130.00
LASKOWSKI, PATRICIA B	36569.12	Assessors	30967.17
MADSEN, ROLF	1000.00	ELWELL, DOROTHY M	29761.56
Selectmen	39719.12	SWALLOW, NANCY A	40050.60
ZUBRICKI, BRENDHAN D	68999.13	Treasurer/Collector	69812.16
Town Administrator	68999.13	ZUBRICKI, BRENDHAN D	7517.40
BENEVENTO, KATHLEEN J	39714.92	Personnel	7517.40
Accountant	39714.92		
SOUCY, SALLY A	16267.29		
Town Clerk	16267.29		

ADDISON, PHYLLIS	172.14	BOUTCHIE, GLENN C	60.75
BOUTCHIE, VIRGINIA F	91.13	BRAIER, AUDREY	114.75
BROWNING, MARILYN	121.50	BUCKLEY, ANN E	20.25
BURNHAM, DAWN A	195.76	BURNHAM, KELLY	74.25
CARAVELLA, BARBARA	27.00	CATALDO, VICKIE H	27.00
DOUCETTE, PRISCILLA	155.25	FRITHSEN, DAVID W.	40.00
GALLI, MICHAEL	40.00	GUERIN, GENEVIEVE	148.50
HOOD, ROBIN	33.75	KNOWLTON, CAROLYN	67.50
LEVEILLE, CYNTHIA	87.75	MARKHAM, BETTY	30.38
MESSERSMITH, EDITH	23.63	MUISE, BARBARA	33.75
MUISE, IVAN	20.00	NELSON, MARGARET	74.25
OLIVER-MUNN, SUSAN	47.25	OSBORN, ANNETTE	141.75
PALUMBO, GILLIAN	37.13	PATRICAN, DIANE	70.88
RANDALL, LISA	13.50	SPINNEY, MARJORIE	20.25
STORY, GLORIA	155.25	SYMONDS, CARLA	74.25
SYMONDS, VALERIE	141.75	WILSON, RYAN	20.00
Election Workers			2381.30
BOUTCHIE, VIRGINIA F	350.00	BROWNING, MARILYN	350.00
BURNHAM, DAWN	350.00	SOUCY, SALLY	350.00
Registrar			1400.00
LASKOWSKI, PATRICIA B	1695.55	PALUMBO, GILLIAN	2726.20
Licensing Board	1695.55	Conservation	2726.20
GINN, SANDRA	1117.81	FOLSOM, DAVID	50.00
JACOBSON, JOANNE	2639.24	JONES, JEFFREY D	50.00
WOODWARD, LORIE A	670.65	LASKOWSKI, PATRICIA B	1695.55
Planning Board	4427.70	MADSEN, ROLF P	50.00
BEAN, TIMOTHY R	4550.36	Conomo Point	1845.55
Custodian	4550.36		
BALL, MICHAEL	8185.29	BENEVENTO, JANICE	173.40
CHIANCIOLA, ALFRED B	3520.46	CLARIZIA, ERIC M	5939.13
DAGLE, MARY ELINOR	24553.94	DEINSTADT, DAVID P	1858.71
DEINSTADT, DAVID P	4132.74	DIGIORGIO, BRYAN H.	56955.96
EHLERS, SHANE	3092.30	FOURNIER, EDWIN L	6002.36
FRANCIS, PAUL	47680.93	FRENCH, MICHAEL T	53060.24
FRONTIERO, DAVID	4255.57	GALLIVAN, EDWARD	5134.68
GILARDI, ROBERT	68800.62	GRIMES, CALVIN	60993.69
HARRELL, DAVID	80931.29	JONES, DEREK C	5283.40
LARIVEE, MARK J	52728.45	LARRABEE, CLINT M	4664.68
LAVITA, ROBERT J	2023.00	OSBORN, HEATHER	303.45
POSTE, THERESA	303.45	PRESUTTI, DEAN A	4725.16
SILVA, PETER	65207.82		
Police Department			570510.72
BALL, MICHAEL	7998.12	BALL, MICHAEL S	4733.42
CARR, JANE R	4765.77	CHIANCIOLA, ALFRED B	22885.37
CLARIZIA, ERIC M	4526.02	DORT, DANIELLE	10816.76
ENOS, COLLEEN M	20442.35	FOURNIER, EDWIN L	988.64
FRONTIERO, DAVID	143.00	GALLIVAN, EDWARD	156.00
HARRELL, DAVID	215.54	JONES, DEREK C	15672.76
LARRABEE, CLINT M	11460.06	LAVITA, ROBERT J	104.00
POSTE, THERESA	416.00	RICHTER, EDWIN F. JR	30492.29
WHYNOTT, ROBERT	156.00		
Emergency Center			135972.10
AKERLY, ED	281.78	ALBANI, JAMES	1138.74
BALL, DANIEL	4079.86	BALL, ROGER M	1339.69
BOUTCHIE, GLENN C	751.89	BURNHAM, ERIN	126.62
BURNHAM, WESTLEY	670.83	BUTLER, JOSHUA	43.35
CARTER, KEITH	1668.49	CARTER, RICHARD	2818.52
COLE, CRAIG	43.35	CROCKER, SAMUEL	973.42

