

TOWN OF ESSEX 2018 ANNUAL REPORT

Town of Essex, Essex County, Commonwealth of Massachusetts
Incorporated February 15, 1819
Area: 14.18 Square Miles
Town Population: 3,710 (As of 12/6/2018)
Sixth Congressional District
Fifth Councilor District
First Essex and Middlesex Senatorial District
Fifth Essex Representative District

Essex Town Hall
30 Martin Street
Essex, MA 01929-1235

Town Hall Hours
Monday through Thursday, from 7:30 a.m. - 3:30 p.m.
Town Hall is closed to the public on Friday.

Statewide Office Holders of the Commonwealth

Governor Charles D. Baker	888.870.7770
Lieutenant Governor Karen E. Polito	888.870.7770
Secretary William Francis Galvin	800.392.6090
Auditor Suzanne M. Bump	617.727.2075
Treasurer Deborah B. Goldberg	617.367.6900
Attorney General Maura Healy	617.727.2200
US Senator Elizabeth A. Warren	617.565.3170
US Senator Edward J. Markey	617.565.8519
Congressman Seth W. Moulton	202.225.8020

Elected Officials of Local Districts

Senator Bruce E. Tarr	617.722.1600
Representative Ann-Margaret Ferrante	617.722.2370
Governor's Council Eileen Duff – Fifth District	617.725.4015, x5
District Attorney Jonathan W. Blodgett – Eastern District	978.745.6610

TABLE OF CONTENTS

Animal Control Officer	19
Animal Health Inspector	20
Appointed Town Officers	8
Bicentennial Committee	20
Board of Assessors	22
Board of Health	22
Board of Public Works	24
Board of Selectmen/ Conomo Point Commissioners	16
Building Inspector	25
Community Preservation Committee	26
Conservation Commission	27
Council on Aging	28
Economic Development Committee	29
Elected Town Officers	7
Electrical Inspector	30
Essex Cultural Council	31
Fire Department	31
Harbormaster	33
TOHP Burnham Public Library	35
Licensing Clerk	36
Metropolitan Area Planning Council	37
Open Space Committee	38
Personnel Board	39
Planning Board	39
Plumbing/Gas Inspector	40
Police Department	41
School Reports:	
Manchester Essex Regional School District	44
Memorial School Building Project	45
Finance & Operations	46
Essex Elementary School	48
Manchester Memorial Elementary School	50
Manchester Essex Regional Middle School	51
Manchester Essex Regional High School	53
Essex North Shore Agricultural & Technical School	55
Service Agencies:	
HAWC	56
Open Door	57
SeniorCare, Inc.	59
Shellfish Constable	60
Strategic Planning Committee	60
Town Accountant	61
Town Clerk	82
Town Planner	109
Treasurer/Collector's Report	110
Veterans' Services	118
Youth Commission	119

*IN MEMORIAM
OF THOSE
WHO HAVE SERVED
THE TOWN*

Gloria Story

Dorothea Presutti

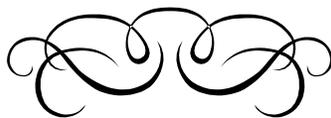
Phyllis Addison

Evelyn Hickey

Joseph Guerin

Thayne Symmes

Harold C. Addison



TOWN OF ESSEX
ELECTED TOWN OFFICERS 2018-2019

BOARD OF SELECTMEN

Lisa J. O'Donnell, Chairman	Term Expires 2019
Andrew C. Spinney	Term Expires 2020
Peter D. Phippen	Term Expires 2021

CONOMO POINT COMMISSIONERS

Lisa J. O'Donnell, Chairman	Term Expires 2019
Andrew C. Spinney	Term Expires 2020
Peter D. Phippen	Term Expires 2021

BOARD OF ASSESSORS

Kurt Wilhelm	Term Expires 2019
Steve Poulos, Chairman	Term Expires 2020
Michael Cataldo	Term Expires 2021

BOARD OF HEALTH

Dr. Fares Mouchantaf	Term Expires 2019
Dr. David Driscoll, Chair	Term Expires 2020
Alison Roderick Papps	Term Expires 2021

BOARD OF LIBRARY TRUSTEES

Beth Cairns	Term Expires 2019
Diane Kotch	Term Expires 2020
Jennifer Mayer	Term Expires 2021

CONSTABLES

Robert Bradley	Term Expires 2019
Raymond Greene	Term Expires 2019

ESSEX HOUSING AUTHORITY

Margot C. Hammon	Term Expires 2019
Beth Cairns (State Appointee*), Chair	Term Expires 2020
Roger Tyler	Term Expires 2021
Gregory Cooper	Term Expires 2022
Tenant Elected (TBD)	Term Expires 2023

Irene Frontiero, Superintendent

*State Appointed seat, filled by the Essex Board of Selectmen,
M.G.L. Chapter 121B §5

PLANNING BOARD

Westley Burnham, Chairman	Term Expires 2019
Kimberly A. Drake,	Term Expires 2019
Dexter A. Doane	Term Expires 2020
William French	Term Expires 2021
Matthew Greco	Term Expires 2022
Samuel Sturgis Crocker V	Term Expires 2023
Michael McConnell	Term Expires 2023

SCHOOL COMMITTEE

Sarah Parsons Wolf	Interim Term Expires 2019
Rachel K. Fitzgibbon	Term Expires 2020
Ann O. Cameron	Term Expires 2021

TOWN MODERATOR

Jeff Jones	Term Expires 2019
------------	-------------------

TOWN OF ESSEX
APPOINTED TOWN OFFICERS
BOARDS & COMMITTEES 2018-2019

ACTION, INC. REPRESENTATIVE

Courtney Lane	June 30, 2020
---------------	---------------

ADA COORDINATOR

William Sanborn	June 30, 2019
-----------------	---------------

ANIMAL HEALTH INSPECTOR

Pamela Stone	February 28, 2019
--------------	-------------------

ANIMAL CONTROL

Amelia Reilly (Animal Control Officer)	June 30, 2019
Hayes Demeule (Assistant Animal Control Officer)	June 30, 2019

APPEALS BOARD

Margaret M. Nelson	January 31, 2019
Keith Carter	January 31, 2020
Richard Carter – Alternate	January 31, 2020
Edwin Perkins	January 31, 2020
Michael Davis - Alternate	January 31, 2021

BICENTENNIAL COMMITTEE

Emily Bourgette	Dawn Burnham, Chair
Robert Coviello	Laura Doyle
Heidi Jackson Dean	Laurel Eisenhauer
Julie LaFontaine	Sue Lufkin
Diane Polley	Susan Parady
Keith Symmes	Kurt Wilhelm

BOARD OF ASSESSORS'S CLERK – Brenda Harrell

BOARD OF HEALTH AGENT – Erin Kirchner

BOARD OF HEALTH CLERK – Ann White

BOARD OF PUBLIC WORKS

Brian Feener, Chair	May, 2019
Paul Rullo	May, 2020
Trescott DeWitt	May, 2021

BOARD OF PUBLIC WORKS SUPERINTENDENT – Paul Goodwin

BOARD OF REGISTRARS

Eleanor Woulffe	June 30, 2019
Vickie Cataldo	June 30, 2020
Theresa Mansfield	June 30, 2021

BOARD OF SELECTMEN'S ASSISTANT – Pamela J. Witham

BUILDING DEPARTMENT

William Sanborn, Building Inspector	June 30, 2019
L. William Holton, Assistant Building Inspector	June 30, 2019
Natalie Fiore, Building Inspector's Clerk	

BURIAL AGENT

Blake Story	June 30, 2019
-------------	---------------

CATC REPRESENTATIVE

Laurel Eisenhauer	June 30, 2019
-------------------	---------------

CABLE TV REGIONAL REPRESENTATIVE

Barry O'Brien	June 30, 2020
---------------	---------------

CENSUS LIAISON – Pamela Thorne

COMMUNITY PRESERVATION COMMITTEE

Alison Taylor	June 30, 2019
Michael Burke (Conservation Commission)	June 30, 2020
Gregg Cooper (Essex Housing Authority)	June 30, 2020
Kim Drake, Chairperson (Planning Board)	June 30, 2020
Michael Galli (Water Department)	June 30, 2020
Richard Ross (Finance Committee)	June 30, 2020
Richard Stevens (Essex Historical Commission)	June 30, 2020

CONOMO POINT COMMISSIONERS' CLERK – Pamela J. Witham

CONSERVATION AGENT – Ken Whittaker

CONSERVATION CLERK – Deborah Cunningham

CONSERVATION COMMISSION

Angus Bruce	June 30, 2019
Jack Schylling	June 30, 2019
Cliff Ageloff	June 30, 2020
Tom Barrieau	June 30, 2020
Michael Burke, Chair	June 30, 2020
Kevin Cooke	June 30, 2021
Ted Marshall	June 30, 2021

COUNCIL ON AGING

Priscilla Doucette	June 30, 2019
Amelia Hamlen	June 30, 2019
Patricia McGrath	June 30, 2019
Mary Wilhelm	June 30, 2019
Nancy Beattie	June 30, 2020
Michelle French (Chair)	June 30, 2020
Susan Gould-Coviello	June 30, 2020
Ralph Hawley	June 30, 2021
Kay Joseph	June 30, 2021
Vacancy	June 30, 2021
Vacancy	June 30, 2021

COUNCIL ON AGING DIRECTOR – Kristin Crockett

COUNCIL ON AGING OUTREACH COORDINATOR – Theresa Leary

EASTERN NATIONAL VETERANS DISTRICT REPRESENTATIVE
Michael Flynn

ECONOMIC DEVELOPMENT COMMITTEE

Westley Burnham	June 30, 2021
Michael Cataldo	June 30, 2021
Robert Coviello	June 30, 2021
Chris Larson	June 30, 2021
Martha Mazzarino	June 30, 2021
Georgeann Richards	June 30, 2021
Donna Roy	June 30, 2021

EIGHT TOWNS & THE GREAT MARSH COALITION - Vacancy

ELECTRICAL INSPECTORS

Ramie Reader, Inspector	June 30, 2019
John Shields, Assistant Inspector	June 30, 2019

ESSEX CULTURAL COUNCIL

Georgeanne Richards	June 30, 2019
Janet Carlson	June 30, 2020
Donna Ceglia	June 30, 2020
Rob Fitzgibbon	June 30, 2020
Robyn Kanter	June 30, 2020
Lou Irwin	June 30, 2022
Ann Trudeau	June 30, 2022
Jim Trudeau	June 30, 2022

FINANCE COMMITTEE

Rob Fitzgibbon	May, 2019
Michael Flynn	May, 2020
David Gabor	May, 2020
Richard Ross	May, 2020
Guy Bradford	May, 2021
Benjamin Buttrick, Chairman	May, 2021
Allison Williard	May, 2021

FIRE CHIEF - Daniel Doucette - Appointed by Fire Engineers

FIRE DEPARTMENT BOARD OF ENGINEERS

Daniel Doucette, Chief	June 30, 2019
Keith Carter, Deputy Chief	June 30, 2019
Ramie Reader, Deputy Chief	June 30, 2019

FIREFIGHTERS

One-Year Appointment, Expiring on June 30, 2019

James Albani	Daniel Ball
David Barrett	John Bateman
John Boyle, Probationary	John Bruce, Probationary

Westley Burnham
 Robert Cavender
 Samuel Crocker
 Colt Donahue, Probationary
 Daniel Fialho
 Travis Good, Lieutenant
 Timothy Grimes, Probationary
 Peter Hoare
 Joseph Lafata, Lieutenant
 Amy McNeilly
 Edward S. Neal
 Jonathan O'Bryan
 Kent Parsons
 Joan Perrigo
 Andrew Ray
 Sean Reed
 Ryan Santos, Probationary
 George Stavros
 Eian Woodman

Craig Carter, Probationary
 Phillip Cicola, Probationary
 Dexter Doane
 Richard Dort, Jr.
 Michael French, Arson Investigator
 Warren Grant, III
 Jason Heath
 Cory Jackson, Lieutenant
 Barry Leeds
 James McNeilly
 Ernest Nieberle, Jr., Captain
 Nicholas Ouellette
 David Preen, Lieutenant
 Anthony Pizzo
 Ryan Reed
 Keane Ryan, Probationary
 Michael Soucy
 David Thompson, Lieutenant

FOREST FIRE WARDEN - Daniel Doucette

HARBORMASTER - Peter G. Silva

HARBORMASTER DEPUTY - Daniel Fialho

HARBORMASTER ASSISTANTS

Brian Buck	June 30, 2019
Chad Lipinski	June 30, 2019
Thomas Shute	June 30, 2019
Paul Albani	June 30, 2020
Bruce Lipinski	June 30, 2020
Troy Perry	June 30, 2020
Cooper Riehl	June 30, 2020
Ryan Devaney	June 30, 2021
Michael Harrell	June 30, 2021
Theodore Karr	June 30, 2021
Ainsley McKenna	June 30, 2021

HISTORICAL COMMISSION

Keith Symmes	June 30, 2019
Vacancy	June 30, 2019
Robert Coveillo	June 30, 2020
Nathaniel Crosby (Chairman)	June 30, 2020
Richard Stevens	June 30, 2021
Vacancy	June 30, 2021

LICENSING CLERK – Pamela J. Witham

LOCAL EMERGENCY PLANNING COMMITTEE

Daniel Doucette, Fire Department	June 30, 2019
Lisa J. O'Donnell, Selectmen's Liaison	June 30, 2019
Peter G. Silva, Police Department	June 30, 2019
Erin Kirchner, Board of Health	June 30, 2019
Paul Goodwin, Board of Public Works	June 30, 2019

MASSACHUSETTS AREA PLANNING COUNCIL

Peter Phippen, Representative	June 30, 2019
-------------------------------	---------------

NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL

Alvin Craig, Representative	June 30, 2019
-----------------------------	---------------

OPEN SPACE COMMITTEE

Leslie Burns	June 30, 2019
Nancy Dudley	June 30, 2019
Tamson Gardner	June 30, 2019
Lysa Leland	June 30, 2019
Julie Scofield, Chairperson	June 30, 2019

PERSONNEL BOARD - Board of Selectmen

PLANNING BOARD CLERK – Mary Heeney

PLUMBING & GAS INSPECTORS

Richard Corriere, Inspector	June 30, 2019
David Pereen, Assistant Inspector	June 30, 2019

POLICE CHIEF – Peter G. Silva

POLICE OFFICERS (FULL-TIME)

Daniel Bruce	June 30, 2019
Ryan Davis	June 30, 2019
Alexander F. Edwards	June 30, 2019
Paul Francis, Sergeant	June 30, 2019
Michael French	June 30, 2019
Michael C. Juliano	June 30, 2019
James Romeos	June 30, 2019
Thomas P. Shamshak	June 30, 2019

POLICE OFFICERS (PART-TIME)

Ryan Devaney	June 30, 2019
Chad Lipinski	June 30, 2019
Matthew Lipinski	June 30, 2019

Lauren Pereen	June 30, 2019
Tom Shute	June 30, 2019
David J. Vangelist	June 30, 2019
Robert Wheway	June 30, 2019

POLICE OFFICERS (SPECIAL)

Michael Harrell	June 30, 2019
Brittney Lazarides	June 30, 2019
Christian Mont	June 30, 2019

SHELLFISH ADVISORY COMMISSION

Robert Doane	June 30, 2019
Michael Pascucci	June 30, 2019
William Knovak	June 30, 2021

SHELLFISH CONSTABLES

William Knovak, Constable	June 30, 2019
Stephen Hartley, Deputy Constable	June 30, 2019
Peter Wilson, Deputy Constable	June 30, 2020

STRATEGIC PLANNING COMMITTEE

John Bediz (Conomo Point Planning Committee)	June 30, 2019
Michael Burke (Conservation Committee)	June 30, 2019
Annie Cameron (School Committee)	June 30, 2019
Robert Coviello (Merchants Group)	June 30, 2019
Westley Burnham (Planning Board)	June 30, 2019
David Gabor, Chairman (Finance Committee)	June 30, 2019
Paul Goodwin (Department of Public Works)	June 30, 2019
Vacancy (Community Preservation Committee)	June 30, 2019
Charles McNeil (Shellfish)	June 30, 2019
Andrew C. Spinney (Board of Selectmen)	June 30, 2019
Julie Scofield (Open Space Committee)	June 30, 2019
Michelle French (Council on Aging)	June 30, 2019
Matt Coogan (Town Planner) – Ex-Officio Member	
Mark Fine (MAPC Representative) – Ex-Officio Member	
Brendhan Zubricki (Town Administrator) – Ex-Officio Member	

SURVEYORS OF LUMBER, WOOD & BARK

Vacancy	June 30, 2019
---------	---------------

TOWN ACCOUNTANT – Virginia Antell

TOWN ACCOUNTANT’S ASSISTANT – Brooke Friedrich

TOWN ADMINISTRATOR – Brendhan Zubricki

TOWN BUILDING COMMITTEE

Westley Burnham (Planning Board)
Nat Crosby
Dan Doucette (Fire Department)
Colleen Enos
Vacancy (Finance Committee)
Paul Francis
Peter Levasseur
Lisa O'Donnell, Chair
Stuart Pratt
Ramie Reader
Peter Silva (Police Department)
Charles Storey

TOWN CLERK – Pamela Thorne

TOWN CLERK, ASSISTANTS

Dawn Burnham

Dorothy Elwell

TOWN COUNSEL - KP Law, P.C. June 30, 2019

TOWN PLANNER – Matthew Coogan

TOWN HALL/LIBRARY CUSTODIAN – Ed King

TOWN PROPERTY CUSTODIAN – Gerald Muise

TREASURER/TAX COLLECTOR – Jeff Soulard

TAX COLLECTOR'S CLERK - Dorothy Elwell

YOUTH COMMISSION

Christina Bruce	June 30, 2019
Stacie Capotosto	June 30, 2019
Steve MacDonald	June 30, 2020
Penny Hasseli	June 30, 2020
Steve MacDonald	June 30, 2020
Kate Sundquist	June 30, 2020
Mark McKeen	June 30, 2021
Jess Yurowitz	June 30, 2021

YOUTH COMMISSION DIRECTOR – Suzanne Slater

BOARD OF SELECTMEN CONOMO POINT COMMISSIONERS

The Board of Selectmen offers this report on a number of important issues and initiatives that the Town has been engaged with over the past year, with some mention of those still ahead of us in this and the coming years.

Regarding Town facilities, our Board continues to coordinate with the Town Building Committee, the Board of Public Works (BPW), the Finance Committee, and our public safety departments, working to find the best solution for new public safety quarters. A proposal to purchase the Village Restaurant property for the construction of a new fire station, with the existing public safety building renovated for a police-only facility was narrowly defeated at the Annual Town Meeting in May of 2018, garnering 63% of the necessary 67% of votes. After an August, 2018 Special Town Meeting approved funding for a Project Manager and the 2018 Fall Town Meeting approved funding for a designer, we have been at work to determine the best choice for a building site or sites, and if the departments could remain in a combined building or would need to exist in separate facilities in the future. Currently, we are focused on Town-owned property on John Wise Avenue, abutting the cemetery, as the most feasible and economical option. We hope to deliver a proposal for final design, construction, and project oversight at the 2019 Annual Town Meeting in May.

In addition, we are keeping our water and sewer infrastructure on the horizon as other capital assets that will soon require maintenance and improvements. Our first action in this regard was to commission a comprehensive study of the water system, through the BPW, with Town Meeting approved funding. The report for that work is complete and under consideration by the BPW, which will be making recommendations for projects and scheduling to future Town Meetings.

The Manchester Essex Regional School District has received approval from both communities to fund the replacement of the Manchester Memorial Elementary School. The District had hired an Owner's Project Manager early in 2017 and an architect for the preliminary design later in 2017, both with the support of the Massachusetts School Building Assistance Authority, who may, for qualifying communities, refund up to 31% of the construction cost. The District's capital planning also includes replacement or renovation of Essex Elementary School (EES) within the next 10-15 years, once Memorial School is complete and the debt service for the Middle-High School has been retired. Note that the MSBA considered Memorial to be in more dire condition than EES, which is why the Memorial School project was posed to voters first. In addition, the committees working on this project will begin to develop plans for technology upgrades for EES, to maintain educational parity with the new Memorial School, until the time that EES can be replaced also.

The Town now owns all street lights in public areas after purchasing these from National Grid. In the spring, we hope to realize a grant award under the Green Community Grant program that will pay for the conversion of the lamps to energy-efficient LED models. A separate account was also created that will be regularly funded, to ensure we have the resources for repairs and maintenance as these may be needed in the future. Overall, with grant funding for conversion to the new LED lights, this scenario will realize a cost savings for the Town.

With respect to our natural resources and recreation areas, we continue to promote the Town's readiness for Essex salt marsh restoration/enhancement and Essex River dredging funding. The Army Corps of Engineers is working to complete a Feasibility Study to determine how dredged materials might be used to restore or enhance our own River system. If the study finds certain techniques to be viable and environmentally-sound, it will help the Town prepare for sea level rise while restoring navigability to our waterways. We also participate in the Northeast Coastal Coalition (NECC), which is a group coordinated by Senator Tarr that is working towards a regional dredging program with equipment that would continuously provide maintenance dredging north of Boston on a rotational basis.

The Great Marsh Coastal Adaptation Plan, prepared by the National Wildlife Federation, in partnership with the Ipswich River Watershed Association, is now in its implementation phase. Each year, at the Great Marsh Symposium, which is held in Essex, policy makers, scientists, and other interested parties gather to take stock of accomplishments over the past year and to look forward to next steps. The report specifically addresses how our "green" infrastructure can be strengthened to help protect the Town against the effects of climate change. The report can be found at <https://www.nwf.org/greatmarshadaptation>. We encourage residents to continue to learn more about this.

In addition, Essex has wrapped up work as the lead town on a grant from the Massachusetts Office of Coastal Zone Management. This grant allowed the Town to work with adjacent communities to coordinate available information, as well as coalesce mapping and climate change/sea level rise mitigation efforts to date. The grant also sponsored community workshops in conjunction with the Cape Ann Emergency Planning Team to educate the public about coastal resilience and to illustrate how coastal resilience planning and emergency management planning are very much related. The work has complemented another effort (known as the Municipal Vulnerability Preparedness programs – MVP – sponsored by a different State grant), which aims to make the Town more prepared for all forms of climate change-related future hazards, including coastal hazards. Presently, the Town is administering two MVP Action Grants to study innovative ways to potentially keep our salt marsh intact, both vertically and horizontally, as our best protection against the expected effects of climate change and sea level rise. All of this work is being completed against the backdrop of the Town revising its Federal Hazard Mitigation Plan and working to preserve the resource with programs like eradication of the invasive green crab – with funding from two other grant awards.

Finally, we are working with the Youth Commission to revitalize the use of the Centennial Grove. The Fall Town Meeting authorized funding for some cleanup and repair work at both the Grove Cottage and its adjacent garage. This work will make the facility safer and better for use by future youth programs, the Town's usual YMCA summer camp, event rentals, and more. We continue to welcome ideas for this facility and we will continue to monitor the status of the Folsom Pavilion, with additional repairs likely.

Regarding Conomo Point, long-term property leases will continue to provide the Town with approximately \$500,000 per year in lease payments over the remaining 18 lease years. Many northern point tenants continue to improve and upgrade the properties there and the Department of Environmental Protection's requirements for wastewater compliance will soon be completely met.

Further, the Town has received a \$65,500 grant for the design and permitting of permanent repairs and renovations to the Conomo Point Seawall system after winter storms caused major damage. We plan to apply for construction funding in the spring to implement design recommendations since temporary repairs made to the seawall system last spring were only intended to make the area safe. We welcome your input regarding our newly completed waterfront park or other areas at the Point and ideas for future improvements for public access and use.

Regarding Town Personnel, 2018 brought new faces to several important Town personnel roles. Town Clerk Christina St. Pierre took new employment as the Manchester-by-the-Sea Town Clerk and the Board hired Pamela Thorne to fill this position. Long-time Town Accountant Roxanne Tieri retired and Treasurer/Collector Virginia Antell was promoted to Town Accountant. Assistant Treasurer/Collector Jeffrey Soulard was promoted to Treasurer/Collector to backfill the opening left by Ms. Antell. Long-time Superintendent of Public Works Paul Goodwin took other employment and Assistant Superintendent of Public Works Michael Galli was promoted into that position. The Board hired the first-ever dedicated Custodian for the Town Hall and Library and he has done an excellent job keeping the Town's recent investment in excellent condition in this part-time position. Most recently, the Selectmen voted to promote Sergeant Paul Francis to Chief of Police, to replace retiring Chief of Police Peter Silva, as of August 1, 2019. We look forward to working with Sergeant Francis in his new role and know that his 23 years on the force here in Essex will bring a well-known and admired face to the leadership. The Board wishes to thank all of the employees who have moved on for their dedicated work and contributions to the well-being of the Town over many years. We also look forward to working with everyone working in new roles as we get closer to closing out the second decade of the new millennium.

2019 is our Bicentennial! The Board is excited about our small Town turning 200. While many things have evolved in the Town over the past two centuries, many things unique to Essex have remained intact. For that we are proud to call this place our home and we applaud the efforts of the Bicentennial Committee, which has met consistently over the past few years to provide the Town with a wonderful array of birthday events. Please watch the Town Calendar for their scheduled events and we hope to see everyone at many of these!

Other issues and initiatives that the Board has been involved with this past year include:

- The Town's website has been completely overhauled to deliver a much more organized and user-friendly look and feel. We encourage you to visit the revamped site at www.essexma.org.
- Use of the Town's first and second competitive Green Communities Grant funding awards to replace important systems in the Essex Elementary School with modern, energy efficient systems, as guided by the capable hands of Town Planner Matt Coogan.
- Our Town buildings are now interconnected using an ultra-fast fiber optic municipal area network.
- The moratorium on marijuana facilities in Town was extended at the Fall Town Meeting, which gives the Town until the end of June, 2019 to formalize any additional goals in this area. A Special Town Election in November of 2018 indicated that the majority of voters are not in favor of banning recreational marijuana facilities in Essex. We will work with the Planning Board moving forward and welcome input from residents on this issue.

- Continued fulfillment of Coastal Resilience (as noted above) and Economic Development Community Compacts with the Baker Administration. Economic Development work has been advanced by the new Economic Development Committee, which is presently developing a proposal for downtown parking striping and wayfinding signage and participating in technical assistance grants relative to affordable housing and an Economic Development Action Plan.
- Our participation in the Essex Regional Emergency Communications Center (regional dispatch) has literally paid off! Beginning in fiscal year 2020, the State 911 Department will take over operation of the Center from the Sheriff and will operate the Center at NO cost to its members. Essex has already saved about \$1.5M over the past six years and our annual savings will increase further under this new arrangement.
- We are working with the Board of Health to prepare for the advent of the enforcement of OSHA rules and regulations for worker health and safety. The State is rolling out a new program that will require communities to meet these standards and it will require us to have a well-thought training, coordination, and compliance program in place. The Board of Health Administrator will be the Town’s overall coordinator and she will work directly with other department heads to ensure adequate education and compliance.
- We continue to support the Planning Board in their efforts to develop a Mixed-Use Overlay District for the downtown area, which would allow businesses and residences in the same building. These are only currently allowed for “grandfathered” properties, but this step could bring new vitality to the downtown area. We look forward to a future Town Meeting when this bylaw update will be presented to the Town.

As always, the Board of Selectmen encourages residents to become involved and informed about the issues facing our Town. We are available to answer questions, provide background and context to any issue, and we welcome any input, questions, ideas and any engagement. The more that residents learn and participate, the stronger our community becomes – we need your help to keep Essex the wonderful home town it is!

Respectfully submitted,
BOARD OF SELECTMEN
 Lisa J. O’Donnell, Chair
 Andrew C. Spinney
 Peter D. Phippen

ANIMAL CONTROL OFFICER

Animal control for 2018 was standard and quiet.

One dog bite reported.

Multiple barking issues resolved.

One dog in a hot car.

Multiple deer strikes.

All lost dogs brought the police station were reunited with their owners.

One resting seal at Conomo Point.

Multiple hawks and owls rescued due to rodenticide poisoning.

Llamas reported in the road.
Multiple sea birds blown inland from various storms and placed back in the ocean.
Multiple fines given for non-licensing for 2018, as well as for violations for orders.

All restrained dogs continue to have vigilant owners, and there were no reported cases of rabies in the Town of Essex this year.

Respectfully submitted,
ANIMAL CONTROL OFFICER
Amelia Reilly

ANIMAL HEALTH INSPECTOR

During 2018, there were five dogs quarantined for rabies. Four dogs were released from quarantine, one dog was euthanized at the end of the quarantine. Twenty-three cats were quarantined with wounds of unknown origin and released at the end of the quarantine period of time.

Thirty-four barns were inspected in the fall and the barn book was turned into the State at the end of October.

I attended the annual State meeting in the fall for Animal Control and the Animal Health Inspectors meeting held at the Leominster Police Station. These meetings go over new laws and zoonotic diseases. They are always informative, as laws for quarantines changed in 2018. Zoonotic diseases were discussed with special emphasis on tick borne diseases. New ticks in the northeast region were discussed along with prevention and treatment of tick borne diseases.

Respectfully submitted
ANIMAL HEALTH INSPECTOR
Pamela Stone, CVT

BICENTENNIAL COMMITTEE

The Bicentennial year of our Town is here. The Committee has been working for four years on these events and presentations. Our goal is to educate people about the history of our wonderful Town. We worked hard to make these events free or affordable to everyone in Town.

The upcoming events are:

February 15 The celebrations will begin with an Ice Cream Social, sponsored by Woodman's Inc. The Committee thanks them for their generosity. Daisy Nell and the second graders of Essex Elementary wrote a song for our celebration. "Two Hundred Years Proud and Free" will be sung throughout 2019. I thank Diane Polley and her Committee for their hard work on this event.

- March The Staff at Essex Elementary will invite local historians to share their knowledge of Essex history.
- April There will be a Progressive Meal. Participants will enjoy four courses as they walk around the center of Town. Many thanks to Julie Lafontaine for orchestrating this event. Thanks also goes out to the Waterline Center, St. John the Baptist Church, The First Congregational Church, and The United Universalist Church for hosting this meal.
- June 22 Madame Varney Tea at the Town's original meeting hall. Guests will be able to tour the First Congregational Church, which was built thanks to the determination of one woman, Madame Varney. Tea and sweets will be served. Thank you, Laura Doyle for your Committees' efforts.
- July 27 The Daughters of the American Revolution will rededicate the Ancient Cemetery on Main Street. The Community Preservation Committee and the Town approved restoration work on 25 stones. Thank you, Mary Wilhelm, for bringing this rededication ceremony to Essex.
- August 9 Fireworks behind the Town Hall at sunset. Thank you to the very generous anonymous donors who made this event possible.
- August 10 Bicentennial Parade. Thank you to those who sponsored bands and floats. Old Timers' Baseball Game & food trucks at Shepard Memorial Park.
- August 11 Reception for Octogenarians and Nonagenarians in the Town Hall, 3rd floor auditorium. We will honor our citizens who are over 80. Thank you, Melanie and Donald Burnham, for helping with refreshments.
- September 7 Family Day at Centennial Grove. Join us for an old fashioned picnic day of food and games.
- October 5 Graveyard Tours at the Ancient Cemetery. Thank you, Laura Dole and Kurt Wilhelm, for organizing this event. Join us to learn about the history and lives of the people buried here. Tour the Hearse House and the Shipbuilding Museum.
- December 22 Bicentennial wrap up event. We will host an old fashioned holiday reception. This will be an opportunity to thank the Committee and tour the renovated Town Hall. Light refreshments will be served.

It has been my pleasure to serve as Chairman of this Committee. The Committee has worked hard to bring these events to the people of our Town. We have tried to bring the history of our Town and the people who shaped it to light. I would like to thank Emily Bourgette, Bob Coviello, Heidi Jackson Dean, Laura Doyle, Laurel Eisenhauer, David Gabor, Julie Lafontaine, Sue Lufkin, Susan Parady, Diane Polley, Keith Symmes, and Kurt Wilhelm (my Committee), for their dedication to this year of celebration.

Sincerely,
BICENTENNIAL COMMITTEE
 Dawn Addison Burnham, Chair

BOARD OF ASSESSORS

In December 2018, the State approved a Town tax rate of \$15.37 for the current fiscal year. This is a decrease of 31 cents per \$1,000 valuation from last year.

The Town appropriation for this fiscal year is \$20 million, of which \$13.3 million are to be raised through real and personal property taxes. Residential property accounts for 91% of the value, and therefore 91% of the tax levy. Commercial and industrial property, and personal property account for the remaining 9% of the tax levy. The tax rate per \$1,000 is the result of dividing the revenue to be raised (\$13.3 million) by the total valuation (\$865.9 million), and multiplying the result by \$1,000 to get the rate per thousand. The decrease in tax rate this year is due to property values increasing slightly more than the revenue needed to cover expenses.

There are 1,733 taxable parcels in Essex, which includes those classified as residential, vacant land, commercial, and industrial. Almost 1,000 or 57% of the parcels are classified single family.

Richard Cairns decided that 20 years as an assessor was his limit. We thank him for his many years of service to the Town. Michael Cataldo, our newly elected assessor, also brings many skills with him, which will be needed as the Town moves forward.

