

TOWN OF ESSEX 2020 ANNUAL REPORT

Town of Essex, Essex County, Commonwealth of Massachusetts
Incorporated February 15, 1819
Area: 14.18 Square Miles
Town Population: 3,664 (As of 12/6/2020)

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

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 Charlie 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 of Salem	202.225.8020

Elected Officials of Local Districts

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

*IN MEMORIAM
OF THOSE
WHO HAVE SERVED
THE TOWN*



Dana Carter

Kenneth Collins

George V. Enos

Joseph A. Ginn III

Leslie Harris

David J. Lane

Christina St. Pierre

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TOWN OF ESSEX

ELECTED TOWN OFFICERS 2020-2021

BOARD OF ASSESSORS

Michael Cataldo	Term Expires 2021
Britton F. Hall	Term Expires 2022
Steve Poulos, Chairman	Term Expires 2023

BOARD OF HEALTH

Alison Roderick Papps	Term Expires 2021
Dr. Fares Mouchantaf	Term Expires 2022
Dr. David Driscoll, Chair	Term Expires 2023

BOARD OF LIBRARY TRUSTEES

Jennifer Mayer	Term Expires 2021
Beth Cairns	Term Expires 2022
Diane Kotch	Term Expires 2023

BOARD OF SELECTMEN

Peter D. Phippen	Term Expires 2021
Ruth R. Pereen, Chairman	Term Expires 2022
Guy Bradford	Term Expires 2023

CONOMO POINT COMMISSIONERS

Peter D. Phippen	Term Expires 2021
Ruth R. Pereen, Chairman	Term Expires 2022
Guy Bradford	Term Expires 2023

CONSTABLE

Robert Bradley	Term Expires 2021
William Knovak	Term Expires 2021

ESSEX HOUSING AUTHORITY

Roger Tyler	Term Expires 2021
Gregory Cooper	Term Expires 2022
Gordon Thompson, Tenant Seat	Term Expires 2023
Margot C. Hammon	Term Expires 2024
Beth Cairns (State Appointee*), Chair	Term Expires 2025

Irene Frontiero, Superintendent

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

PLANNING BOARD

William French	Term Expires 2021
Matthew Greco, Vice Clerk	Term Expires 2022

Samuel Sturgis Crocker V	Term Expires 2023
Michael McConnell	Term Expires 2023
Westley Burnham, Chairman	Term Expires 2024
Kimberly A. Drake, Vice Chairman	Term Expires 2024
Lisa O'Donnell, Clerk	Term Expires 2025

SCHOOL COMMITTEE

Ann O. Cameron	Term Expires 2021
Sarah Parsons Wolf	Term Expires 2022
Theresa Whitman	Term Expires 2023

TOWN MODERATOR

Jeff Jones	Term Expires 2021
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APPOINTED TOWN OFFICERS BOARDS & COMMITTEES 2020-2021

ACTION, INC. REPRESENTATIVE

Courtney Lane	June 30, 2023
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ADA COORDINATOR

William Sanborn	June 30, 2021
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ANIMAL HEALTH INSPECTOR

Pamela Stone	February 28, 2021
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ANIMAL CONTROL

Amelia Reilly (Animal Control Officer)	June 30, 2021
Diane Corliss (Assistant Animal Control Officer)	June 30, 2021

BOARD OF APPEALS

Michael Davis	January 31, 2021
Margaret M. Nelson, Chair	January 31, 2022
Keith Carter	January 31, 2023
Lisa J. O'Donnell – Alternate	January 31, 2022
Edwin Perkins - Alternate	January 31, 2022

BOARD OF APPEALS CLERK – Gillian Palumbo

BOARD OF ASSESSORS'S CLERK – Brenda Harrell

BOARD OF HEALTH AGENT – Erin Kirchner

BOARD OF HEALTH CLERK – Ann White

BOARD OF PUBLIC WORKS

Trescott DeWitt	May, 2021
John Filias	May, 2022
Paul Rullo, Chair	May, 2023

BOARD OF PUBLIC WORKS SUPERINTENDENT – Michael Galli

BOARD OF REGISTRARS

Theresa Mansfield	June 30, 2021
Eleanor Woulfe	June 30, 2022
Vickie Cataldo	June 30, 2023

BOARD OF SELECTMEN’S ASSISTANT – Pamela J. Witham

BUILDING DEPARTMENT

William Sanborn, Building Inspector	June 30, 2021
L. William Holton, Assistant Building Inspector	June 30, 2021
Natalie Fiore, Building Inspector’s Clerk	

CATC REPRESENTATIVE

Laurel Eisenhauer	June 30, 2021
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CABLE TV REGIONAL REPRESENTATIVE

Barry O’Brien	June 30, 2021
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CENSUS LIAISON – Vickie Cataldo

COMMUNITY PRESERVATION COMMITTEE

Alison Taylor	June 30, 2022
Michael Burke (Conservation Commission)	June 30, 2023
Gregg Cooper (Essex Housing Authority)	June 30, 2023
Kim Drake, (Planning Board)	June 30, 2023
Dave Frithsen (Water Department)	June 30, 2023
Vacancy (Essex Historical Commission)	June 30, 2023
James Witham	June 30, 2023

CONOMO POINT COMMISSIONERS’ ASSISTANT – Pamela J. Witham

CONSERVATION COMMISSION

Kevin Cooke	June 30, 2021
Ted Marshall	June 30, 2021
Laureen Sanderson	June 30, 2022
Vacancy	June 30, 2022
Cliff Ageloff	June 30, 2023
Tom Barrieau	June 30, 2023
Michael Burke, Chair	June 30, 2023

CONSERVATION AGENT – Ken Whittaker

CONSERVATION COMMISSION CLERK – Deborah Cunningham

COUNCIL ON AGING

Ralph Hawley	June 30, 2021
Kay Joseph, Chair	June 30, 2021
Susan Lufkin	June 30, 2021
Priscilla Doucette	June 30, 2022
Amelia Hamlen	June 30, 2022
Mary Wilhelm	June 30, 2022
Dawn Burnham	June 30, 2023
Richard Denton	June 30, 2023
Beverly Dolinsky	June 30, 2023

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
Martha Mazzarino	June 30, 2021
Georgianne Richards	June 30, 2021
Donna Roy	June 30, 2021
Maureen Flatley	June 30, 2022
Jodi Harris	June 30, 2022

ELECTRICAL INSPECTORS

Ramie Reader, Inspector	June 30, 2021
John Shields, Assistant Inspector	June 30, 2021

EMERGENCY MANAGEMENT DIRECTOR – Daniel Doucette

ESSEX CULTURAL COUNCIL

Janet Carlson	June 30, 2023
Robyn Kanter, Chair	June 30, 2023
Lou Irwin	June 30, 2022
Ann Trudeau	June 30, 2022
Jim Trudeau	June 30, 2022
Caryn Gallagher	June 30, 2023
Dawn Burnham	June 30, 2025