DAGLE, MARY ELINOR	247.04	DORT, RICHARD JR	820.71
DOUCETTE, DAN	1771.72	DOUCETTE, PAUL	890.03
FIAHLO, DANIEL	14.45	FIGURIDO, BRUCE	920.27
FRENCH, MICHAEL	2150.23	GALLANT, RONALD	1537.21
GOOD, JOHN L	940.48	GOOD, TRAVIS	1633.46
GRANT, WARREN	202.30	HEATH, JASON	782.50
LAFATA, JOSEPH	1231.44	LANE, TIMOTHY P	1183.31
LUFKIN, GEORGE	637.15	LYNCH, NICHOLAS	114.62
MANSFIELD, ERIK	85.72	MANSFIELD, RAYMOND S	548.49
MAXFIELD, CHRISTOPHER	263.90	MAXFIELD, RAY	2274.77
MCNEILLY, JAMES T	41.88	MUISE, IVAN	536.37
MULCAHY, JAMES L	2974.00	NIEBERLE, ERNEST JR	1427.00
OSBORN, HEATHER	520.21	PEREEN, DAVID	1504.15
READER, RAMIE	1446.72	READER, RANDIE	409.01
REED, SEAN	1170.82	RICKER, DANIEL	14.45
SAVORY, SCOTT	480.04	SILVA, NICHOLAS	646.70
SOUSA, KEVIN K	1391.00	STAVROS, GEORGE	2232.41
STORY, BLAKE	164.22	THOMPSON, DAVID	1926.45
THOMPSON, GORDON	237.45	WOODMAN, EIAN	2859.51
WOODMAN, STEPHAN	400.19		
Fire Department			52568.92
DAGLE, MARY ELINOR	6167.84		
Fire Clerical	6167.84	SANBORN, WILLIAM A	6408.00
		Building Inspector	6408.00
O'MALEY, LAWRENCE	4326.00		
Electrical Inspector	4326.00	STONE, PAMELA	1854.00
		Animal Control	1854.00
OSBORN, MARK	4326.00		
Plumbing Inspector	4326.00		
HARTLEY, STEPHEN F	1458.46		
THISTLEWOOD, ARNOLD	29435.71		
Shellfish	30894.17		
BURNHAM, WESTLEY	149.94		
O'BRIEN, JAMES	439.11		
PLATT, JAMES E	9380.10		
Harbormaster	9969.15		
BOUTCHIE, DAMON W	44108.08	BROWN, CARL L	377.52
DAVIS, AMANDA	17050.81	FRITHSEN, DAVID W.	1359.45
GALLI, MICHAEL	237.93	GOODWIN, PAUL	23324.76
GREEL, DANIEL	288.00	HARDING, KEVEN B	40013.60
HEATH, MATTHEW	3531.00	MANSFIELD, ERIK G	2206.08
MUISE, IVAN E	19810.70	MULCAHY JR JAMES	7380.56
MUNIZ, NANCY M	8696.76	SPINALE, RICHARD J.	42043.77
STANTON, ALFRED K	39171.87		
Highway			249600.89
JOHNSON, ROBERT P	9743.38		
Disposal/Transfer Station	9743.38		
BOUTCHIE, DAMON W	20686.89		
BROWN, CARL L	2656.44		
DAVIS, AMANDA	16685.95		
FRITHSEN, DAVID W.	4813.46		
GALLI, MICHAEL	1329.96		
GOODWIN, PAUL	4581.66		
MANSFIELD, ERIK G	48446.15		
MORAN, PHILIP	1454.49		
WRIGHT, CHRISTINA J	1460.58		
Waste Water Management	102115.58	BOUTCHIE, DAMON W	9998.23
BROWN, CARL L	41330.19	FRITHSEN, DAVID W.	40555.93
GALLI, MICHAEL	52211.61	GOODWIN, PAUL	32094.78