Regular office hours are Monday through Wednesday, from 7:30am to 3:30pm, and Thursdays from 8am to 3pm. Board of Assessors meetings are held on the first and third Mondays of the month, from 7 to 9pm. On meeting days, the office is open from 8am to 2pm. If Monday is a holiday the Assessors' meeting is held on Tuesday. All meetings are open to the public.

Respectfully submitted,
BOARD OF ASSESSORS
Stephen Poulos, Principal Assessor
Kurt Wilhelm
Michael Cataldo

BOARD OF HEALTH

Local boards of health in Massachusetts are required by State laws and regulations to perform many crucial and important duties relative to the protection of the public health, control of disease, promotion of sanitary living conditions and the protection of the environment from pollution. In Essex, these duties are accomplished with a three-member, elected Board of Health and various department staff. In 2018, we continued under the leadership of Dr. David Driscoll, Board of Health Chair and Medical Director; Allison Roderick, Clerk; and Dr. Fares Mouchantaf, member.

Lianne Cook, RN, remains as Public Health Nurse and Roberta Cody continues to provide food safety expertise and perform food service inspections. Erin Kirchner continues as Board of Health Administrator and Ann White remains Board of Health Administrative Clerk.

Under the Department of Public Health and the Department of Environmental Protection regulations, the Essex Board of Health oversees, monitors, inspects, investigates and/or follows up

on issues and complaints relating to the minimum standards for food establishments, housing, and on-site wastewater. The Board of Health is also responsible for tobacco control, emergency preparedness, barns and animals, private drinking water wells, and communicable diseases. In addition, we are also responsible for maintaining, updating, and practicing for the implementation of an emergency dispensing site to vaccinate residents in the event of a local or national pandemic. We strive to fulfill the public health motto to “Prevent, Promote, Protect.”

In 2018, the Board of Health:

- Performed seasonal pre-opening and monthly monitoring and water sampling at 3 public town swimming areas.
- Investigated 28 nuisance complaints.
- Reviewed 33 Title 5 Inspection reports.
- Reviewed 27 building permit applications.
- Reviewed 42 septic system design plans or revisions.
- Witnessed soil testing on 15 existing & proposed lots.
- Issued 3 Retail Tobacco Sales Permits.
- Issued 3 Bed & Breakfast/Hotel-Motel/Motor Coach Park Permits.
- Inspected and permitted 2 recreational/day camps for children.
- Issued 1 Hot Tub Permit.
- Performed 139 food service and event inspections.
- Issued 55 Food Service Permits (Retail, Establishment, Non-profit, & Catering).
- Issued 35 Temporary Food Service Permits.
- Issued 1 permit for the manufacture of ice cream.
- Licensed 35 Septic System Installers.
- Licensed 12 Septic Haulers.
- Issued 20 Keeping of Animals Permits.
- Issued 24 Disposal Works Construction Permits.
- Held seasonal flu clinics and assisted at flu clinics held on Cape Ann.

Our Public Health Nurse and the BOH Administrator represent our community and are active in emergency planning on Cape Ann and in the region. They attend meetings and/or are on committees of the Cape Ann Emergency Planning Team, North Shore/Cape Ann Public Health Emergency Preparedness Coalition, Education Group, Care Delivery Group, Sheltering Committee, and the Substance Abuse Prevention Collaborative.

Our regional Substance Abuse Prevention Coalition (SAPC) Grant has allowed us to conduct two successful “Drug Take Back Days” in partnership with our Police Department and the Drug Enforcement Agency, to provide individuals with a safe way to dispose of unneeded medications, keeping them out of the environment and eliminating potential misuse. We have continued our recycling program of mercury thermometers and our sharps (syringes, lancets, etc.) collection program. In addition, the Board of Health has started the evaluation process for all municipal departments to ensure compliance with the new safety standards that will take effect in 2019. Please call our office for information on any of these programs or for suggestions of programs you would like to see implemented.

Our Public Health Nurse continues to provide free monthly blood pressure screening at the Essex Senior Center. We also held 3 public flu clinics and made several home visits, providing free flu vaccinations to approximately 140 individuals. In addition, in collaboration with the Massachusetts Department of Public Health, the Public Health Nurse conducted surveillance and/or investigation of the following suspect or confirmed communicable disease events in 2018:

Anaplasmosis	2
Campylobacteriosis	1
Giardiasis	1
Influenza	26
Varicella	3
Lyme Disease	20
Salmonella	1
Shiga toxin	1
Tickborne (other)	1

We are proud of the efforts of our staff to continue traditional and innovative work toward the continued health and safety of our community, often donating their personal time to do so. Our Nurse and Administrator attended seminars and meetings to remain current in many of the vast and expanding Board of Health responsibilities.

BOH meeting are generally scheduled for the second and fourth Thursday evenings of each month at 7pm. Agendas and Minutes are posted on the Board of Health webpage, http://essexma.org/Pages/EssexMA_Health/index. Meetings are open to the public. If you have a particular issue you wish to discuss, please contact us to be placed on the agenda. We can be reached at the office at (978)768-7614, or via email at boh@essexma.org.

Respectfully Submitted,
ESSEX BOARD OF HEALTH
 Dr. Dave Driscoll, Chairman

BOARD OF PUBLIC WORKS

In 2018, the Department of Public Works personnel performed or assisted with all operating and maintenance duties related to the Highway, the Cemetery, the Snow, and the Water and Sewer Departments, as well as the Transfer Station. Most tasks are routine daily tasks, but a few events and tasks are worth noting.

The Transfer Station took in 1179 tons of refuse and recycled 391 tons of material. The recycling market continues to decline while costs continue to rise. In July of 2018 we changed recycling haulers in an effort to save money. We hosted a Hazardous Waste Day in June and 90 residents took part in that event.

At the Cemetery, we performed 22 internments over the course of 2018. We are also working with an outside company to help map out the Cemetery expansion that was done in 2017. The rest of the Cemetery will be mapped out as time allows.

The Sewer Department had a third sewer main break in front of the Village Restaurant on Memorial Day weekend. Once again we had an outside contractor come in and assist our sewer department with the necessary repairs. Because of this latest break, the Massachusetts Department of Environmental Protection has mandated us to hire an engineering firm to investigate why we have had multiple breaks. There is a significant strain on the sewer budget with the loss of several pumps and meters at our sewer lift stations, along with the force main break investigation, sewer rates were raised to offset costs and will continuously need to be adjusted.

The Water Department had an 8-inch water main break on Landing Road. It took crews several hours to find the break and get it shut off. The Water Department also did a spring and fall hydrant flushing to help alleviate discolored water reports throughout town. We have hired an outside engineering firm to study the deficiencies in our aging water system to help us determine the best path when future upgrades are needed.

The Highway Department crew consists of staffing for parks, the transfer station, the cemetery, and snow/ice operations. They were kept busy as always, patching holes, repairing drains, and rebuilding numerous catch basins just to touch the surface. Our crew consists of five full-time employees and 2 to 3 summer employees. They are mowing parks, Centennial Grove, vacant lots on Conomo Point and the never ending demands at our 2 cemeteries, this was all successfully done well on a weekly basis.

Although winter did not bring the snow we have seen in recent years, it did carry a punch. Some of the more memorable times of 2018 were the 4 Nor'easters we got in March. The DPW battled many different issues over the course of those 4 storms. The town-wide power outages were more difficult to keep up with. During those outages we had water and sewer crews working around the clock to pump out grinder tanks with portable generators. The high winds kept the DPW busy with tree and branch clean ups. Snow removal tasks were still needed for some of these storms and the seawall at Conomo Point had to be rebuilt with help from an outside contractor. Two of these Nor'easters caused enough damage to be classified as a federal disaster. The Town Administrator and DPW office staff have filed the paper work for reimbursement of the funds that were spent.

In closing we wish to thank all town employees, residents, volunteers, etc. who aid and support us throughout the year

Respectfully submitted,
BOARD OF PUBLIC WORKS
Brian Feener, Chairman
Trescott Dewitt
Paul Rullo

BUILDING INSPECTOR

A total of 180 permits were issued in 2018. The following is a breakdown of the number and description of permits issued:

16-Additions	5-Pools
14-Bathrooms	1-Pool House

1-Cell Tower Equipment	1-Porch Enclosed
4-Decks	36-Renvoations
4-Demolition	31-Repairs
1-Drive Thru Window	11-Roofs
1-Fence	2-Sheds
8-Foundation	3-Sheet Metal
4-Garages/Barns	1-Sign
2-Greenhouses	18-Solar Panels
1-Insulation/Weatherization	2-Tents
13-New Dwellings	

The hours for the Building Inspector are from 5:00 p.m. to 7:00 p.m., Wednesday evenings. Hours for the Assistant Building Inspector are from 7:30 a.m. to 8:30 a.m., Monday mornings. Building Permit Applications and Wood Stove Applications are available on the Town Website or can be picked up during regular business hours at the Town Hall, Monday through Thursday. Guidelines for permit procedures are available at the Building Inspector's office in the Town Hall, as well as on the Website.

Please note that if anyone has 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,
BUILDING INSPECTOR
 William Sanborn

COMMUNITY PRESERVATION COMMITTEE

Essex approved the Community Preservation Act at the Annual Town Meeting on May 14, 2007 and at the Town Election of May 14, 2007. The original .05% surcharge on local Real Estate Taxes was increased to 1.5% by 2015 Fall Town Meeting and 2016 ballot. This represents the Town's contribution to the local CPA fund. The second source of funding is from the State Matching fund collected from a \$20.00 fee on Real Estate transactions statewide.

A minimum of 10% of the annual fund must be allocated to each of the following areas: open space, historical preservation, and affordable housing. Up to 5% of the annual funds can be spent on administrative and operating expenses of the CPC. The remaining 65% of the annual funds can be spent in any of the previously defined areas and in addition, for public recreation. The final acceptance of any recommendation by the CPC for allocations and spending in each of the four areas must be approved by the citizens of Essex at a Town Meeting. Specific guidelines established by the CPA ascertain which type of projects can be funded in each of the four categories.

The Committee is a member of the Community Preservation Coalition, which is an organization made up of most of the CPA communities in the Commonwealth. The organization provides training, advice, and advocacy for Community Preservation Communities.

Annual Town Meeting 2018 approved the appropriation of \$20,000 from the Community Housing Reserve and \$19,764 from the CPA Unreserved fund for a total of \$39,764 to be used toward the Chebacco Terrace Housing Exterior Painting project.

Annual Town Meeting 2018 also approved the appropriation of \$35,825 for the Shipbuilding Museum School House Renovation This total included:

- \$2,075 for Refurbishing the alcove from Historic Resources Reserve for the project
- \$11,750 for Post and sill replacement from Historic Resources Reserve for the project
- \$12,500 for Rebuilding the front door and supporting structure from Community Preservation Reserve for the project
- \$9,500 for Heating system replacement from Community Preservation Reserve for the project

Current members of the Committee are identified below.

Respectfully Submitted,

COMMUNITY PRESERVATION COMMITTEE

Richard Ross, (Acting CPC Chair) Finance Committee Representative

Kimberly Drake, Planning Board Representative

Mike Galli, Department of Public Works Representative

Alison Taylor, Ad Hoc Member

Richard Stevens, Historic Preservation Representative

Michael Burke, Conservation Commission Representative

Gregory Cooper, Housing Authority Representative

CONSERVATION COMMISSION

The following summarizes the Commission's hearings and business for the period July 1, 2017 to June 30, 2018:

- The Commission held hearings on 15 Notices of Intent filed for various projects, including, but not limited to, additions, upgraded and new septic systems, and new construction.
- The Commission held hearings on 10 Requests for Determinations of Applicability for various projects, including, but not limited to, additions, construction of sheds, installation of new septic systems, and landscaping.
- The Commission held a hearing on one Abbreviated Notice of Intent.
- The Commission issued two Enforcement Orders. The Commission also worked with a property owner to close a previously issued Enforcement Order.
- The Commission reviewed two requests for minor modifications to an Order of Conditions.
- The Commission reviewed and approved three Extensions to an Order of Conditions.
- The Commission issued 20 Certificates of Compliance to close out completed work. The Commission continues to work with applicants with outstanding Orders of Condition to facilitate the issuance of Certificates of Compliance to clear titles.
- Numerous building applications were reviewed by the Commission's Agent.

- The Commission continues to monitor routine yearly maintenance issues on past projects.
- The Commission reviewed an oyster research project to be conducted in Essex Bay.
- The Commission worked with property owners to address winter storm damage.
- The Commission worked on outlining procedures for the removal of phragmites.
- Wallace Bruce and Elisabeth Frye resigned from the Commission. Robert Brophy advised that he would not be seeking reappointment to the Commission when his term expired on June 30, 2018. Cliff Ageloff and Thomas Barrieau were appointed to the Commission.

The Commission members and staff continue to work diligently improving our understanding of, interpreting and applying the Wetland Protection Act and Rivers Act for the protection of the valuable resources within the Town of Essex. It is the goal of the Conservation Commission and its staff to assist the residents of the Town of Essex in understanding how the Acts apply to their properties and projects.

Respectfully submitted,
ESSEX CONSERVATION COMMISSION
 Michael Burke, Chairman
 Cliff Ageloff
 Thomas Barrieau
 Angus Bruce
 Kevin Cooke
 Edward Marshall
 Jack Schylling

Staff: Kenneth Whittaker, Agent
 Deborah Cunningham
 Administrative Clerk

COUNCIL ON AGING

First and foremost, the Essex Council on Aging Board of Directors would like to acknowledge the passing of long time Board Member Thayne Symmes. Thayne was an active participant at many COA events, and his presence is greatly missed.

The Essex Council on Aging provides a variety of supports to Essex residents over the age of 60 and their family members, including transportation, social services, nutrition, and social/recreational programming. We partner with numerous organizations, such as the Massachusetts Council on Aging Association, Massachusetts Executive Office of Elder Affairs, Massachusetts Registry of Motor Vehicles, SeniorCare, Open Door Food Pantry, Acord Food Pantry, Action Inc., Senator Bruce Tarr’s Office, Congressman Seth Moulton’s Office, Age and Dementia Friendly Cape Ann, Gordon College Center for Balance and Wellness, and the Eastern Essex District Department of Veterans’ Services. The Essex Council on Aging received the Banking for the Community Award from Bank Gloucester. The Town of Essex also received a grant from the Commonwealth of Massachusetts from the Community Compact Program to work with SeniorCare on the Age and Dementia Friendly Cape Ann Initiative.

Transportation has frequently been brought up as one of the biggest concerns for Essex’s older adults. Last year, our vehicle suffered a number of mechanical issues and was no longer useable. We were able to work with Cape Ann Transportation Authority (CATA) and Beauport Ambulance Service to arrange transportation for medical appointments, grocery shopping, and other services

to Essex Residents aged 60 and over. Through these partnerships, we provide transportation to any medical or non-medical destination in Rockport, Gloucester, Ipswich, Essex, Manchester-by-the-Sea, Hamilton, Wenham, Beverly, Danvers, and Peabody from Monday through Friday between the hours of 8AM and 4PM. In addition, residents who wish to grocery shop at Market Basket on Fridays may utilize CATA's service.

In 2018, we provided one-on-one assistance with housing, SNAP benefits, health insurance, veterans' services, transportation, tax relief programs, referral and information services, family/caregiver support, etc. to approximately 100 people. Kristin Crockett is our SHINE Counselor (Medicare Insurance Specialist) and counseling service saved approximately \$30,000 for Essex Residents in 2018. We look forward to continuing to provide support and services to Essex residents in 2019 through our own programming, and our many partnerships. Through our partnership with the Open Door Food Pantry, 35 households received 3,450 pounds of food at the Mobile Market, held on the 2nd Monday of each month at 10AM. Through SeniorCare, we have expanded our meals program to provide a meal each Thursday at the Senior Center. We now offer the Registry Near Me program in which we can assist seniors with online RMV transactions.

Many of our recreational, health and fitness-based programs have continued to be quite successful such as the Balance in Motion classes, Line Dancing, Walking Club, Evening Yoga, walking group and blood pressure clinics. The long standing men's breakfast continues to be a great monthly event. We frequently hold special events throughout the year, and look forward to our new 'Lunch and Learn Program' for 2019.

The Council on Aging has continued to make building improvements. e replaced failed pumps, as well as the failed air conditioning system. Utilizing work crews from the Essex County Correctional Facility, the interior of the building was repainted, landscaping and tree work was completed, as well as power-washing of the building.

Much of the work done at the Council on Aging couldn't be done without the support of our many volunteers, and the Friends of the Council on Aging. Volunteers assist with many of our programs, answer the phones, serve on our board, contribute to the newsletter, and more. The Friends of the Essex Council on Aging have continued to financially support our endeavors, as well as provide additional programming opportunities.

We mail a monthly newsletter. If you wish to receive this newsletter, please email us at coa@essexma.org, or call us at 978-768-7932.

Respectfully submitted,
COUNCIL ON AGING
Kristin Crockett, Director

ECONOMIC DEVELOPMENT COMMITTEE

The Economic Development Committee has met regularly over the past year and has established a very definite plan of work for the future. First, the Committee is working through the Town Planner to secure technical support grant funding to assist the Committee to write an Economic

Development Plan. Our hope is to work with the Metropolitan Area Planning Council (MAPC) in this endeavor. Second, the Committee is working with the Town Administrator, the Town Planner, and the Board of Selectmen to propose to a future Town Meeting the funding for a project that would design and install appropriate street-side parking striping and wayfinding signage in the downtown area. This effort has grown out of the recommendations that were included in the downtown parking study that was completed by Harriman Consultants in 2018. Finally, the Committee hopes to serve as a resource to the new Essex Housing Coalition that is studying affordable housing needs in Town. An aspect of that work is certainly the ability to provide affordable housing for workers involved with business revitalization and growth in Essex.

Respectfully Submitted,
 CHAIRMAN, ECONOMIC DEVELOPMENT COMMITTEE
 Martha Mazzarino

ELECTRICAL INSPECTOR

In 2018, a total of 118 electrical permits were issued:

A/C	1	Pool	2
Addition	6	Remodel	47
Alarm System	5	Repair	2
Barns/Garages	3	Septic Pump	2
Boiler	1	Service Upgrade	10
Deck	1	Shed	1
Generator	5	Solar Panels	18
Heat Pump	1	Storage Unit	1
House	2	Temporary Service	3
Misc.	1	Water Heater	1
	New Service		5

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' Compensation Insurance as per M.G.L. Chapter 152 Section 25 must also be provided by the contractor prior to the issuance of a permit.

Permit applications are available in the Town Hall during regular business hours, Monday through Thursday. 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,
ELECTRICAL INSPECTOR
 Ramie Reader

ESSEX CULTURAL COUNCIL

During FY2019, the Essex Cultural Council disbursed \$3,422 from the Massachusetts Cultural Council. The Massachusetts Cultural Council is a State agency that promotes excellence, access, education, and diversity in the arts, humanities, and interpretive sciences to improve the quality of life for all Massachusetts residents and contributes to the economic vitality of our communities. In keeping with MCC guidelines, seven grants were funded.

Applicant	Project Title	Amount
Hands on History	Hands on History the American Revolution	\$ 250.00
Davis Bates	Sea Songs and Stories: A Performance for Seniors	\$ 450.00
TOHP Burnham Library	Lindsay and Her Puppet Pals	\$ 322.00
TOHP Burnham Library	Magic for Camping	\$ 450.00
Imagine Studios	Walking the Way	\$ 200.00
Cynde McInnis	Whales and Our Planet	\$ 750.00
The Musary, JRP Inc.	Musical Instrument Lending Acquisitions	<u>\$1,000.00</u>
TOTAL		<u>\$3,422.00</u>

Individuals and organizations who would like to bring enriching programs to our community for FY2020 can submit grants to the Council via the Mass Cultural Council website.

We encourage and welcome new members. For information contact Chairperson Rob Fitzgibbon at (978) 317-1640.

Respectfully submitted,
ESSEX CULTURAL COUNCIL

Rob Fitzgibbon, Chair	Robyn Kanter
Janet Carlson	Georgeann Richards
Donna Ceglia	Ann B. Trudeau
Louis Irwin	James Trudeau

FIRE DEPARTMENT

The Essex Fire Department consists of 44 on-call Firefighters and EMTs who respond to both fire calls and medical emergencies. Two thousand eighteen was a very busy year for the Department. We responded to 294 fire calls and 273 medical calls for a total of 567 calls. Also, the Fire Department completed 148 fire inspections, issuing 158 permits. We also support our neighboring towns by providing mutual aid for both active fires and station coverage as needed.

The new squad truck arrived in January of this year. This truck replaced the 1992 squad truck which we had for many years. It carries 300 gallons of water and is able to pump as many as 250 gallons per minute and is used for brush and outside fires. We also purchased 4 sets of protective body armour and helmets for protection during ASHER responses. We are working towards compliance for the newly State accepted OSHA Standards.

Temporary repairs were made to our leaking roof, but the aging structure is in dire need of replacement. Although there have been some setbacks, we continue to work diligently with the Town Building Committee and the Board of Selectmen towards building a new facility.

Station coverage continues to serve the residents of Essex well. The personnel on duty not only respond to both fire and medical calls, but perform various administrative tasks such as answering questions, issuing burning permits and performing minor maintenance to the station and the equipment.

The Essex Fire Department takes pride in supporting several community functions each year. Our presence at the Bonfire on River Day, the Clam Fest, Halloween, the Turkey Trot and the Happy as a Clam Race helps to ensure the safety of both participants and spectators.

Members of the Essex Fire Department attended several training classes and meetings this year. Chief Doucette attended Fire Prevention, Cape Ann Emergency Preparedness, Regional Communication Center, School Safety and Essex County Fire Chiefs meetings. In order to help ensure the safety of our children, fire drills and demos were conducted at the Essex Elementary School and at Magical Beginnings Learning Center of Essex.

Some of the 2018 training topics include:

	RIT Training	Taking Action Against Cancer
	Chimney Fire Training	Active Shooter Hostile Event
Response (ASHER)	Propane Gas Training	EMS Training
	Car Fire Training	MFA Training
	EVOC	Ice Rescue Training

The Board of Engineers wishes to thank all members of the Fire Department for their dedication and hard work this year. We also want to thank the Regional Dispatcher Center and the Essex Police Department for their professional manner in handling emergency calls. In addition, we want to thank Beauport Ambulance Service and the Town of Manchester for providing us with Advanced Life Support (ALS) when necessary. Lastly and most importantly, we want to thank the residents of Essex for their continued support and respect.

Respectfully Submitted,
BOARD OF ENGINEERS
Chief Daniel Doucette
Deputy Chief Ramie Reader
Deputy Chief Keith Carter

HARBORMASTER

During the year 2018, our Department was very busy with a host of Harbormaster matters. We worked very hard focusing on placing new moorings in a couple of different areas including the ones which are considered “Mud Moorings”. They are the moorings which have very little or no water under them when the tide recedes. We were very cognizant of strategically placing them so that they were not problematic with navigation, or with harvesting shellfish products. During this season, there was a very noticeable uptick in citizens who were interested in mud moorings. Citizens were looking for an opportunity to have access to the water even with small crafts to get their foot in the door while they waited for a “deep water” mooring. This was the result of several changes that I promulgated in the Harbor Regulations. One of the changes included that if a person was on the Waiting List and there were no deep water moorings available, but there was a mud mooring available, they could accept the mud mooring and have the option of not being taken off of the Waiting List so long as they continued to pay the yearly fee and remained in good standing. This was a great improvement for people on the Waiting List.

The demand for Transient Moorings was incredible through the whole season. This year, we added a transient mooring in the Conomo Point area which we utilized for long term rentals. We have also added a benefit of getting a free day for every week of rental. The public took advantage of this opportunity and we filled up many days of rental which was a revenue generating incentive. This is especially attractive if you are on vacation in this area, or if you are looking for a location to keep your vessel for a select period of time. The transient mooring rentals presently cost \$25.00 per day, and there is no minimum amount of days required. I have always had a vision of someday offering a pay for use launch service in the Conomo Point area that could get boaters to their mooring. This would minimize the need for many tenders and skiffs that are utilized to get boaters out to their vessels. The area could also use additional dinghy racks so that boaters could pay for a permit to keep their dinghy on the rack.

In the spring, the Town opened the new park at Conomo Point. The park includes a small new dock and float where residents who have moorings in area “G”, may apply for a permit through the Harbormaster’s office to keep a small non-motorized skiff at the float at no cost to them (at this time) so that they may have convenient access to their vessels on their moorings. There are only a limited number of spots available and the permits are issued on a first come, first serve basis. Not only does the float offer convenience for boaters who have moorings, the park offers a tranquil spot where the public may enjoy the gorgeous view. This park is a favorite of mine and I consider it the best kept secret if you are looking for one of the most beautiful locations in Town where residents and members of the public can indulge in some of the most breathtaking sunsets over the water.

Dredging has continued to be the number one priority for the Essex River. There are too many times when the Harbormaster’s boat is unable to leave the dock at low, or almost low tide, due to the lack of water. This is very concerning to me because emergencies don’t follow a tide schedule. They happen at all hours of the day and night. Suggestions have been made about possibly relocating the Harbormaster’s boat where there is more water, but there would be challenges wherever the rescue boat is located. We have had our share of emergencies within the basin where the marinas are located so we never know where emergency services will be needed. It is important that we continue with our efforts working toward getting the river dredged in the most

responsible way. Planning efforts for dredging have been ongoing, and I believe that these efforts will eventually come to fruition. We are also looking at creative solutions such as sharing dredging equipment, as well as other combined options that we may consider in the near future as well. During the month of September, our Department received a report of a boating emergency where 3 people were in the water. Their vessel was unoccupied and still in gear and was circling the people in the water. Assistant Harbormaster Troy Perry was on duty in the area and quickly responded to this call. All victims had been assisted by another boater who had them safely on board when Assistant Harbormaster Perry arrived. Perry found the unoccupied vessel up on plane and going in circles. He skillfully maneuvered our rescue boat and was able to disable the unoccupied vessel. The victims that were in the water were a father and his 9 and 3 year old children who were tossed off of the boat while the boat was still in gear and up on plane. This incident could have resulted in a tragic conclusion if not for the quick response of the good Samaritans who picked up the victims, and from the prompt response from Assistant Harbormaster Troy Perry.

In July of 2019, I will be retiring as the Chief of Police and Harbormaster for the Town of Essex. It has been such an honor and privilege to serve our community in this capacity. I give a tremendous amount of credit to all of our harbor staff for all of their work and dedication that they have shown through the years. Their commitment begins long before the season, and continues long after the season wraps up. There have been countless improvements that we have made since 2005 when I became the Harbormaster, and I am confident that the pursuit of excellence will continue. The Selectmen are considering how to best manage the harbor in conjunction with incoming Chief of Police Paul Francis as of August of 2019. I wish him the very best in all that he does in this well-deserved promotion. To say that I have enjoyed working on the Essex River is an understatement. I consider this area to be one of the most beautiful areas for people to work, live, and to boat in. Please keep safety in mind when you are on the Essex River, and treat the river with the respect that it deserves. We are so fortunate to have such a beautiful resource at our door step. I would like to express my sincere thanks to the residents of this community for their support, and for the support of the officers of our Department. It is important to thank our Administrative Assistant, Mary Elinor Dagle, who certainly deserves a great deal of thanks and praise for the work and organization that she does for all of the mooring permit holders, as well as everyone who is on the Waiting List. Her commitment to our community and to our agency has been outstanding. The Town is so fortunate to have such a valuable employee. I will miss working with her very much. I would like to also recognize the Essex Board of Selectmen, and the Town Administrator Brendhan Zubricki, and thank them for their continued partnership and support throughout the year. It has been amazing working cooperatively with all past and present members of the Board of Selectmen. Their commitment and leadership to guide our community has been remarkable, and I have been fortunate to have been surrounded by the enormity of talent. In addition, I want to thank all of the residents of this community for their input and for their support through the years. I wish all of the residents the very best, and I hope that you stay safe on our beautiful river.

Respectfully submitted,
HARBORMASTER
Peter G. Silva

T.O.H.P. BURNHAM PUBLIC LIBRARY

2018 proved to be a most active year for the Library. A new and valuable improvement was the **logo** and **website**. The logo was designed by Suzy Balk and thanks to the bequest of Norma Andrews, the Library was able to contract Stirling Associates to build a new website for the Library. The site gives access to all Library information, museum pass reservations, and online program reservations. Please visit www.essexpubliclibrary.org



T.O.H.P. Burnham Library by the numbers:

- Total circulation - 34,632.
- Total volunteer hours - 303.
- Inter-library loans: Items borrowed by Essex residents - 10,876, and items loaned to other libraries - 6,471.
- Facebook followers - 471.
- Programs - 181 with 2,387 attendees.
- New Website 8,654 sessions and 5,868 users.
- Essex residents with a library card: 2,667.
- The Library was open 1,508 hours.

These numbers give a snapshot of some of the statistics of the Library that were reported to the Massachusetts Board of Library Commissioners FY18. Most statistics are compiled by Merrimack Valley Library Consortium (MVLC), our consortium. Some new services brought to you by MVLC are:

- BookMyne App: We now offer a mobile-friendly library catalog.
- Libby: OverDrive's new application made it easier than ever to borrow library e-titles.
- Pay online with a credit or debit card now available for lost items.

The Library welcomed Pat Seavey, a retired Library Director from Santa Fe now living in Rockport, and Lauren James who specializes in young adult literature.

The Library appreciates the **volunteers** who give numerous hours to the Library. Each year, we also have more high school students requesting community service hours to fulfill their requirements in the National Honor Society or to graduate Manchester Essex Regional School.

The **Manchester Essex Rotary** donated \$300 towards a **Little Free Library**. The Friends of the Library matched it and it stands at Conomo Point. A thank you to Ed King, our custodian, for assembling it, and to the Department of Public Works for installing it.

A few highlights from our year of **programming**: CSI, Yoga, Kelly Girls singers, Historic New England, Chronicle Reporter Ted Reinstein, Cartoonist/Author Mark Parisi, Pocahontas, Henna, Digerdoo, Toe Jam Band, and boating night. There's a lot going on at the Burnham Library and grants help fund it. We strive to help supplement the Library budget with grants from the Essex Cultural Council, State Aid, Coordinated Family and Community Engagement, and Massachusetts Small Libraries.

When possible, the Library Staff attends **professional development** classes. One impactful seminar we all attended was *Black Belt Librarian* by Warren Graham, which expertly covered safety for librarians & libraries.

Many thanks to the Trustees and the many partners and donors mentioned above, especially the Friends of the Library, who enable us to be of service in so many ways. Please consider signing up for a library card if you haven't already, and ask us about the services that are yours to enjoy. As we continue to seek more ways to meet your needs, I hope you all will join us in conversation and community.

Respectfully submitted;
LIBRARY DIRECTOR
Deborah French

LICENSING CLERK

A total of 150 licenses and permits were approved by the Board of Selectmen and issued by the Licensing Clerk in 2018. The following is a breakdown of the number and description of licenses and permits issued:

21	Antiques Licenses
4	Auction Permits
2	Automatic Amusement Device Licenses
9	Class II Licenses (Sale of Used Cars)
29	Common Victualler's Licenses
14	Entertainment Licenses - One-Day
2	Entertainment Licenses – Sunday (Annual)
8	Entertainment Licenses – Weekday (Annual)
0	Flea Market Permits
5	Keeping, Storage, Sale of Fuel Permits
1	Gravel Pit Permits
1	Innkeeper's Licenses
13	Liquor Licenses - All Alcohol, Restaurant
1	Liquor Licenses – Wine & Malt, Restaurant
2	Liquor Licenses – All Alcohol, Package Store
3	Liquor Licenses – Wine & Malt, Package Store
0	Liquor Licenses – Farmers Market Series Permits
35	Liquor Licenses – One Day
0	Municipal Street Licenses
0	Paraffin Licenses
0	Peddlers, Hawkers, & Vendors Licenses

The hours for the Licensing Clerk are from 7:30 a.m. to 3:30 p.m., Mondays through Thursdays. Most license and permit applications are available on the Licensing Clerk's webpage on the Town's website: <https://www.essexma.org/licensing-clerk>

Please contact the Licensing Clerk with any licensing questions or concerns at the Town Hall, 978-768-6531, or by email: pwitham@essexma.org.