FINANCE COMMITTEE

Benjamin Buttrick, Chairman	May, 2021
Allison Williard	May, 2021

Michael Antell	May, 2022
Rob Fitzgibbon	May, 2022
Michael Flynn	May, 2023
Nina McKinnon	May, 2023
Mark Renzi	May, 2023

FIRE DEPARTMENT BOARD OF ENGINEERS

Daniel Doucette, Chief	June 30, 2021
Keith Carter, Deputy Chief	June 30, 2021
Ramie Reader, Deputy Chief	June 30, 2021

FIREFIGHTERS

One-Year Appointment, Expiring on June 30, 2021

Ernest Nieberle, Jr., Captain	Travis Good, Lieutenant
Cory Jackson, Lieutenant	Joseph Lafata, Lieutenant
David Pereen, Lieutenant	David Thompson, Lieutenant
Daniel Ball	John Bateman
Craig Carter	Robert Cavender
Phillip Cicala	Samuel Crocker
Colt Donahue	Richard Dort, Jr.
Daniel Fialho	Michael French
Christian Hassel	Jason Heath
Peter Hoare	Barry Leeds
Amy McNeilly	James McNeilly
Edward S. Neal	Jonathan O'Bryan
Nicholas Ouellette	Kent Parsons
Joan Perrigo	Anthony Pizzo
Andrew Ray	Sean Reed
Ryan Santos	Michael Soucy
George Stavros	Eian Woodman
Christopher Doucette, Probationary	Jason Hammer, Probationary
Patrick Roddy, Probationary	Erin Kirchner, Probationary EMT
Benjamin Pike, Probationary EMT	

FOREST FIRE WARDEN - Daniel Doucette

HARBORMASTER – Daniel Fialho

HARBORMASTER ASSISTANTS

Ryan Devaney	June 30, 2021
Michael Harrell	June 30, 2021
Theodore Karr	June 30, 2021
Ainsley McKenna	June 30, 2021
Brian Buck	June 30, 2022
Michael Espinola	June 30, 2022
Chad Lipinski	June 30, 2022
Ken Wilson	June 30, 2022
Paul Albani	June 30, 2023

Casey Fackre	June 30, 2023
David Landry	June 30, 2023
Bruce Lipinski	June 30, 2023
Kevin Meagher	June 30, 2023
Walter Mears	June 30, 2023
Troy Perry	June 30, 2023
Cooper Riehl	June 30, 2023

HISTORICAL COMMISSION

Vacancy	June 30, 2021
Keith Symmes	June 30, 2022
Easton Ehlers	June 30, 2022
Jay Tetzloff	June 30, 2022
Robert Coveillo	June 30, 2023
Nathaniel Crosby (Chairman)	June 30, 2023

HOST COMMUNITY AGREEMENT ADVISORY COMMITTEE

Daniel Bruce	June 30, 2022
Greg Foster	June 30, 2022
Dean MacFarland	June 30, 2022
Elizabeth McKeen	June 30, 2022
Stephen Poulos	June 30, 2022
Bryan Sanderson	June 30, 2022
Antonella Muniz, Alternate	June 30, 2022

LICENSING CLERK – Pamela J. Witham

LOCAL EMERGENCY PLANNING COMMITTEE

Daniel Doucette, Fire Department	June 30, 2021
Ruth R. Pereen, Board of Selectmen	June 30, 2021
Paul Francis, Police Department	June 30, 2021
Erin Kirchner, Board of Health	June 30, 2021
Michael Galli, Board of Public Works	June 30, 2021

MASSACHUSETTS AREA PLANNING COUNCIL

Peter Phippen, Representative	June 30, 2021
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NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL

Chris Grant, Representative	June 30, 2022
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OPEN SPACE COMMITTEE

Nancy Dudley	June 30, 2021
Tamson Gardner	June 30, 2021
Lysa Leland	June 30, 2021
Julie Scofield, Chairperson	June 30, 2021
Vacancy	June 30, 2021

PERSONNEL BOARD - Board of Selectmen

PLANNING BOARD CLERK – Mary Heeney

PLUMBING & GAS INSPECTORS

Richard Corriere, Inspector	June 30, 2021
David Perea, Assistant Inspector	June 30, 2021

POLICE CHIEF – Paul Francis
POLICE OFFICERS (FULL-TIME)

Daniel Bruce, Administrative Sergeant	June 30, 2022
Ryan Davis, Sergeant	June 30, 2022
Alexander F. Edwards, Detective	June 30, 2022
Michael C. Juliano	June 30, 2022
James Romeos	June 30, 2022
Thomas P. Shamshak, Sergeant	June 30, 2022
David Vangelist	June 30, 2022

POLICE OFFICERS (PART-TIME)

Mark Brewer	June 30, 2021
Ryan Devaney	June 30, 2021
Michael Harrell	June 30, 2021
Wesley Izidoro	June 30, 2021
David Landry	June 30, 2021
Brittney Lazarides	June 30, 2021
Chad Lipinski	June 30, 2021
Victor Munoz	June 30, 2021
Justin Symonds	June 30, 2021
Robert Wheway	June 30, 2021
Meaghan Wonson	June 30, 2021

SHELLFISH ADVISORY COMMISSION

William Knovak	June 30, 2021
Robert Doane	June 30, 2022
Michael Pascucci	June 30, 2022

SHELLFISH CONSTABLES

William Knovak, Constable	June 30, 2022
Jude Seminara, Deputy Constable	June 30, 2022
Peter Wilson, Deputy Constable	June 30, 2023

STRATEGIC PLANNING COMMITTEE

John Bediz (Conomo Point Planning Committee)	June 30, 2021
Michael Burke (Conservation Committee)	June 30, 2021
Westley Burnham (Planning Board)	June 30, 2021
Annie Cameron (School Committee)	June 30, 2021

Robert Coviello (Merchants Group)	June 30, 2021
Michelle French (Council on Aging)	June 30, 2021
Michael Galli (Department of Public Works)	June 30, 2021
Vacancy (Community Preservation Committee)	June 30, 2021
Vacancy (Finance Committee)	June 30, 2021
Charles McNeil (Shellfish)	June 30, 2021
Ruth R. Perea (Board of Selectmen)	June 30, 2021
Julie Scofield (Open Space Committee)	June 30, 2021
Matt Coogan (Town Planner) – Ex-Officio Member	
Mark Fine (MAPC Representative) – Ex-Officio Member	
Brendhan Zubricki (Town Administrator) – Ex-Officio Member	

TOWN ACCOUNTANT – Virginia Antell
TOWN ACCOUNTANT’S ASSISTANT – Brooke Friedrich

TOWN ADMINISTRATOR – Brendhan Zubricki

TOWN BUILDING COMMITTEE

Westley Burnham (Planning Board)	Peter Levasseur
Nat Crosby	Lisa O’Donnell, Chair
Dan Doucette (Fire Department)	Stuart Pratt
Colleen Enos	Ramie Reader
Mark McKenna	Daniel Bruce (Police Department)
Paul Francis	Charles Storey

TOWN CLERK – Pamela Thorne
TOWN CLERK, ASSISTANT - Dorothy Elwell

TOWN COUNSEL - KP Law, P.C., June 30, 2021

TOWN PLANNER – Matthew Coogan

TOWN HALL/LIBRARY CUSTODIAN – Vacancy
TOWN PROPERTY CUSTODIAN – Gerald Muise

TREASURER/TAX COLLECTOR – Jeff Soulard
TREASURER/TAX COLLECTOR’S CLERK - Dorothy Elwell

VETERANS’ GRAVES OFFICER

Blake Story	June 30, 2021
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YOUTH COMMISSION

Mark McKeen	June 30, 2021
Jennifer Riopel	June 30, 2021
Christina Bruce	June 30, 2022

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.