MANSFIELD, ERIK G	2086.41	MORAN, PHILIP	40517.44
MUNIZ, NANCY M	23108.88	WRIGHT, CHRISTINA J	10267.48
Water Department			252170.95
DUNSKY, ANDREW	3791.86	FRITHSEN, JEFFREY	288.00
HEATH, MATTHEW	897.40	MUISE, IVAN E	17870.70
MUNIZ, NANCY M	2480.13	STANTON, ALFRED K	76.05
WILSON, RYAN M	5293.44		
Cemetery			30697.58
DAVIES, MARGARET	31490.66		
WOZNY, ELAINE M	52192.48		
Board of Health	83683.14		
ANDERSON, JAMES G	1468.00	BOUTCHIE, NICOLE M	27.00
BURNHAM, KATLYN A	27.00	CAIN, MICHELLE S	27.00
DOHERTY, KELLY A	2396.60	EBERLY, JACOB S	3046.25
FRENCH, LYDIA A	1478.00	GAUTHIER, STACY E M	175.95
GENTLEMAN, VANESSA R	1276.97	HAMILTON, MEGHAN E	1173.00
HODGMAN, ROY	1612.50	HOLLAND, MARCY L	1496.00
HOWCROFT, FREDERICK L	1172.50	JAQUES, LANDIS M	1001.00
KIRCHER, JACOB W	94.50		
KLYPKA-SIMPSON, MARILYN E	16220.58		
KLYPKA-SIMPSON, VERNON T	1484.50	LAFATA, JEFFREY J	242.00
MCCARRON, JENNIFER	318.76	MCCARRON, JONATHAN	27.00
MCCOY, CAROLINE	1202.00	MEADER, ANDERS K	1163.75
MOORE, COURTENAY E	1061.00	PATTERSON, MELISSA L	806.00
PIERRO, RICHARD A JR	1312.50	REED, KIMBERLY A	1452.00
SACHARUK, ALEXANDRA R	1148.00	SHALKOWSKI, JASON T	1912.00
SHIELDS, BRYAN M	1631.64	SOUZA ALEXANDRA MARIE	1181.25
SPEARS, CHRIS J	23.63		
Youth Commission			47658.88
CAIRNS, BETH	28083.72	FRENCH, DEBORAH	2014.90
LEVY, ANDREA B	4116.00	ROGATI, KAREN A	520.65
VOIGTS, DIANNE M	2703.00		
Library			37438.27
Grand Total All			2271191.85

BANK BALANCES

GENERAL FUND

FIRST NATIONAL BANK/IPSWICH

INVESTMENT	\$ 48,581.96
PAYROLL	\$ 4,630.34
VENDOR	\$ 52,872.24
BEVERLY NAT'L BANK	\$ 57,681.24
EASTERN BANK	\$ 736,077.78
FLEET BANK	\$ 138,501.77
FLEET BANK	\$ 106,329.45
CITIZENS BANK	\$ 126,251.28
MELLON BANK	\$ 199,932.26
MELLON BANK VENDOR	\$ 7,963.78
FIRST TRADE UNION	\$ 116,830.30
MASS MUNICIPAL	\$ 52,436.72
STATE STREET BANK	\$ 109,498.08
UNIBANK	\$ 76,735.23
TOTALS	\$1,834,322.43