Respectfully submitted,
LICENSING CLERK
Pamela J. Witham

METROPOLITAN AREA PLANNING COUNCIL: NORTH SHORE TASK FORCE

Beverly, Danvers, Essex, Hamilton, Gloucester, Ipswich, Manchester by the Sea, Marblehead, Middleton, Nahant, Peabody, Rockport, Salem, Swampscott, Topsfield and Wenham

During 2018, the North Shore Task Force took part in a variety of activities, including:

- Reviewing and offering input into a variety of regional transportation programs, including the Transportation Improvement Program, the Unified Planning and Work Program and the Regional Transportation Plan, as well as opportunities to participate in Transportation Demand Management and Suburban Mobility programs. [Boston MPO](#)
- Working with the MAPC Government Affairs to review policy and issues. Government Affairs staff reviewed the last MA Legislative Session, gave a summary of state funding priorities, looked at bills that did pass the Legislature, and what did not pass. NSTF members addressed legislative priorities for the next session with concerns regarding climate change resilience assistance, affordable housing and transportation improvements leading the list. [Legislative-Government Affairs](#)
- North Shore and Autonomous Vehicles, Ride Hailing and progress on the North Shore Regional Shuttle. Conducted by MAPC Transportation Staff, the meeting focused on the role that autonomous vehicles could play in conjunction with ride hailing services. MAPC staff also gave an update on progress in implementing the pilot North Shore Regional bus shuttle, a recommendation from the MAPC 2017 North Shore Mobility Study, designed to run between the Beverly Train Depot, the Cummings Center and Cherry Hill Industrial Park. [NS Mobility Study](#)
- The MA Housing Choice Program. Governor Baker's Housing Choice Initiative is designed to provide tools for communities to meet the goal of creating 135,000 new housing units statewide by 2025. The program rewards communities that are producing housing and encourages local governments to expand housing options through new legislation, coordinated grants and technical assistance. [MA Housing Choice](#)
- Collaborating with the Great Marsh Coalition to produce the Coalition's seventh annual Climate Adaptation and Mitigation Conference, focusing on the history, beauty and cultural significance of the Great Marsh. [Great Marsh](#)
- Providing technical assistance to help North Shore communities learn about the opportunities to create a regional bike sharing program rather than creating town-by-town contracts. [Bike Share](#)

- A tour of downtown Beverly with the city’s Community Development staff, highlighting the city’s downtown housing, transportation improvements and downtown revitalization program with an emphasis on public art. Beverly

Respectfully Submitted,
 MAPC PRINCIPAL REGIONAL PLANNER
 Sam Cleaves, AICP

OPEN SPACE COMMITTEE

The Essex Open Space Committee’s mission is to preserve our varied landscapes, especially those with significant ecological, scenic and /or historic value, for passive public use, recreational enjoyment, and for undisturbed wildlife habitat.

As reported previously, an update of the *Open Space and Recreation Plan*, which ‘expired’ in 2014, has been a priority over the past few years. The final document was granted conditional approval by the Division of Conservation Services (DCS) in the Fall of 2016 resulting in the following two benefits: first, we have a thorough assessment of the Town’s physical assets to allow for informed planning and decision-making; and second, in situations where a current Open Space Plan is a prerequisite, the Town is eligible to apply for grants. After submitting minor revisions as requested, we were notified of additional required material. With the assistance of Matt Coogan, Essex Town Planner, we have nearly completed those sections. The updated Plan is nonetheless in force and valid until at least 2023.

One of DCS’s requirements was more current public input for the appendix which, for us, resulted in a town-wide survey focusing on outdoor space and especially, recreation. Feedback touched on every corner of Essex with many constructive observations, the majority being concerned with the Eagles’ Nest playground, the Pavilion at Centennial Grove, and the tennis courts in the center of Town. The whole of the survey’s findings have been made available to the Strategic Planning Committee.

The Open Space Committee continues to monitor the smaller trails around Essex, i.e. those not managed by the Trustees or Greenbelt, most notably, the Sally Soucy Nature Trail at Centennial Grove where the signage is in deteriorating condition. We have finalized the slightly-revised text for new signs, funded by a grant from the Essex Cultural Council, and after some badly needed trail maintenance, we hope to see them installed in the spring of 2019.

We are working to ensure that the Town of Essex is well positioned to advocate effectively on behalf of open space, natural land and conservation, for the benefit of all. We welcome new members and associates, and encourage anyone interested in finding out more to contact Julie Scofield (978-768-7852); jmscofield@gmail.com.

Respectfully submitted,
 OPEN SPACE COMMITTEE
 Julie Scofield, Chair
 Nancy Dudley
 Tamson Gardner
 Lysa Leland

PERSONNEL BOARD

The Personnel Board bylaw was revised by the Fall Town Meeting in 2016 to allow the three Selectmen to officially serve as its members. 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.
- Various approvals of individual requests from Town employees under the Personnel Rules & Regulations and union contracts.
- Consultation with the Board of Public Works relative to the promotion of Michael Galli as the new Superintendent of Public Works.
- Approval of a new position description for the Town Hall/Library Custodian.
- Approval of a revised position description for the Youth Director.
- Approval of a revised position description for the Town Accountant.
- Approval of a revised position description for the Town Clerk.

We look forward to serving the Town in the coming year.

Respectfully submitted,
ESSEX PERSONNEL BOARD
Lisa J. O'Donnell, Chair
Andrew C. Spinney
Peter D. Phippen

PLANNING BOARD

In May, there were two open seats on the Planning Board. At the Town Elections, the citizens of Essex elected Michael McConnell to serve a 5-year term on the Planning Board and Samuel Crocker to renew his position on the Board for another five year term.

Following the Town Elections, the Board Members voted for positions on the Board: Westley Burnham as Chair, Matt Greco as Vice-Chair, Michael McConnell as Clerk, and William French as Vice-Clerk.

The Planning Board Members are required to do more than attend two meetings a month. The Chair and the Vice-Chair share the responsibilities of supervising the office, communicating with the other Town departments, committees, and Town Counsel. Board Members are asked to serve on other Essex boards and committees.

The Planning Board held a Public hearing for Articles placed on the 2018 Fall Town Meeting Warrant by the Board of Selectmen. The Articles proposed Amendments to Zoning Bylaws.

1. To add a new section that would ban all types of non-medical/recreational marijuana establishments, cultivators, testing facilities, product manufacturers, retailers, etc., and
2. To amend existing Section 6-14.3 to extend the temporary moratorium to December 2019.

The Ban was withdrawn on the floor and the moratorium extension was passed.

In 2018, the Board received four Special Permit Applications. Three were related to the reconstruction of dwellings located on Robbins Island Road. Two were approved and one was withdrawn without prejudice for redesign. The fourth related to access to property located on Choate Street, a Scenic Way. The removal of a section of stone wall was approved.

The Building Inspector met with the Planning Board thirteen times in 2018. During the Building Inspector's Report, the Building Inspector presented Building Permit Applications which require the review and approval of the Board.

The Planning Board is working on creating a Downtown District to encourage economic development and other improvements, in conjunction with the Strategic Planning Committee's long term plan. Public input, forums, and hearings will be held as work progresses.

The Town Web Site contains information about The Planning Board and the Town Bylaws, including the Zoning Bylaws. Under the Planning Board, can be found: contact information, hours of operations, and application forms you may need. Included, you will also find the *Guide to Obtaining Permits in Essex* which is a good resource if you are looking to obtain any type of permit in Essex.

All citizens are encouraged to attend the Planning Board Meetings to learn more about the Planning Board, Zoning, and/or planning for the Future of Essex.

The Chair would also like to thank Matt Greco, Kimberly Drake, Skip Crocker, Dexter Doane, Bill French, and Michael McConnell for volunteering their valuable time to serve on the Planning Board and Mary Heeney, administrative aide.

Respectfully submitted,
PLANNING BOARD CHAIR
Westley Burnham

PLUMBING & GAS INSPECTOR

One hundred and fifty-four plumbing & gas permits were issued in 2018:

- Eighty gas permits and
- Seventy-four plumbing permits.

Please contact the Board of Health office at 978-768-7614 to schedule inspections.

Respectfully submitted,
PLUMBING & GAS INSPECTOR
Richard Corriere

POLICE DEPARTMENT

The Essex Police Department had one of the busiest years to date during 2018. Our Department had assessors from the Massachusetts Police Accreditation Commission come in to the Department and after a thorough review, our agency became re-Certified. Certification is a process by which police departments strive to meet and maintain standards that have been established for the profession, by the profession. These carefully selected standards reflect critical areas of police management, operations, and technical support activities. The Certification Program not only sets standards for the law enforcement profession, but also for the delivery of police services to the citizens of our community and throughout the Commonwealth. Achieving Certification from the Massachusetts Police Accreditation Commission is considered a very significant accomplishment, and is a recognition that is highly regarded by the law enforcement community.

Our pursuit of excellence continued while we worked towards reaching Accreditation, which is an even higher honor, and involves a tremendous amount of work and standards which we would be evaluated on. In January of 2019, our department was assessed for Accreditation and we were informed that at the end of February, the Essex Police Department will reach Accreditation. The enormity of work that has been involved in this process has been absolutely incredible. I had assigned Sergeant Paul Francis to be the Accreditation Manager for our Department, and he was assisted by Officer Daniel Bruce. These two officers worked tirelessly on every aspect of the Accreditation process, and I am very proud of the hard work that each of them contributed during this process.

In November, Officer Michael Juliano, graduated the full time academy. His full time position had filled a vacancy due to a retirement within the department. Officer Juliano is currently assigned to the midnight shift.

The officers have answered many calls for service, including a couple of very serious motor vehicle crashes during the year. These crashes resulted in serious injuries and property damage. We have continued to focus on a combination of traffic enforcement and public education to slow people down and to reduce the cases of distracted driving, as well as the countless reports of “erratic operator” calls that we get on a regular basis. In addition to many erratic operator calls, our Department continues to get a tremendous amount of reports of fraud. We have had an ongoing effort to educate and inform the residents and business owners about fraud and how to protect themselves. Although we have had several incidents this past year where people have lost money to scammers through a variety of fraudulent means, I believe that our efforts have paid off for many people. We are noticing that although people are reporting fraud, they often convey that they have received the fraud packet in the mail that we sent out and that they are aware of many of these scams. Because of this, they often just hang up on the scammers as we suggest that they do.

We recognize the importance of having officers interact with the children of the schools in a positive way. Officer Alex Edwards was sent to specialized training to be a School Resource Officer. It is my hope that at some time in the near future our Department will have an officer in the school not as an enforcement officer, but to be a resource and mentor for the children who are the future of our society. With this model in mind, Officer James Romeos accompanied the 5th grade students of Essex and Manchester to the team building class trip to Lake Merrowvista which was well received by the students and staff.

At the end of the summer, we had prisoners from the Essex County Correctional Facility come to Town and paint the administrative trailer, which is rapidly falling into disrepair. Although the trailer was painted to look more presentable, the trailer was originally intended as a temporary use for additional office space. Unfortunately, this arrangement has far exceeded its intended use. Our efforts have continued to address the dire need for a new police facility, and the Town Building Committee has been working diligently exploring all options to construct a facility for both police and fire. These efforts include looking at multiple different sites, separate buildings for police and fire, as well as building a combined facility. The challenges have been countless, but we will keep working on a viable solution for the safety of all employees, and to best serve the residents of this community.

It has always been very important to me to make sure that the residents are informed of the many programs that we offer, as well as the great work that the officers do. We keep them informed about things such as services, helpful hints for protecting themselves, and provide information that may be valuable to them. I started the K.O.R.I. Program (Keeping Our Residents Informed) and recorded a short series of Podcasts with the help of 1623 Studios in Gloucester. Listeners can go on the Police Department website and listen to several different topics where I lead discussions with people such as officers from the Police Department, Fire Chief Dan Doucette, Essex Board of Health Agent Erin Kirchner, and a special guest. The K.O.R.I. Program was a creative way to get officers involved, and to provide an informational forum that the public can listen to in the comfort of their homes.

I started my career in law enforcement for the Town of Wenham back in 1986, and joined the Essex Police Department in 1988 where I have worked since that time, serving as the Chief of Police since 2005. In July of 2019, I will be retiring as the Chief of Police and Harbormaster for the Town of Essex. I consider it an honor and a privilege to serve in these capacities, and to have had the good fortune of working with very talented officers who do an outstanding job serving our community. I sincerely want to thank each one of them for the exceptional work that they do. The Board of Selectmen has made the decision to promote Sergeant Paul Francis to the position of Chief as of August 1, 2019. I am confident that Sergeant Francis will continue with our past efforts of Community Policing, and serving the community with the highest regard. I wish him the very best in all that he does in this well-deserved promotion.

I would like to express my sincere thanks to the residents of this community for their support, and for the support of the officers of our Department. It is important to thank our Administrative Assistant, Mary Elinor Dagle, who certainly deserves a great deal of thanks and praise for the countless things that she does daily for our Department and for the community. The Town is so fortunate to have such a valuable employee. I will miss working with her very much.

I would like to also recognize the members of the Essex Board of Selectmen and the Town Administrator Brendhan Zubricki, and thank them for their continued guidance and support throughout the year. It has been amazing working cooperatively with all past and present members of the Board of Selectmen. Their commitment and leadership to guide our community has been remarkable, and I have been fortunate to have been surrounded by the enormity of talent.

Respectfully submitted,
POLICE CHIEF
Peter G. Silva

2018 ANNUAL STATISTICS ESSEX POLICE DEPARTMENT

911 False/Abandoned	20	Harassment	12
Abandoned Vehicle	1	Illegal Dumping	2
Agency Assist	44	Information Report	26
Alarm	146	Injury on Duty	16
Alarm-Carbon Monoxide	11	Intoxicated Person	3
Animal Complaint	162	Investigation	18
Annoying Calls	14	Juvenile Issue	6
Arrest/Summons	81	License to Carry/FID	126
Assault	3	Lost/Found Property	66
Attempt to Serve	31	Mail/Deliver Message	7
B&E	3	Medical Call	242
BOLO	393	Missing Person	3
Building Check	16	Motor Vehicle Complaint	115
Citizen Assist	568	Motor Vehicle Disabled	59
Civil Dispute	7	Motor Vehicle Lockout	4
Cruiser Damage	1	Noise Complaint	10
Custodial Problem	3	Parking Issue/Complaint	114
Deer Struck by Motor Vehicle	18	Property Damage	25
Detail	107	Repossession	1
Directed Patrol	4425	Selective Enforcement	78
Disturbance	9	Suspicious Activity	199
Domestic Dispute	12	Theft	16
Drugs	7	Threat	6
Entered In Error	8	Traffic Accident with PI	19
Escort	16	Traffic Accident	64
Fire Alarm	98	Traffic Hazard	53
Fire Brush	8	Traffic Stop	907
Fire Investigation	26	Trespassing	11
Fire Other	32	Unwanted Guest	3
Fire Structure	10	Utility Request	202
Fire Vehicle	3	Violation of Order	7
Fireworks Complaint	7	Watercraft Incident	21
Fraud	38	Well Being Check	62
Total		8831	

MANCHESTER ESSEX REGIONAL SCHOOL DISTRICT

The Manchester Essex Regional School District is a high achieving community committed to educating all students, inspiring passion, instilling a love of learning, and developing local and global citizenship.

The communities of Essex and Manchester have a strong reputation for their commitment to high-quality schools. Through the collaborative efforts of the towns of Essex and Manchester, the Memorial School Building Committee, and Vote Yes for Kids, MERSD successfully won the support of the community to proceed with the Memorial School building project. We are thrilled at the outcome and thankful to all who contributed time and energy to the development and communication of the plan. The expertise and commitment of our community volunteers were critically important to the successful vote on the Memorial Building Project.

Educationally, Manchester Essex Regional School District continues to be one of highest performing districts in the state. We are an inclusive and collaborative organization committed to continual improvement with mission of providing strong core curricula that balances high expectations for student achievement with the needs of the whole child. MERSD is an inclusive collaborative culture that proudly works to educate each child from his/her own readiness level in order to facilitate the intellectual, social, and emotional growth process. As such, we offer a variety of student-centered twenty-first century learning opportunities, such as: elementary foreign language; Integrated Pre-Kindergarten; specialized learning programs for students with dyslexia, autism spectrum disorders, and developmental delays; 6th Grade Middle School Academy; STEM coursework in computer science, engineering, project based environmental studies, and FIRST Robotics; Project Adventure; Yale University's RULER Program; Senior Internships through our SCORE program; award winning arts and music programs; and, state champion athletic teams.

2018 Highlights:

- Memorial School Project won community support.
- MERHS ranked 5th in Boston Magazine's Best High Schools edition.
- MERHS recognized by US News & World Report as a Gold Medal High School. MERHS ranked among the top 20% of High Schools Nationwide & the top 5% of High Schools in MA!
- Manchester Essex Regional Middle High School recognized by the Department of Elementary and Secondary Education (DESE) as a Green Ribbon School. Due to the continued efforts and exemplary commitment, across the board in the areas of Sustainability – Health and Wellbeing – Commitment to the Environment, DESE has created a new designation “Green Ribbon School – Sustained Excellence”. This designation is a new area of certification, and MERMHS is currently the only school in the State to have received this honor.
- Three MERHS students were recognized on the national level by the Scholastic Art & Writing Awards excellence in art.
- MERSD continued its partnership with Yale's Center for Emotional Intelligence by implementing RULER with students (Recognizing, Understanding, Labeling, Expressing and Regulating emotions) in grades K-12. This approach supports our commitment to Social and Emotional Learning (SEL). SEL is the process through which children and adults acquire and

effectively apply the knowledge, attitudes, and skills necessary to understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions.

- MERHS partnered with Anti-Defamation League to implement the World of Difference Peer Training Program. The goal of the initiative is to provide Peer Trainers with the training and resources to design and lead interactive programs that promote an environment that is respectful and civil.
- MERSD further expanded its partnership with the Ipswich YMCA. Building on the success of the popular Middle School theater program, and the YMCA K-5 on-site after-school program for Essex Elementary School students, MERSD partnered with the North Shore YMCA to offer a summer literacy program to rising second and third-grade students. The summer literacy program was a two-week program that provided MERSD students with instruction in literacy focused on building skills in self-selected reading, small group guided reading, writing, spelling, grammar, and vocabulary. Our program was generously funded by EBSCO Publishing.

The success of the Manchester Essex Regional School District is a community effort! On behalf of the faculty and staff of MERSD, I extend my sincere appreciation to the residents of the communities of Manchester and Essex for their unwavering support of our students and of our schools.

SUPERINTENDENT OF SCHOOLS

Pamela Beaudoin

MEMORIAL SCHOOL BUILDING PROJECT

The Memorial School Building Committee (MSBC) has successfully carried out all phases of the Massachusetts School Building Authority (MSBA) planning process, including feasibility study and schematic design, complying with prescribed MSBA procedures and policies and maximizing the District's reimbursement application for construction of a new school. Through this process, the MSBC worked to find a fiscally responsible, forward-thinking solution for the Manchester elementary school building that meets the needs of the District's current and future curriculum, is mindful of future maintenance and the impact on the environment, serves the school community, and is supported by voters in Manchester and Essex, as well as the MSBA.

The MSBC's proposed solution was presented to and approved by the boards of Selectmen and Finance in both Essex and Manchester, the Massachusetts School Building Authority, and the citizens of both Essex and Manchester in October and November of 2018.

Memorial Building Project Overview:

Total Project Budget \$52.2 million

- Estimated MSBA Reimbursement \$12M
- District Share \$40M

Estimated Annual Cost to Towns /Assuming 30 Yr. Bonds @ 5%

- Manchester \$1.7M

- Essex \$850,000

Building Basics

- 77,012 square foot facility
- A 50-year solution per MSBA guidelines
- Meets the educational program
- Sufficient space for school population – Design Enrollment 335
- Flexible design for growth
- More energy efficient
- More secure
- Compliant with all State and Federal laws

Project Timeline: In accordance with the MSBA process, the Project Team is currently working on more detailed design specification that will be used to refine estimates and guide construction. Construction will begin in the summer of 2019 and end in the fall/winter of 2021, with students in their new classroom spaces by fall of 2020, and common/administrative spaces (e.g., gym, cafeteria, main office) being completed during the 2020-2021 school year. Demolition will occur during the summer, when school is not in session. Students will be housed in the current Memorial School building and moved to the new classroom space by fall 2020.

Community Input: Throughout 2018, the Memorial School Building Committee hosted community meetings to keep both the Manchester and Essex communities up-to-date on the process and to gather feedback. The meetings focused on the MSBA grant program process and schedule, the existing conditions of Memorial school, and potential building sites, feasibility phase building options, project timeline, and budget.

For more information, including drafted architectural designs for the proposed building, budget information, and Memorial Project FAQs, please visit the Memorial School Building Committee webpage at <https://www.mersd.org/domain/767>.

FINANCE & OPERATIONS

MERSD’s School Committee Budget Goals includes the objective to “Develop and deliver a fiscally responsible budget that maintains educational quality, supports District goals, and aligns with our multi-year budget commitment to work within the confines of Proposition 2 ½.” With that in mind, MERSD begins each budget season looking to provide at minimum “level services,” or, in other words, the same level of program currently in place. When District or building-level administrators identify the need for program enhancements, it is MERSD’s practice to attempt to fund those first, when possible, through identification of operating efficiencies (i.e., cost savings), in order to minimize the impact to taxpayers. MERSD has a multi-year track record of revamping and improving program delivery in ways that focus on student needs while also generating financial savings.

As of January 22, 2019, the proposed, drafted FY20 budget of \$26.064 million assumes spending growth of 3.25% (\$821K), following 3.18% in FY19, 3.31% in FY18 and 3.14% in FY17. This stable rate of growth is consistent with the multi-year budget projections used by MERSD to

collaborate and plan with member towns of Manchester and Essex. Achieving this target was particularly challenging in FY18, as MERSD had to use program cuts to offset a one-time increase of 28% in health insurance rates, driven by an unusual spike in utilization. Although insurance utilization has since returned to normal levels, the FY20 budget's priority on stable spending growth does not yet allow for restoration of prior year program cuts, which included elimination of positions held by retiring staff and reduction of spending on curriculum and facility capital improvements.

MERSD has also been working collaboratively with teachers and staff to find ways to manage the rising cost of health insurance. Similar collaborative efforts have generated significant results in the past, including a recent agreement to reduce the cost of mandated health insurance for retirees (known as Other Post-Employment Benefits or OPEB) by migrating staff to less costly plans. MERSD has budgeted \$2.3 million for OPEB through FY20, funded entirely by savings from employee benefits restructuring – to be placed into a trust fund to ensure that long term liabilities do not pose an unnecessary future burden on taxpayers. This successful collaboration has put MERSD far ahead of most other regional school districts, which have yet to face mounting OPEB liabilities.

Shifting enrollment has also allowed for strategic use of resources. Although MERSD is still managing a cohort of students with record high class sizes, these students are now at the secondary level, and entering elementary class enrollments have declined due to a demographic decline in school age children. This population shift has allowed MERSD to reduce classroom sections at the elementary level while maintaining class size benchmarks and shifting resources to the secondary level to address the larger cohort. Additional savings will be directed to restoring prior year cuts when possible.

MERSD At A Glance:

Enrollment

- Students = 1,405
 - Resident Population = 1,354
 - School Choice = 51
- Per Pupil Expenditure = \$17,448 (93 in state)
- Per Pupil Expenditure State = \$15,911

Active Faculty & Staff

- Faculty = 149
- Support Staff = 25
- 12 Month Administrative = 23
- Average Teacher Salary = \$77,171 (145 in state)
- Average State Teacher Salary = \$78,708

Operations

- Academic Teaching & Learning
- Special Education
- Social Services: Counseling, Health, Home Health, Homeless & Inter-agency support
- Early Childhood
- Network & Instructional Technology Management

- Facilities Management
- Food Services
- Transportation
- HR Management
- Financial Services

Facilities

- Open 7 Days
 - Weekdays 6am – 10pm
 - Weekends 9:00am – 9:00pm
- School Sites = 3
- Athletic Sites = 4

Paying for the new Memorial Elementary School will begin in FY20, with the first issuance of long-term debt slated for the winter of 2019. Based on current market interest rates and MERSD's strong financial position and existing credit rating, the District is on track to bring forward a borrowing cost to taxpayers that will be below initial forecasts described at the special fall town meetings of 2018 when the project was approved by residents of both towns.

ESSEX ELEMENTARY SCHOOL

Essex Elementary School enrolled 228 students in kindergarten through grade 5. The K-5 classrooms average approximately 20 students per class. EES maintains a wide range of support services including reading, math, guidance, special education and health services. Beyond the academics, elementary students receive instruction in art, music, physical education, computer applications, and Spanish. EES continues to support and utilize a modern, up-to-date library and integrates technology into instruction throughout the building each and every day. The computer lab is used on a daily basis, and there are numerous wireless mobile computer labs (PCs, Ipad, Ipad minis, Chromebooks) along with classroom-based projectors. Every classroom is equipped with interactive white boards. Funding for this technology came from District funds, the Spaulding Foundation, and the Enrichment Fund. The Activboards™ are located in each classroom and are used throughout the entire school day. These Activboards™ are also equipped with an Activote™ system. Students use a remote to give instant feedback to the classroom teacher, and this assessment system provides immediate information for the teacher to adjust the lesson as needed. The Essex Elementary School Council developed and presented a School Improvement Plan that follows a format consistent with Manchester Memorial Elementary School. The School Councils and administration have been working toward goals that align with the overall District plan, while reflecting the different personalities and needs of each school community. Some of the recent goals of the Essex Elementary School Improvement Plan focus on using student performance data to make educational decisions, continuing to implement the Response to Intervention model to support students, which includes a Social Emotional component. Included in this Social Emotional domain, EES introduced a new model of supporting Emotional Intelligence called R.U.L.E.R. As part of the School Improvement Plan, staff is training students in how to recognize and label their emotions and strategies for regulating them. In conjunction with this, staff at EES assesses each student on eight areas of social competencies (self-awareness, social awareness, goal-directed behavior, self-management, relationship skills, personal responsibility, decision-making, and optimistic thinking). Based on results from the assessment direct instruction is provided to

students in areas where they might need additional instruction. Classroom teachers also focus on social-emotional learning in their classrooms. Finally, the School Improvement Plan focuses on developing a cohesive K-5 approach to balanced literacy, strengthening partnerships between special education and general education, developing more inclusive school wide practices, and identifying necessary changes to improve the effectiveness of home-school communication.

Student safety is a top priority for the District. Essex Elementary School has developed a lockdown procedure to ensure safety for students and staff should a dangerous situation arise during the school day. All staff has been trained in this procedure, and practice drills are held annually. It has been determined that the First Congregational Church of Essex would be an evacuation site if the need arose to move all staff and students off school grounds. Staff practiced moving to this location during a faculty meeting and planned for any logistical challenges that we might face. The District has also purchased a security system for the front door. This provides a secure access so that school personnel can monitor who is in the building at all times. Cameras were installed outside the building and throughout the hallways to provide additional security. The Safety Team will continue to review safety protocols and revise our practices as needed. We thank Chief Silva and Chief Doucette for working closely with the school administration on maintaining a safe school.

The 2017-2018 MCAS results show that the percentage of students scoring proficient or above in all subjects/grades was greater than the State average. Teachers continue to review this data in order to make informed instructional decisions. I am happy to report that the daily interventions through Response to Intervention (RTI) are having a positive effect on MCAS scores. In looking at specific students who participated in small group instruction through RTI, staff noticed that their scores on MCAS showed improvement; however, MCAS data is just one aspect of a larger picture. Students participate in daily classroom assessments, AIMSweb tests (skill-based tests that are compared to State norms), and Fountas and Pinnell Benchmark Assessments (reading comprehension and fluency). These assessments, as well as daily teacher observations help faculty and staff to better know each child as a learner.

In closing, the sense of community that exists at Essex Elementary School is second to none. The PTO does an outstanding job in raising monies for our school. The Spaulding Education Fund has contributed by providing awards for our Guided Reading Books and a grant for visiting authors and composers, as well as numerous other resources. School meetings are held to reinforce the school's core values of caring, respect, responsibility, honesty, and achievement that carry beyond school walls into the community. Each meeting focuses on one core value, with students participating in performances to demonstrate their understanding of the meaning of this attribute. Students are recognized for exhibiting these core values and their names go up on the wall in the cafeteria. These school meetings are excellent community building activities. Special important experiences for fifth grade students, including Project Adventure, ballroom dancing, and a trip to Merrowvista, NH, help to make their final year at EES memorable. EES provides an excellent quality of education for our students in a warm, nurturing environment where every staff member is invested in teaching the whole child.

ESSEX ELEMENTARY SCHOOL PRINCIPAL
Jennifer M. Roberts, Ed.D.

MEMORIAL ELEMENTARY SCHOOL

Manchester Memorial Elementary School (MMES) has 318 students enrolled in kindergarten through grade 5 this school year. MMES also houses the MERSD Integrated Pre-K program for students in Manchester and Essex. The program is a mix of students with special needs and peer models. The K-5 classrooms average roughly 19 students per class.

MMES offers all of its students a wide range of activities and academics in our effort to educate the “whole” child. MMES consistently performs among the top schools in the State on the Massachusetts Comprehensive Assessment System (MCAS). All students participate in weekly classes in wellness (physical education/health), music, art, library/research, and technology. Additionally, students also study foreign languages (Spanish and French) in grades 1-5. Students in the upper grades have the opportunity to take instrumental music lessons during the school day and participate in the MERSD elementary band. Students can also join our before-school chorus program where they perform with the band at a Winter Holiday Concert and Springtime Concert. Our students also enjoy a number of enrichment programs that are sponsored by our PTO, including musical/dance performances and academic enrichment presentations.

MMES is thankful for the community support to begin construction of a new, modern school building. It is exciting to see this process start to take shape as the building design is becoming more and more detailed each week. The new building will feature a number of benefits to the general community including the ability to segregate the community space (gymnasium) from the rest of the building for easy access during voting, Manchester Parks and Recreation basketball programs, etc. Additionally, the parking areas and car dropoff/pickup queuing will be redesigned/expanded to reduce the traffic/parking issues on School Street. Ground breaking is scheduled for June 2019!

MMES strives to develop children academically and socially through its curriculum and programs. Character education is a very important part of the school and much work is done to teach children how to be good friends and citizens. Yale University’s RULER program is implemented in all grades to help both staff and children recognize the impact that the emotions of themselves and others have in a school environment.

Finally, MMES is very fortunate to have a high level of supportive parent involvement in our school. As a result of School Committee, PTO, Spaulding Foundation, and Hooper Fund support and efforts, we continue to maintain MMES traditions and raise funds to enrich the educational experience for our students.

MEMORIAL ELEMENTARY SCHOOL PRINCIPAL
John Willis

MANCHESTER ESSEX REGIONAL MIDDLE SCHOOL

During the 2017-18 school year, the Manchester-Essex Regional Middle School (MERMS) began implementing recommendations from the 2016-17 whole-school assessment conducted by the New England League of Middle Schools. The Assessment, guided by the principles and core values of the Association of Middle Level Education (AMLE), was a comprehensive look into the school that included stakeholder surveys and interviews as well as a three-day visit to the school in which all classrooms and teaching practices were observed. Interviews included all faculty and staff, parents, and students within each grade level.

New scheduling and programming has been implemented this school year as a result of the NELMS assessment. As always, the middle school schedule is grounded in a commitment to the middle school model and providing learning opportunities to students that spark innovation, interdisciplinary skills, and a whole-child approach to learning and teaching. Middle level educators at MERMS believe that middle school students are unique learners and require a diversity of approaches and supports to be successful. Teacher teams meet several times per week, focusing on students' progress, planning interdisciplinary experiences for students, and ensuring that the whole child is supported at school.

Schedule changes for the 2017-18 school year included the addition of a middle school "ME Block." ME Block is a half hour each day in which students may choose from a variety of curricular and organizational activities. The purpose of ME Block is to offer students a time during the school day where they can do long-range planning for upcoming assignments, get a head start on homework, check in with teachers for extra help, connect with peers for project work, organize their materials, or spend some time decompressing through reading, writing, or the arts.

Course offerings were expanded this year for Grade 6 students to include a half year of engineering. Prior to this, engineering was only offered to Grades 7 and 8 students. Grade 6 students also began attending a new core course called Middle School Academy (MSA). MSA is a portfolio driven class created to help students develop the organizational, technological, and social emotional skills necessary for success in middle school. This is a project-based class in which students work collaboratively in small groups, with a partner, or individually on a variety of choice projects throughout the year. Other course offerings for Grades 6 through 8 remain consistent with prior years. Each grade level is comprised of "core content" classes including English, Math, Science, and Social Studies. Grades 7 and 8 include foreign language (Spanish or French) as one of their five core classes. In keeping with the middle school philosophy of providing opportunities for students to explore their interests and to discover their passions, we offer exploratory classes to students in all three grades: Art, Engineering, Health, and PE for all grades, and foreign language (Spanish & French) for 6th Grade. In addition, general music, chorus, and band are offered at all three grade levels.

The middle school continues to make significant headway in the integrated use of technology in the classroom. Embedding technology into the classroom is an effective way to provide students with an opportunity to develop their 21st century skills in an authentic way. This year we outfitted all classrooms with Chromebooks in order to provide one-to-one technology for all students. Most all teachers have adopted Google Classroom, and they continue to explore advances in curriculum and assessment through the use of Google Apps for Education. These advancements in technology

continue to provide more universal access to students and embed the development of technology and digital citizenship skills into teaching and learning.

Transition is a critical component of the middle school experience. In preparation for the transition to middle school, Grade 6 parents are invited to two parent orientation nights. The first orientation night, offered in the spring, provides an opportunity for parents of rising 6th grade students to gain a general understanding of the middle school. Specific topics include Aspen, Google Classroom, understanding the Student Planner, understanding the middle school schedule, and other general information that will help them further acclimate to their new school. In the fall, Grade 6 parents are welcomed back for more in-depth information on navigating middle school and helping their student succeed. In addition to these orientation events, Grade 6 students and their parents attend Locker Night in the summer, during which time lockers are assigned and students can practice using combination locks and spend time setting up their new space. Eighth grade mentor students are available during Locker Night to assist students in opening their lockers. Classrooms are also open during this time so that students and parents may tour through the space. The middle school has also worked closely with the high school, ensuring that 8th graders are provided with information about the high school experience at MERHS, so they are able to make informed decisions about freshman courses in conjunction with their parents and guardians.