Effects of the COVID-19 Pandemic, the onset of the COVID-19 crisis beginning in March of 2020 has certainly created challenges for municipal government, local businesses, and residents, alike. Town Hall has been closed to the public for many months now and municipal government has adapted to a mix of in-person and remote working. The Board of Selectmen has been involved with the planning of holiday celebrations and Town-permitted events in an effort to tailor these happenings to conform with State and Federal COVID guidelines. The Board has been engaged in a dialogue with local business groups to better understand the extreme hardships that businesses are faced with, especially in the hospitality sector.

Regarding Town facilities, the Annual Town Meeting in May of 2019 approved funding to complete the design of a combined police and fire facility at 11 John Wise Avenue and a Special Town Meeting in September of 2019 approved the funding for construction of the facility. We are happy to report at the time of printing that the facility is on time and on budget. We expect substantial completion by early March of 2021, with full move-in by the end of April, 2021. The Board has resolved to demolish the old public safety building at 24 Martin Street, which could always be rebuilt for other municipal purposes in the future. In the short term, the site will likely be kept as open space and may be home to a new, small display building featuring the Fire Department's antique fire pumper.

In addition, we continue to keep our water and sewer infrastructure on the horizon as another capital asset 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 Board of Public Works. The study is completed and is available on the Water Department page of the Town website. Although the Board of Public Works was not ready to recommend first steps last year, the Board will be advancing a proposal for funding at the Annual Town Meeting this year.

The Manchester Essex Regional School District is well into the replacement of the Manchester Memorial Elementary School, which is expected to be fully open in the fall/winter of 2021. The District's capital planning also continues to include the assessment of and any necessary construction activity with respect to the Essex Elementary School within the next 10-15 years, once the Memorial School project is complete and the debt service for the Middle-High School has been retired. Even now, the District is proceeding with a replacement of the playground at the Essex Elementary School, which had reached its useful service life. 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.

The Town now owns all street lights in public areas after purchasing these from National Grid. The Town was then awarded three grants to pay for the conversion of the lamps to energy-efficient LED models and all conversion work has been completed.

Plans to replace the bridge over the Essex River on Route 133 continue to take shape. The Board, along with other municipal officials and departments has steadily reviewed project plans at both the 25% and the 75% design stages and we stand ready to help coordinate the project as it unfolds. The project will feature the construction of a two-lane temporary bridge on the landward side of the present bridge to allow for traffic throughput while the bridge is replaced.

The Board took extensive public comment with respect to a proposal to install pavement markings in the downtown area designating where parking would be allowed. However, rather than potentially losing a number of parking spaces because of standard space length and setbacks, we decided to simply mark out areas where parking is dangerous and should be prohibited. The project is complete and has provided improvements to traffic throughput and safety. In a related way, we worked with MassDOT to narrow the travel lanes adjacent to Farnham's Restaurant on Route 133 to allow patrons to more safely park on the road shoulder and to calm traffic through an area that can become very congested in the summer.

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 will soon 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 regional group coordinated by Senator Tarr to primarily explore the prospect of all aspects of dredging to provide for improved navigability in area waterways.

Essex has in the past conducted important projects with funding from the Municipal Vulnerability Preparedness (MVP) Action Grant program, which aims to make the Town more prepared for all forms of climate change-related future hazards, including coastal hazards. The Town completed two MVP Action Grants last year 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. This year, the Town received a third MVP Action Grant to study sediment transport along Castle Neck Island (Crane Beach) and throughout Essex Bay. We are hopeful that this research may lead to the use of sand that is clogging the Federal Channel near the mouth of the Essex River to nourish parts of Crane Beach and provide better protection to Essex Bay (which has experienced increased tidal and storm energy recently).

In addition, the Town is beginning to tackle the issue of keeping Apple Street viable as an alternate travel route as sea level rise and more frequent/severe storms are expected to flood and close the Route 133 causeway more often. In 2018, one storm actually flooded both the causeway and the Southern Avenue end of Apple Street, cutting off north-south travel through Essex and requiring a detour involving Route 128. To study the issue and prepare for an eventual roadbed elevation and culvert replacement project along a 700-foot section of Apple Street in the future, the Town is working through its second grant-funded study of the matter. We plan on applying for additional design work grants and, eventually, some larger grants that may cover a large portion of construction.

Further, we have begun an effort to better coordinate ongoing management of environmental issues at Chebacco Lake. Issues range from siltation and sedimentation, to beaver dam water stoppage and poor summertime lake flushing, to maintenance of the historic alewife fish run. All stakeholders agree that regular clearing of the Alewife Brook channel is the best foundational activity that can be undertaken to hopefully help improve these related issues. We expect that we will continue to participate in a coalition of stakeholders for some time to come.

All of the above work is being completed against the backdrop of the Town having recently completed a full revision of our Federal Hazard Mitigation Plan.

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 16 lease years. Many northern point tenants continue to improve and upgrade the properties there and the DEP's requirements for wastewater compliance has been fully met. The Town 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. Design work is complete and we hope to receive future grant funding for the replacement project. We welcome your input regarding the new waterfront park or other areas at the point.

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

- We are now connected back to our Information/Technology partner (the Town of Danvers) using municipal fiber optic cable. This free connection has eliminated the need to send encrypted file backup data over the Internet.
- The Board appointed a new Host Community Agreement Advisory Committee in response to a proposal to locate a retail marijuana dispensary in Essex. The Committee advised the Board on the successful negotiation of Host Community Agreement for co-located marijuana cultivation and retail sales businesses near the Ipswich Town line on John Wise Avenue. The Committee also assisted with recommendations for local marijuana regulations, which are now in force. The applicant for both business proposals is working its way through the State approval process as it moves closer to site renovation and likely business opening later this year.
- The Economic Development Committee (EDC) worked with the Metropolitan Area Planning Council (MAPC), using grant funding, to write the Town's first Economic Development Plan. The Committee is presently working on implementation of the new Plan, which will involve a business survey and coordination of strategies to help businesses manage and eventually recover from COVID-related upset.
- The Strategic Planning Committee (SPC) has managed and coordinated the Town's first iteration of its Strategic Plan for the past five years. The SPC is in the process of evaluating progress and reframing the Plan for the next five years. We hope that new direction will be established in the coming year that will give us an opportunity to work on both continuing and new initiatives.