TRUST FUND BALANCES

WACHOVIA SECURITIES PRUDENTIAL/FINANCIAL

STABILIZATION FUND:

BAL 07/01/03	\$588,823.59
EARNINGS	(3,600.37)
BAL 06/30/04	\$285,223.22

JEFFERSON COOLIDGE FUND:

BAL 07/01/03	\$ 30,778.54
EARNINGS	(822.76)
BAL 06/30/04	\$ 29,955.78

ESTATE OF LUTHER T. BURNHAM:

BAL 07/01/03	\$117,452.66
MISC REPAIRS	(1,744.40)
EARNINGS	(3,664.92)
BAL 06/30/04	\$ 112,043.34

OTHER FUNDS		RYDER ESTATE FUND:	
WACHOVIA/CONSERVATION FUND	\$ 20,635.89	BAL 07/01/03	\$153,114.10
FIRST NATIONAL/WATER FUND	\$ 10,771.99	EARNINGS	(4,271.97)
FIRST NATIONAL/SEPTIC RP FUND	\$ 2,556.16	BAL 06/30/04	\$148,842.13
FURST UNION TRADE/AMBULANCE FUND	\$ 244,720.94	ALBERT E. COGSWELL FUND:	
FIRST NAT'L/CLK OF WORKS/BRADLEY	\$ 17.13	BAL 07/01/03	\$ 63,070.34
FIRST NAT'L/CLK OF WORKS/BUCKLIN	\$ 533.97	EARNINGS	(1,711.54)
FIRST NAT'L/CLK OF WORKS/DOYLE	\$ 1,504.00	BAL 06/30/04	\$ 61,358.80
FIRST NAT'L/CLK OF WORKS/SMB	\$ 767.73	ESSEX SELECTMEN'S COMMISSION:	
FIRST NAT'L/CLK OF WORKS/WARREN WAY	\$ 29,059.88	BAL 07/01/03	\$ 2,145.93
FIRST NAT'L/CLK OF WORKS/VANWYCK	\$ 70,116.00	EARNINGS	\$ 88.21
FIRST NAT'L/CLK OF WORKS/KEMPFSKI	\$ 5,099.17	BAL 06/30/04	\$ 2,234.14
FIRST NAT'L/VANWYCK/CONSERVATION	\$ 25,171.56	MUNICIPAL BUILDING INSURANCE	
TOTALS	\$ 410,954.42	BAL 07/01/03	\$ 22,155.28
GRAND TOTALS	\$2,245,276.85	EARNINGS	(204.20)
		BAL 06/30/04	\$ 21,951.08
CEMETERY FUNDS			
CEMETERY FLOWER FUND:		CEMETERY PERPETUAL CARE:	
WACHOVIA SECURITIES		WACHOVIA SECURITIES	
PRUDENTIAL FINANCIAL		PRUDENTIAL FINANCIAL	
BAL 07/01/03	\$ 7,856.29	BAL 07/01/03	\$170,351.03
INCOME	\$ -0-	INCOME	\$ 4,000.00
EXPENSE	(530.85)	CEMETERY BUDGET	(11,235.92)
EARNINGS	\$ 93.38	EARNINGS	(1,737.54)
BALANCE 06/30/04	\$ 7,418.82	BALANCE 06/30/04	\$161,377.57
CEMETERY LOT CARE:		CEMETERY SALE OF LOTS:	
FIRST NAT'L BANK IPSWICH		WACHOVIA SECURITIES	
UNIBANK		PRUDENTIAL FINANCIAL	
BAL 07/01/03	\$ 5,272.76	BAL 07/01/03	\$ 71,327.12
INCOME	\$ 10,007.66	INCOME	\$ 3,600.00
EXPENSE	(7,688.74)	CEMETERY BUDGET	(16,901.34)
EARNINGS	\$ 25.73	EARNINGS	(416.82)
		BALANCE 06/30/04	\$ 7,617.41
		BALANCE 06/30/04	\$ 57,608.96