Each grade at Manchester-Essex Regional Middle School provides a unique experience for students, always under the umbrella of the middle school model and our core values. Throughout their three years, students focus on learning study skills and exploring learning styles and self-awareness. Students are encouraged to start developing self-advocacy and independence skills in a supportive, nurturing environment. Students are required to begin using their planner and Google Classroom to monitor their schedules and homework. These organizational tools will be used throughout middle school and will help provide students with a solid foundation of skills in the areas of planning, time management, and organization, all of which will help prepare them for the responsibilities of the future. From a grade-level perspective, the sixth grade focuses on developing an inclusive culture and encouraging students to become more independent while still being supported and monitored for success. The 7th Grade engages students in learning opportunities that encourage collaboration as well as independence, all the while leveraging key skills introduced and developed in Grade 6. The 8th Grade continues the focus on growing independence, self-awareness, and self-advocacy as they work to solidify skills and prepare students for the transition to high school. Throughout middle school, students are provided with several opportunities to see learning come alive, better understand cultural diversity, and building strong community bonds through a variety of field trips offered both in-house and outside of school.

At MERMS, we understand that the social and emotional health of our students is crucial to their academic success. Our mental health professionals and administration work closely with classroom teachers and parents/guardians to ensure that students are supported as needed during times of crisis and stability alike. Ms. Provost, Dean of Students and Support, works provide structure and support to all students both in and out of the classroom. Our School Adjustment Counselor, Ms. Erin Brahms, and our School Psychologist, Dr. Kate McGravey, work closely to ensure that students are properly supported in the classroom and that social/emotional needs are met. Teachers have been trained in RULER, a social-emotional curriculum designed to help

students recognize, label, express, and regulate emotions. This program will be rolled out to students in the 2018-19 school year.

We are committed to offering opportunities for all students to explore interests and passions and to gain a deeper understanding of the challenges that impact their community and how they can take on leadership roles within these challenges. We recommend students for Project 351 and offer opportunities to shine in and out of the classroom. We continue to collaborate with the YMCA Theatre Company to offer fall and spring performances, and our after-school club offerings continue, including Homework Club, Math Club, Robotics Club, Green Team, Mountain Biking Club, Ski Bradford, Middle School A Cappella, Journalism Club, Art Club, and Student Council. Students are able to participate in middle school sports and activities, as well as some high school sports (waivers are issued by the MIAA on an annual basis), providing many opportunities for students to participate in our community outside the school day.

Manchester-Essex Regional Middle School is an outstanding place for middle school students to learn, grow, and explore; we are thankful for fantastic teachers and a supportive parent/guardian community. We look forward to an excellent and productive 2018-19 school year!

MERMS PRINCIPAL

Joanne Maino

MANCHESTER ESSEX HIGH SCHOOL

Manchester Essex Regional High School continues to progress in an effort to provide all students with a broad based curricular experience. The curriculum aims to assist students to gain valuable skills focused on creating, evaluating and analyzing in an effort to prepare students for the global society ahead of them.

The students at Manchester Essex Regional High School continue to achieve at high levels. This fall, Boston Magazine ranked MERHS as the fifth best high school in Massachusetts. Ninety-seven percent of the Class of 2018 moved on to post-secondary academic options. One hundred forty six students took Advanced Placement courses during the 2017-2018 school year. Those students took 326 AP course ending exams with 78% of the students scoring 3 – 5 (levels that are deemed acceptable for college credit). One MERHS student was named as National Merit Scholarship Semi-Finalists as a result of their performance on the PSAT. Four more students were named as a Commended Student by the National Merit Scholarship Board for their academic promise. MERHS students also did very well on the Commonwealth's competency exam, MCAS. One hundred percent of students achieved proficient or advanced scores on the English Language Arts exam. Ninety-eight percent of students achieved proficient or advanced in Mathematics. Ninety-eight percent achieved advanced or proficient in Science.

During the 2017-2018 school year, Manchester Essex Regional High School adopted two school-wide goals. The faculty is continuing to focus on instructional practices that will expand strategies to meet the needs of all learners. Faculty members are collaborating regularly to implement new methods for differentiating instruction within the classroom. There continues to be a focus on the development of a student centered classroom and authentic assessment. The faculty members are

also engaging in conversations concerning curriculum review in all disciplines. The results are newly implemented curricular pathways, new courses and a broader curricular experience for students.

MERHS has adopted a focus on student's social emotional help. During the summer of 2017, a team from the high school traveled to Yale University to be trained in the Yale Center for Social Emotional Learning RULER Program. This aims to educate students and teachers of the impact of emotions on learning. Three pillars of the program include the Faculty/Classroom Charter, the Mood Meter and the Meta Moment. Implementation began during the 2017 – 2018 school year as teachers were introduced to the pillars of the program.

Students continue to enroll in rigorous course loads at the high school level. The core curriculum is enhanced by engaging electives. During the 2017 – 2018 school year, several new electives were added to the Course of Studies including Conspiracy Theories, Life Skills for the 21st Century, Creative Writing, and Democracy in the Digital Age. The goal of these courses is to engage students in topics of relevance to today's society.

The School Council at the high school level had a productive year. During the 2017-2018 school year, the Council focused on re-working the student handbook to reflect current progressive discipline practices. The Council also worked on the development of a Self – Reflection Study for the beginning of the New England Association of Schools and Colleges accreditation process.

Students continue to participate in a large variety of co-curricular, extra-curricular and athletic programs. Boys and Girls basketball advanced to the State Tournament. Several members of the swim team advanced to the State Meet. Boys' Tennis, and Boys' and Girls' Lacrosse competed in the State Tournament. Girls' Tennis won the State Championship. The Baseball Team competed in the State Tournament. Boys' and Girls' soccer played in the Division Five North State Final game. Field Hockey played in the Division Two North State Final. Three members of the Cross Country team advanced to the State Meet in Westfield. One member of the Golf Team advanced to the State Meet in Stow.

For the ninth consecutive year, MERHS invited the senior citizens of Essex and Manchester to the high school for a holiday luncheon provided by the students. The residents enjoyed a turkey dinner and listened to holiday music provided by the high school band and chorus. Approximately 40 people were in attendance.

Throughout the school year, students participated in community service. Several toy, clothing, and food drives were held at various points during the school year. New clubs emerged at MERHS. The Humanitarian League discusses and addresses world issues/problems. Anima Club meets weekly to discuss the world of animae. Debate and DECA continued to find success in competition. Robotics competed in the FIRST Robotics competition. MERHS was once again recognized for its Green Schools designation.

MERHS PRINCIPAL
Patricia Puglisi

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL

Essex North Shore Agricultural and Technical High School (ENSATS) is Massachusetts' newest regional technical and agricultural high school, serving 17 member communities on the North Shore and over 35 surrounding communities. Our mission is to create a culture of academic and technical excellence.

Twenty-five career technical and agricultural programs are available to students from member communities where as students from surrounding communities select from 8 agricultural areas.

Enrollment at ENSATS is 1,406 for the 2018-2019 school year. Moreover, over 1,250 students applied for 375 openings in our current 9th grade. Our facility, which opened in September 2014, was designed for over 1,500 students and is organized into two academies.

The Cooperative Education Program places upperclassmen (juniors and seniors) in businesses where they work among professionals in their career majors.

Several of the programs are open to and provide service directly to residents of our communities, including the Maple Street Bistro and Café, the Salon, Pet Grooming, Automotive Technology and Collision Repair, Blooming Designs & More, which all offer our students the opportunity to serve customers.

Our graduates enter the workforce with industry recognized credentials (OSHA, CNA, etc.), hours toward professional licensure which gives them an advantage to their comprehensive counterparts. Over 70% of our students enroll in 2 or 4 year institutions with many earning articulated credit at state community colleges.

ENSATS provides students with extracurricular activities that include MIAA competitive sports, intramural athletics, and various clubs and service groups, including SkillsUSA, FFA; and DECA organizations that encourage students to explore and develop additional skills across their career and technical disciplines.

ENSATS offers a unique combination of career and technical programs from current industry and agriculture, a comprehensive academic program, and broad-ranging student activities.

Respectfully submitted,
SUPERINTENDENT-DIRECTOR
Heidi T. Riccio, Ed.D.

SCHOOL COMMITTEE REPRESENTATIVE
Alvin W. Craig

HAWC

Founded in 1978, the mission of HAWC (Healing Abuse Working for Change) is to create social change by taking action against personal and societal patterns of violence and oppression. HAWC provides services and support to victims of domestic abuse residing in the 23 cities and towns on the North Shore in order that they may make informed, independent decisions about their futures.

HAWC provides free, comprehensive services to survivors of domestic violence, including a 24-Hour Hotline, Emergency Shelter, Legal Services, Advocacy & Education, Support Groups, Parent Child Trauma Recovery Program, and community outreach and education.

With outreach offices in Salem, Gloucester, and Lynn, an office at North Shore Medical Center, and our emergency shelter, HAWC has been a place of safety and solace for the North Shore for four decades.

2018 Highlights:

- In 2018 HAWC celebrated our 40th Anniversary. We are grateful for the critical support from local leaders, like the Essex Board of Selectmen, that have empowered HAWC to provide life-saving support to survivors of domestic violence. Together as a community, we continue to show survivors that they are not alone in facing abuse and forging a safer, healthier, and happier life.
- On July 1, 2018, HAWC's Board of Directors nominated Sara Stanley to the role of Executive Director. Ms. Stanley had previously served as Attorney Director of Legal Services and Deputy Director. She worked in close partnership with former Executive Director, Paula Herrington, prior to Ms. Herrington's retirement.
- In partnership with the Essex County Sheriff's Department House of Corrections in Middleton, HAWC is providing Domestic Violence Education to women currently engaged in a prison-based detox/substance abuse treatment program. Successful participants will avoid further incarceration and upon release, be empowered with new skills to seek healthier relationships.
- With support from The Peter and Elizabeth Tower Foundation, HAWC expanded our innovative Parent Child Trauma Recovery Program ("PCTRP") to operate at a third clinical site on Cape Ann in partnership agreement with Children's Friend and Family. The PCTRP also operates in partnership with North Shore Medical Center in Salem and Lynn Community Health Center in Lynn. Together, we work to reduce trauma symptoms in children who have witnessed domestic violence.

FY18 Outcomes:

- Agency-wide 2293 individuals received 8794 services in FY18.
- Our hotline was accessed 492 times for information and support.
- 977 individuals received 4001 one-on-one advocacy sessions.
- 101 people attended support group meetings.
- 54 families received counseling through our Parent Child Trauma Recovery Program.
- 1639 clients received legal advocacy in court 2783 times.
- 217 clients attended free legal clinics and 22 clients received direct representation by HAWC attorneys.

- 58 families entered into HAWC's Emergency Shelter.
- 139 high-risk cases were reviewed for on-going safety planning to prevent homicide.
- 58 clients entered into HAWC's Emergency Shelter, including 25 adults and 33 children.

The data below details the number of Essex residents who accessed the following services in FY18:

- Total number of clients served: 9.
- Number of legal services: 5.
- Number of advocacy sessions including safety planning and crisis intervention: 26.

Respectfully submitted,
HAWC EXECUTIVE DIRECTOR
 Sara A. Stanley

THE OPEN DOOR

The mission of The Open Door is to alleviate the impact of hunger in our community. We use practical strategies to connect people to good food, to advocate on behalf of those in need, and to engage others in the work of building food security.

We serve low and limited income people that range in age from children to seniors living in Gloucester, Rockport, Manchester, Essex, and Ipswich. Our merger with the Ipswich food pantry in 2016 expanded our service area to include Rowley, Topsfield, Boxford, Hamilton, and Wenham. Essex residents can choose to use either the Gloucester-based or Ipswich-based food pantries. We welcome those weathering economic difficulties, seniors and the disabled living on fixed income, fishermen and their families struggling in the decline of the fishing industry, immigrant families beginning afresh, and people cycling the pattern of poverty.

Our services include a two food pantries, Community Meals, Mobile Market, SNAP (formerly food stamps) application assistance, free lunch for kids in the summer, after-school supper program for kids, cooking classes, Senior Soup and Salad, nutrition education, On Your Mark (a culinary and retail youth job training program), a bustling thrift store operation, and a robust holiday meal basket program.

Wrap-Around Nutrition Services for Essex Residents

In 2018, The Open Door distributed 33,322 pounds of good food (or 27,768 meals) to 158 unduplicated Essex residents representing 80 households. The number of requests for food assistance for Essex residents jumped from 867 to 1,007 visits, an increase of 16 percent. (This was in addition to a 135% increase in the number of visits in 2017.)

Of the 33,322 pounds of food distributed, 46 percent or 15,158 pounds was fresh fruits and vegetables, ensuring that vulnerable Essex residents had access to healthy nutritious food.

The 80 Essex households that received wrap-around nutrition services from our food pantries and Mobile Markets represent 73 adults (ages 18-64); 24 children (ages 0-17), and 52 seniors (ages 65+).

In the last three years (2016-2018), our Food Pantry and Mobile Market programs distributed 90,306 pounds of food representing 75,255 meals to 206 Essex households representing at least 415 people.

Food Pantries

Our two food pantries follow a Client-Directed, Trauma-Informed Care model of operation to connect vulnerable Essex residents to good food in a socially acceptable environment. The Gloucester food pantry distributed 25,330 pounds of food including 8,391 pounds of produce to 87 Essex residents representing 39 families; and the Ipswich site distributed 1,927 pounds of food including 712 pounds of produce to 22 Essex residents from 13 families. Along with fresh produce and healthy protein choices, clients can choose canned goods, meats, bread, dairy products and eggs. We also carry diapers and menstrual products. Clients can visit our pantries once every seven days.

Essex Council on Aging Mobile Market

Since 2015, The Open Door has provided a Mobile Market to the Essex Council on Aging as part of our 12-site free farmers' market where low-income people live and learn. Every fourth Tuesday at the Essex Senior Center, low-income Essex seniors can choose approximately 20 pounds of fresh healthy fruits and vegetables and protein choices along with access to nutrition education, and health and wellness outreach.

In 2018, 90 low-income people representing 46 households were provided with 6,065 pounds of food through Mobile Market, ensuring that the most vulnerable seniors in Essex have consistent access to good food.

SNAP (Food Stamps)

All Essex residents can access our SNAP (Food Stamp) application assistance and advocacy program through our two food pantries. Last year, The Open Door achieved a 95% approval rating, one of the highest in the State according to the Department of Transitional Assistance (DTA) that manages SNAP in MA.

Senior Lunch at Essex Council on Aging and Nutrition Workshops

Beginning summer 2017, (at the request of Essex Council on Aging) The Open Door provides a senior lunch every quarter for at least 20 seniors per luncheon. In November 2018, along with lunch, The Open Door's Registered Dietitian provided a hands-on Nutrition Workshop and cooking demonstration. Nutrition Education focused on Senior Cooking and Senior Nutrition with our 425 Theme: Healthy Roasted veggies at 425 degrees F for 25 minutes. In addition to the sit-down congregate lunch, we also distributed Healthy Choice Easy Choice Meal kits so seniors could roast healthy veggies at home.

Essex Volunteers and Supporters

Many Essex-based groups and organizations including the Manchester/Essex Rotary, First Congregational Church of Essex, North Shore Bible Church, First Universalist Church of Essex, Manchester Essex Middle and High schools, Essex Brownie and Scout troops, along with local businesses support and volunteer in our programs especially in our food pantries, Community Meals and food drives. This collaborative grass-roots support provides the collective muscle to connect people to good food all year round.

If you would like more information, or would like us to give a presentation to you or the Board of Selectmen, please do not hesitate to contact our Executive Director Julie LaFontaine by phone at 978 283 6776 x 200 or email julie@foodpantry.org or myself at 978 283 6776 x 206 or sarah@foodpantry.org. If I can be of any further assistance, please feel free to reach out.

Respectfully submitted,
DIRECTOR, ADVOCACY AND DEVELOPMENT
Sarah Grow

SENIORCARE

SeniorCare Inc. coordinates and provides services to older adults and their families in Essex and eight surrounding cities and towns as a State designated Aging Services Access Point and the designated Federal Area Agency on Aging for the nine community planning and service area (PSA).

SeniorCare supports Essex elders and others through a myriad of home and community based services. SeniorCare has allocated funding to support the outreach efforts of the Essex Council on Aging and we continue to support utilization of the van that was obtained through the MassDOT Mobility Assistance program. The attached report of services enumerates the wide variety of community based long-term care services provided to Essex older adults in FY2017.

The services that we provide to elders in their home included:

Homemaker	Nursing Home Ombudsman Program
Chore	Companion Services
Personal Care	Outreach
Care Management	Congregate Dining and Home Delivered Meals
Protective Services	Transportation
Caregiver Counseling	Options Counseling
Personal Emergency Response	Environmental Accessibility
Nursing Home Pre-Screening	Care Transitions

The total cost of these services provided to the elders of Essex for the calendar year 2017 is over \$307,344.00

Sincerely,
EXECUTIVE DIRECTOR, SENIORCARE
Scott M. Trenti

SHELLFISH CONSTABLE

Firstly, I wish to extend a sincere thank you to all of my assistant constables, Steve Hartley and Peter Wilson, who without their dedicated work, the last year would not have run so smoothly.

In 2018, the shellfishing industry in Essex has been a mixed bag. By this, I mean that when we are open for harvesting, the yield has been very good. However, with the increase of rain, we go through large stretches of no harvesting.

The new concept of no commercial harvesting on Sundays is successful so far. However, I do think that if a five-day rain closure ends on a Sunday, the local harvesters should be able to dig on that Sunday only, like they currently do in Ipswich. I will try to get that change in the future.

The State has set aside for Essex and other North Shore communities funds to trap and remove predators (green crabs) from our clam flats. This program, so far, has been very successful, with over 3,000 pounds of green crabs removed from Essex waters alone. Hopefully, the State will continue this program in the future.

Everything for now in our local industry remains on a positive note. There are plenty of available legal shellfish stock to be harvested now and in the future. The shellfish industry should be all set for the next couple of years to come.

The truck, boat, and outboard engine of the Department are all up and running at this time.

Respectfully submitted,
SHELLFISH CONSTABLE
William J. Knovak

STRATEGIC PLANNING COMMITTEE

The Strategic Planning Committee has made great strides toward the continuing implementation of the Town's Strategic Plan over the past year. The Committee meets on a quarterly basis and generally monitors the status of the nine major strategic planning themes that are laid out in the Plan. We encourage the public to review the Committee's quarterly reports that are found at our web page in order to better appreciate our progress since the inception of the Plan. We are also working with the Selectmen to possibly add a tenth theme: Build Coastal Resilience. Although the original Plan did have this concept embedded as a sub-theme, it has become apparent that climate change and sea level rise will demand its own level of effort and ongoing emphasis. The Committee continues to support efforts that have grown out of the Plan, including the recent formation of a Housing Coalition to make progress on the affordable housing front and an effort by the Economic Development Committee to produce an Economic Development Plan for the Town.

Respectfully submitted,
CHAIRMAN, STRATEGIC PLANNING COMMITTEE
David Gabor

TOWN ACCOUNTANT

The following reports of the accounts of the Town of Essex for the Fiscal Year 2018 are submitted in compliance with Section 61 of Chapter 41 of the General Laws of Massachusetts. Contained herein are statements of: Fund Equity, Debt Schedule, Cash Receipts, Appropriations and Expenditures, and Combined Balance Sheet. A copy of the audited financial statements is available in the Town Accountant's office.

Certified 'Free Cash' amounts at July 1, 2018, which reflect FY18 operations, are:

General Fund	\$1,652,578
Water Enterprise	\$ 179,525
Sewer Enterprise	\$1,880,610

Respectfully submitted,
TOWN ACCOUNTANT
 Virginia Antell

FUND EQUITY JUNE 30, 2018

General Fund		\$ 2,424,006
Water Fund		\$ 226,701
Water Filtration Project		\$ 4,369
Sewer Enterprise Fund		\$ 1,929,911
Special Revenue Fund Equity:		
Ambulance Fund	\$ 330,718	
Ballfield Restoration Gift	5,931	
Board of Health Gift	84	
Board of Health - Health Revolving	209	
" " Public Nurse Revolving	13,724	
" " Triathlon Revolving	2,085	
" " Substance Abuse Prevention	962	
Boardwalk - Seaport Grant	23,123	
Care of Impounded Dogs	113	
Centennial Grove Revolving	7,314	
Chapter 40 Sec 53G Consulting Fees	3,082	
Chapter 90 Highway	0	
Community Preservation Fund	404,482	
Conomo Point Picnic Tables Gift	100	
Conomo Point Waterfront Access	46,509	
Council on Aging Gifts	8,915	
Council on Aging Senior Care Outreach Grant	946	
COA Falls Prevention Gift	67	
Cultural Council Grants	7,041	
CZM18 Coastal Resiliency Grant	(20,167)	
Essex Bicentennial	24,241	
Essex Holiday Festival	2,352	
EYC Department Gift	183	

EYC Park Improvement Gifts	2,456	
Fire Department Gift	690	
Elections Grant	1,873	
Harbormaster Gift	1,135	
I-Net Grant - Comcast	0	
Insurance Revolving	10,397	
Library State Grant	10,140	
MA Environmental MVP Grant	(5,000)	
Norma L Andrews Library Gift	40,000	
Parking Lot Construction	0	
Police Gift	6,524	
Police Gift - Cruiser	5,000	
Police Gift - P.E.T.E. Program	0	
Sale of Real Estate Fund	7,580,866	
Septic Repair Program	153,866	
State E911 Grant	16,444	
St 2016C187,58 Comm Trans Fund	157	
Town Hall Renovations	3,619	
Town Technology Fund	42,752	
War Memorial Restoration Gift	2,136	
Waterways Improvement	10,742	
Wetlands Protection	<u>38,947</u>	
Total Special Revenue Funds		\$ 8,784,759
Trust Funds		
Luther T. Burnham	\$ 97,654	
Albert Cogswell	72,874	
Conservation Fund	21,287	
T.J. Coolidge	35,763	
Municipal Building	25,165	
Ryder Estate	0	
Selectmen's Trust (WW II Honor Roll)	2,596	
Cemetery Perpetual Care	217,211	
Cemetery Flowers	1,461	
Cemetery Lot Care	46,045	
Cemetery Lot Sale	34,052	
O.P.E.B. Trust	573,350	
Stabilization Fund Town Hall/Library	20,045	
Stabilization - Town Buildings	56,233	
Stabilization - Recreation Capital	56,233	
Stabilization - Vehicles & Equipment	56,233	
Stabilization Fund	<u>765,458</u>	
Total Trust Funds		<u>\$ 2,081,661</u>
Total Fund Equity		<u>\$15,451,406</u>

DEBT SCHEDULE JUNE 30, 2018

Outstanding Maturing Debt:		
Town Hall Renovations	\$ 420,000	
Water Treatment Plant	60,000	
Water Storage Tank	70,000	
Septic Title V	189,543	
Sewer Bond	525,000	
Sewer MWPAT	<u>9,324,741</u>	
Total Bonds Payable		\$10,589,284
Permanent Notes:		
Water Mains	<u>77,000</u>	
Total Permanent Notes		<u>\$ 77,000</u>
Total Long Term Debt Payable		<u>\$10,666,284</u>

CASH RECEIPTS
JULY 1, 2017 - JUNE 30, 2018

TAXES AND EXCISE

Personal Property	\$ 170,877	
Real Estate	12,546,449	
Tax Title	41,559	
Other	0	
Motor Vehicle	704,530	
Boat Excise	11,351	
Room Occupancy	17,038	
Meals Tax	245,218	
Penalties and Interest	<u>30,449</u>	
		\$13,767,471

CHARGES FOR SERVICES

Municipal Lien Fees	\$ 3,350	
Other Departmental	1,450	
Private Detail Administrative Fees	7,052	
RMV Fees	3,633	
Appeals Board	1,821	
Boat Launching Fees	8,150	
Planning Board	1,150	
Rental of Town Property	479,270	
Transfer Station	<u>176,862</u>	
		\$ 682,738

LICENSES AND PERMITS

Alcohol	\$ 18,400	
Board of Health	17,043	
Building	116,224	
Cable TV	620	
Clam	30,395	
Dog Licenses	13,431	
Electrical	19,007	
Firearms Permits	1,038	
Fire Department Permits	7,965	
Gas/Plumbing	9,950	
Licensing Board	6,145	
Moorings	34,276	
Title 5	8,050	
Town Clerk Licenses	<u>400</u>	
		\$ 282,944

OTHER

Earnings on Investments	\$ 24,077	
Earnings on Sale of Real Estate Fund	77,418	
Parking Tickets	7,866	
Fines	7,866	
Miscellaneous	<u>9,535</u>	
		\$ 126,762

FEDERAL & STATE REVENUE

Cultural Council	\$ 4,408	
CPA State Match	25,794	
Council on Aging Grants	10,022	
DPW - Chapter 90	129,475	
State E911 Grant	16,444	
Election - Polling Hours	1,873	
Library - LIG/MEG	3,654	
Police Grants	4,491	
Coastal Resiliency	9,450	
Environ MVP	10,000	
Green Crab Depletion Grant	6,175	
Commonwealth Transport st2016c187	157	
Green Communities Grant - MERSD Improvements	<u>176,145</u>	
		\$ 398,088

CHERRY SHEET REVENUE

Cherry Sheet Assessments	\$ (88,838)	
Elderly and Veterans Abatements/Exemptions	2,008	
Loss of Taxes, State Land	10,948	
Government Assistance	244,590	
Veterans Benefits	<u>41,506</u>	
		\$ 210,214

SPECIAL REVENUE FUNDS

Ambulance	\$ 96,240	
Ballfield Gift	5,000	
Board of Health - Gifts, Revolving	4,421	
Cemetery Lot Sales	8,159	
Centennial Grove Revolving	5,660	
Town Technology Fund Peg 53F 3///4	68,407	
Community Preservation Fund	182,033	
Council on Aging - Gifts	7,263	
Essex Bicentennial Fund	6,503	
Fire - Gifts	400	
Holiday Festival Gifts	2,843	
Insurance	7,206	
Memorial Bench Gift Fund	7,375	
Norma L Andrews Library Gift	50,000	
Police - Gifts	5,544	
Sale of Real Estate Fund	20,364	
Septic Repair Program - Loans	18,329	
Wetlands Protection	<u>3,503</u>	
		\$ 499,250

TRUST FUNDS

Burnham Trust	\$ 291	
Cemetery Flowers	9	
Cemetery Lot Care	13,227	
Cemetery Perpetual Care	8,741	
Cogswell Trust	223	
Coolidge Trust	101	
Conservation Fund	67	
Municipal Building Trust	75	
O.P.E.B. Trust	121,933	
WWII Honor Roll Trust/Selectmen TR	8	
Stabilization Trust	<u>4,733</u>	
		\$ 149,407

WATER ENTERPRISE FUND

Water Rates	\$ 734,807	
Tax Title	1,389	
Other Charges	22,447	
Penalties and Interest	9,874	
Investment Income	545	
Water Betterment Principal	9,027	
Water Betterment Interest	<u>3,728</u>	
		\$ 781,817

SEWER ENTERPRISE FUND

Sewer Rates	\$ 757,448	
Tax Title	4,094	
Connections and Other Charges	28,817	
Penalties and Interest	11,219	
Investment Income	1,701	
Sewer Betterment Principal	1,128,647	
Sewer Betterment Interest	<u>144,798</u>	
		<u>\$ 2,076,724</u>

TOTAL REVENUE \$18,975,414

OTHER NON REVENUE CASH RECEIPTS

Borrowing - Renewal	\$ 77,000	
Collector and Deputy Fees	12,193	
Tailings	0	
Due to Comm - Firearms Permits	2,600	
Payroll Deductions Withheld	601,778	
Notary Fees due Clerk	51	
Police & Fire Detail	<u>104,066</u>	
		<u>\$ 797,688</u>

TOTAL CASH RECEIPTS \$19,773,102

FY2018 Appropriation Report

<u>Account Description</u>	FY17	Original Approved	FY18	Final Adjusted	Actuals	Encumbrances	Closed Balance
	Carryforward	Budget	Adjustments	Budget			
Moderator Stipend	-	100.00	-	100.00	100.00	-	-
Moderator Expense	-	20.00	-	20.00	20.00	-	-
Moderator Total	-	120.00	-	120.00	120.00	-	-
Selectmen Administrative Assistant Salary	-	60,475.00	-	60,475.00	60,475.00	-	-
Town Planner, Part-Time	-	17,830.00	-	17,830.00	14,293.81	-	3,536.19
Selectmen Stipend	-	3,000.00	-	3,000.00	3,000.00	-	-
Selectmen Temporary Assistant Salary	-	1,109.00	-	1,109.00	-	-	1,109.00
Retiree Sick Leave Buyback	-	5,500.00	-	5,500.00	5,500.00	-	-
Selectmen Procurement/Advertising	-	1,200.00	300.00	1,500.00	1,310.57	-	189.43
Town Meeting Audio/Visual Services	-	3,500.00	-	3,500.00	2,456.25	-	1,043.75
Town Events, Incidental Expenses	-	5,000.00	-	5,000.00	2,343.22	-	2,656.78
Advertise Town Resources	-	23,500.00	-	23,500.00	23,500.00	-	-
Selectmen Office Supplies	-	900.00	-	900.00	886.40	-	13.60
Selectmen Dues & Meetings	-	2,000.00	-	2,000.00	782.00	-	1,218.00
A1/11-15-10FTM Town Bldg Feasibility Study	2,710.00	-	-	2,710.00	-	2,710.00	-
A22/5-2-16ATM Demolition & Fence Allen Property	25,000.00	-	-	25,000.00	-	25,000.00	-
A3/11-18-13FTM Federal Channel Study	3,002.00	-	-	3,002.00	-	3,002.00	-
A13/11-17-14FTM Appeal FEMA Maps	9,480.00	-	-	9,480.00	-	9,480.00	-
A8/11-18-13FTM Public Safety Committee-Consultant	500.00	-	-	500.00	-	-	500.00
A27/5-7-07ATM Historic Records Preservation	1,741.32	-	-	1,741.32	-	1,741.32	-
A16/11-14-16FTM Cost Match Hazard Mitigation Grant	4,500.00	-	-	4,500.00	-	4,500.00	-
A30/5-2-16ATM Strategic Planning Comm Outreach	120.00	-	-	120.00	-	-	120.00
Selectmen Total	47,053.32	124,014.00	300.00	171,367.32	114,547.25	46,433.32	10,386.75
Town Administrator Salary	-	133,143.00	-	133,143.00	133,143.00	-	-
Sick Leave Buyback	-	3,414.00	-	3,414.00	3,414.00	-	-
Town Admin Seminar Fees	-	750.00	-	750.00	720.00	-	30.00
Town Admin Expenses	-	1,000.00	-	1,000.00	489.84	-	510.16
Town Admin Travel	-	2,250.00	-	2,250.00	2,085.97	-	164.03
Town Admin Dues & Memberships	-	1,050.00	-	1,050.00	469.75	-	580.25
Town Administrator Total	-	141,607.00	-	141,607.00	140,322.56	-	1,284.44
Finance Committee Expenses	-	410.00	-	410.00	160.00	-	250.00
Finance Committee Reserve Fund	-	70,000.00	(28,855.67)	41,144.33	-	-	41,144.33
Finance Committee Total	-	70,410.00	(28,855.67)	41,554.33	160.00	-	41,394.33
Ambulance Salaries	-	63,908.00	-	63,908.00	19,126.72	-	44,781.28
Ambulance Training Salaries	-	20,416.00	-	20,416.00	17,224.37	-	3,191.63
Ambulance Training	-	6,000.00	959.50	6,959.50	6,374.50	-	585.00
Ambulance Repair & Maint	-	2,000.00	(959.50)	1,040.50	960.62	-	79.88

FY2018 Appropriation Report

<u>Account Description</u>	FY17	Original Approved	FY18	Final Adjusted	Actuals	Encumbrances	Closed Balance
	Carryforward	Budget	Adjustments	Budget			
Third Party Ambulance Billing Services	-	8,600.00	-	8,600.00	7,860.70	-	739.30
Ambulance Supplies	-	8,000.00	-	8,000.00	7,921.89	-	78.11
Affiliation and License Fees	-	3,200.00	-	3,200.00	2,838.94	-	361.06
Ambulance Total	-	112,124.00	-	112,124.00	62,307.74	-	49,816.26
Animal Control Officer	-	13,421.00	-	13,421.00	13,421.00	-	-
Assistant Animal Control Officer	-	1,611.00	-	1,611.00	1,611.00	-	-
Animal Control Expenses	-	1,400.00	43.00	1,443.00	1,422.54	-	20.46
Animal Control Total	-	16,432.00	43.00	16,475.00	16,454.54	-	20.46
Animal Health Inspector Salary	-	5,894.00	-	5,894.00	5,894.00	-	-
Animal Health Inspector Total	-	5,894.00	-	5,894.00	5,894.00	-	-
Appeals Board Clerical Wages	-	1,425.00	-	1,425.00	823.62	-	601.38
Expenses	-	2,500.00	-	2,500.00	1,217.71	-	1,282.29
Encumbered Zoning Clerical, Part-Time	316.39	-	-	316.39	316.39	-	-
Appeals Board Total	316.39	3,925.00	-	4,241.39	2,357.72	-	1,883.67
Assessors Clerical	-	44,463.00	-	44,463.00	44,462.60	-	0.40
Assessors' Stipend	-	15,929.00	-	15,929.00	15,848.85	-	80.15
Junior Clerk, Part-Time	-	3,060.00	-	3,060.00	-	-	3,060.00
Software Support	-	6,000.00	-	6,000.00	6,000.00	-	-
Mapping	-	15,000.00	-	15,000.00	5,200.00	-	9,800.00
Bookbinding	-	200.00	-	200.00	-	-	200.00
Consulting Services	-	43,000.00	(300.00)	42,700.00	18,900.00	-	23,800.00
Legal Expense	-	1,500.00	-	1,500.00	-	-	1,500.00
Office Supplies	-	2,100.00	300.00	2,400.00	2,321.42	35.68	42.90
Expenses	-	400.00	-	400.00	-	-	400.00
Dues & Memberships	-	300.00	-	300.00	220.00	-	80.00
Assessors Total	-	131,952.00	-	131,952.00	92,952.87	35.68	38,963.45
Sanitarian/Administrator Salary	-	69,360.00	-	69,360.00	69,359.68	-	0.32
Clerical Wages	-	47,469.00	-	47,469.00	47,092.25	-	376.75
Nurse Wages	-	10,742.00	-	10,742.00	8,673.60	-	2,068.40
Seminar Fees	-	950.00	-	950.00	535.00	-	415.00
Advertising	-	550.00	-	550.00	-	-	550.00
Contracted Services	-	6,000.00	300.00	6,300.00	6,296.00	-	4.00
Water Testing	-	700.00	-	700.00	580.00	-	120.00
Postage	-	500.00	100.00	600.00	545.07	-	54.93
Office Supplies	-	1,800.00	-	1,800.00	1,734.26	-	65.74
Expenses	-	1,400.00	(400.00)	1,000.00	383.74	-	616.26
Travel	-	1,800.00	-	1,800.00	1,082.17	-	717.83