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
Ruth R. Pereen, Chairman,
on behalf of Selectmen Peter D. Phippen and Guy D. Bradford

ANIMAL CONTROL OFFICER

The Town of Essex in 2020 had the following calls:

- Multiple dogs running loose and returned home or owner notified.
- Multiple injured turkeys.
- Multiple ducklings retrieved from storm drains.
- Injured seagulls and sea ducks brought to a wildlife rehabilitation facility.
- Multiple calls about mange in foxes.
- And, many raccoon babies in dumpsters and brought to rehabilitation facilities and released.
- Multiple deer hit by cars on route 133.
- Various dogs given warnings for nuisance behavior.

There were no verified cases of rabies in 2020 in Essex.

Respectfully submitted,
ANIMAL CONTROL OFFICER
Amelia Reilly

BOARD OF ASSESSORS

Over the past year the pandemic has brought a new way of conducting delivery of municipal services. As people “hunker down” at home, they want more from home life and make revisions to the place where they work and live. They improve their environment and add value to their property. It is the job of the Essex Assessors to keep pace with these changes to maintain the current tax base.

We keep track of changes through Essex building permits and make regular trips to sites under construction. Those two masked gentlemen you see around town are the Essex Assessors taking measurements and adding the information to Essex property cards on file. Over the most recent calendar year, we have conducted over 300 property visits.

The current tax rate for fiscal year 2021 is \$15.80 down from last year’s rate of \$16.29. This is due to an above average rate of new single family construction. Over \$4 million dollars in new growth came on line over the past year. A sign of good fiscal management is the approval of the Essex Assessors’ Office after completing a five year audit of Practices and Procedures by the Commonwealth’s Department of Revenue.

More good news for Essex seniors. Changes in the senior taxpayer exemptions were voted in Essex last year to lower the age to 65 along with adjustments to the exemption and guidelines. Please check with the Essex Council on Aging for more information.

During the past year, Britt Hall resigned as an Essex Tax Assessor because he moved from Essex. We appreciate his service as we also appreciate the support we have from Dick Cairns as a consultant and Brenda Harrell for everything she does to keep the office functioning so well.

Due to the Covid-19 virus, the Essex Assessor's office is currently open by phone, fax or e-mail on Monday through Wednesday from 7:30 am to 3:30 pm and Thursday from 8:00 am to 3:00 pm. The Board of Assessors' meetings are held on the first and third Monday from 4:30 pm to 6:00 pm. On meeting days the office is open from 7:30 am to 2:30 pm. If Monday is a holiday, the meeting will be held at the time of the next scheduled meeting. All meetings are opened by phone to the public. We may be reached by phone at 978 768-7831.

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

BOARD OF HEALTH

The Essex Board of Health derives its authority through specific delegation of power from the State Legislature. This authority includes both the powers that are expressly granted by State statutes and those powers that are implied from those statutes. The extent of the State's delegation of power varies from designating the Board of Health as the primary enforcement agent of the State's regulations to authorizing the Board of Health to draft its own regulations regarding public health matters (M.G.L. c.111 §31). Local regulations may be more stringent than existing State mandates, but in no case may they be inconsistent with State regulations.

The mission of the Essex Board of Health is to assess and address the needs of the Essex community, in order to protect and improve the health and quality of life of our residents, visitors, and work force. In 2020, these duties were accomplished with our three-member elected Board of Health and various department staff. We continued under the leadership of Dr. David Driscoll, Board of Health Chair and Medical Director and Board member Dr. Fares Mouchantaf. Allison Roderick resigned from the Board of Health in October 2020 and Sally Ann Rich, LPN was appointed for the remainder of her term. 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.

As we all know, 2020 was a year unlike any other. Globally, the first cases of SARS-CoV-2, commonly called COVID-19, were announced in China in late 2019. Massachusetts saw its first cases in early February 2020, and this pandemic reached Essex in late March 2020 with our first cases confirmed by State and federal health officials. By the end of the year, Essex had a total of

88 confirmed cases, with well over 200 close contacts of those cases. The pandemic impacted - and continues to impact - all aspects of our lives, as we learn more about how COVID-19 is transmitted and the importance of washing our hands, social distancing from others, and wearing face coverings to protect our neighbors and friends. This information helps the Board of Health to fulfill the public health motto to “Prevent, Promote, Protect” as we work with our community partners on resource sharing, vaccine planning, and ensuring our residents have the information they need to remain safe and healthy as we continue to stress the importance of these protective measures until a COVID-19 vaccine is more readily available.

Even in the midst of a global pandemic, the traditional responsibilities of the Board of Health still exist. 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 regional pandemic.

In 2020, the Board of Health:

- Performed seasonal pre-opening and monthly monitoring and water sampling at 3 public Town swimming areas.
- Investigated 27 nuisance complaints.
- Reviewed 32 Title 5 Inspection reports.
- Reviewed 39 septic system design plans, revisions, or as-built drawings.
- Witnessed soil testing on 17 existing and proposed building lots.
- Performed 64 food service and event inspections.
- Issued 53 Food Service Permits (Retail, Establishment, Non-profit, Mobile, and Catering).
- Issued 1 permit for the manufacture of ice cream.
- Licensed 25 Disposal Works Installers.
- Licensed 11 Septage Haulers.
- Issued 17 Keeping of Animals Permits.
- Issued 3 Retail Tobacco Sales Permits.
- Issued 4 Bed and Breakfast/Hotel-Motel/Motor Coach Park Permits.
- Inspected and permitted 1 recreational/day camp for children.
- Issued 1 Hot tub Permit.
- Issued 12 Disposal Works Construction Permits.

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, the Substance Abuse Prevention Collaborative and Mass in Motion.

We continue to work with the Essex Police Department and Drug Enforcement Agency to hold semi-annual Drug Take-Back Days, to provide residents with a safe way to dispose of unwanted medications, keeping them out of the environment and eliminating potential misuse. We have also continued our recycling program of mercury thermometers and our sharps (syringes, lancets, etc) collection program.

In addition, the Board of Health has continued the evaluation and training process of all municipal departments to ensure compliance with the safety standards that took effect in Massachusetts in 2020. With the assistance of a graduate student intern from the Boston University School of Public Health, we were able to provide training for our Fire Department on protective measures for biological events and mass casualty incidents.

Until the closure of municipal buildings in March as a protective measure against COVID-19, our Public Health Nurse continued to provide free monthly blood pressure screening at the Essex Senior Center. We also provided flu vaccine to 6 homebound individuals, 15 Fire Department employees, and 24 Town Hall and DPW employees. In addition, in collaboration with the Massachusetts Department of Public Health, the Public Health Nurse continues to conduct surveillance and/or investigation of other communicable, reportable diseases throughout the year.

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
Erin Kirchner, Administrator

BOARD OF PUBLIC WORKS

2020 was a year like no other. Like the whole country and world, the Essex Department of Public Works was affected by the COVID 19 Pandemic. On March 13, the Governor declared a State of Emergency and almost everything was shut down. All town buildings were closed to the public and remain closed. With the closure of town buildings and temporary change of the work schedules, our Department of Public Works duties continued as normal.