ESSEX DISTRICT DEPARTMENT OF VETERANS' SERVICES

This department is charged under Chapter 115 Massachusetts General Laws with providing services to veterans, their survivors and dependents. Principal workload under state law includes the administration of aid to veterans and dependents, which deals with the unpredictable variables of illness, unemployment, unemployability, labor disputes and the economy. Communities fund this program, which is subsequently 75% reimbursed the following fiscal year by the Commonwealth. This is a need-based program. The department conducts periodic comprehensive case reviews to insure no substantive facts have changed, while working to identify alternative or long-term solutions to individual circumstances. During the calendar year 2 Essex

veterans/widows were on this program. Under state law the department also assists qualified veterans to obtain bonuses, and qualified veterans, widows and parents to obtain state annuities, property tax abatements, and other benefits.

The Veterans' Services program also mandates extensive interaction within the federal community, principally with the Department of Veterans' Affairs. The Veterans' Service Officer (VSO) assists veterans and their dependents in filing for pensions, service connected injury/illness compensation, dependency indemnity compensation for survivors, VA healthcare enrollment, insurance claims, decedent claims, and many other issues. Federal benefits processed by this department are paid directly to those eligible to receive the assistance or entitlement. In 2004 the VA sent \$192,000 to eligible recipients in Essex, of which the current staff is responsible for approximately \$62,000 dollars paid to or saved by those assisted in Essex.

Additionally, the department interacts within the federal community to correct military records, obtain needed documentation and insure veterans/dependents receive awards and recognition to which entitled. The VSO provided information, advice or assistance to 24 of the town's 230 *identified* veterans and 4 of the 39 *identified* veterans' widows during 2004. We also provide support and information assistance for National Guard and Reserves called up for service in Iraq or Afghanistan and their families.

The Director and the Assistant to the Director, Georgia Gadbois, advocate for veterans on issues at the local, state and federal level, interact with elected and appointed officials on issues, and work with local organizations in serving the community. Key state legislation passed in 2004 included an expanded definition of a veteran to include cold war veterans, and special license plates for veterans in receipt of the Distinguished Flying Cross. Federal legislation supported and passed included a significant increase in the Department of Veteran's Affairs budget, and the concurrent receipt of military retirement pay and VA disability pay.

The Eastern Essex District is composed of the towns of Essex, Georgetown, Hamilton, Ipswich, Rowley, West Newbury and Wenham. A Board of Directors consisting of one selectman (or designee) from each town maintains oversight. Mr. Rolf Madsen is the Essex member of the Board of Directors.

Respectfully submitted,
Terrance P. Hart, District Director

ESSEX YOUTH COMMISSION

The Essex Youth Commission is growing with each passing year. With this being my first annual report since I became the Youth Director in 2001, please allow me to update the Town with the changes and expansions of programs and Town events and the vision I have for the Essex Youth Commission.

Our motto is "Making Childhood Memories". We take pride in the programs we offer and look to the community for continual support and communication in how you would like the EYC to evolve.

The summer program is the largest program we offer in both time (8-weeks) and child participation (190 in 2004) and is the most successful in offering the children a wide variety of engaging activities. The program is held at Centennial Grove, 5 days a week from 9:00 AM to 1:00 PM and is designed to allow each child to explore with his/her peers and participate in other activities of interest. In addition to the usual sports and arts & crafts, we now offer archery, chess, creative writing, dance theatre, karaoke, theatre arts and digital photography. This past summer we contracted with ERBA offering kayak lessons. Field trips such as Canobie Lake, miniature golf, N.S.M.T. shows, whale watching, Cranes Beach "Sandcastle Day" and go-karts are some of the trips offered weekly. The New England Aquarium and Wingmasters were the latest entertainment we brought to the Grove. We have a theme day once a week and have special days such as Hawaiian Day, Parent's Night and the children's favorite, Carnival Day. With the support and approval of the Selectman, we now have use of the house for arts & crafts and games, running water, a usable bathroom and a new roof. There are two additional drinking fountains one located at the Field of Dreams and the other at the house. We purchased a new air hockey table. And what used to be the arts & crafts storage building was converted into boy's and girl's changing facilities, thanks to John Kane who redesigned the space and volunteered his time and crew.