FY2018 Appropriation Report

<u>Account Description</u>	FY17	Original Approved	FY18	Final Adjusted	Actuals	Encumbrances	Closed Balance
	Carryforward	Budget	Adjustments	Budget			
Dues & Memberships	-	550.00	-	550.00	446.00	-	104.00
Board of Health Total	-	141,821.00	-	141,821.00	136,727.77	-	5,093.23
Bond Interest	-	10,800.00	-	10,800.00	10,800.00	-	-
MERSD Debt Assessment - Interest	-	225,645.00	(84,118.36)	141,526.64	140,191.86	-	1,334.78
Interest Short Term Note	-	15,000.00	-	15,000.00	2,200.00	-	12,800.00
Bond Interest Total	-	251,445.00	(84,118.36)	167,326.64	153,191.86	-	14,134.78
Bond Principal	-	60,000.00	-	60,000.00	60,000.00	-	-
MERSD Debt Assessment - Principal	-	483,337.00	84,118.36	567,455.36	567,455.36	-	-
A5/5-1-17ATM Septic Debt	-	-	26,194.00	26,194.00	26,194.00	-	-
Bond Principal Total	-	543,337.00	110,312.36	653,649.36	653,649.36	-	-
Building Inspector Salary	-	13,845.00	-	13,845.00	13,845.00	-	-
Assistant Building Inspector Salary	-	9,064.00	3,458.56	12,522.56	10,792.56	-	1,730.00
Bldg Inspector Clerical Salary	-	5,150.00	(1,728.56)	3,421.44	3,312.66	-	108.78
Bldg Inspector Training	-	950.00	-	950.00	545.03	-	404.97
Bldg Inspector Expenses	-	800.00	-	800.00	800.00	-	-
Building Inspector Total	-	29,809.00	1,730.00	31,539.00	29,295.25	-	2,243.75
Cemetery Wages	-	29,252.00	(1.00)	29,251.00	28,023.36	-	1,227.64
Clerical Wages	-	3,811.00	1.00	3,812.00	3,811.08	-	0.92
Part-Time Wages	-	15,300.00	-	15,300.00	5,357.00	-	9,943.00
Overtime	-	2,838.00	-	2,838.00	1,380.66	-	1,457.34
Electricity	-	390.00	-	390.00	220.97	-	169.03
Repair & Maintenance	-	3,000.00	(200.00)	2,800.00	2,704.85	-	95.15
Gas and Fuel	-	2,500.00	-	2,500.00	2,186.15	-	313.85
Materials	-	2,000.00	-	2,000.00	1,999.46	-	0.54
Small Equipment	-	2,000.00	200.00	2,200.00	2,171.87	-	28.13
Cemetery Total	-	61,091.00	-	61,091.00	47,855.40	-	13,235.60
IT Hosting	-	6,300.00	-	6,300.00	4,178.34	-	2,121.66
Town Website Support/Maintenance	-	4,800.00	-	4,800.00	4,320.00	-	480.00
Internet Service	-	7,500.00	-	7,500.00	5,514.17	-	1,985.83
Regional Dispatch Connectivity	-	8,000.00	12,000.00	20,000.00	18,423.10	-	1,576.90
Notification System Support	-	5,000.00	-	5,000.00	1,127.50	-	3,872.50
Network Equip & Maint	-	5,000.00	6,600.00	11,600.00	11,432.58	-	167.42
A7/11-13-17FTM Fiber Optic Network	-	-	80,000.00	80,000.00	-	80,000.00	-
Computer Network Total	-	36,600.00	98,600.00	135,200.00	44,995.69	80,000.00	10,204.31
Conomo Point Clerical	-	2,806.00	-	2,806.00	2,806.00	-	-
Conomo Point Stipend	-	150.00	-	150.00	150.00	-	-

FY2018 Appropriation Report

<u>Account Description</u>	FY17	Original Approved	FY18	Final Adjusted	Actuals	Encumbrances	Closed Balance
	Carryforward	Budget	Adjustments	Budget			
A2/11-16-15FTM Conomo Pt Management	2,055.40	-	-	2,055.40	2,055.40	-	-
A2/11-14-16FTM Conomo Pt Mgmt	42,496.50	-	-	42,496.50	42,496.50	-	-
A2/11-13-17FTM Conomo Point Management	-	-	50,000.00	50,000.00	30,574.94	19,425.06	-
A12/5-4-15ATM Northern Conomo Pt Appraisals	2,700.00	-	-	2,700.00	-	-	2,700.00
A4/5-1-12ATM Improvements to Southern Conomo Pt.	1,417.41	-	-	1,417.41	-	1,417.41	-
A14/5-5-14ATM Conomo Pt Roadway Improvements	14,311.47	-	-	14,311.47	-	14,311.47	-
Conomo Point Total	62,980.78	2,956.00	50,000.00	115,936.78	78,082.84	35,153.94	2,700.00
Conservation Agent Wages	-	8,750.00	-	8,750.00	3,030.00	-	5,720.00
Clerical Wages	-	17,363.00	-	17,363.00	12,799.57	-	4,563.43
Software Maintenance	-	500.00	(500.00)	-	-	-	-
Expenses	-	1,200.00	629.51	1,829.51	1,829.51	-	-
Dues & Memberships	-	650.00	(129.51)	520.49	290.00	-	230.49
Conservation Commission Total	-	28,463.00	-	28,463.00	17,949.08	-	10,513.92
Director, Part-Time	-	30,856.00	-	30,856.00	29,386.48	-	1,469.52
Outreach/Coordinator	-	17,132.00	(6,200.00)	10,932.00	10,816.00	-	116.00
Van Driver Wages	-	15,002.00	(4,900.00)	10,102.00	9,095.42	-	1,006.58
Electricity	-	2,650.00	1,190.26	3,840.26	3,840.26	-	-
Heating Fuel	-	1,200.00	200.00	1,400.00	1,306.91	-	93.09
Water/Sewer Utility	-	625.00	65.42	690.42	625.00	-	65.42
Vehicle Maintenance	-	1,500.00	9,900.00	11,400.00	10,453.31	380.00	566.69
System Inspection/Maintenance	-	6,900.00	16,509.74	23,409.74	6,891.23	6,000.00	10,518.51
Van Driver Expenses	-	1,150.00	(400.00)	750.00	745.92	-	4.08
Telephone	-	2,040.00	-	2,040.00	2,014.14	-	25.86
Technology	-	2,280.00	-	2,280.00	2,279.40	-	0.60
Vehicle Fuel	-	2,500.00	(700.00)	1,800.00	1,643.67	-	156.33
COA Expenses	-	6,200.00	(2,765.42)	3,434.58	3,379.38	-	55.20
A26/5-1-17ATM Senior Center Generator	-	-	-	3,300.00	1,055.00	2,245.00	-
Encumbered Van Driver Expenses	175.00	-	-	175.00	170.00	-	5.00
Prior Year Encumbrance COA Expenses	4,740.00	-	-	4,740.00	4,033.51	-	706.49
Council on Aging Total	4,915.00	90,035.00	12,900.00	111,150.00	87,735.63	8,625.00	14,789.37
ECO Salaries	-	1,000.00	-	1,000.00	-	-	1,000.00
ECO Office Expenses	-	2,500.00	-	2,500.00	2,232.48	-	267.52
ECO Total	-	3,500.00	-	3,500.00	2,232.48	-	1,267.52
Election Wages	-	5,700.00	-	5,700.00	1,088.40	-	4,611.60
Ballots	-	700.00	-	700.00	425.00	-	275.00
Voting Lists	-	100.00	-	100.00	-	-	100.00
Town Meeting Expenses	-	274.00	-	274.00	158.00	-	116.00

FY2018 Appropriation Report

<u>Account Description</u>	FY17	Original Approved	FY18	Final Adjusted	Actuals	Encumbrances	Closed Balance
	Carryforward	Budget	Adjustments	Budget			
Election Expenses	-	4,500.00	-	4,500.00	2,141.91	-	2,358.09
Election Total	-	11,274.00	-	11,274.00	3,813.31	-	7,460.69
Electrical Inspector Salary	-	6,080.00	-	6,080.00	6,080.00	-	-
Electrical Inspector Expenses	-	150.00	-	150.00	63.28	-	86.72
Electrical Inspector Total	-	6,230.00	-	6,230.00	6,143.28	-	86.72
Emergency Management Stipend	-	300.00	-	300.00	300.00	-	-
Emergency Management Expenses	-	1,300.00	-	1,300.00	1,247.40	-	52.60
Emergency Management Dues & Memberships	-	150.00	-	150.00	-	-	150.00
Emergency Management Total	-	1,750.00	-	1,750.00	1,547.40	-	202.60
FICA	-	63,490.00	19,358.16	82,848.16	82,848.16	-	-
F.I.C.A. Tax, Town Share Total	-	63,490.00	19,358.16	82,848.16	82,848.16	-	-
Fire Chief	-	7,491.00	-	7,491.00	7,491.00	-	-
Fire Clerical Salary	-	10,163.00	-	10,163.00	10,162.88	-	0.12
Fire Fighter Salaries	-	137,536.00	-	137,536.00	122,503.61	-	15,032.39
Fire Engineers Salaries	-	2,914.00	-	2,914.00	2,914.00	-	-
Fire Inspection Salaries	-	-	-	-	6156.89	-	(6,156.89)
Fire Training Salaries	-	19,350.00	-	19,350.00	10,057.33	-	9,292.67
Fire Training Expense	-	1,000.00	-	1,000.00	495.00	-	505.00
Fire Dept Electricity	-	18,600.00	(371.31)	18,228.69	18,061.12	-	167.57
Fire Dept - Heating Oil/Natural Gas	-	6,000.00	1,052.69	7,052.69	7,052.69	-	-
Fire Dept Water Usage	-	800.00	-	800.00	604.55	-	195.45
Fire Dept Sewer Usage	-	1,000.00	324.84	1,324.84	1,426.32	-	(101.48)
Fire Station Repair & Maint	-	7,500.00	-	7,500.00	7,163.29	-	336.71
Ladder Testing	-	2,500.00	(681.38)	1,818.62	1,567.96	-	250.66
Fire Equip Repair & Maint	-	11,000.00	5,400.00	16,400.00	16,373.80	-	26.20
Forest Fire Equip	-	3,700.00	(750.41)	2,949.59	2,825.58	-	124.01
Fire Dept Telephone	-	3,700.00	253.82	3,953.82	3,839.20	-	114.62
Fire Dept Pagers	-	4,400.00	(70.00)	4,330.00	3,810.01	-	519.99
Fire Dept Gas	-	550.00	70.00	620.00	585.73	-	34.27
Fire Dept Office Supplies	-	1,400.00	(378.66)	1,021.34	610.42	-	410.92
Fire Dept Vehicle Fuel	-	6,600.00	(600.00)	6,000.00	3,720.09	-	2,279.91
Fire Dept Other Expenses	-	10,000.00	750.41	10,750.41	10,750.41	-	-
Fire Prevention	-	1,750.00	-	1,750.00	1,184.82	-	565.18
Fire Dept Uniforms	-	12,500.00	-	12,500.00	11,295.00	-	1,205.00
Fire Dept Dues & Memberships	-	2,500.00	-	2,500.00	2,440.00	-	60.00
A10/11-19-12STM Fire Station Roof Repairs	2,000.00	-	-	2,000.00	-	-	2,000.00
A30/5-1-17ATM Fire Department Forestry Truck	130,000.00	-	-	130,000.00	128,816.42	-	1,183.58
Fire Total	132,000.00	272,954.00	5,000.00	409,954.00	381,908.12	-	28,045.88

FY2018 Appropriation Report

<u>Account Description</u>	FY17	Original Approved	FY18	Final Adjusted	Actuals	Encumbrances	Closed Balance
	Carryforward	Budget	Adjustments	Budget			
Sanitation Facilities	-	3,500.00	-	3,500.00	2,570.95	-	929.05
Grove Maintenance	-	2,200.00	-	2,200.00	2,185.77	-	14.23
A23/5-1-17ATM Centennial Grove Master Plan	35,000.00	-	-	35,000.00	-	35,000.00	-
Centennial Grove Total	35,000.00	5,700.00	-	40,700.00	4,756.72	35,000.00	943.28
Harbormaster Deputy Salary	-	7,170.00	-	7,170.00	2,514.24	-	4,655.76
Town Landing Ramp Attendant	-	3,672.00	-	3,672.00	3,386.29	-	285.71
Assistant Harbormaster Salary	-	11,765.00	-	11,765.00	8,676.49	-	3,088.51
Training	-	1,200.00	-	1,200.00	496.66	-	703.34
Harbormaster Boat Repairs	-	8,400.00	-	8,400.00	8,362.92	-	37.08
Pier & Float Maintenance	-	2,000.00	-	2,000.00	1,646.11	-	353.89
Drug & Alcohol Testing	-	2,000.00	-	2,000.00	170.00	-	1,830.00
Mooring Permit Expense	-	3,400.00	290.43	3,690.43	3,690.43	-	-
Harbormaster Fuel & Oil	-	4,600.00	(692.43)	3,907.57	456.08	-	3,451.49
Buoys	-	3,500.00	-	3,500.00	3,037.79	-	462.21
Harbormaster Uniform Allowance	-	2,000.00	97.00	2,097.00	2,097.00	-	-
Incidental Fees and Expenses	-	1,700.00	305.00	2,005.00	2,004.88	-	0.12
Encumbered Buoys	1,880.00	-	-	1,880.00	1,880.00	-	-
Harbormaster Total	1,880.00	51,407.00	0.00	53,287.00	38,418.89	-	14,868.11
Health Insurance	-	647,787.00	-	647,787.00	478,408.26	-	169,378.74
Health Insurance Total	-	647,787.00	-	647,787.00	478,408.26	-	169,378.74
Superintendent Salary	-	87,577.00	-	87,577.00	87,577.00	-	-
Assistant Superintendent Salary	-	29,008.00	-	29,008.00	29,008.00	-	-
Clerical Wages	-	29,250.00	-	29,250.00	28,814.74	-	435.26
Laborer Wages	-	19,947.00	-	19,947.00	19,113.00	-	834.00
Foreman Wages	-	62,317.00	-	62,317.00	62,316.80	-	0.20
Operator Wages	-	131,259.00	-	131,259.00	123,598.44	-	7,660.56
Stormwater Compliance	-	2,000.00	-	2,000.00	-	-	2,000.00
Ground Maintenance	-	18,184.00	-	18,184.00	9,117.00	-	9,067.00
Overtime	-	6,834.00	-	6,834.00	5,558.88	-	1,275.12
Sick Leave Buyback	-	3,219.00	-	3,219.00	3,219.00	-	-
Electricity	-	6,000.00	(100.00)	5,900.00	3,143.98	150.00	2,606.02
Water Usage	-	1,400.00	-	1,400.00	1,399.82	-	0.18
Truck Maintenance	-	14,000.00	2,000.00	16,000.00	15,830.63	-	169.37
Small Equipment Repair	-	2,300.00	-	2,300.00	2,033.85	-	266.15
Bridge Inspection and Repair	-	3,500.00	(875.00)	2,625.00	-	-	2,625.00
Equipment Lease	-	32,740.00	-	32,740.00	32,738.79	-	1.21
Seminar Fees	-	800.00	-	800.00	448.74	-	351.26
Monitoring Wells	-	5,500.00	-	5,500.00	5,200.00	-	300.00

FY2018 Appropriation Report

<u>Account Description</u>	FY17	Original Approved	FY18	Final Adjusted	Actuals	Encumbrances	Closed Balance
	Carryforward	Budget	Adjustments	Budget			
Stormwater Compliance Expenses	-	20,000.00	5,000.00	25,000.00	13,396.70	-	11,603.30
Drug & Alcohol Testing	-	700.00	200.00	900.00	830.00	-	70.00
Tree Removal	-	12,000.00	5,000.00	17,000.00	16,696.96	-	303.04
Telephone	-	2,800.00	-	2,800.00	2,203.89	-	596.11
Building Fuel	-	7,000.00	575.86	7,575.86	7,575.74	-	0.12
Office Supplies	-	2,500.00	-	2,500.00	1,725.67	-	774.33
Grounds Maintenance	-	10,000.00	-	10,000.00	9,607.06	-	392.94
Playground Maintenance	-	9,000.00	-	9,000.00	8,778.29	-	221.71
Truck Fuel	-	17,000.00	(575.86)	16,424.14	15,854.78	-	569.36
Highway Maintenance	-	81,000.00	(6,800.00)	74,200.00	74,194.97	-	5.03
Tools & Supplies	-	3,100.00	-	3,100.00	3,088.77	-	11.23
Other Maintenance	-	7,100.00	100.00	7,200.00	7,161.24	-	38.76
Clothing Allowance	-	2,375.00	475.00	2,850.00	2,792.72	-	57.28
Dues & Memberships	-	700.00	-	700.00	650.00	-	50.00
Encumbered Building Fuel	1,780.75	-	-	1,780.75	1,780.75	-	-
Prior Year Encumbrance Highway Maint	1,800.00	-	-	1,800.00	1,800.00	-	-
Highway Total	3,580.75	631,110.00	5,000.00	639,690.75	597,256.21	150.00	42,284.54
Printing	-	500.00	-	500.00	-	-	500.00
Historical Commission Administrative Expenses	-	1,000.00	-	1,000.00	-	-	1,000.00
Historical Commission Total	-	1,500.00	-	1,500.00	-	-	1,500.00
Legal Expense	-	60,000.00	15,000.00	75,000.00	71,255.43	-	3,744.57
Legal Expense - Conomo Point	-	50,000.00	-	50,000.00	2,645.50	-	47,354.50
Legal Total	-	110,000.00	15,000.00	125,000.00	73,900.93	-	51,099.07
Library Director	-	53,181.00	-	53,181.00	53,180.40	-	0.60
Staff Wages	-	46,203.00	-	46,203.00	40,468.74	-	5,734.26
Copier	-	395.00	-	395.00	295.00	-	100.00
Telephone	-	850.00	-	850.00	693.10	-	156.90
Office Supplies	-	1,600.00	-	1,600.00	1,597.12	-	2.88
Technology	-	2,000.00	-	2,000.00	1,981.04	-	18.96
Library Programming	-	1,600.00	-	1,600.00	1,850.00	-	(250.00)
Materials	-	36,000.00	-	36,000.00	33,120.06	-	2,879.94
Travel	-	350.00	-	350.00	287.21	-	62.79
MVLC Membership	-	13,850.00	-	13,850.00	13,655.00	-	195.00
Library Total	-	156,029.00	-	156,029.00	147,127.67	-	8,901.33
Licensing Board Clerical	-	2,806.00	-	2,806.00	2,806.00	-	-
Licensing Board Expenses	-	175.00	-	175.00	175.00	-	-
Licensing Board Total	-	2,981.00	-	2,981.00	2,981.00	-	-

FY2018 Appropriation Report

<u>Account Description</u>	FY17	Original Approved	FY18	Final Adjusted	Actuals	Encumbrances	Closed Balance
	Carryforward	Budget	Adjustments	Budget			
Memorial Day Expenses	-	900.00	-	900.00	843.35	-	56.65
Memorial Day Total	-	900.00	-	900.00	843.35	-	56.65
MERSD Assessment	-	7,593,144.00	-	7,593,144.00	7,593,144.00	-	-
A19/5-2-16ATM Manchester Meml Elem Schl Feasibility	147,959.00	-	-	147,959.00	147,959.00	-	-
Manchester Essex Regional School District	147,959.00	7,593,144.00	-	7,741,103.00	7,741,103.00	-	-
Personnel Officer Salary	-	14,794.00	-	14,794.00	14,794.00	-	-
Personnel Board Expenses	-	500.00	-	500.00	500.00	-	-
Personnel Total	-	15,294.00	-	15,294.00	15,294.00	-	-
Clerical Wages	-	13,090.00	-	13,090.00	5,769.63	-	7,320.37
Notices	-	1,500.00	(506.32)	993.68	-	-	993.68
Technology	-	350.00	-	350.00	-	-	350.00
Expenses	-	500.00	506.32	1,006.32	662.88	-	343.44
Planning Board Total	-	15,440.00	-	15,440.00	6,432.51	-	9,007.49
Plumbing Inspector Salary	-	6,080.00	-	6,080.00	6,080.00	-	-
Plumbing Inspector Expenses	-	200.00	-	200.00	154.82	-	45.18
Plumbing Inspector Total	-	6,280.00	-	6,280.00	6,234.82	-	45.18
Police Chief Salary	-	107,464.00	483.81	107,947.81	107,948.01	-	(0.20)
Police Officer Salaries	-	557,756.00	(66,572.30)	491,183.70	466,325.55	-	24,858.15
Police Clerk Salary	-	38,140.00	-	38,140.00	38,140.44	-	(0.44)
Part-Time Police Salaries	-	96,753.00	57,349.00	154,102.00	149,310.13	-	4,791.87
OT Extra Investigation	-	11,067.00	-	11,067.00	4,226.02	-	6,840.98
Shift Coverage OT	-	47,040.00	-	47,040.00	36,840.20	-	10,199.80
Incidental OT	-	19,000.00	16,088.49	35,088.49	35,088.49	-	-
Community Policing OT	-	6,000.00	-	6,000.00	3,762.42	-	2,237.58
Prisoner Callout OT	-	7,560.00	-	7,560.00	4,314.17	-	3,245.83
Night Differential	-	33,989.00	-	33,989.00	30,972.80	-	3,016.20
Holiday OT	-	31,834.00	-	31,834.00	21,135.92	-	10,698.08
Court Detail OT	-	7,446.00	3,000.00	10,446.00	9,587.87	-	858.13
Sick Leave Buyback	-	6,911.00	13,809.00	20,720.00	11,616.00	-	9,104.00
Educational Stipend	-	116,466.00	-	116,466.00	101,464.29	-	15,001.71
Inservice Training	-	19,500.00	-	19,500.00	14,669.52	-	4,830.48
Police Ambulance Training	-	1,900.00	-	1,900.00	1,659.60	-	240.40
Firearms Training Expenses	-	11,482.00	(1,505.00)	9,977.00	9,975.60	-	1.40
Ambulance Training Expenses	-	750.00	-	750.00	327.00	-	423.00
Inservice Training Expenses	-	2,000.00	4,500.00	6,500.00	5,730.71	-	769.29
Vehicle Maintenance	-	9,000.00	765.11	9,765.11	9,765.10	-	0.01
Police Trailer Maintenance	-	1,000.00	3,255.00	4,255.00	4,180.36	-	74.64

FY2018 Appropriation Report

<u>Account Description</u>	FY17	Original Approved	FY18	Final Adjusted	Actuals	Encumbrances	Closed Balance
	Carryforward	Budget	Adjustments	Budget			
Police Seminar Fees	-	750.00	(700.00)	50.00	-	-	50.00
Drug & Alcohol Testing	-	4,000.00	3,620.00	7,620.00	5,570.00	-	2,050.00
Police Telephone	-	5,300.00	(1,795.00)	3,505.00	3,641.52	-	(136.52)
Police Beeper/Radio Repairs	-	4,500.00	(1,000.00)	3,500.00	3,114.78	-	385.22
Bapern	-	1,900.00	-	1,900.00	1,900.00	-	-
Police Office Supplies	-	3,450.00	-	3,450.00	3,571.22	-	(121.22)
Police Vehicle Fuel	-	21,790.00	(2,020.11)	19,769.89	19,155.21	-	614.68
Police Supplies	-	7,500.00	2,500.00	10,000.00	9,216.48	-	783.52
Police Uniform Allowance	-	16,000.00	20,000.00	36,000.00	30,907.24	-	5,092.76
Police Travel Expense	-	1,900.00	(1,469.00)	431.00	412.08	-	18.92
Police Dues & Memberships	-	2,800.00	(151.00)	2,649.00	2,524.00	-	125.00
A34/5-6-13ATM Fire/Police Station - Safe Vestibule	-	-	-	8,272.00	-	8,272.00	-
A9/11-13-17FTM Police Cruiser	-	-	40,000.00	40,000.00	37,892.53	2,107.47	-
A24/11-13-17FTM Unpaid Bill	-	-	483.77	483.77	-	-	483.77
Encumbered Police Part time labor	(707.76)	-	-	(707.76)	(707.76)	-	-
Encumbered Police Sick Leave Buyback	7,185.92	-	-	7,185.92	7,185.92	-	-
Police Total	6,478.16	1,202,948.00	90,641.77	1,308,339.93	1,191,423.42	10,379.47	106,537.04
Recycling Coordinator Wages	-	16,277.00	-	16,277.00	16,301.96	-	(24.96)
Electricity	-	3,500.00	-	3,500.00	2,413.91	-	1,086.09
Trash Contract	-	170,000.00	-	170,000.00	168,745.02	-	1,254.98
Recycling Contract	-	25,000.00	4,000.00	29,000.00	28,995.75	-	4.25
Hazardous Waste Disposal	-	5,100.00	-	5,100.00	4,706.20	-	393.80
Inspection Services	-	2,000.00	-	2,000.00	850.00	-	1,150.00
Telephone	-	420.00	-	420.00	356.26	-	63.74
Sticker Printing	-	700.00	-	700.00	600.00	-	100.00
Maintenance	-	9,500.00	-	9,500.00	7,385.92	-	2,114.08
Recycling Total	-	232,497.00	4,000.00	236,497.00	230,355.02	-	6,141.98
Registrars Stipends	-	1,350.00	-	1,350.00	1,132.70	-	217.30
Registrars Printing	-	500.00	(202.47)	297.53	250.00	-	47.53
Registrars Supplies	-	2,000.00	202.47	2,202.47	2,202.47	-	-
Registrars Total	-	3,850.00	-	3,850.00	3,585.17	-	264.83
Retirement Board Assessment	-	476,250.00	-	476,250.00	467,522.10	-	8,727.90
Retirement Board Total	-	476,250.00	-	476,250.00	467,522.10	-	8,727.90
Shellfish Constable Salary	-	43,819.00	-	43,819.00	43,819.00	-	-
Shellfish Deputy Salary	-	7,898.00	600.00	8,498.00	8,111.95	-	386.05
Shellfish Vehicle Maintenance	-	1,500.00	-	1,500.00	-	-	1,500.00
Shellfish Boat Repairs	-	2,000.00	(600.00)	1,400.00	766.98	-	633.02
Shellfish Boat & Truck Fuel	-	2,000.00	-	2,000.00	1,337.15	-	662.85

FY2018 Appropriation Report

<u>Account Description</u>	FY17	Original Approved	FY18	Final Adjusted	Actuals	Encumbrances	Closed Balance
	Carryforward	Budget	Adjustments	Budget			
Shellfish Expenses	-	425.00	-	425.00	157.36	-	267.64
Shellfish Uniform Allowance	-	125.00	-	125.00	-	-	125.00
Shellfish Dues & Memberships	-	200.00	-	200.00	-	-	200.00
Shellfish Total	-	57,967.00	-	57,967.00	54,192.44	-	3,774.56
Snow Removal OT	-	16,438.00	10,500.00	26,938.00	19,090.24	-	7,847.76
Snow Removal Contractors	-	11,270.00	11,500.00	22,770.00	14,900.00	-	7,870.00
Snow Removal Other Expenses	-	58,226.00	8,000.00	66,226.00	66,226.00	-	-
Snow Removal Total	-	85,934.00	30,000.00	115,934.00	100,216.24	-	15,717.76
Social Service Agencies	-	2,500.00	-	2,500.00	2,500.00	-	-
Social Services Total	-	2,500.00	-	2,500.00	2,500.00	-	-
Street Lighting	-	18,070.00	-	18,070.00	15,824.04	-	2,245.96
Street Lighting Total	-	18,070.00	-	18,070.00	15,824.04	-	2,245.96
Town Accountant Salary	-	43,717.00	16,566.00	60,283.00	60,283.00	-	-
Town Accountant's Assistant	-	8,243.00	-	8,243.00	8,163.79	-	79.21
Ch 41 Sec 108P	-	-	384.67	384.67	384.67	-	-
Town Acct Seminar Fees	-	500.00	733.96	1,233.96	1,233.96	-	-
Audit & GASB: Professional Services	-	38,000.00	14,824.51	52,824.51	37,000.00	15,824.51	-
Software Support Fee	-	11,800.00	775.49	12,575.49	12,575.49	-	-
Town Acct Office Supplies	-	1,500.00	-	1,500.00	1,487.09	-	12.91
Town Acct Travel	-	300.00	626.04	926.04	759.60	-	166.44
Town Acct Dues & Memberships	-	100.00	(15.00)	85.00	85.00	-	-
Town Accountant Total	-	104,160.00	33,895.67	138,055.67	121,972.60	15,824.51	258.56
Town Clerk Salary	-	61,181.00	(219.20)	60,961.80	58,753.23	-	2,208.57
Town Clerk's Assistant	-	11,000.00	-	11,000.00	10,906.25	-	93.75
Ch 41 Sec 19K Town Clerk Stipend (5/4/15ATM)	-	1,000.00	219.20	1,219.20	1,219.20	-	-
Training Expense	-	1,225.00	443.56	1,668.56	1,668.56	-	-
Copy Machine	-	500.00	(292.00)	208.00	208.00	-	-
Office Supplies	-	725.00	239.61	964.61	828.50	-	136.11
Archival Management	-	200.00	-	200.00	76.65	-	123.35
Parking Tickets	-	1,750.00	(442.00)	1,308.00	989.00	105.00	214.00
Dog Licenses	-	525.00	52.39	577.39	577.39	-	-
Dues & Memberships	-	290.00	(1.56)	288.44	224.96	-	63.48
Town Clerk Total	-	78,396.00	0.00	78,396.00	75,451.74	105.00	2,839.26
Town Property Custodian	-	20,254.00	12,000.00	32,254.00	30,381.00	-	1,873.00
Town Hall Electricitiy	-	10,787.00	8,200.00	18,987.00	18,929.60	-	57.40
Town Hall Heating Fuel/Natural Gas	-	18,000.00	(8,200.00)	9,800.00	3,836.36	-	5,963.64