The Wastewater Department was able to address the sewer main break situation and the work to alleviate the problem was finished in the early summer. Two air relief valves were installed to release the pressure that can build up in the sewer mains. Shortly after the project was finished, we had another sewer main break on Main Street. This one was due to a failed repair clamp that was

used in a previous repair of the main. The Wastewater Department has also been working with a company to replace the outdated and discontinued grinder pumps with new E-one grinder pumps.

The Transfer Station took in 1,307 tons of refuse and recycled 377 tons of material. The annual Hazardous Waste Day was cancelled due to COVID in the springtime and will be rescheduled for the Spring of 2021. The Department of Public Works has taken over the staffing at the transfer station. The transition over the course of the year was met with no major issues.

The Highway Department performed their regular maintenance of sidewalks, roadways, mowing and trimming at the parks, cemeteries and Conomo Point. There was also some drainage work completed that was much needed along Western Avenue. The Department was able to purchase a new plow truck/sander with Chapter 90 funding. Due to the dry weather, we worked with an engineering firm to complete some storm water sampling which is a requirement to be in compliance with the EPA Storm Water Regulations. The Cemetery Department performed 27 internments. Many burials were cremations and held at later dates due to COVID regulations limiting public gatherings.

In 2020, the Water Department responded and repaired 3 water main breaks. All 3 of them were along John Wise Avenue and resulted in numerous water shut downs. This year had a significant reduction in water leaks from 2019. The Water Department also has spent a great deal of time reviewing the water study that was completed in 2019 and is starting the process to prioritize and secure funding for the much needed updating of the Water Treatment Plant.

We would like to close by thanking the residents, and all other town departments that assisted us over the course of the year.

Respectfully submitted,
BOARD OF PUBLIC WORKS
Paul Rullo, Chairman
Trescott Dewitt
John Filias

BUILDING INSPECTOR

A total of 186 permits were issued during 2020. The following is a breakdown of the number and description of permits issued:

0	Additions
6	Demolition
0	Garages
7	New Construction (Residential and Commercial)
41	Remodel
21	Repairs
53	Roofs
6	Solar Panels
52	Other (Which includes Insulation, Sheet Metal, Decks)

The hours for the Building Inspector are from 5:00 p.m. to 7:00 p.m., Wednesday evenings.

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. 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 special arrangements can be made.

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 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 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 2020 approved the appropriation of \$147,931 to be allocated to four projects as follows:

Housing Authority Exterior Walkway Repairs - \$27,331
Historic Schoolhouse Climate Control System - \$9,000
Hearse House Preservation and Repairs - \$11,600
Paul Revere Bell Tower Preservation - \$100,000

Current members of the Committee are identified below. The Housing Authority seat is currently vacant.

Respectfully Submitted,
COMMUNITY PRESERVATION COMMITTEE
Kimberly Drake, Planning Board (Chair)
Dave Frithsen, Department of Public Works
Jay Tetzloff, Historic Preservation
Michael Burke, Conservation Commission
Gregory Cooper, Housing Authority
Alison Taylor, Selectmen Appointment
James Witham, Selectmen Appointment

CONSERVATION COMMISSION

The following summarizes the Commission's hearings and business for the period July 1, 2019 to June 30, 2020:

- The Commission held hearings on seven 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 three Requests to amend an issued Order of Conditions.
- The Commission held hearings on eleven 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 issued two Enforcement Orders.
- The Commission reviewed a request for a minor modification to an Order of Conditions.
- The Commission reviewed and approved four Extensions to previously issued Orders of Conditions.
- The Commission issued fifteen 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.
- The Commission scheduled an additional hearing to address issues related to work at 15 Burnham Court.
- The Commission met with property owners to review proposed work, address complaints and possible violations, and coordinate tree removal of potentially hazardous trees and other matters related to property maintenance.
- Numerous building applications were reviewed by the Commission's Agent.
- Ms. Lauren Sanderson was appointed to the Commission.

In March of 2020, due to the COVID-19 pandemic, the Commission and its staff began working through remote access means to handle the work of the Commission. With Town Hall unavailable to the public, the staff worked with property owners to address questions, review building permit applications and schedule hearings. The Commission began using software to hold meetings through internet and telephone access in order to continue the work of reviewing applications. Despite Executive Orders from the Governor's Office authorizing the tolling of time to hold hearings and issue permits, the work of the Commission continued in a timely manner.

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

Kevin Cooke

Edward Marshall

Laureen Sanderson

Staff: Kenneth Whittaker, Agent

Deborah Cunningham

Administrative Clerk

COUNCIL ON AGING

The Mission of the Essex Council on Aging is to enhance and promote the quality of life for adults 60 and older in the community of Essex. Despite the unexpected changes in 2020 due to COVID-19, we successfully worked towards this mission in many ways. We were able to utilize some outdoor space behind the Senior Center, as well as, at Centennial Grove and look forward to continuing to do so in 2021. We would like to take a moment to thank Michele French for all of her dedication and hard work as Council on Aging Chairman. Thank you to Patricia McGrath for her service on the Board of Directors.

Social Services: We provided assistance to 315 people in areas ranging from Housing needs, application assistance, general information services, and SHINE (Medicare Counseling). This year, Tess Leary, was certified as a SHINE Counselor. This is a significant achievement, and provides a great service to our residents. The SHINE program provides unbiased, individual counseling to Medicare beneficiaries. Through the SHINE Program, we served approximately 150 people and collectively saved more than \$30,000 for these residents.

Health, Wellness and Recreation: While our physical building remained closed for much of the year, we were able to provide access to fitness programming via zoom. We provided opportunities for folks to pick up art projects, and have created other opportunities through zoom and our new ‘party line’ for individuals to socialize. Towards the end of the year, we began working closely with SeniorCare, 1623 Studios, and the Cape Ann Communities of Rockport, Gloucester, and Manchester-by-the-Sea, to create the Cape Ann Virtual Senior Center to provide access to programming, both online and via local cable. We also partnered with On-Site 2020 to provide mobile eye exams in Essex.

Outreach Services: This year the Council on Aging focused on outreach to folks in the community through mailing of our monthly newsletters, individual check-in calls, ‘robo-calls’ with important COVID related updates, as well as numerous ‘gift bags’ throughout the year. Through these outreach efforts we were able to reach a total of 776 people.

Nutrition/Food Access: COVID-19 has made access to food a significant concern in our community, particularly for our older residents and those with health concerns. Through a variety of programs, partnerships, and donations, we were able to provide more than 2,000 meals to our older residents. Additionally, we distributed over 3,000 bags of groceries to households throughout Essex. With a partnership with Farmer Dave and Senior Care, we provided over 200 bags of fresh produce throughout the summer.

Transportation Services: The Essex Council on Aging provides transportation to residents over the age of 60 to the following communities: Essex, Manchester-by-the-Sea, Gloucester, Rockport, Hamilton, Wenham, Beverly, Peabody, and Danvers. In 2020, we provided a total of 613 medical rides and 417 non-medical rides through our contract with Beauport Ambulance Service. CATA provided additional rides to Market Basket and dialysis. Additionally, through partnerships with Mass in Motion and the Manchester Council on Aging, we were able to offer additional trips throughout the Greater Boston area.