We have a wide variety of after school programs for all ages pre-school thru 8th grade. They range from one-day field trips to places like Roller Palace, Laser Quest, Gordon College's rock gym, ice skating, snow tubing, cosmic bowling, early release swim etc. to 4, 6 or 8 week programs like dance theatre, fit kidz or jewelry making. And the kindergarteners have been enjoying once a month arts & craft or gift making for holidays and special occasions.

One of our goals was to bring more family oriented events to the Town. This past year we have brought the good old fashion outdoor movie theatre to Essex. We purchased new equipment and have family and teen Friday night movies once a month, outdoors for the summer months and indoors for the remaining part of the year.

Our three major Town events have grown. The annual three day Holiday Festival seems to get brighter and bigger each year with people, props, entertainment and activities. The annual Easter Egg Hunt has grown from a five minute egg hunt at the Town Hall to an expansive egg hunt at Centennial Grove with face painting, photos with the Easter Bunny, games and prizes. The annual Halloween parade from the school to the Fire Station has changed into a Halloween Party celebrated at the Grove and is truly a family affair. Children become excited with the ghost and goblin games, hayrides, music, dancing; and parents, grandparents and children all get to sit down and enjoy some refreshments. New to this festivity we added a toddler parade from the Fire Station to the local businesses ending with cider and donuts at Woodman's.

As with any endeavor undertaken, it only becomes successful by the people involved and the EYC programs and events are blossoming, thanks to the people of the community and the local businesses. I would like to extend my gratitude to the countless volunteers for without you many a program would not have taken place. To all the new faces that have come forward to help and to the familiar dependable faces whose support and assistance I am truly grateful for. I want to express special thanks to Ron Hemeon and his crew for all your hard work and dedication in putting on the new roof of the house at the Grove. And a heartfelt thank you to Dave Folsom

whose love and dedication to the children and Town of Essex are deeply appreciated. Thank you to our present board members, Sandra Pelkie-MacIntyre, Cori Trembowicz, Liz Mulry, Jennifer Painter and Heidi McKeon for your support and assistance.

And I would like to take this opportunity to pay tribute to three EYC Board members who have resigned this pass year. Susan Kane was a board member for three and half years. Sue was my right hand person who assisted at almost every event and/or program always willing to lend a hand and implement new ideas. Brenda King was a Board member for four years. Brenda's personality and humor kept us all sustained and engaged. Roger Tyler was a Board member for four years. Roger's diplomacy, sense of fairness and communication skills kept the Board together as a whole helping us to explore new avenues and be open to change and its possibilities. I would like to thank Susan, Brenda and Roger for their dedication and faithful commitment to the EYC. You will be truly missed.

The Essex Youth Commission has endless possibilities. It has come a long way with limited resources. We depend on Board members, parent and student volunteers, local businesses, donations and grants to sustain us and to keep us alive and flourishing. One of the main roadblocks we face is building space. We have use of the Essex Elementary School to host our after school programs, however, their space is not always available for us. We have looked to the local churches, First Universalist and First Congregational who allow us to use their building. I would like to have a year round community center in where we can offer regular programs and events to all ages. My vision is to have our own building, to expand the after school programs, have a weekly teen night to give those kids a place to hang out off the streets, offer some adult programs and implement more family oriented activities. I ask the community for your help to make this vision become an actuality.

Thank you for your continual support and communication.

Respectfully submitted,
Marilyn Klypka-Simpson, EYC Youth Director

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