FY2018 Appropriation Report

<u>Account Description</u>	FY17	Original Approved	FY18	Final Adjusted	Actuals	Encumbrances	Closed Balance
	Carryforward	Budget	Adjustments	Budget			
Town Hall Generator Fuel	-	600.00	-	600.00	341.62	-	258.38
Town Hall Water Usage	-	850.00	-	850.00	547.11	-	302.89
Town Hall Sewer Usage	-	1,700.00	-	1,700.00	722.36	-	977.64
Town Hall Office Machines	-	3,000.00	-	3,000.00	1,432.08	-	1,567.92
Town Hall - Repairs & Maintenance	-	4,000.00	-	4,000.00	-	-	4,000.00
G.I.S. - Mapping Services	-	1,000.00	-	1,000.00	-	-	1,000.00
Town Hall Panic Alarm Monitoring	-	500.00	-	500.00	479.40	-	20.60
Town Hall Elevator Phone Monitoring	-	400.00	-	400.00	-	-	400.00
Town Hall Elevator Inspectio/Maintenance	-	3,600.00	-	3,600.00	-	-	3,600.00
Town Hall HVAC Maintenance	-	1,000.00	-	1,000.00	-	-	1,000.00
Town Hall Sprinkler System Maintenance	-	500.00	-	500.00	-	-	500.00
Selectmen Telephone	-	1,680.00	-	1,680.00	1,378.46	-	301.54
Town Department Telephone (VOIP)	-	7,510.00	-	7,510.00	7,260.12	-	249.88
Town Hall Office Supplies	-	3,500.00	-	3,500.00	3,372.94	-	127.06
Town Property Expenses	-	10,300.00	-	10,300.00	9,686.20	-	613.80
Town Hall Fire Alarm Monitor/Test	-	900.00	-	900.00	360.00	-	540.00
Town Hall Generator Maintenance	-	600.00	1,000.00	1,600.00	1,395.36	-	204.64
Greenhead Fly Program	-	3,600.00	-	3,600.00	3,017.20	-	582.80
Blanket Liability Insurance	-	114,508.00	(9,673.00)	104,835.00	85,643.25	-	19,191.75
A27/5-1-17ATM Purchase of Street Lights	14,000.00	-	7,500.00	21,500.00	17,030.15	4,469.85	-
A25/5-2-16ATM, A4/11-14-16FTM Town Hall Furnishings	42,942.71	-	-	42,942.71	30,804.87	12,137.84	-
A29/5-1-17ATM Town Hall Copier	7,000.00	-	-	7,000.00	7,000.00	-	-
A24/5-1-17ATM Public Safety Building Renderings	10,000.00	-	-	10,000.00	8,318.54	-	1,681.46
A17/11-16-15FTM TH Tree Replacements	1,850.00	-	-	1,850.00	-	1,850.00	-
A16/11-16-15FTM Repair/Replace Folsom Pavilion	8,375.00	-	-	8,375.00	-	8,375.00	-
Town Property Total	84,167.71	208,789.00	10,827.00	303,783.71	231,936.62	26,832.69	45,014.40
Town Report	-	4,000.00	-	4,000.00	2,279.25	-	1,720.75
Town Report Total	-	4,000.00	-	4,000.00	2,279.25	-	1,720.75
Treasurer/Collector Salary	-	78,750.00	-	78,750.00	74,323.74	-	4,426.26
Assistant Treasurer/Collector	-	26,103.00	-	26,103.00	14,384.83	-	11,718.17
Collector Clerical	-	45,733.00	-	45,733.00	45,732.96	-	0.04
Sick Leave Buyback	-	992.00	-	992.00	-	-	992.00
Ch 41 Sec 108P Treasurer Stipend (A12/11-3-08FTM)	-	1,000.00	-	1,000.00	615.36	-	384.64
Seminar Fees	-	800.00	-	800.00	207.54	-	592.46
Payroll Processing ADP	-	8,858.00	-	8,858.00	8,592.73	-	265.27
Financial Advisory Services	-	4,000.00	-	4,000.00	2,550.00	-	1,450.00
Collector Legal Expense	-	5,500.00	-	5,500.00	1,000.00	-	4,500.00
Tax Title Expense	-	6,500.00	-	6,500.00	48,847.34	-	(42,347.34)
Bank Fee	-	250.00	-	250.00	-	-	250.00
Postage	-	10,000.00	-	10,000.00	8,777.41	-	1,222.59

FY2018 Appropriation Report

<u>Account Description</u>	FY17	Original Approved	FY18	Final Adjusted	Actuals	Encumbrances	Closed Balance
	Carryforward	Budget	Adjustments	Budget			
Office Supplies/Equipment	-	9,000.00	(2,858.16)	6,141.84	5,175.95	-	965.89
Travel	-	1,000.00	-	1,000.00	297.69	-	702.31
Dues & Memberships	-	240.00	-	240.00	50.00	-	190.00
Interest Due on Property Tax Abatements (ATB)	-	1,000.00	-	1,000.00	-	-	1,000.00
Encumbered Treasurer/Collector Legal	3,940.95	-	-	3,940.95	3,216.00	-	724.95
Prior Year Encumbrance Tax Title Legal Expense	4,757.17	-	-	4,757.17	2,455.00	-	2,302.17
Treasurer Total	8,698.12	199,726.00	(2,858.16)	205,565.96	216,226.55	-	(10,660.59)
Regional Assessment	-	15,703.00	-	15,703.00	14,204.67	-	1,498.33
Ordinary Benefits	-	55,000.00	-	55,000.00	26,361.60	-	28,638.40
Veterans Total	-	70,703.00	-	70,703.00	40,566.27	-	30,136.73
Essex North Shore Agricultural & Technical School	-	360,777.00	-	360,777.00	345,423.00	-	15,354.00
Essex N. Shore Agricultural & Technical Total	-	360,777.00	-	360,777.00	345,423.00	-	15,354.00
WW Legal Exp	-	66,500.00	(15,000.00)	51,500.00	13,867.96	-	37,632.04
Wastewater Total	-	66,500.00	(15,000.00)	51,500.00	13,867.96	-	37,632.04
Workers Comp	-	29,695.00	-	29,695.00	12,502.42	-	17,192.58
Unemployment Claims	-	1,000.00	-	1,000.00	-	-	1,000.00
Workers Comp Total	-	30,695.00	-	30,695.00	12,502.42	-	18,192.58
Coordinator/Director	-	34,580.00	-	34,580.00	3,600.00	-	30,980.00
Office Supplies	-	2,000.00	-	2,000.00	1,852.52	-	147.48
Program Expenses	-	5,000.00	-	5,000.00	4,922.13	-	77.87
Youth Total	-	41,580.00	-	41,580.00	10,374.65	-	31,205.35
GENERAL FUND TOTAL	535,029.23	14,634,147.00	356,775.77	15,537,524.00	14,412,069.16	258,539.61	866,915.23
COMMUNITY PRESERVATION ACT							
A12/11-16-15FTM Spring Street Fence Add'l	3,170.00	-	-	3,170.00	-	3,170.00	-
A33/5-1-17ATM Spring St Cemetery Fence & Plaque	33,210.00	-	-	33,210.00	33,210.00	-	-
A18/11-13-17FTM Town Hall Projects	-	-	10,000.00	10,000.00	-	10,000.00	-
A12/11-16-15FTM Preserve T.H. Vault Items	15,138.90	-	-	15,138.90	2,584.48	12,554.42	-
A25/5-5-14ATM Preservation of Civil War Documents	279.00	-	-	279.00	62.50	216.50	-
A33/5-1-17ATM CPC Administration	-	-	9,130.00	9,130.00	300.00	-	8,830.00
Total Community Preservation	51,797.90	-	19,130.00	70,927.90	36,156.98	25,940.92	8,830.00
CAPITAL PROJECTS							
Chapter 90 Expenses	-	-	129,474.75	129,474.75	129,474.75	-	-
Parking Lot	6,140.00	-	-	6,140.00	6,140.00	-	-
Town Hall Repairs	43,258.94	-	-	43,258.94	40,409.82	2,849.12	-

FY2018 Appropriation Report

<u>Account Description</u>	FY17	Original Approved	FY18	Final Adjusted	Actuals	Encumbrances	Closed Balance
	Carryforward	Budget	Adjustments	Budget			
Conomo Point Waterfront Access	175,632.09	-	-	175,632.09	129,122.82	46,509.27	-
Water Enterprise Capital Projects	4,368.61	-	-	4,368.61	-	4,368.61	-
Total Capital Projects	229,399.64	-	129,474.75	358,874.39	305,147.39	53,727.00	-
WATER ENTERPRISE							
Superintendent Salary	-	14,596.00	-	14,596.00	14,596.00	-	-
Assistant Superintendent Salary	-	58,015.00	-	58,015.00	58,014.90	-	0.10
Clerical Wages	-	21,596.00	-	21,596.00	21,209.40	-	386.60
Part-Time Wages	-	8,568.00	(433.00)	8,135.00	3,861.08	-	4,273.92
Operator/Tech Wages	-	38,220.00	-	38,220.00	38,220.00	-	-
Operator Wages	-	139,183.00	-	139,183.00	138,874.86	-	308.14
Overtime	-	19,441.00	-	19,441.00	17,983.22	-	1,457.78
Sick Leave Buyback	-	4,130.00	-	4,130.00	4,061.73	-	68.27
Health Insurance	-	46,729.00	-	46,729.00	46,061.08	-	667.92
Workers' Comp	-	13,000.00	-	13,000.00	3,927.98	-	9,072.02
Retirement Board Assessment	-	56,846.00	-	56,846.00	55,002.60	-	1,843.40
FICA	-	4,536.00	563.00	5,099.00	4,838.15	-	260.85
Electricity	-	64,000.00	1,284.24	65,284.24	65,274.18	-	10.06
Vehicle Maintenance	-	2,500.00	-	2,500.00	1,711.31	-	788.69
Sludge Removal	-	14,000.00	-	14,000.00	10,546.94	-	3,453.06
Seminar Fees	-	2,000.00	-	2,000.00	1,901.00	-	99.00
Drug & Alcohol Testing	-	300.00	-	300.00	235.00	-	65.00
Well Cleaning	-	11,000.00	(130.00)	10,870.00	9,299.00	-	1,571.00
EPA & State Mandated Testing	-	4,700.00	-	4,700.00	4,459.54	-	240.46
Contracted Services	-	7,000.00	-	7,000.00	6,922.87	-	77.13
Backflow Testing	-	2,200.00	-	2,200.00	2,200.00	-	-
Telephone	-	3,200.00	-	3,200.00	2,548.23	-	651.77
Fuel	-	7,000.00	2,000.00	9,000.00	8,440.28	-	559.72
Office Supplies	-	6,500.00	-	6,500.00	6,438.53	-	61.47
Vehicle Fuel	-	7,000.00	-	7,000.00	5,160.39	-	1,839.61
Tools & Supplies	-	4,000.00	-	4,000.00	2,477.14	-	1,522.86
Chemicals	-	85,000.00	(3,284.24)	81,715.76	64,799.23	-	16,916.53
Lab Supplies	-	3,800.00	-	3,800.00	3,160.44	-	639.56
Other Maintenance	-	35,000.00	-	35,000.00	34,694.50	-	305.50
Materials	-	3,500.00	-	3,500.00	3,287.60	-	212.40
Meter Reading Units	-	1,500.00	-	1,500.00	1,350.00	-	150.00
Pipe Fittings & Meters	-	9,000.00	-	9,000.00	8,439.94	-	560.06
Clothing Allowance	-	1,425.00	-	1,425.00	1,425.00	-	-
Dues & Memberships	-	2,500.00	-	2,500.00	1,980.00	-	520.00
Liability Insurance	-	17,500.00	-	17,500.00	14,173.59	-	3,326.41
Bond Principal	-	32,000.00	-	32,000.00	32,000.00	-	-
Bond Interest	-	3,210.00	-	3,210.00	3,210.00	-	-

FY2018 Appropriation Report

<u>Account Description</u>	FY17	Original Approved	FY18	Final Adjusted	Actuals	Encumbrances	Closed Balance
	Carryforward	Budget	Adjustments	Budget			
Principal and Interest on Short Term Note	-	12,755.00	-	12,755.00	12,754.40	-	0.60
A14/5-1-17ATM Water System Disinfection Study	70,000.00	-	-	70,000.00	-	70,000.00	-
Encumbered Water Other Maintenance	140.00	-	-	140.00	140.00	-	-
Total Water Enterprise	70,140.00	767,450.00	-	837,590.00	715,680.11	70,000.00	51,909.89
SEWER ENTERPRISE							
Superintendent Salary	-	14,596.00	-	14,596.00	14,596.00	-	-
Assistant Superintendent Salary	-	9,669.00	-	9,669.00	9,669.00	-	-
Clerical Wages	-	20,455.00	(375.00)	20,080.00	18,753.22	-	1,326.78
Plant System II/WW Tech	-	38,220.00	-	38,220.00	37,795.42	-	424.58
Operator/Tech Salary	-	35,828.00	-	35,828.00	35,186.50	-	641.50
Overtime	-	16,126.00	3,375.00	19,501.00	19,399.68	-	101.32
Sick Leave Buyback	-	1,764.00	-	1,764.00	1,501.76	-	262.24
Health Insurance	-	37,774.00	(10,000.00)	27,774.00	27,660.30	-	113.70
Workers Comp	-	1,365.00	-	1,365.00	-	-	1,365.00
Retirement Board Assessment	-	28,424.00	-	28,424.00	27,501.30	-	922.70
FICA	-	2,450.00	-	2,450.00	2,110.61	-	339.39
Electricity	-	40,000.00	(2,000.00)	38,000.00	35,247.75	-	2,752.25
Vehicle Maintenance	-	1,800.00	-	1,800.00	454.00	-	1,346.00
Seminar Fees	-	400.00	-	400.00	100.00	-	300.00
Drug & Alcohol Testing	-	240.00	-	240.00	100.00	-	140.00
City of Gloucester Usage Charge	-	485,000.00	32,600.00	517,600.00	515,849.36	-	1,750.64
Backflow Testing	-	700.00	-	700.00	550.00	-	150.00
Telephone	-	2,100.00	-	2,100.00	1,716.11	-	383.89
Fuel	-	4,000.00	-	4,000.00	3,209.50	-	790.50
Office Supplies/SCADA Software	-	8,200.00	-	8,200.00	8,195.12	-	4.88
Vehicle Fuel	-	4,000.00	-	4,000.00	3,766.26	-	233.74
Tools & Supplies	-	7,500.00	-	7,500.00	7,449.79	-	50.21
Chemicals	-	6,200.00	-	6,200.00	5,982.00	-	218.00
Other Maintenance	-	40,000.00	37,560.00	77,560.00	77,546.65	-	13.35
Materials	-	1,500.00	-	1,500.00	1,490.20	-	9.80
Clothing Allowance	-	475.00	-	475.00	309.40	-	165.60
Dues & Memberships	-	200.00	-	200.00	-	-	200.00
Liability Insurance	-	4,300.00	(2,000.00)	2,300.00	1,794.76	-	505.24
MWPAT Debt Adm & Orig Fees	-	14,933.00	-	14,933.00	14,932.15	-	0.85
Bond Principal	-	1,177,438.00	(0.20)	1,177,437.80	1,177,437.40	-	0.40
Bond Interest	-	64,856.00	0.20	64,856.20	64,856.20	-	-
A12/5-1-17ATM Replacement Grinder Pumps	37,500.00	-	-	37,500.00	37,500.00	-	-
Total Sewer Enterprise	37,500.00	2,070,513.00	59,160.00	2,167,173.00	2,152,660.44	-	14,512.56
GRAND TOTAL ALL FUNDS	923,866.77	17,472,110.00	564,540.52	18,972,089.29	17,621,714.08	408,207.53	942,167.68

COMBINED BALANCE SHEET 6/30/2018

<u>ASSETS</u>	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Enterprise</u>	<u>Trust and Agency</u>	<u>Long-term Debt</u>	<u>Totals</u>
Cash and Cash Equivalents	2,759,952.47	8,768,714.89	77,620.37	2,201,394.61	2,013,801.87		15,821,484.21
Personal Property Taxes	3,355.18						3,355.18
Real Estate Taxes	107,829.92						107,829.92
Allowance for Abatements and Exemptions	(109,368.83)						(109,368.83)
Betterments	28,803.06	110,294.65		6,497,062.09			6,636,159.80
CPA Taxes		1,162.56					1,162.56
Tax Liens	365,252.99	75.19		9,244.63			374,572.81
Tax Foreclosures	446,634.46						446,634.46
Taxes in Litigation	331,502.89	1,329.87		62,963.34			395,796.10
Motor Vehicle Excise	39,418.30						39,418.30
Other Excises	4,619.00						4,619.00
Utility Charges				134,340.20			134,340.20
Other Receivables		415,029.94					415,029.94
Amounts to be Provided-Payment of Bonds						10,666,284.00	10,666,284.00
Total Assets	3,977,999.44	9,296,607.10	77,620.37	8,905,004.87	2,013,801.87	10,666,284.00	34,937,317.65
LIABILITIES AND FUND EQUITY							
Liabilities:							
Def. Revenue: Real & Pers Property Taxes	1,816.27						1,816.27
CPA		1162.56					1,162.56
Betterments	28,803.06	110,294.65		6,497,062.09			6,636,159.80
Tax Liens	365,252.99	75.19		9,244.63			374,572.81
Tax Foreclosures	446,634.46						446,634.46
Taxes in Litigation	331,502.89	1,329.87		62,963.34			395,796.10
Motor Vehicle Excise	39,418.30						39,418.30
Other Excises	4,619.00						4,619.00
Utility Charges				134,340.20			134,340.20
Other Receivables		415,029.94					415,029.94
Due to Other Governments					2,600.00		2,600.00
Warrants Payable	309,578.44	3,110.92		44,782.57	416.00		357,887.93
Accrued Payroll and Withholdings	11,713.49						11,713.49
Other Liabilities	14,654.85				(16,777.49)		(2,122.64)
Bonds Payable						10,666,284.00	10,666,284.00
Total Liabilities	1,553,993.75	531,003.13	-	6,748,392.83	(13,761.49)	10,666,284.00	19,485,912.22
Fund Equity:							
Reserved for Expenditures	268,000.00	184,825.15		96,426.00			549,251.15
Reserved for Encumbrances	378,566.27						378,566.27
Reserved for Petty Cash	795.00			50.00			845.00
Undesignated Fund Balance	1,776,644.42	8,580,778.82	77,620.37	2,060,136.04	2,027,563.36		14,522,743.01
Total Fund Equity	2,424,005.69	8,765,603.97	77,620.37	2,156,612.04	2,027,563.36	-	15,451,405.43
Total Liabilities and Fund Equity	3,977,999.44	9,296,607.10	77,620.37	8,905,004.87	2,013,801.87	10,666,284.00	34,937,317.65

OFFICE OF THE TOWN CLERK & BOARD OF REGISTRARS

The Town Clerk's office had a busy year with three Town Meetings: the Annual Town Meeting (May 7, 2018), a Special Town Meeting (August 27, 2018), and a Fall Town Meeting (October 16, 2018), as well as four elections: the Annual Town Election (May 14, 2018), the State Primary Election (September 4, 2019, and, a dual Special Local Election and State Election (November 6, 2018), which also included an early voting period. The dual election in November constituted the most ballots ever cast (and hand counted) in one night for the Town: 4,068 ballots.

What a great way to break me in as my first year as Town Clerk! Both Town Meetings were also very well attended with important articles put before the voters. The Town Clerk and Board of Registrars would like to thank the Essex poll workers, volunteers, and our staff in a number of departments for all of the hard work and dedication to make each Town Meeting and/or Election seamless, and also, the residents of the Town who come down to participate. I would also like to thank Dawn Burnham and Vickie Cataldo for going above and beyond to help make this transition year a fairly seamless one for the Clerk's office.

We also had a record number of dogs licensed in 2018, partly as a result of enhanced enforcement and penalties approved by voters at Fall Town Meeting in 2017. A few projects undertaken during the year included filing vital records into archival sleeves and books for easier access in our vault and a reorganization of the office and files.

Dog Licensing

665 Dog Licenses
4 Kennel Licenses

Raffle Permits

1 Permit issued

Business Certificates (d/b/a Registration)

37 Certificates issued

Vital Records

20 Children were born
26 Essex residents passed
17 Couples filed their marriage intentions in the Town of Essex
17 Marriages were recorded

Shellfish Licensing Permits

94 Resident annual recreational shellfish
38 Non-resident annual recreational shellfish
44 Non-resident daily recreational shellfish
103 Commercial Shellfish permits, of those:
68 Commercial permits
14 Senior permits
21 Student permits
2 Sea Worm and Eel permits

Please remember to register to vote. Many local government decisions are made during Town Meeting and as more people participate, the status of our local affairs will truly represent the will of our residents. Register to Vote Online at: RegisterToVoteMA.com

Respectfully submitted,
TOWN CLERK
CHAIR, BOARD OF REGISTRARS
Pamela B. Thorne

2018 ESSEX TOWN MEETING MINUTES AND ELECTION RESULTS

Annual Town Meeting
May 7, 2018

The 199th Annual Town Meeting of the Town of Essex was called to order at 7:37 pm by the Moderator Rolf P. Madsen. A quorum of over 530 voters was present at the time the meeting was called to order; subsequent arrivals brought the total attendance to 570.

The following people were appointed as tellers: Carla Christenson, Wendy Fossa, Robert Fitzgibbon, Suzanne Lynch, Teri Mansfield, Jim O'Donnell, and Sue Parady.

There were no objections to the tellers appointed.

The Moderator then called for the attendance to recite the Pledge of Allegiance.

A moment of silence was observed in memoriam for those town officials who have passed since the last Town Meeting: Gloria Story, Dorothea Presutti, and Phyllis Addison.

Selectman Lisa O'Donnell presented Moderator Rolf Madsen, who is retiring, with a Plaque commemorating his many years of service in elected and appointed positions.

Motion made and duly seconded to waive the reading of the warrant.

There were no objections to waiving the reading of the warrant.

The 2018 Local Election shall be held on Monday, May 14, 2018.

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:

- One Assessor for three years.
- One Moderator for one year.
- One Selectman for three years.
- One Board of Health member for three years.
- One Board of Health member to fill a vacancy for one year.
- Two Constables for one year.
- One School Committee member for three years.
- One Board of Library Trustee for three years.
- Two Planning Board members for five years.
- One Housing Authority member for five years.

AND, to bring in their votes on the following question:

Shall the Town of Essex be allowed to exempt from the provisions of proposition two and one half, so called, the amounts required to pay for the bonds to be issued in order to construct a new fire station including planning,

engineering, design, equipping, and furnishing costs, to include the costs of hiring a Project Manager and a Project Designer, and including all construction and/or renovation costs, including the costs of landscaping, site work and paving, moving, demolition and disposal of any existing structures and materials, assessment, containment and/or removal of any hazardous materials, and any and all other costs incidental or related to the project?

_____ Yes _____ No

AND, to do this by vote on one ballot. The polls will be open on Monday, May 14, 2018, at 7:00 o'clock A.M. and will close at 8:00 o'clock P.M. at the Memorial Fire Station, 24 Martin Street, Essex.

ARTICLE 1: APPOINT A SURVEYOR OF BARK AND LUMBER

Motion made by Lisa J. O'Donnell, duly seconded, that the Town authorize the Board of Selectmen to appoint a Surveyor of Bark and Lumber.

Approved Unanimously.

ARTICLE 2: REPORTS OF TOWN OFFICIALS BOARDS AND COMMITTEES

Motion made by Andrews C. Spinney, duly seconded, that the Town receive the Reports of the Town Officials, Boards, and Committees contained in the Annual Town Report.

Approved Unanimously.

Motion made from the floor by Betsy Madsen, duly seconded, to consider Article 15 before Article 14.

Failed by the Majority.

ARTICLE 3: FISCAL YEAR 2019 WAGE AND SALARY SCALE

Motion made by David Doane, duly seconded, that the Town vote to approve the Wage and Salary scale for fiscal year 2019 in accordance with the recommendations of the Personnel Board Report.

Approved by the Majority.

ARTICLE 4: FISCAL YEAR 2019 ELECTED OFFICERS SALARY AND COMPENSATION

Motion made by David Doane, 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 2019 in accordance with the recommendations of the Personnel Board Report.

Approved Unanimously.

ARTICLE 5: FY2019 PAYMENTS TO MASSACHUSETTS WATER ABATEMENT TRUST

Motion made by Lisa J. O'Donnell, duly seconded, that the Town vote to transfer from the Town Septic Betterment Fund the sum of \$26,194 for the purpose of making necessary payments to the Massachusetts Water Pollution Abatement Trust during fiscal year 2019 in accordance with the terms of repayment for Community Septic Management Program loan funds.

Approved Unanimously.

ARTICLE 6: FINANCE COMMITTEE REPORT

Motion made by Michelle Dyer, duly seconded, that the Town vote to appropriate the sum of \$6,860,944 as follows: a) raise by taxation the sum of \$773,775 for debt repayment, principal and interest; b) transfer from the Cemetery Sale of Lots Fund the sum of \$6,600 to the Cemetery Budget; c) transfer from the Cemetery Lot Care Fund the sum of \$8,861 to the Cemetery Budget; d) transfer from the Cemetery Perpetual Care Fund the sum of \$6,600 to the Cemetery Budget; e) transfer from the Wetlands Protection Fund the sum of \$4,000 to the Conservation Commission Budget; f) transfer from the Town Technology Fund the sum of \$12,000 to the Town Technology Budget; g) transfer from the Ambulance Fund the sum of \$50,000 to the Ambulance Budget; h) transfer from Free Cash the sum of \$200,000 to the Health Insurance Budget; and i) to raise by taxation the sum of \$5,799,108 to be allocated between the salaries and expenses of the Town according to the remaining budget items as indicated in the Finance Committee Report; and to authorize the Finance Committee to permit budget line item transfers within a department from salary lines to salary lines and from expense lines to expense lines.

Approved by the Majority.

ARTICLE 7: SEWER ENTERPRISE FUND BUDGET FISCAL YEAR 2018

Motion made by Trescott Dewitt, duly seconded, that the Town vote to transfer from Sewer Enterprise Free Cash the sum of \$20,000 for the purpose of funding the City of Gloucester Contract Sewer Usage line item in the Sewer Enterprise Fund for the remainder of fiscal year 2018.

Approved Unanimously.

ARTICLE 8: SEWER ENTERPRISE FUND BUDGET FISCAL YEAR 2019

Motion made by Trescott Dewitt, duly seconded, that the Town vote to appropriate the sum of \$2,074,351 for the Sewer Enterprise Fund Budget as follows: a) debt repayment, principal and interest – the sum of \$900,730 from sewer betterments and the sum of \$350,284 to be raised by taxation; and b) funds to be allocated between the salaries and expenses of the Sewer Department – \$796,337 from departmental receipts and the sum of \$27,000 from Sewer Enterprise Free Cash; all as indicated in the Finance Committee Report; and to authorize the Finance Committee to permit budget line item transfers within the Sewer Department from salary lines to salary lines and from expense lines to expense lines.

Approved Unanimously.

ARTICLE 9: WATER ENTERPRISE FUND BUDGET FISCAL YEAR 2018

Motion made by Trescott Dewitt, duly seconded, that Article 9 be indefinitely postponed.

Approved Unanimously.

ARTICLE 10: WATER ENTERPRISE FUND BUDGET FISCAL YEAR 2019

Motion made by Trescott Dewitt, duly seconded, that the Town vote to appropriate the sum of \$768,058 for the Water Enterprise Fund Budget as follows: a) debt repayment, principal and interest – the sum of \$12,999 from water betterments and the sum of \$33,580 from departmental receipts; and b) funds to be allocated between the salaries and expenses of the Water Department – \$721,479 from departmental receipts; all as indicated in the Finance Committee Report; and to authorize the Finance Committee to permit budget line item transfers within the Water Department from salary lines to salary lines and from expense lines to expense lines.

Approved Unanimously.

ARTICLE 11: FUND CEMETERY MAPS AND COMPUTER

Motion made by Trescott Dewitt, duly seconded, that the Town vote to transfer from the Cemetery Lot Care Fund the sum of \$14,000 for the purpose of creating new maps for the Town's cemetery properties, for the purpose of purchasing a new computer and related equipment for the Cemetery Department and for purchasing and installing new computer software for the Cemetery Department, and all costs incidental and related thereto.

Approved Unanimously.

ARTICLE 12: ASSESSMENT FOR MANCHESTER ESSEX REGIONAL SCHOOL DISTRICT BUDGET

Motion made by Ann Cameron, duly seconded, that the Town vote to raise and appropriate the sum of \$7,836,479 to fund the Town's assessment from the Manchester Essex Regional School 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 Massachusetts General Laws chapter 71, section 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 eighteen.

Approved by the Majority.

ARTICLE 13: ASSESSMENT FOR THE ESSEX NORTH SHORE AGRICULTURAL AND TECHNICAL SCHOOL BUDGET

Motion made by Lisa O'Donnell, duly seconded, that the Town vote to raise and appropriate the sum of \$323,548 to pay the Town's share of the operating and capital costs of the Essex North Shore Agricultural and Technical School District for the fiscal year commencing July 1, 2018.

Approved Unanimously.

ARTICLE 14: ACQUISITION – 55 MAIN STREET

Motion # 1 made by Andrew C. Spinney, duly seconded, that the Town vote to authorize the Board of Selectmen to acquire by purchase, for general municipal purposes, which purposes may include a fire station, the fee simple or other interest in certain real property, and any buildings and improvements thereon and any related assets, located at 55 Main Street, being shown as Assessors' Map 128, Lot 166, and as described in the deed recorded in the Essex South Registry of Deeds in Book 15016, Page 125; and to transfer from the Sale of Real Estate Fund the sum of \$2,400,000 for such acquisition; and further to authorize the Selectmen to grant or accept any temporary or permanent easements across or upon said property and/or any abutting property; and further, to authorize the Selectmen to execute any and all instruments necessary to effectuate the purposes of this vote.

Motion #2 made by Paul Pennoyer, duly seconded, to conduct the vote on Article 14 by Secret Ballot.

Motion #2 approved by standing vote of over 20% of voters present declared by the Moderator.

Motion #1 failed by secret ballot requiring 2/3 majority: 338 Yes, 197 No.

Article 15 was taken out of order and voted after Article 28, upon conclusion and declaration of Article 14 secret ballot count.

ARTICLE 15: APPROPRIATION – 55 MAIN STREET FIRE STATION

Motion made by Lisa O'Donnell, duly seconded, that Article 15 be indefinitely postponed.

Approved Unanimously.

ARTICLE 16: PURCHASE POLICE CRUISER

Motion made by David Doane, duly seconded, that the Town vote to transfer from the Vehicles & Major Equipment Stabilization Fund the sum of \$40,000 to purchase and equip a police cruiser and to authorize the Board of Selectmen to dispose of the cruiser being replaced by the purchase by sale or trade.

Approved by 2/3 Majority declared by the Moderator.

ARTICLE 17: NATIONAL GRID STREET LIGHT ACQUISITION

Motion made by Andrew C. Spinney, duly seconded, that the Town vote to transfer from Free Cash the sum of \$7,500 to add to the amount appropriated under Article 27 of the 2017 Annual Town Meeting for the acquisition from National Grid all of the municipal street lighting facilities and equipment, municipal flood lighting and area lighting facilities and equipment, consisting of luminaires, lamps, ballasts, photocells, dedicated poles where applicable, foundations, conduits, dedicated manholes where applicable, and other underground equipment, where applicable, that are not part of the electric distribution system, and the rights appurtenant thereto, owned by National Grid and located in the Town of Essex; and further for the maintenance, repair and emergency management of such lighting facilities and all costs incidental and related thereto.

Approved by the Majority.

ARTICLE 18: CREATE STABILIZATION FUND FOR STREET LIGHT MAINTENANCE

Motion made by Andrew C. Spinney, duly seconded, that the Town vote, pursuant to Massachusetts General Laws, Chapter 40, Section 5B, to create a stabilization fund for the purpose of maintenance and emergency management of all of the municipal street lighting facilities and equipment, municipal flood lighting and area lighting facilities and equipment, consisting of luminaires, lamps, ballasts, photocells, dedicated poles where applicable, foundations, conduits, dedicated manholes where applicable, and other underground equipment, where applicable, that are not part of the electric distribution system, and to transfer from Free Cash the sum of \$3,000 to add to said stabilization fund.

Approved by 2/3 Majority declared by the Moderator.

ARTICLE 19: AMEND FLOOD PLAIN OVERLAY DISTRICT BYLAW – SEC. 6-10.2.1

Motion made by Westley Burnham, duly seconded, that the Town vote to amend Section 6-10.2.1 of the Town's Flood Plain Overlay District bylaw as shown in Article 19 of the warrant.

Approved by 2/3 Majority declared by the Moderator.

Text of Article 19 as shown in the Town Meeting Warrant:

ARTICLE 19 To see if the Town will vote to amend Section 6-10.2.1 of the Town's Flood Plain Overlay District bylaw, by deleting the existing third unnumbered paragraph, which presently reads as follows:

The Flood Plain District includes only the Special Flood Hazard Areas (SFHAs) within the Town of Essex designated as Zone A, AE, and VE on the Essex County Flood Insurance Rate Maps (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Essex County FIRM that are wholly or partially within the Town of Essex are panel numbers 25009C0427F, dated July 3, 2012; and 25009C0289G, 25009C0291G, 25009C0292G, 25009C0293G, 25009C0294G, 25009C0311G, 25009C0313G, 25009C0431G, 25009C0432G, and 25009C0451G, dated July 16, 2014. The exact boundaries of the District are defined by the 100-year base flood elevations shown on the FIRM and further defined by the 100-year (1-percent-annual-chance flood plain boundary) flood elevations contained in the Essex County Flood Insurance Study (FIS) report dated July 16, 2014. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board and Building Inspector.

And by replacing it with the following:

The Flood Plain District includes only the Special Flood Hazard Areas (SFHAs) within the Town of Essex designated as Zone A, AE, and VE on the Essex County Flood Insurance Rate Maps (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Essex County FIRM that are wholly or partially within the Town of Essex are panel numbers 25009C0427F, dated July 3, 2012; 25009C0289G, 25009C0431G, 25009C0432G, and 25009C0451G, dated July 16, 2014; 25009C0291G, 25009C0293G, 25009C0294G, and 25009C0313G dated July 16, 2014 and revised by Letter of Map Revision dated April 10, 2017; and 25009C0292G and 25009C0311G, dated July 16, 2014 and revised by Letters of Map Revision dated April 10, 2017 and December 27, 2017. The exact boundaries of the District are defined by the 100-year base flood elevations shown on the FIRM and further defined by the 100-year (1-percent-annual-chance flood plain boundary) flood elevations contained in the Essex County Flood Insurance Study (FIS) report dated July 16, 2014 and revised by Letter of Map Revision dated April 10, 2017. The FIRM and FIS report are incorporated herein by reference and are on file with the Board of Selectmen and Building Inspector.

; or, take any other action relating thereto.