We ended our year on a high note with our COVID friendly Holiday meal, supported by the Friends of the Council on Aging, many volunteers, and the MERHS Humanitarian Society. As always, the Council on Aging could not do all that it does without the support of our many volunteers and the Friends of the Essex Council on Aging. While 2020 was a challenging year in so many ways, we are grateful that this gave us the opportunity to provide support to so many of you. This pandemic forced us to be creative, build new partnerships, and try new things. While we anxiously await a return to ‘normal’, we are excited to continue many of these new ideas and programs in the future.

If you need any support or information, or would like to sign up for our newsletter, phone/text updates, or to volunteer, please reach out to us at 978-768-7932 or coa@essexma.org.

Respectfully submitted,
COUNCIL ON AGING DIRECTOR
 Kristin Crockett

ELECTRICAL INSPECTOR

In 2020, a total of 87 electrical permits were issued:

Alarm System	6	Remodel	5
Barn	1	Renovation	7
Bath	2	Repair	4
Furnace	2	Replacement	2
Garage	2	Septic Pump	2
Generator	4	Service Change	4
Heat Pump	1	Service Upgrade	16
Heating System	1	Shed	1
Kitchen	2	Solar Panels	8
Misc.	2	Storage System	1
New House	5	Temperature Control	1

Pool	2	Temporary Service	3
Porch	1	Washer/Dryer	1
Rectifier	1		

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

The Essex Cultural Council held several meetings, both in person and remotely, during FY2020.

The members reviewed applicants and awarded Massachusetts Cultural Council FY2020 grants for programs that would benefit several local organizations. The Council worked throughout the year to facilitate any requests for extensions and modifications to approved programs due to COVID-19 restrictions.

Respectfully submitted,
ESSEX CULTURAL COUNCIL
 Robyn Kanter, Chair
 Dawn Burnham
 Janet Carlson
 Caryn Gallagher
 Louis Irwin

ESSEX HISTORICAL COMMISSION

The Essex Historical Commission met regularly in 2020, conducted one public hearing and approved multiple demolition permits, working with building owners to preserve the Town's buildings. The demolition delay was not invoked on any property in 2020.

Notably, the Commission accepted responsibility for administering the Preservation Easement on the newly restored Paul Revere Bell and Tower. The EHC requested CPA funding to conduct new property surveys from the prioritized list of properties identified in the 2013 Historical Preservation Planning Study. In December 2020, we bade farewell to Robert "Stretch" Steven who retired to New Hampshire, and nominated new members Drew Godfrey and Justin Kane, who were formally voted in on January 25, 2021. These new appointments will position the EHC well for growth in 2021. The EHC will continue building diversity of thought and representation on the Commission as it seeks to preserve this iconic New England coastal town.

Respectfully submitted,
ESSEX HISTORICAL COMMISSION

Nathaniel Crosby, Chair
Jay Tetzloff
Robert Coviello
Easton Ehlers

Drew Godfrey
Justin Kane
Keith Symmes

FIRE DEPARTMENT

The Essex Fire Department consists of both firefighters and EMTs. There are presently 42 members who respond to both fire and ambulance calls. The current Pandemic has created challenges, greatly impacting the operation of the Fire Department and our ability to train. In 2020, the Essex Fire Department responded to 290 fire calls and 279 ambulance calls for a total of 569 calls. Fire inspectors completed various fire inspections, fire drills, and building safety inspections.

During 2020, the Essex Fire Department was saddened by the passing of two dedicated and prominent members Chief Richard Carter and Lt. Jack Good. Chief Carter served the Department for 50 years, becoming chief in July of 1990. He retired 19 years later in August of 2009. Lt. Good served the Department as a firefighter/EMT for 40 years and also retired in 2009. While with the Department, he was instrumental in securing many grants for the Essex Fire Department.

Firefighter James Albani retired after 26 years of loyal service. We wish him good health and much happiness in retirement.

Early in the year, the Department conducted a recruitment drive. This drive resulted in acquiring several promising new members who serve the Department well, responding to both fire and ambulance calls as well as providing station coverage.

The Public Safety Building construction is proceeding on schedule with anticipated move in date in the spring. This state-of-the-art facility will give the Department the facilities and necessary

equipment to operate safely and will serve the Town needs now and into the future. Thank you to the residents of Essex for supporting this greatly needed project! Our new replacement ambulance approved at the May 2020 Annual Town Meeting has been ordered, with an expected delivery date of February 2021.

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. COVID-19 has impacted many community events which we participate in, but we did participate in the Holiday Rolling Rally.

Members of the Essex Fire Department completed various training classes. Chief Doucette attended Fire Prevention, Cape Ann Emergency Preparedness, Regional Communication Center, and Essex County Fire Chiefs meetings. School Safety Meetings were attended and fire drills conducted to ensure the safety of our children. Some of the 2020 training initiatives include:

CPR and EMT Con. Ed.	OSHA Blood Borne Training
Ice/Cold Water Rescue	Active Shooter Training
Hazmat Training and Refresher	Water Supply Training
Car Fire Training	Traffic Incident Management
CAD Training	Water Supply and Pump Training

Once again, the Board of Engineers wishes to thank all of the members of the Fire Department for their continued hard work and dedication. We also want to thank the staff of the North Shore Regional Communications Center and the Essex Police Department for their support and professionalism, and Beauport and Manchester Ambulance Services for providing us with Advanced Life Support (ALS).

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

HARBORMASTER

2020 was a year for the ages. Our department, as with all departments, had to make numerous adaptations and adjustments due to the pandemic being in full effect.

Boat sales were up 300% from the previous Spring and boating activities seemed to be at an all-time high. State protocols for marinas were also mandated during the Spring season due to the pandemic, and I appreciate all Marinas' adherence and cooperation in regards to these regulations.

Per the Selectman, the Town Ramp was closed to Non-Residents and it remains to be seen if this is a temporary or permanent decision going forward. Three new docks were built and installed at the Town Ramp, a much needed upgrade from the existing docks. Thank you to former Selectman

Andrew Spinney for the inside space to construct them, as well as the Finance Committee, for the approval of the funds needed to build them.

2020 also saw the first year of online mooring and waitlist renewal through MooringInfo.com. Although I am aware there were some quirks with the system, as with any new program in year one. I look forward to this process being smoother in the upcoming season.

The pandemic offered us an example of the reason to go primarily paperless, limiting contact with all involved. The need for dredging continues to be a personal focus of mine for the good of the River. Although the pandemic slowed progress on this process, my hope is to get it back into the forefront as soon as possible. This is not an issue that should slide off the foreseeable radar and I look forward to resuming discussion surrounding this in the upcoming season.

Our department looks forward to the completion of the new Public Safety Building this Spring. It is a much needed upgrade for all departments who utilize it. Thank you to all those involved, both past and current, who have played a part in getting this project completed. Thank you goes out to both the Police and Fire Departments for their assistance and cooperation throughout the season. Teamwork is an important part in the Public Safety environment and townspeople of Essex should rest easy knowing we have some of the best responders around. I look forward to this continued combined effort to provide the citizens the best possible responses we can offer. As always, a special thanks to Mary Elinor Dagle, our administrative assistant. Mary Elinor continues to be an important cog in the department running as smoothly as possible. I look forward to a healthier 2021 season for all as well as providing a fun, but safe boating season.

Respectfully submitted,
HARBORMASTER
Captain Daniel Fialho

T.O.H.P. BURNHAM PUBLIC LIBRARY

This year is certainly like no other annual report from the T.O.H.P. Burnham Library. Could anyone have predicted what the year would have in store for us? As soon as we made the difficult decision to close our doors March 13th, we immediately pivoted to new ways of offering services and supporting those in need. We initiated putting books into the hands of our community via curbside pickup and home delivery. We increased digital media and virtual programming. We were able to offer copier, fax services and quarantined book returns in May following advice from health officials. We learned how quickly plans could change.

June brought summer reading, which was kicked off with a drive by root beer float bag of ingredients. April and Sue Hardy (retiring EES librarian) handed them out to the happy participants. Children's Librarian, April, migrated to Face Book Live for story hours and actually increased and expanded her attendance across state lines! Programs, speakers, crafts, book groups were presented virtually. The digital platform HOOPLA was added to increase our collection of e-books, music & videos. A pop up library on the lawn commenced in September through November, where we brought out tables with new items, all to the delight of socially distanced and masked patrons.

Calendar year stats 2020: Total Circulation 16,918, Overdrive circulation (e-books, audiobooks) 3,011, Hoopla e-book circulation 1,066, Website views 12,138, Children's Programs 131, Children's Attendance 1,660, Adult Programs 33, Adult Attendance 490.

Prior to the shutdown, April and I attended Public Library Association (PLA) 3 day conference in Nashville, TN. This was such a monumental opportunity for us representing a small library, attending speaker sessions, breakout meetings, with 8,000 other librarians from around the country. Colleagues with amazing ideas, successes and failures will help sharpen our skills. We got to browse an exhibit hall the size of a football field while listening to country music in the background! This was made possible through the support of the Library Trustees, State Aid Funding and excellent staff coverage.

We unfortunately said goodbye to Martha Bulfinch, Pat Seavey and volunteer Sonia Young. They will be missed as they completed a cohesive team. Sonia volunteered at the library for twenty plus years and remained a loyal weekly volunteer after her move from Essex.

Our accomplishments wouldn't be possible without the support of our Library Trustees, incredible Friends of the Library and our phenomenal staff, volunteers, supporters like you, who believe in our work and make possible all that we do. Thank you for the important role you play in ensuring the library can continue. May 2021 bring a new chapter.

Respectfully submitted;
LIBRARY DIRECTOR
Deborah French

LICENSING CLERK

A total of 98 licenses and permits were approved by the Board of Selectmen and issued by the Licensing Clerk in 2020. The following is a breakdown of the number and description of licenses and permits issued:

16	Antiques Licenses
0	Auction Permits
2	Automatic Amusement Device Licenses
8	Class II Licenses (Sale of Used Cars)
30	Common Victualler's Licenses
1	Entertainment Licenses - One-Day
3	Entertainment Licenses – Sunday (Annual)
9	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
1	Liquor Licenses – Farmers Series Pouring Permits
2	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

OPEN SPACE

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 and more than once, an update of the *Open Space and Recreation Plan*, which 'expired' in 2014, has been a priority over the past several 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 made headway, but are still not finished. The updated Plan is nonetheless in force and valid until at least 2023.

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; trails throughout Essex and the region have seen a significant uptick in usage as COVID has driven large numbers of people outdoors in search of fresh air!

The Committee has begun to consider a variety of new projects, primarily an educational campaign on environmental awareness at the local (personal) level . . . practical things that citizens/residents can do beyond the basic things we already know. We are also in the very early stages of a collaborative project with Greenbelt on Coastal Resiliency and an Essex Tree Initiative in concert with an existing group in Manchester.

Above all, 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.
- Consideration of requests for new or expanded Town positions. Due to both fiscal conservativeness and the unknown financial effects of the ongoing COVID-19 crisis, most requests have been denied.

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

Respectfully submitted,
ESSEX PERSONNEL BOARD

Ruth R. Pereen, Chairman
Peter D. Phippen
Guy D. Bradford

PLANNING BOARD

2020 was a particularly challenging year with the Covid-19 pandemic changing how the Board conducted business. With the closing of the Essex Town Hall to non-employee personnel, we initially moved to a teleconferencing meeting format. Later, we started using video conferencing to conduct our meetings and hearings remotely. This mode of operation has been reasonably successful, albeit challenging to ensure all voices and concerns were heard. We are all looking forward to return to a more normal meeting format soon.

In May, there was one open seat on the Planning Board and at the Town Elections the citizens of Essex elected Lisa O'Donnell to serve a 5-year term on the Planning Board.

Following the Town Elections, the Board Members voted for positions on the Board. Westley Burnham as Chair, Kim Drake as Vice-Chair, Lisa O'Donnell as Clerk and Michael McConnell as the 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 and 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 2020 Annual Town meeting warrant by the Board of Selectmen. The Articles proposed amendments to Zoning Bylaws:

1. Amend Chapter VI section 6-3.4.2.m. of the Town of Essex Zoning Bylaws. Medical Marijuana Treatment Center/Registered Marijuana Dispensary to establish exclusion zones relative to Non-Medical Marijuana establishments. Passed at Annual Town Meeting.
2. Amend Chapter 6 by adding new section, 6-15 Essex Downtown Zoning District to the Town of Essex Zoning By-law. Indefinitely postponed at Annual Town Meeting.
3. To see if the Town will vote on the following citizen petition: Six-Month Moratorium on the Town's Consideration of all Personal Wireless Communication Facilities (Cellular Towers). Added to Fall Town Meeting warrant for consideration. Denied at Fall Town Meeting.

In 2020 the Board received one Special Permit Application. This was related to reconstruction of a dwelling located at 105 Conomo point Road.

The Board received and approved a modification to a previously approved subdivision located off Spring Street updating the construction plans to today's standards to allow construction to begin.

The Board received and endorsed seven (7) ANR's (Subdivision Approval Not Required) plans during 2020.

The Building Inspector met with the Planning Board when required during 2020. 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 this area in conjunction with the Strategic Planning Committee's long term plan. Public input and hearings will be held as work progresses; The Board plans to present it to the 2021 Annual Town Meeting.

On the Town Web Site you will find information about zoning, the Town Bylaws, contact information, hours of operations, and the application forms you may need. 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 virtually attend the Planning Board Meetings to learn more about the Planning Board, Zoning, or planning for the Future of Essex. Instructions and video link information are posted with the agenda for each meeting scheduled.