ARTICLE 20: DEVELOP MUNICIPAL WATER SYSTEMS FACILITIES PLAN

Motion made by Paul Rullo, duly seconded, that the Town vote to transfer from Free Cash the sum of \$50,000 to retain the services of a consultant to develop a municipal water system facilities plan, including assistance with application for future loan funding.

Approved Unanimously.

ARTICLE 21: SEWER DEPT. COMPUTER AND ALARM UPGRADES

Motion made Paul Rullo, duly seconded, that the Town vote to transfer from Sewer Enterprise Free Cash the sum of \$22,300 to purchase and install computer hardware and/or software and/or sewer system alarm upgrades and anything incidental and related thereto, for the Sewer Department.

Approved Unanimously.

ARTICLE 22: PURCHASE UTILITY TRUCK FOR WATER DEPT.

Motion made by Paul Rullo, duly seconded, that the Town vote to transfer from Water Enterprise Free Cash the sum of \$47,126 to purchase and equip a new utility truck for the Water Department.

Approved Unanimously.

ARTICLE 23: COMMUNITY PRESERVATION ACT FUNDING

Motion made Richard Ross, duly seconded, that the Town appropriate or reserve from Fiscal Year 2019 Community Preservation Fund estimated annual revenues, or other available funds, all as specified on the Community Preservation Act Town Meeting Handout, the amounts recommended by the Community Preservation Committee for Open Space Reserve, Historic Resources Reserve, Community Housing Reserve, Budgeted Reserve, administrative expenses, and specific projects.

Approved Unanimously.

Text of Community Preservation Act Town Meeting Handout:

COMMUNITY PRESERVATION ACT TOWN MEETING HANDOUT

RESERVES: To transfer from Community Preservation Fund FY2019 Estimated Annual Revenues and reserve the following sums:

Open Space – FY2019	\$ 18,165
Historic Resources – FY2019	\$ 18,165
Community Housing – FY2019	\$ 18,165
Budgeted Reserve – FY2019	\$118,071

Total – FY2019 \$172,566

APPROPRIATIONS: To appropriate from Community Preservation Fund FY2019 Estimated Annual Revenues as follows:

Administrative Expenses – FY2019 \$9,082

And transfer from the Community Preservation Fund in the amounts and for the purposes set forth below, as follows:

Specific Projects:

<u>Department/Org.</u>	<u>Purpose</u>	<u>Funding Source</u>	<u>Amount</u>
Housing Authority	Ext. Painting	Community Housing Reserve	\$20,000
		Unreserved Fund Balance	<u>\$19,764</u>
			\$39,764
Historical Society: Town-owned School House	Refurbish Alcove	Historic Resources Reserve	\$ 2,075
	Post/Sill Replacement	Historic Res Reserve	\$11,750
	Rebuild Front Door	Community Pres. Reserve	\$12,500
	Heating Replacement	Community Pres. Reserve	<u>\$ 9,500</u>
			\$35,825
		GRAND TOTAL	\$75,589

ARTICLE 24: BICENTENNIAL CELEBRATION FUND

Motion made by Dawn Burnham, duly seconded, that the Town vote to transfer from Free Cash the sum of \$15,000 to be added to the Essex Bicentennial Celebration Fund.

Approved Unanimously.

ARTICLE 25: SNOW AND ICE BUDGET FY18

Motion made by Benjamin Buttrick, duly seconded, hat the Town vote to transfer from Free Cash the sum of \$15,000 to be added to the following budget lines in the Snow and Ice Budget for the remainder of fiscal year 2018: Snow Removal Overtime - \$3,000, Snow Removal Contractors - \$4,000, and Snow Removal Expenses - \$8,000.

Approved Unanimously.

ARTICLE 26: FINANCE COMMITTEE RESERVE FUND

Motion made by Richard Ross, duly seconded, that the Town vote to transfer from Free Cash the sum of \$66,600 to be used to replenish the Finance Committee’s Reserve Fund for the remainder of fiscal year 2018.

Approved Unanimously.

ARTICLE 27

Motion made by Michelle Dyer, duly seconded, that Article 27 be indefinitely postponed.

Approved Unanimously.

ARTICLE 28

Motion made by Michelle Dyer, duly seconded, that the Town vote, pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53E½ as most recently amended, to establish the spending limits set forth in Article 28 of the warrant for the revolving funds listed in Town of Essex General Bylaws, Chapter II, Section 2-26, entitled, “Revolving Funds”, which funds may be expended without further appropriation for the purposes defined therein, with such expenditure limits to be applicable for each fiscal year until such time as Town Meeting votes, prior to July 1 for the ensuing fiscal year, to increase the same; provided, however, that in accordance with state law, the Board of Selectmen, with the approval of the Finance Committee, may increase the limit for that fiscal year only.

Approved Unanimously.

Text of Spending Limits set forth in Article 28 as shown in the Town Meeting Warrant:

<u>Revolving Fund</u>	<u>Spending Limit</u>
Animal Control Officer	\$ 10,000
Board of Health – Youth Triathlon	\$ 12,000
Board of Health – Health, Safety and Emergency	\$ 10,000
Board of Health – Public Health Nurse	\$ 12,000

Motion made by the Moderator at 10:06 pm, duly seconded, to dissolve the meeting.

Approved Unanimously.

A true copy:

Attest: Pamela B. Thorne, Town Clerk

TOWN OF ESSEX, MA
OFFICIAL ELECTION RESULTS
ANNUAL TOWN ELECTION, MONDAY, MAY 14, 2018

Total Registered Voters: 2514
Total Votes Cast: 798
Percent Voted: 32%

ASSESSOR - 3 YEARS

Michael Cataldo	650
Write-Ins	0
Blanks	148

BOARD OF LIBRARY TRUSTEES - 3 YEARS

Jennifer Mayer	652
Scattered	0
Blanks	146

MODERATOR, FOR 1 YEAR

Jeffrey D. Jones	633
Write-Ins	1
Blanks	164

HOUSING AUTHORITY - 5 YEARS

Write-Ins	7
Blanks	791

SELECTMAN - 3 YEARS

Westley Choate Burnham	322
Peter D. Phippen	460
Write-Ins	5
Blanks	11

2 PLANNING BOARD - 5 YEARS

Samuel Sturgis Crocker	579
Michael R. McConnell	492
Write-Ins	1
Blanks	523

BOARD OF HEALTH - 1 YEAR

Fares G. Mouchantaf	606
Write-Ins	0
Blanks	192

TWO CONSTABLES - 1 YEAR

Robert P. Bradley	581
Raymond Greene	574
Write-Ins	0
Blanks	440

BOARD OF HEALTH - 3 YEARS

Allison Roderick Papps	615
Write-Ins	0
Blanks	183

REGIONAL SCHOOL COMMITTEE - 3 YEARS

Ann O. Cameron	635
Scattered	26
Blanks	137

QUESTION #1 - FIRE STATION

Yes	405
No	347
Blanks	46

A True Copy

Attest: Pamela B. Thorne, Town Clerk, Essex, MA

August 27, 2018
Special Town Meeting Minutes

The August 27, 2018 Special Town Meeting of the Town of Essex, held at the Essex Elementary School, 12 Story Street, Cafetorium, was called to order at 7:30 p.m. by Moderator Jeffrey D. Jones. A quorum of 136 voters was present at the time the meeting was called to order.

The following people were appointed as Tellers: Vickie Cataldo, Elizabeth Guerin, Theresa Mansfield, and Susan Parady.

There were no objections to the Tellers appointed.

A motion was made and duly seconded to waive the reading of the warrant.

Approved Unanimously.

A number of announcements were made including Town of Essex website update and introduction of voter cards for use in Town Meeting. The Moderator called for a moment of silence to honor the recent passing of Senator John McCain and then called for the attendance to recite the Pledge of Allegiance.

The Moderator requested the Finance Committee to declare their position on all monetary articles in the Warrant. Ben Buttrick, acting Chair of the Finance Committee, declared their approval of all monetary articles being voted on.

Motion made by Andrew Spinney, duly seconded, to vote on Articles 4 and 11 ahead of Article 1.

Approved Unanimously.

NOTE: Articles 4 and 11 were voted at the beginning of the meeting but are in sequence in the minutes for ease of reference.

ARTICLE 1: OWNER'S PROJECT MANAGER FOR PUBLIC SAFETY BUILDING

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to retain the services of an Owner's Project Manager (OPM) to assist the Town with the development and comparison of various options for the future renovation and/or replacement of the Town's existing public safety building, either at the existing site or at some other site, and either as a combined facility on one site or as separate police and fire facilities on separate sites; and further, to assist the Town with the procurement of architectural, engineering, construction and related services as necessary for the assessment of options and the ultimate design, project oversight, and construction of a chosen option; and further, to provide the Town with traditional OPM services during the development and implementation of any chosen option; or take any other action related thereto.

Motion: Lisa J. O'Donnell moved that the Town vote to transfer from the Sale of Real Estate Fund the sum of \$163,000 to retain the services of an Owner's Project Manager (OPM) to assist the Town with the development and comparison of various options for the future renovation and/or replacement of the Town's existing public safety building, either at the existing site or at some other site, and either as a combined facility on one site or as separate police and fire facilities on separate sites; and further, to assist the Town with the procurement of architectural, engineering, construction and related services as necessary for the assessment of options and the ultimate design, project oversight, and construction of a chosen option; and further, to provide the Town with traditional OPM services during the development and implementation of any chosen option. The motion was duly seconded.

Action: Approved by the Majority.

ARTICLE 2: ENVIRONMENTAL ASSESSMENT FOR PUBIC SAFETY BUILDING

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the environmental assessment by qualified engineers and related professionals of a site or sites that may be used in the future for public safety building construction or renovation, including but not limited to geotechnical suitability and contamination analysis and related advisory services; or take any other action relating thereto.

Motion: Peter Phippen moved that Article 2 be indefinitely postponed. The motion was duly seconded.

Action: Approved Unanimously.

ARTICLE 3: REPAIRS TO EXISTING PUBLIC SAFETY BUILDING

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for renovations and repairs, furnishings and equipment for the existing fire and police headquarters building at 24 Martin Street, including the cost of any design, engineering, construction, installation and/or related services and everything incidental and related thereto; or take any other action related thereto.

Motion: Lisa J. O'Donnell moved that the Town transfer from the Building Capital Improvements Fund the sum of \$7,000 for the repair of the roof at the existing fire and police headquarters building at 24 Martin Street, including the cost of any design, engineering, construction, installation and/or related services and everything incidental and related thereto. The motion was duly seconded.

Action: Approved by 2/3 Majority declared by the Moderator.

ARTICLE 4: PRISONER HOLDING CELL

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purchase, delivery, setup, furnishing, and complete operational outfitting of a self-contained prisoner holding cell for use by the Essex Police Department; or take any other action relating thereto.

Motion: Andrew Spinney moved that Article 4 be indefinitely postponed. The motion was duly seconded.

Action: Approved Unanimously.

ARTICLE 5: SENIOR CITIZEN TRANSPORTATION SERVICES

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to contract for senior citizen transportation services; or take any other action relating thereto.

Motion: Andrew Spinney moved that the Town vote to transfer the sum of \$11,600 from the Van Driver Wages line item in the Fiscal Year 2019 Council on Aging budget to the Van Driver Expenses line item in the Fiscal Year 2019 Council on Aging budget, to contract for senior citizen transportation services. *The motion was duly seconded.*

Action: Approved by the Majority.

ARTICLE 6: AMEND GENERAL BYLAW – PIGS AND PIGGERIES

To see if the Town will vote to amend Section 7-3.1 of the Town’s General Bylaws, Pigs and Piggeries, Permit Required, which presently reads:

7-3.1 PERMIT REQUIRED. No individual or individuals, partnership, company or corporation shall keep pigs or swine within the limits of the town without first obtaining a permit from the Board of Selectmen. All permits shall expire on December 31 of each year unless sooner revoked. Any permit may be revoked at any time by the Board of Health for cause.

Permits will be granted for the keeping of no more than four pigs for home use only.

No such permit shall be granted by the Board of Selectmen without first having a public hearing, notices of which shall be posted at the town hall and at each of the post offices in the town at least seven days before time and place of hearing.

By adding the following new provision as a fourth paragraph:

The provisions of Section 7-3 of the Town’s General Bylaws, shall not apply to the keeping of one pig if the pig is kept as a household pet on residential premises and the pig weighs less than 275 pounds; provided, however, that the owner or keeper shall comply with any requirements established by the Board of Health. Nothing in Section 7-3 is intended to limit or restrict the authority of the Board of Health to exercise its independent authority to regulate the keeping of any number of pigs and piggeries in the Town of Essex.

; or, take any other action relating thereto.

Main Motion: Andrew Spinney moved that the Town vote to amend Section 7-3.1 of the Town’s General Bylaws, Pigs and Piggeries, Permit Required, as shown under Article 6 in the warrant. The motion was duly seconded.

Motion 1: Edward Neal moved to amend the proposed new provision as follows:

“The provisions of Section 7-3 of the Town’s General Bylaws, shall not apply to the keeping of one pig if the pig is kept as a household pet on residential premises and the pig weighs less than 275 pounds. Keeping of said one pig shall be regulated by regulations adopted by the Board of Health adequate to protect the public water supply and prevent the creation of a nuisance.” The motion was duly seconded.

Action on Motion 1: Failed by the Majority.

Motion 2: John Guerin moved to amend the proposed new provision as follows:

“The provisions of Section 7-3 of the Town’s General Bylaws, shall not apply to the keeping of one pig if the pig is kept on residential premises and the pig weighs less than 275 pounds; provided, however, that the owner or keeper shall comply with any requirements established by the Board of Health. Nothing in Section 7-3 is intended to limit or restrict the authority of the Board of Health to exercise its independent authority to regulate the keeping of pigs and piggeries in the Town of Essex.” The motion was duly seconded.

Action on Motion 2: Approved by the Majority.

Action on Main Motion: Approved by the Majority.

ARTICLE 7: REPAIRS AND EQUIPMENT FOR CENTENNIAL GROVE COTTAGE

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for repairs and renovations, furnishings and equipment for the Centennial Grove Cottage and its adjacent garage, including the cost of any design, engineering, construction, installation and/or related services and everything incidental and related thereto, in order to prepare the buildings for use by the Essex Youth Commission for youth programming and for storage, respectively. Said funds shall be expended by the Board of Selectmen in consultation with the Youth Commission; or take any other action relating thereto.

Motion: Stacie Capotosto moved that the Town vote to transfer from Free Cash the sum of \$14,500 for repairs and renovations, furnishings and equipment for the Centennial Grove Cottage and its adjacent garage, including the cost of any design, engineering, construction, installation and/or related services and everything incidental and related thereto. Said funds shall be expended by the Board of Selectmen. The motion was duly seconded.

Action: Approved by the Majority.

ARTICLE 8: ADD VOIP TELEPHONE EXPENSE LINE TO FY19 POLICE BUDGET

To see if the Town will vote to create a VOIP telephone expense line in the Police Department Budget for fiscal year 2019, and to raise and appropriate, transfer from available funds, or borrow a sum of money to add to the new expense line; or take any other action relating thereto.

Motion: Peter Phippen moved that the Town vote to amend the vote taken under Article 6 of the May 7, 2018 Annual Town Meeting by adding a VOIP telephone expense line in the Police Department Budget for fiscal year 2019 and to transfer the sum of \$4,750 from Free Cash to this new VOIP Telephone line item. The motion was duly seconded.

Action: Approved by the Majority.

ARTICLE 9: REPLACE FIRE DEPARTMENT'S BASE RADIO TRANSMITTER

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to replace the Fire Department's base radio transmitter, including all costs for removing and disposing of the old transmitter and installing the new transmitter; or take any other action relating thereto.

Motion: Daniel Doucette moved that the Town vote to transfer from Free Cash the sum of \$16,000 to replace the Fire Department's base radio transmitter, including all costs for removing and disposing of the old transmitter, if necessary, and installing the new transmitter. The motion was duly seconded.

Action: Approved Unanimously.

ARTICLE 10: TRANSFER FUNDS FROM SEWER FREE CASH FOR FY19

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow sums of money to: a) be added to the Finance Committee's Reserve fund for fiscal year 2019, and b) be added to the Wastewater Department's sewer maintenance line item for fiscal year 2019; or take any other action related thereto.

Motion: Paul Rullo moved that the Town vote to transfer from Sewer Free Cash the total sum of \$38,150, with the sum of \$19,150 to be added to the Finance Committee’s Reserve fund for fiscal year 2019, and with the sum of \$19,000 to be added to the Wastewater Department’s sewer maintenance line item for fiscal year 2019. The motion was duly seconded.

Action: Approved Unanimously.

ARTICLE 11: UNPAID BILLS FROM PAST FISCAL YEARS

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to pay unpaid bills from past fiscal years; or take any other action relating thereto.

Motion: Andrew Spinney moved that Article 11 be indefinitely postponed. The motion was duly seconded.

Action: Approved Unanimously.

Motion made by the Moderator at 8:19 pm, duly seconded, to dissolve the meeting.

Action: Approved Unanimously.

A true copy:

Attest: Pamela B. Thorne, Town Clerk

TOWN OF ESSEX, MA OFFICIAL ELECTION RESULTS

STATE PRIMARY ELECTION, SEPTEMBER 4, 2018

DEMOCRAT RESULTS

Total Registered Voters: 2559
 Total Votes Cast: 663
 Percent Voted: 26%

SENATOR IN CONGRESS

Elizabeth A. Warren 328
 Write-Ins 0
 Blanks 39

REPRESENTATIVE IN CONGRESS

Seth Moulton 340
 Write-Ins 0
 Blanks 27

GOVERNOR

Jay M. Gonzalez 177
 Bob Massie 108
 Charles D. Baker Write-In 2
 Blanks 80

COUNCILLOR

Eileen R. Duff 286
 Nicholas S. Torresi 20
 Write-Ins 0
 Blanks 61

LIEUTENANT GOVERNOR

Quentin Palfrey 149
 Jimmy Tingle 125
 Write-Ins 0
 Blanks 93

SENATOR IN GENERAL COURT

Bruce E. Tarr - Write-In 1
 Write-Ins 3
 Blanks 363

ATTORNEY GENERAL

Maura Healey 342
Write-Ins 0
Blanks 25

SECRETARY OF STATE

William Francis Galvin 226
Josh Zakim 129
Write-Ins 0
Blanks 12

TREASURER

Deborah B. Goldberg 299
Write-Ins 0
Blanks 68

AUDITOR

Suzanne M. Bump 295
Write-Ins 0
Blanks 72

REPRESENTATIVE GENERAL COURT

Ann-Margaret Ferrante 306
Write-Ins 0
Blanks 61

DISTRICT ATTORNEY

Jonathan W. Blodgett 294
Write-Ins 0
Blanks 73

CLERK OF COURTS

Thomas H. Driscoll, Jr. 290
Write-Ins 0
Blanks 77

REGISTER OF DEEDS

John L. O'Brien, Jr. 147
Alice Rose Merkl 156
Write-Ins 0
Blanks 64

TOWN OF ESSEX, MA OFFICIAL ELECTION RESULTS
STATE PRIMARY ELECTION, SEPTEMBER 4, 2018
REPUBLICAN RESULTS

Total Registered Voters: 2559
Total Votes Cast: 663
Percent Voted: 26%

SENATOR IN CONGRESS

Geoff Diehl 149
John Kingston 67
Beth Joyce Lindstrom 47
Write-Ins 0
Blanks 28

REPRESENTATIVE IN CONGRESS

Joseph S. Schneider 206
Moulton - Write-In 1
Blanks 84

GOVERNOR

Charles D. Baker 221
Scott D. Lively 65
Write-Ins 0
Blanks 5

COUNCILOR

Richard A. Baker 200
Write-Ins 0
Blanks 91

LIEUTENANT GOVERNOR

Karyn E. Polito 221
Write-Ins 0
Blanks 70

SENATOR IN GENERAL COURT

Bruce E. Tarr 253
Write-Ins 0
Blanks 38

ATTORNEY GENERAL
COURT

James R. McMahon, Iii	146
Daniel L. Shores	72
Healey - Write-In	1
Blanks	72

SECRETARY OF STATE

Anthony M. Amore	202
Galvin - Write-In	1
Blanks	88

TREASURER

Keiko M. Orrall	198
Write-Ins	0
Blanks	93

AUDITOR

Helen Brady	197
Write-Ins	0
Blanks	94

REPRESENTATIVE IN GENERAL

Write-Ins	4
Blanks	287

DISTRICT ATTORNEY

Write-Ins	1
Blanks	290

CLERK OF COURTS

Write-Ins	1
Blanks	290

REGISTER OF DEEDS

Jonathan E. Ring	193
Write-Ins	0
Blanks	98

TOWN OF ESSEX, MA OFFICIAL ELECTION RESULTS
STATE PRIMARY ELECTION, SEPTEMBER 4, 2018
LIBERTARIAN RESULTS

Total Registered Voters: 2559
Total Votes Cast: 663
Percent Voted: 26%

SENATOR IN CONGRESS

Write-Ins	0
Blanks	5

REPRESENTATIVE IN CONGRESS

Write-Ins	0
Blanks	5

GOVERNOR

Charles D. Baker - Write-In	4
Write-Ins	1

COUNCILOR

Marc C. Mercier	3
Write-Ins	0
Blanks	2

LIEUTENANT GOVERNOR

Write-Ins	0
Blanks	5

SENATOR IN GENERAL COURT

Write-Ins	0
Blanks	5

ATTORNEY GENERAL

Write-Ins	1
Blanks	4

REPRESENTATIVE GENERAL COURT

Write-Ins	0
Blanks	5

SECRETARY OF STATE

Write-Ins 0
Blanks 5

DISTRICT ATTORNEY

Write-Ins 0
Blanks 5

TREASURER

Write-Ins 0
Blanks 5

CLERK OF COURTS

Write-Ins 0
Blanks 5

AUDITOR

Daniel Fishman 3
Write-Ins 0
Blanks 2

REGISTER OF DEEDS

Write-Ins 0
Blanks 5

A True Copy

Attest: Pamela B. Thorne, Town Clerk, Essex, MA

**Special Fall Town Meeting
October 16, 2018
Meeting Minutes**

The October 16, 2018 Special Fall Town Meeting of the Town of Essex, held at the Essex Elementary School Gymnasium, 12 Story Street, was called to order at 7:30 p.m. by Moderator Jeffrey D. Jones. A quorum of 371 voters was present at the time the meeting was called to order with a final total of 420 voters present at the height of the meeting.

The following people were appointed as Tellers: Madeline Albani, Dawn Burnham, Robert Fitzgibbon, Karen Greene, Elizabeth Guerin, Robyn Lafata, James O'Donnell and Joan Perrigo.

There were no objections to the Tellers appointed.

The Moderator then called for the attendance to recite the Pledge of Allegiance. A moment of silence was observed in memoriam for those town officials who have passed since the last town meeting: Evelyn Hickey, Joseph Guerin, and Thayne Symmes.

Moderator Jeffrey Jones recognized Michelle Dyer, who has retired from the Finance Committee, for her service to the town.

Lisa O'Donnell presented service awards to the following employees: James Albani - 25 years, Travis Good – 30 years, Jason Heath – 35 years, Ernest Nieberle, Jr. 35 years, Dorothy Elwell – 35 years and Peter Silva – 30 years. The Volunteer of the Year Award was presented to Anne Cameron and the Employee of the Year was presented to Sergeant Paul Francis. Selectmen Andrew Spinney then presented the Distinguished Service Award to Lisa O'Donnell for 10 years of service.

The Moderator requested the Finance Committee to declare their position on all monetary articles in the Warrant. Ben Buttrick, Chair of the Finance Committee, declared their approval of all monetary articles being voted on.

A motion was made and duly seconded to waive the reading of the warrant.

Approved unanimously declared by the Moderator.

NOTE: Articles 5, 7, 12 and 13 were voted to be taken out of sequence but are in sequence in the minutes for ease of reference.

ARTICLE 1: RATIFICATION OF VOTES FROM AUGUST 27, 2018 SPECIAL TOWN MEETING

To see if the Town will vote to ratify the votes taken pursuant to the following articles on the warrant for the Special Town Meeting held on August 27, 2018; or take any other action relating thereto:

1. Article 7 - transfer from Free Cash the sum of \$14,500 for repairs and renovations, furnishings and equipment for the Centennial Grove Cottage and its adjacent garage, including the cost of any design, engineering, construction, installation and/or related services and everything incidental and related thereto. Said funds shall be expended by the Board of Selectmen;
2. Article 8 - to amend the vote taken under Article 6 of the May 7, 2018 Annual Town Meeting by adding a VOIP telephone expense line in the Police Department Budget for fiscal year 2019 and to transfer the sum of \$4,750 from Free Cash to this new VOIP Telephone line item; and
3. Article 9 - transfer from Free Cash the sum of \$16,000 to replace the Fire Department's base radio transmitter, including all costs for removing and disposing of the old transmitter, if necessary, and installing the new transmitter.

Motion: Lisa J. O'Donnell moved that the Town vote to ratify the votes taken pursuant to articles 7-9 on the warrant for the Special Town Meeting held on August 27, 2018, as shown in the Fall Town Meeting warrant. The motion was duly seconded.

Action: Approved by the Majority declared by the Moderato.

ARTICLE 2: WASTEWATER SEWER MAINTENANCE FY19

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to be added to the Wastewater Department's sewer maintenance line item for fiscal year 2019; or take any other action related thereto.

Motion: Trescott DeWitt, moved that the Town vote to transfer from Wastewater Free Cash the sum of \$25,000 to be added to the Wastewater Department's sewer maintenance line item for fiscal year 2019. The motion was duly seconded.

Action: Approved unanimously declared by the Moderator.

ARTICLE 3: FIBER OPTIC MUNICIPAL AREA NETWORK

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to purchase and install all necessary switchgear and related devices and services, or

anything related or incidental thereto to make the Town's fiber optic municipal area network functional after its construction is complete; or take any other action relating thereto.

Motion: Peter Phippen moved that the Town vote to transfer from the PEG Access and Cable Related Fund the sum of \$15,700 to purchase and install necessary switchgear and related devices and services, or anything related or incidental thereto to make the Town's fiber optic municipal area network functional. The motion was duly seconded.

Action: *Approved unanimously declared by the Moderator.*

ARTICLE 4: SENIOR CITIZEN TRANSPORTATION SERVICES

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to contract for senior citizen transportation services; or take any other action relating thereto.

Motion: Susan Coviello moved that the Town vote to transfer from Free Cash the sum of \$7,000 to contract for senior citizen transportation services. The motion was duly seconded.

Action: *Approved unanimously declared by the Moderator.*

ARTICLE 5: PUBLIC SAFETY BUILDING DESIGN SERVICES

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to retain the services of a designer to assist the Town and its Owner's Project Manager (OPM) with the development and comparison of various design options for the future renovation and/or replacement of the Town's existing public safety building, either at the existing site or at some other site, and either as a combined facility on one site or as separate police and fire facilities on separate sites; and further, to develop design plans and an associated cost estimate for the recommended option through the 60% construction document (CD) design phase, including all costs incidental or related thereto; or take any other action relating thereto.

Motion: Lisa J. O'Donnell moved that the Town vote to transfer from the Sale of Real Estate Fund the sum of \$637,000 to retain the services of a designer to assist the Town and its Owner's Project Manager (OPM) with the development and comparison of various design options for the future renovation and/or replacement of the Town's existing public safety building, either at the existing site or at some other site, and either as a combined facility on one site or as separate police and fire facilities on separate sites; and further, to develop design plans and an associated cost estimate for the recommended option through the 60% construction document (CD) design phase, including all costs incidental or related thereto. The motion was duly seconded.

Action: *Approved by the Majority declared by the Moderator.*

ARTICLE 6: POLICE DEPT. PRISONER PROCESSING AND EVIDENCE AREA

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to a) design and renovate space within the Police and Fire Headquarters building at 24 Martin Street into a Police Department prisoner processing area and all costs incidental or related thereto; and b) to purchase, set in place, equip, and wire a storage container to be placed outside the building to serve as the Police Department evidence area and all costs incidental or related thereto; or take any other action relating thereto.

Motion: Andrew Spinney moved that the Town vote to transfer from Free Cash the sum of \$16,000 to a) design and renovate space within the Police and Fire Headquarters building at 24 Martin Street into a Police Department prisoner processing area and all costs incidental or related thereto; and b) to purchase, set in place, equip, and wire a storage container to be placed outside the building to serve as the Police Department evidence area and all costs incidental or related thereto. The motion was duly seconded.

Action: Approved unanimously declared by the Moderator.

ARTICLE 7: MANCHESTER MEMORIAL ELEMENTARY NEW CONSTRUCTION BORROWING

To see if the Town will approve the \$52,232,925 borrowing authorized by the Manchester Essex Regional School District, for the purpose of paying costs of the Manchester Memorial Elementary School new school construction project, for replacement of the school at 43 Lincoln Street in Manchester-by-the-Sea, Massachusetts, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) thirty-five and ninety-three one hundredths of a percent (35.93%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; or take any other action relating thereto.

Motion #1: Anne Cameron moved that the Town hereby approve the \$52,232,925 borrowing authorized by the Manchester Essex Regional School District, for the purpose of paying costs of the Manchester Memorial Elementary School new school construction project, for replacement of the school at 43 Lincoln Street in Manchester-by-the-Sea, Massachusetts, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee; that the Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that District may receive from the MSBA for the Project shall not exceed the lesser of (1) thirty-five and ninety-three one hundredths of a percent (35.93%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided that the approval of the District's borrowing by this vote shall be subject to and contingent upon an affirmative vote of the Town to exempt its allocable share of the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2 1/2); and that the amount of borrowing authorized by the District shall be reduced by any grant amount set forth in the Project Funding

Agreement that may be executed between the District and the MSBA. The motion was duly seconded.

Motion #2: John Guerin moved to conduct the vote on Article 7 by Secret Ballot. The motion was duly seconded.

*Action Motion #2: Approved by over 20% of voters declared by the Moderator.
Action Motion #1: Secret Ballot vote passed by more than 2/3 vote – Yes 314 No 91.*

ARTICLE 8: ANIMAL CONTROL BYLAW – LATE FEE PERIOD TO LICENSE DOGS

To see if the Town will vote to amend Section 4-16.6(e) of the Town of Essex Animal Control Bylaw, which currently reads, in part:

Further, the Town Clerk will charge a late fee of Fifteen Dollars to obtain an individual or Kennel License after July 1st of any calendar year.

By changing “July 1st” to “April 1st”; or, take any other action relating thereto.

Motion: Lisa O’Donnell moved that the Town vote to amend Section 4-16.6(e) of the Town of Essex Animal Control Bylaw as shown in Article 8 of the Fall Town Meeting warrant. The motion was duly seconded.

Action: Approved by the Majority declared by the Moderator.

ARTICLE 9: CONOMO POINT SEAWALL STATE GRANT MATCH

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to be used as a match to a State grant program for the design and/or construction of renovations and improvements to the Conomo Point seawall system; or take any other action relating thereto.

Motion: Peter Phippen moved that the Town vote to transfer from Free Cash the sum of \$16,500 to be used as a match to a State grant program for the design and/or construction of renovations and improvements to the Conomo Point seawall system. The motion was duly seconded.

Action: Approved by the Majority declared by the Moderator.

ARTICLE 10: CREATE CONOMO POINT REPAIR, MAINTENANCE AND IMPROVEMENT STABILIZATION FUND

To see if the Town will vote to establish a new Stabilization Fund known as the Conomo Point Repair, Maintenance, and Improvement Fund for the purpose of providing funding for repairs, maintenance and improvements to common areas and structures on the Town-owned land known as Conomo Point; and to raise and appropriate, transfer from available funds, or borrow a sum of money to be added to said Fund; or take any other action relating thereto.

Motion: Andrew Spinney moved that the Town vote to establish a new Stabilization Fund known as the Conomo Point Repair, Maintenance, and Improvement Fund for the purpose of providing funding for repairs, maintenance and improvements to common areas and structures on the Town-owned land known as Conomo Point; and to transfer from Free Cash the sum of \$100,000 to be added to said Fund. The motion was duly seconded.

Action: Approved by 2/3 vote declared by the Moderator.

ARTICLE 11: AMEND ZONING BYLAW TO PROHIBIT RECREATIONAL MARIJUANA ESTABLISHMENTS WITHIN THE TOWN OF ESSEX

To see if the Town will vote to amend the Town's Zoning Bylaw by adding a new Section 6-14.4, RECREATIONAL MARIJUANA ESTABLISHMENTS that would provide as follows:

Section 6-14.4

Consistent with G.L. c.94G, § 3(a)(2), all types of recreational marijuana establishments as defined in G.L. c.94G, §1(j), including marijuana cultivators, marijuana testing facilities, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana-related businesses, shall be prohibited within the Town of Essex.

This Section shall be effective upon passage by the voters at a Town Election.

; or, take any other action relating thereto.

Motion: Lisa J. O'Donnell moved to refer Article 11 back to the Planning Board. The motion was duly seconded. *Action:* Approved by the Majority declared by the Moderator.

ARTICLE 12: AMEND ZONING BYLAW TO EXTEND TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS

To see if the Town will vote to amend the Town's Zoning Bylaw by revising Section 6-14, TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS, which temporarily prohibits the use of land for commercial recreational marijuana establishments so that the Planning Board has sufficient time to study the issue and determine what, if any, zoning bylaw should be adopted, by extending the moratorium's date in Section 6-14.3 as set forth below:

6-14.3 TEMPORARY MORATORIUM

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Recreational Marijuana Establishment and other uses related to recreational marijuana. The moratorium shall be in effect through ~~December 31, 2018~~ June 30, 2019, or until such time as the Town votes to adopt Zoning Bylaw amendments approved by the Attorney General that prohibit or regulate recreational marijuana establishments, whichever occurs earlier. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of recreational marijuana in the Town, and to consider the Cannabis Control Commission regulations regarding Recreational Marijuana Establishments, and shall consider adopting new Zoning Bylaws in response to these new issues.

; or, take any other action relating thereto.

Motion: Lisa J. O'Donnell moved that the Town vote to amend the Town's Zoning Bylaw by revising Section 6-14.3, TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS, by extending the present moratorium as shown in Article 12 of the Fall Town Meeting warrant. The motion was duly seconded.

Action: Approved by 2/3 vote declared by the Moderator.

ARTICLE 13: SENIOR CENTER TREE AND SHRUB MAINTENANCE

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for tree and shrub maintenance and/or removal work at the Essex Senior Center property at 17 Pickering Street and all costs incidental or related thereto; or take any other action relating thereto.

Motion: Susan Coviello moved that the Town vote to transfer from Free Cash the sum of \$2,150 for tree and shrub maintenance and/or removal work at the Essex Senior Center property at 17 Pickering Street and all costs incidental or related thereto. The motion was duly seconded.

Action: *Approved unanimously declared by the Moderator.*

ARTICLE 14: FUND YOUTH COMMISSION BUDGET

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to be added to the Essex Youth Commission operating budget for the remainder of fiscal year 2019; or take any other action relating thereto.

Motion: Stacie Capotosto moved that the Town vote to transfer from Free Cash the sum of \$440 to be added to the Essex Youth Commission operating budget for the remainder of fiscal year 2019. The motion was duly seconded.

Action: *Approved unanimously declared by the Moderator.*

ARTICLE 15: CEMETERY FUNDS

To see if the Town will vote to amend the vote taken under Article 6 of the May 7, 2018 Annual Town Meeting by revising the amounts transferred to/from various cemetery funds; or take any other action relating thereto.

Motion: Paul Rullo moved that Article 15 be indefinitely postponed. The motion was duly seconded.

Action: *Approved unanimously declared by the Moderator.*

ARTICLE 16: SEWER DEBT REAPPROPRIATION

To see if the Town will vote to amend the vote taken under Article 8 of the May 7, 2018 Annual Town Meeting by revising the amounts designated for sewer construction debt; or take any other action relating thereto.

Motion: Paul Rullo moved that the Town vote to amend the vote taken under Article 8 of the May 7, 2018 Annual Town Meeting by rescinding the sewer debt repayment, principal and interest appropriation of \$350,284 to be raised by taxation and, in its place, appropriating the sum of \$328,911 to be raised by taxation. The motion was duly seconded.

Action: *Approved unanimously declared by the Moderator.*

ARTICLE 17: BICENTENNIAL FUND

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to be added to the Bicentennial Fund; or. take any other action relating thereto.

Motion: Dawn Burnham moved that the Town vote to transfer from Free Cash the sum of \$10,000 to be added to the Bicentennial Fund. The motion was duly seconded.

Action: Approved unanimously declared by the Moderator.

ARTICLE 18: SEWER CAPACITY – GREAT MARSH BREWING CO, 99 MAIN ST

To see if the Town will vote to authorize the Great Marsh Brewing Company at 99 Main Street to purchase additional gallons of sewer capacity in accordance with Section 7-7.5 of the Town of Essex Bylaws; or take any other action relating thereto.

Motion: Andrew Spinney moved that the Town vote to authorize the Great Marsh Brewing Company at 99 Main Street to purchase 2,500 additional gallons of sewer capacity in accordance with Section 7-7.5 of the Town of Essex Bylaws. The motion was duly seconded.

Action: Approved by the Majority declared by the Moderator.

ARTICLE 19: OPEB TRUST FUND

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to fund the Town's Other Post-Employment Benefits (OPEB) Trust Fund; or take any other action relating thereto.

Motion: Benjamin Buttrick, move that the Town vote to transfer from Free Cash the sum of \$200,000 to be added to the Town's Other Post-Employment Benefits (OPEB) Trust Fund. The motion was duly seconded.

Action: Approved unanimously declared by the Moderator.

ARTICLE 20: STABILIZATION FUNDS

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum or sums of money to be added to the Town's building capital improvements fund, and/or recreational capital improvements fund, and/or purchase of vehicles and major equipment that qualify as capital purchases fund, and/or Town Hall/Library repair and maintenance fund, and/or municipal street lighting repair and maintenance fund; or take any other action relating thereto.

Motion: Benjamin Buttrick moved that the Town vote to transfer from Free Cash the following sums of money to be added to the following stabilization funds: building capital improvements fund, \$20,000; recreational capital improvements fund, \$20,000; purchase of vehicles and major equipment that qualify as capital purchases fund, \$20,000; Town Hall/Library repair and maintenance fund, \$20,000; and municipal street lighting repair and maintenance fund, \$3,000. The motion was duly seconded.

Action: Approved unanimously declared by the Moderator.

ARTICLE 21: FINANCE COMMITTEE RESERVE FUND - FY19

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to replenish the Finance Committee's Reserve Fund for fiscal year 2019; or take any other action relating thereto.

Motion: Benjamin Buttrick moved that the Town vote to transfer from Free Cash the sum of \$17,000 to replenish the Finance Committee's Reserve Fund for fiscal year 2019. The motion was duly seconded.

Action: *Approved unanimously declared by the Moderator.*

ARTICLE 22: TOWN STABILIZATION FUND

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to be added to the Town's Stabilization Fund; or take any other action relating thereto.

Motion: Michael Flynn moved that the Town vote to transfer from Free Cash the sum of \$100,000 to be added to the Town's Stabilization Fund. The motion was duly seconded.

Action: *Approved by the Majority declared by the Moderator*

Motion made by the Moderator at 10:13 pm to dissolve the meeting. The motion was duly seconded.

Action: *Approved unanimously declared by the Moderator.*

A True Copy

Attest: Pamela B. Thorne, Town Clerk

TOWN OF ESSEX, MA OFFICIAL ELECTION RESULTS
STATE ELECTION RESULTS, NOVEMBER 6, 2018

Total Registered Voters: 2792

Total Votes Cast: 2042

Percent Voted: 73.1%

SENATOR IN CONGRESS

Elizabeth A. Warren	1125
Geoff Diehl	795
Shiva Ayyadurai	85
Write-Ins	0
Blanks	37

SENATOR IN GENERAL COURT

Bruce E. Tarr	1666
Write-Ins	11
Blanks	365

GOVERNOR AND LIEUT. GOVERNOR COURT

Baker And Polito	1455
Gonzalez And Palfrey	520
Write-Ins	2
Blanks	65

REPRESENTATIVE IN GENERAL

Ann-Margaret Ferrante	1317
James K. Gardner	569
Write-Ins	6
Blanks	150

ATTORNEY GENERAL

Maura Healey	1383
James R. McMahon, Iii	618
Write-Ins	0
Blanks	41

DISTRICT ATTORNEY

Jonathan W. Blodgett	1561
Write-Ins	6
Blanks	475

SECRETARY OF STATE

William Francis Galvin	1328
Anthony M. Amore	577
Juan G. Sanchez, Jr.	73
Write-Ins	0
Blanks	64

TREASURER

Deborah B. Goldberg	1237
Keiko Orrall	617
Jamie M. Guerin	86
Write-Ins	0
Blanks	102

AUDITOR

Suzanne M. Bump	1064
Helen Brady	666
Daniel Fishman	134
Edward J. Stamas	52
Write-Ins	0
Blanks	126

REPRESENTATIVE IN CONGRESS

Seth Moulton	1343
Joseph S. Schneider	581
Mary Jean Charbonneau	60
Write-Ins	3
Blanks	55

COUNCILLOR

Eileen R. Duff	1204
Richard A. Baker	658
Marc C. Mercier	64
Write-Ins	0
Blanks	116

CLERK OF COURTS

Thomas H. Driscoll, Jr.	1518
Write-Ins	2
Blanks	522

REGISTER OF DEEDS

John L. O'Brien, Jr.	1187
Jonathan E. Ring	634
David D. Colpitts	75
Write-Ins	0
Blanks	146

QUESTION 1

Yes	513
No	1504
Blanks	25

QUESTION 2

Yes	1436
No	528
Blanks	78

QUESTION 3

Yes	1376
No	563
Blanks	103

A True Copy

Attest: Pamela B. Thorne, Town Clerk, Essex, MA, Monday, November 15, 2018

TOWN OF ESSEX, MA OFFICIAL ELECTION RESULTS
SPECIAL LOCAL ELECTION, TUESDAY, NOVEMBER 6, 2018

Total Registered Voters: 2792

Total Votes Cast: 2026

Percent Voted: 72.6%

<u>QUESTION 1 - MERSD ELEM.</u>		<u>QUESTION 2 - PROHIBIT MARIJUANA ESTAB</u>	
Yes	1140	Yes	986
No	831	No	1018
Blanks	55	Blanks	22

A True Copy

Attest: Pamela B. Thorne, Town Clerk, Essex, MA, November 15, 2018

Respectfully submitted,
TOWN CLERK, BOARD OF REGISTRARS CHAIR
Pamela B. Thorne

TOWN PLANNER

Matt Coogan has been the part time Town Planner since July of 2014. His four main projects for the fiscal year of 2018 have been to aid in the development and implementation of the Town's Strategic Plan, manage the Town's Village Center Zoning planning process, manage the Town's Economic Development Committee work plan and manage the Town's Green Community designation and grant applications. Matt provided staff assistance to the Strategic Planning Committee as they worked towards implementing and tracking the Town's Strategic Plan. Matt also worked with the Planning Board on a successful Massachusetts Downtown Initiative (MDI) grant for a Village Center zoning study that was completed in May of 2018. Matt continues to work with the SPC as they track the implementation of the plan.

In the spring of 2017, Matt successfully applied for a \$15,000 Massachusetts Downtown Initiative (MDI) grant from the Department of Housing and Community Development (DHCD). The grant was used to hire the consulting firm Harriman to provide technical assistance for a potential Village Center Zoning District. The purpose of this study is to assist the Town of Essex in its vision to create a mixed-use, vibrant and walkable Village Center for its residents, visitors, and businesses. Presentation and project information is available on the Town website.

In the fall of 2018, the Town was awarded technical assistance from the Citizens' Housing and Planning Association (CHAPA) through their Municipal Engagement Initiative to build support for affordable housing in Town. Matt is managing this effort, and has helped create a Housing Coalition consisting of residents for the initiative. The Coalition held their first meeting with the CHAPA project manager in December 2018. The Coalition will meet on a regular basis in 2019 and there will be additional public forums as well. The goal is to foster grassroots discussions

about housing, aimed at elevating the municipal and community conversation about housing in general, and affordable housing in particular, to a higher, more civilized, and more informed level.

Matt was responsible for Essex's successful Green Communities Designation in December of 2015. In March of 2018, Matt submitted a successful Green Communities grant application of \$155,039 for two energy reduction projects at Essex Elementary School. Both projects, the second phase of a school-wide interior LED lighting upgrade, and additional upgrades of the energy management system are improvements to the school that will reduce energy consumption, yield significant savings in electric and natural gas costs, and vastly improve the facility for students and faculty. To date, Essex has received \$461,000 in Green Community grant funding that has gone towards six projects. Essex will be applying for additional Green Communities funding in the spring of 2019.

Matt is available to meet by appointment.

Respectfully submitted,
TOWN PLANNER
Matthew Coogan

TREASURER/TAX COLLECTOR

The Treasurer's Office is responsible for the secure and accurate collection of all Town funds. Our principal responsibility is to preserve, protect and manage the financial resources of the Town of Essex. We are also responsible for the prudent investment of all Town funds in order to maximize yields while maintaining adequate liquidity and ensuring compliance with Massachusetts General Laws. The Treasurer arranges for adequate funds to cover current obligations and administers these funds to ensure all the Town's obligations (bonds and notes, payroll, vendor bills, etc.) are paid in a timely manner.

The Tax Collector's Office is responsible for billing and collecting real estate taxes, motor vehicle and boat excise taxes, and all betterment fees. Our office also issues the Municipal Lien Certificates required prior to the transfer of real property.

Creating and following policies and procedures has allowed us to stay on track and meet these goals. We reconcile 38 bank/investment accounts and all outstanding taxes on a monthly basis. Our records are compared with the Town Accountant's general ledger each month to identify any variances and make adjustments as needed.

The Treasurer/Tax Collector also serves as the Town's Payroll and Benefits Manager. In addition to working with Town employees on payroll and benefit matters, we also serve as the Town's liaison to Essex Regional Retirement, Altus Dental, Boston Mutual Life, Manchester Credit Union, Great-West Financial, and Massachusetts Interlocal Insurance Association.

We encourage residents to use our online payment system to pay their Town bills. We continue to work with City Hall Systems to expand our online payment capabilities, and the majority of taxes

and other fees can now be paid electronically. You can access City Hall Systems by visiting our website at www.essexma.org and clicking on the Online Payments button.

Respectfully submitted,
TREASURER/TAX COLLECTOR
 Jeffrey Soulard

BANK BALANCES

GENERAL FUND:

Petty Cash (All Departments)	\$ 845.00
Bank Gloucester	\$ 1,264,633.63
Eastern Bank	\$ 470,632.21
First Ipswich Bank - Investment	\$ 137,595.24
First Ipswich Bank – Payroll	\$ 6,735.09
First Ipswich Bank – Vendor	\$ 0.00
Mass Municipal Depository Trust	\$ 122,572.25
Unibank – Money Market	\$ 2,090,087.75
Unibank – Online Payment Account	\$ 142,331.45
Unibank – Vendor Account	<u>\$ 0.00</u>
Sub-total	\$ 4,235,432.62

OTHER FUNDS:

Bartholomew-Robbins Island	\$ 3,648,483.44
Bartholomew-Southern Conomo Point	\$ 3,972,084.81
Cape Ann Savings Bank – Stabilization	\$ 327,326.40
First Ipswich Bank - CPA Fund	\$ 114,591.84
First Ipswich Bank – Clerk of Works/Tara Road	\$ 1,775.59
First Ipswich Bank - Sewer Fund	\$ 334,495.94
First Ipswich Bank - Water Fund	\$ 132,693.16
Unibank - Ambulance Fund	\$ 326,670.13
Unibank - Conservation Fund	\$ 22,315.91
Unibank - CPA Fund	\$ 264,500.36
Unibank - Cultural Council	\$ 2,641.44
Unibank - Essex Bicentennial Fund	\$ 22,711.85
Unibank - Sewer Money Market	\$ 526,726.57
Unibank – Stabilization	\$ 437,933.75
Unibank – Stabilization Recreational Capital Improvement Fund	\$ 56,233.35
Unibank – Stabilization Town Building Capital Improvement Fund	\$ 56,233.35
Unibank – Stabilization Vehicle & Major Equip Capital Improvement Fund	\$ 56,233.35
Unibank – Town Hall/Library Repair and Maintenance Fund	\$ 20,044.77
Unibank - Water Money Market	<u>\$ 155,455.83</u>
Sub-total	\$10,479,151.84

TOTAL GENERAL AND OTHER FUNDS \$14,714,584.46

TRUST FUND BALANCES

Bartholomew – OPEB Trust	
Balance 07/01/17	\$ 451,417.29
Contribution – Article 10 FTM 11/13/17	\$ 100,000.00
Earnings	<u>\$ 21,932.77</u>
Balance 06/30/18	\$ 573,350.06
Unibank - L.T. Burnham	
Balance 07/01/17	\$ 97,363.07
Earnings	<u>\$ 291.15</u>
Balance 06/30/18	\$ 97,654.22
Unibank - Albert E. Cogswell	
Balance 07/01/17	\$ 72,646.49
Earnings	<u>\$ 217.24</u>
Balance 06/30/18	\$ 72,863.73
Unibank – Jefferson Coolidge	
Balance 07/01/17	\$ 35,666.29
Earnings	<u>\$ 106.65</u>
Balance 06/30/18	\$ 35,772.94
Unibank – Municipal Building Insurance	
Balance 07/01/17	\$ 25,095.50
Earnings	<u>\$ 75.04</u>
Balance 06/30/18	\$ 25,170.54
Unibank – Selectmen/WWII Memorial	
Balance 07/01/17	\$ 2,588.34
Earnings	<u>\$ 7.74</u>
Balance 06/30/18	\$ 2,596.08
TOTAL TRUST FUNDS	\$ 807,407.57

CEMETERY FUNDS

Unibank - Perpetual Care	
Balance 07/01/17	\$ 210,952.54
Income	\$ 8,100.00
Expenses Cemetery Vote Transfer 05/01/17	(\$ 2,700.00)
Earnings	<u>\$ 640.60</u>
Balance 06/30/18	\$ 216,993.14
Unibank - Flower Fund	
Balance 07/01/17	\$ 2,277.92
Income	\$ 0.00

Expenses	(\$ 725.87)
Earnings	\$ <u>6.52</u>
Balance 06/30/18	\$ 1,558.57

Unibank - Lot Care

Balance 07/01/17	\$ 43,723.65
Income	\$ 13,764.00
Expenses Cemetery Vote Transfer 05/01/17	(\$ 4,675.00)
Deposit – Unspent FY17 Budgeted Expenses	\$ 5,069.00
Earnings	\$ <u>151.53</u>
Balance 06/30/18	\$ 58,033.18

Unibank - Sale of Lots

Balance 07/01/17	\$ 11,748.06
Income	\$ 8,100.00
Cemetery Budget Vote Transfer 05/01/17	(\$ 2,700.00)
Deposit – Unspent FY17 Budgeted Expenses	\$ 5,700.00
Earnings	\$ <u>59.23</u>
Balance 06/30/18	\$ 22,907.29

TOTAL CEMETERY FUNDS \$ 299,492.18

GRAND TOTAL – ALL FUNDS \$15,821,484.21

TOWN OF ESSEX PAYROLL FY 2018

AMBULANCE:	Albani, James	\$ 42.14	
	Ball, Daniel	\$ 997.41	
	Doucette, Dan	\$ 2,954.34	
	Good, Travis	\$ 96.71	
	Lafata, Joseph	\$ 1,798.72	
	Price, Amy	\$ 267.17	
	Nieberle, Ernest Jr	\$ 3,644.66	
	Reed, Sean	\$ 64.47	
	Stavros, George	\$ 1,157.52	
	Thompson, David	\$ 821.72	
	Woodman, Eian	\$ <u>9,050.90</u>	
	Total Ambulance		\$ 20,895.76
ANIMAL CONTROL:	Corliss, Dianne M	\$ 805.50	
	Demeule, Hayes E	\$ 805.50	
	Reilly, Amelia	\$ <u>13,421.00</u>	
	Total Animal Control		\$ 15,032.00
ANIMAL HEALTH:	Stone, Pamela	\$ <u>5,894.00</u>	
	Total Animal Health		\$ 5,894.00
BOARD OF ASSESSORS:	Cairns, Richard	\$ 5,814.58	
	Cataldo, Charles M	\$ 574.60	

	Harrell, Brenda J	\$ 44,445.80	
	Palumbo, Gillian	\$ 1,140.01	
	Poulos, Stephen A	\$ 4,812.67	
	Wilhelm, Kurt	\$ <u>4,647.00</u>	
	Total Board of Assessors		\$ 61,434.66
BOARD OF HEALTH:	Cook, Lianne T	\$ 8,670.35	
	Kirchner, Erin E	\$ 69,328.62	
	White, Ann E	\$ <u>47,074.73</u>	
	Total Board of Health		\$ 125,073.70
BOARD OF REGISTRARS:	Cataldo, Vickie H	\$ 1,229.45	
	Woulfe, Eleanor	\$ <u>200.00</u>	
	Total Board of Registrars		\$ 1,429.45
BOARD OF SELECTMEN:	Coogan, Matthew R	\$ 14,533.33	
	Doane, David A	\$ 1,050.00	
	O'Donnell, Lisa J	\$ 1,050.00	
	Spinney, Andrew C	\$ 1,050.00	
	Witham, Pamela J	\$ <u>66,033.67</u>	
	Total Board of Selectmen		\$ 83,717.00
BUILDING INSPECTORS:	Fiore, Natalie	\$ 2,320.00	
	Holton, Lucius W	\$ 10,792.56	
	Sanborn, William A	<u>13,845.00</u>	
	Total Building Inspectors		\$ 26,957.56
CEMETERY DEPARTMENT:	DePaolis, Daniel J	\$ <u>5,152.00</u>	
	Total Cemetery Department		\$ 5,152.00
CONSERVATION COMMISSION:	Cunningham, Deborah	\$ 13,702.30	
	Whittaker, Kenneth F	\$ <u>3,277.50</u>	
	Total Conservation Commission		\$ 16,979.80
COUNCIL ON AGING:	Crockett, Kristin S	\$ 28,663.74	
	Harvey, George R	\$ 533.54	
	Konopka, Geraldine	\$ 6,290.73	
	Leary, Theresa F	\$ 11,008.00	
	Thompson, Gordon L	\$ <u>3,323.81</u>	
	Total Council on Aging		\$ 49,819.82
ELECTION WORKERS:	Brophy, Ardriith	\$ 69.68	
	Caravella, Barbara	\$ 69.68	
	Davis, Crystal	\$ 21.44	
	Davis, Pamela S	\$ 21.44	
	Doucette, Priscilla	\$ 75.04	
	Fossa, Wendy A	\$ 119.35	
	Greene, Karen J	\$ 26.80	
	Guerin, Elizabeth	\$ 58.96	
	Guerin, Genevieve	\$ 69.68	
	Heath, Patricia M	\$ 69.68	
	Hull, Ellen M	\$ 21.44	
	Lane, Tina	\$ 26.80	
	Lufkin, Susan I	\$ 48.24	

	Lynch, Suzanne A	\$	400.00	
	Palm, Jessica F	\$	21.44	
	Parady, Susan T	\$	101.84	
	Pascucci, Phyllis M	\$	69.68	
	Polley, Diane	\$	32.16	
	Rich, Sally Ann	\$	69.68	
	Ross, Richard	\$	21.44	
	Trudeau, Ann B	\$	<u>69.68</u>	
	Total Election Workers	\$		1,484.15
ELECTRICAL INSPECTOR:	Reader, Ramie	\$	<u>6,080.00</u>	
	Total Electrical Inspector	\$		6,080.00
FIRE DEPARTMENT:	Albani, James	\$	848.26	
	Ball, Daniel	\$	1,274.68	
	Barrett, David W	\$	881.09	
	Bateman, John R	\$	9,177.29	
	Boyle, John M	\$	96.29	
	Burnham, Westley	\$	4,300.45	
	Carter, Craig C	\$	396.73	
	Carter, Keith C	\$	3,412.04	
	Cavender, Robert B	\$	256.20	
	Cicala, Philip C	\$	171.92	
	Crocker, Samuel	\$	2,676.43	
	Donahue, Colt P	\$	7,181.15	
	Dort, Richard H	\$	424.34	
	Doucette, Dan	\$	31,061.90	
	French, Michael	\$	859.60	
	Good, Travis	\$	3,282.98	
	Grant III, Warren J	\$	1,434.37	
	Grimes, Timothy S	\$	298.34	
	Heath, Jason	\$	767.34	
	Hoare, Henry Peter	\$	4,087.02	
	Jackson, Corey P	\$	2,670.07	
	Lafata, Joseph	\$	1,830.73	
	Leeds, Barron L	\$	12,835.56	
	McNeilly, James T	\$	1,138.56	
	Neal, Edward S	\$	1,563.74	
	Nieberle, Ernest Jr	\$	4,146.19	
	O'Bryan, Jonathan W	\$	6,978.72	
	Ouellette, Nicholas	\$	773.22	
	Parsons, Kent	\$	14,661.94	
	Pereen, David O	\$	3,696.98	
	Perrigo, Joan M	\$	1,887.06	
	Pizzo, Anthony M	\$	2,656.85	
	Ray, Andrew C	\$	6,249.16	
	Reader, Ramie	\$	4,158.11	
	Reed, Ryan M	\$	509.88	

	Reed, Sean	\$ 920.71	
	Santos, Ryan P	\$ 15,109.82	
	Soucy, Michael A	\$ 4,028.60	
	Stavros, George	\$ 1,095.99	
	Thompson, David	\$ <u>11,969.96</u>	
	Total Fire Department		\$ 171,770.27
HARBORMASTER:	Albani, Paul J	\$ 3,486.89	
	Buck, Brian EJ	\$ 511.70	
	Cecilio, Marc	\$ 284.75	
	Devaney, Ryan P	\$ 14,270.50	
	Fialho, Daniel	\$ 3,059.51	
	Juliano, Michael C	\$ 50,977.79	
	Lipinski, Bruce J	\$ 3,007.60	
	McKenna, Ainsley M	\$ 173.08	
	Perry, Troy R	\$ 1,487.55	
	Riehl, Cooper D	\$ 2,753.63	
	Shute, Thomas R	\$ 17,282.40	
	Wheway, Robert P	\$ <u>33,255.27</u>	
	Total Harbormaster		\$ 130,550.67
HIGHWAY DEPARTMENT:	Augustine, Anthony	\$ 1,920.00	
	Bruce, John M	\$ 57,871.13	
	Burnham, Cory E	\$ 4,530.00	
	Burnham, Dennis	\$ 58,336.73	
	Corricelli, Anthony	\$ 39,367.98	
	Davis, Amanda	\$ 52,890.82	
	Desmond, Sean D	\$ 4,485.00	
	Galli, Michael	\$ 98,827.43	
	Goodwin, Paul	\$119,347.71	
	Johnson, Casey M	\$ 1,414.00	
	MacCallum, Taylor J	\$ 25,531.67	
	Mahoney, Sean F	\$ 22,543.54	
	Merrithew, Benjamin J	\$ <u>67,413.66</u>	
	Total Highway Department		\$ 554,479.67
LIBRARY:	Bulfinch, Martha R	\$ 14,608.99	
	Flaherty, Barbara A	\$ 1,262.30	
	French, Deborah	\$ 53,131.75	
	Therriault, Rachel V	\$ 2,926.72	
	Wanner, April L	\$ <u>21,642.30</u>	
	Total Library		\$ 93,572.06
PLANNING BOARD:	Feener, Mary Ellen L	\$ 912.66	
	Heeney, Mary	\$ <u>5,793.94</u>	
	Total Planning Board		\$ 6,706.60
PLUMBING INSPECTOR:	Corriere, Richard P	\$ <u>6,080.00</u>	
	Total Plumbing Inspector		\$ 6,080.00
POLICE DEPARTMENT:	Bruce, Daniel J	\$110,441.58	
	Dagle, Mary Elinor	\$ 49,435.16	

	Davis, Ryan W	\$ 91,409.93	
	Edwards, Alexander F	\$ 92,784.10	
	Francis, Paul	\$104,569.66	
	French, Michael	\$ 92,472.62	
	Gilardi, Robert	\$ 24,894.44	
	Juliano, Michael C	\$ 7,524.48	
	Landry, David J	\$ 515.76	
	Lipinski, Chad	\$ 12,213.64	
	Peoples, Paul C	\$ 29,360.25	
	Romeos, James C	\$ 99,105.64	
	Shamshak, Thomas	\$119,364.78	
	Silva, Peter	\$137,278.34	
	Vangelist, David J	\$ <u>35,042.06</u>	
	Total Police Department		\$ 1,006,412.44
POLICE DEPT – PRIVATE DUTY:	Bruce, Daniel J	\$ 6,341.00	
	Davis, Ryan W	\$ 2,860.00	
	Edwards, Alexander F	\$ 1,794.00	
	Francis, Paul	\$ 2,378.96	
	French, Michael	\$ 3,225.76	
	Peoples, Paul C	\$ 6,725.00	
	Romeos, James C	\$ 2,271.52	
	Shamshak, Thomas	\$ <u>2,260.12</u>	
	Total Police Dept - Private Duty		\$ 27,856.36
SHELLFISH DEPARTMENT:	Hartley, Stephen F	\$ 4,611.95	
	Knovak, William J	\$ 43,800.22	
	Wilson, Peter	\$ <u>3,491.60</u>	
	Total Shellfish Department		\$ 51,903.77
TOWN ACCOUNTANT:	Antell, Virginia	\$ 80,903.69	
	Friedrich, Brooke H	\$ 8,263.07	
	Tieri, Roxanne F	\$ <u>29,490.98</u>	
	Total Town Accountant		\$ 118,657.74
TOWN ADMIN/PERSONNEL OFR:	Zubricki, Brendhan D	\$ <u>151,305.68</u>	
	Total Town Admin/Personnel Ofr		\$ 151,305.68
TOWN CLERK:	Burnham, Dawn A	\$ 19,431.53	
	St. Pierre, Christina J	\$ 36,223.04	
	Thorne, Pamela B	\$ <u>14,561.70</u>	
	Total Town Clerk		\$ 70,216.27
TOWN CUSTODIAN:	King, Edward P	\$ 10,127.00	
	Muise, Gerald	\$ <u>19,856.90</u>	
	Total Town Custodian		\$ 29,983.90
TOWN MODERATOR:	Madsen, Rolf	\$ <u>100.00</u>	
	Total Town Moderator		\$ 100.00
TREASURER/TAX COLLECTOR:	Elwell, Dorothy M	\$ 46,056.97	
	Scott-Blanchard, K.	\$ 6,586.59	
	Soulard, Jeff	\$ <u>31,831.29</u>	
	Total Treasurer/Tax Collector		\$ 84,474.85

WATER DEPARTMENT:	Federico, Jason M	\$ 62,612.56	
	Frithsen, David W	\$ 97,215.03	
	Heitz, Eric T	\$ 70,741.28	
	Muise, Ivan	\$ 63,804.19	
	Nangle, Gayle M	\$ <u>21,258.45</u>	
	Total Water Department		\$ 315,631.51
YOUTH COMMISSION:	Slater, Suzanne V	\$ <u>3,030.00</u>	
	Total Youth Commission		\$ <u>3,030.00</u>
GRAND TOTAL – All Departments:			<u>\$ 3,242,681.69</u>

EASTERN ESSEX DISTRICT DEPARTMENT OF VETERANS' SERVICES

Veterans Services is charged under Massachusetts General Laws Chapter 115 with providing services to Veterans, dependents, and widows. The Town funds this program for their resident Veterans, dependents, and widows, and is subsequently reimbursed 75% by the Commonwealth. It is the responsibility the Department to follow the process dictated by the Department of Veteran Services so that the Town receives the fully allowed reimbursement. The Department is also tasked with the responsibility of assisting Veterans and their families with VA benefits; ensuring that each Veteran and/or family member receives all benefits that are available to them.

Goals achieved/large projects accomplished:

- Assisted Veterans and their families with VA Benefits
- Got Recertified by State Department of Veteran Services on Ch115, therefor Essex is eligible for full 75% reimbursement by the State
- Prevented 2 resident Veterans from becoming homeless
- Elder Services Veteran Task Force

Priorities for 2018:

- Increase Outreach
- Schedule office hours within the Town
- Quarterly Newsletter

Significant statistics:

- VA Awarded Benefits:
 - Veteran Compensation: 28 Veterans total \$353,664
 - Dependency & Indemnity Compensation: 4 widows/widowers total \$51,648
 - Pension: 2 Veteran \$26,488
 - Death Pension: 1 widows/widowers total \$13,836
 Total Awards Veterans/Widows/Widowers: 35 total \$445,613
- Ch115 Benefits \$19,769

Personnel Changes and Acknowledgements: There has been no change in personnel. The Department has been lucky to have consistency to better assist our Veterans and their families.

Department Staff and Board of Directors:

- Karen Tyler, District Director/Veteran Service Officer
- Kathleen Collins, Veteran Service Officer
- John Clemenzi, Chairman of the Board of Directors, Wenham
- Jeffrey Hubbard, Board Member, Hamilton
- Michael Flynn, Board Member, Essex
- Doug Dawes, Board Member, Georgetown
- Linda Alexson, Ipswich
- Chuck Bear, Board Member, Newbury
- Robert Snow, Board Member, Rowley
- Robert Janes, Board Member, West Newbury
- Karen Summit, Treasurer, Rowley

Respectfully submitted,
DIRECTOR OF VETERANS' SERVICES
Karen F. Tyler

YOUTH COMMISSION

The FY 2018 Essex Youth Commission included members Christina Bruce, Stacie Capotosto, Stephen MacDonald, Paul Pennoyer, and Jessica Yurwitz. The committee created a job description, duties, reviewed process for, and ultimately hired, a new Youth Director.

Suzanne Slater began her work as the EYC Director on May 14, 2018. The commission began planning events and budgeting for the current fiscal year. Program equipment, office supplies, and consumables were purchased using the provided funds.

The EYC hosted the Inaugural Family Picnic on Saturday June 30, 2018 in Memorial Park.

We look forward to an exciting 2019! If you would like more information on events or are interested in volunteering with the EYC, please contact Suzanne at sslater@essexma.org or (978) 768-3414.

Respectfully submitted,
ESSEX YOUTH COMMISSION
Christina Bruce Stacie Capotosto
Stephen MacDonald Paul Pennoyer
Jessica Yurwitz