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

Respectfully submitted,
CHAIRMAN, ESSEX PLANNING BOARD
Westley Burnham

PLUMBING & GAS INSPECTOR

One hundred and thirty-two Plumbing & Gas Permits were issued in 2020:

- Seventy-one Gas Permits and
- Sixty-one 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 year 2020 proved to be a year fraught with challenges due to worldwide COVID-19 Pandemic. Like police departments throughout the country we were faced with the challenges of daily updates and revisions as to how we would be doing business in the middle of a pandemic State of Emergency. We would at the same time be faced with revising the officers' work schedules to be able to cope with potential staffing shortages, while ensuring to the best of our ability, the safety of our staff with the proper protocols and donning of PPE (personal protection equipment) in our day to day lives. In the beginning, all of this would be exacerbated by the inevitable shortages of PPE supplies, as well as disinfecting and cleaning supplies. In order to be proactive and confront these issues, I sat down with the staff and we were able to create a revised schedule that would ensure coverage would not suffer if several officers were out at one time. We also collaborated with surrounding cities and towns throughout Essex County, as well as the Massachusetts State Police, and agreed that in the event that any department had inadequate staffing, we would work together through mutual aid to assist with coverage.

With COVID-19 changing the way we do business on a daily basis, we found that many of the events and initiatives that we have come to take for granted, and thoroughly enjoy doing, had to be cancelled or put on hold. After much thought and deliberation, out of an abundance of caution the annual Essex Police Car show was cancelled, and it is our hope that we will be able to continue the tradition in the fall of 2021. We had also hoped to hold a Bike Rodeo or similar event, which

has been very well received in the past, and we will plan to hold such an event when it is safe to do so. We were fortunate enough to begin our quarterly “Coffee with a Cop” initiative, holding 2 events before the COVID-19 shutdown. We look forward to being able to begin this initiative again, in hopes of getting to know the public we serve better, having open, transparent dialogue, keeping them informed and answering any questions they may have about the department.

The Department continues to grapple with the fallout of current events and its effects on law enforcement. With events being volatile at times, due at least in part to the action or inaction of a few, we have seen a call for comprehensive changes to policing as we know it. With the signing into law of the Massachusetts Criminal Justice Reform bill, we are now tasked with complying with the most sweeping reforms I have seen in my 25 years in law enforcement. As an accredited police agency, we understand the enormity of the task at hand and do not take this mandate lightly. Fortunately, over the past several years the Essex Police Department has evolved significantly, becoming certified and then accredited. It is my hope that this evolution, along with the recent restructuring will be instrumental in achieving and maintaining compliance with the mandated requirements coming out of this reform bill.

Though 2020 was certainly not without its challenges, we were able to accomplish most of what we set out to do in regards to having the proper command structure in place, as well as finding more ways to reach out to the public through the use of Social Media. In continuing the much needed restructure that we had started when I became Chief, with the help of the Town Administrator, the Board of Selectmen, and the Essex Police Benevolent Association, an Administrative Sergeant position was created. Sergeant Daniel Bruce, who had been promoted last year along with Sgt. Thomas Shamshak, is now assigned to that position, working dayshift Monday through Friday. He is the Department’s Accreditation Manager and assists me with the day to day operations, staff management, grant writing, etc. Detective Ryan Davis was then promoted to the position of Sergeant, filling the supervisory position on the midnight to 8 a.m. shift created by Sgt. Bruce’s move to the dayshift. Sergeant Davis oversees officer training, the investigations function, oversight of the Records Management System, the Department website, and Social Media function.

We were able to increase our Social Media presence by enlisting the services of JGPR Company. Sgt. Davis worked with John Guilfoil of JGPR and created a more comprehensive and contemporary website. With the help of Town Administrator Brendhan Zubricki, the new website www.essexmapd.com can be easily accessed via the Town of Essex website. The Department’s website is also linked to the Essex Police Facebook page as well as Twitter. In hopes of attaining a secure kiosk for residents to dispose of unwanted, expired medications, we applied for a grant through the MED-Project. The grant application was approved and the kiosk is secured in the lobby of the Police and Fire Station and can be accessed 24 hours a day. With area departments going to digital radios, we had to confront interoperability issues with surrounding cities and towns. In the first phase, the townspeople were gracious enough to support the upgrades to our cruiser radios, which were installed this year. The second phase of the radio upgrades would be digital capable portable radios for all officers. The Department was able to attain a grant for \$39,385.00 through the Executive Office of Public Safety and Security’s Edward Byrne Memorial Justice Assistance Grants program, and we’re currently in the process of acquiring these radios. Finally, we would have to solve an issue we have had with a radio repeater that we have had for

some time. With the repeater malfunctioning at times, there was a real concern that radio transmissions between NSR911 and our officers may not be adequate. Sgt. Shamshak, working with Deputy Director Chris Ryan of NSR911 was able to replace the repeater at no cost to the town.

After experiencing a pause of approximately 1 month due to a COVID-19 outbreak in his academy, I'm happy to say that Officer David Vangelist graduated from the Reading Police Academy at the beginning of July, and has filled one of the full-time vacancies in patrol created due to retirements. Officer Vangelist is currently assigned to the midnight to 8 a.m. shift. Along with his assignment to patrol, Officer Vangelist has also been assigned as one of the Department's two Public Records Officers. In this function, Officer Vangelist is responsible for receiving public records requests, as well as processing them and disseminating them in a timely fashion. Also of note, Officer Robert Wheway entered the Reading Police Academy at the end of September, and although his academy also experienced a one week pause at the Reading facility, thanks in large part to classes being conducted via ZOOM, he is expected to graduate at the beginning of March, bringing the Department's full-time officer positions to full compliment.

In October, I went before the Board of Selectmen and requested they appoint three new reserve police officers to the Department. These appointments were approved, and after the completion of numerous hours with Field Training Officers, Sgt. Thomas Shamshak and Det. Alex Edwards, they will be scheduled to work patrol shifts on a per diem basis. We are very happy to welcome aboard, Officer Wesley Izidoro, Officer Victor Munoz, and Officer Meaghan Wonson. All three of these officers have attended and graduated the Massachusetts Law Enforcement Training Academy, and bring with them varying degrees of experience and training.

Training, as always, is a top priority for our officers and with the changes taking place in law enforcement today, that cannot be emphasized enough. Training in times of a Pandemic has been challenging, as attending in-person training has been somewhat limited. With most training being held online, we were fortunate that our officers are already set up for online in-service training through the Municipal Police Institute (MPI). This training meets the majority of the requirements of the State's Municipal Police Training Committee, which is supplemented with various other practical and in person training. The following is a summary of some of the training officers received in 2020:

Legal Updates & Liability	All Hazards-Hazmat Training	Mental Health First Aid
Firearms Qualification Training	Defensive Tactics/Use of Force	Vehicle Pursuit
First Responder-CPR/AED	Fair & Impartial Policing	Animal Cruelty
Officer Wellness	Police Survival	

In closing, I'd like to say that we look forward to the completion of the Public Safety Building on John Wise Avenue. I feel as though having this state of the art facility is a shot in the arm for the Department, and will afford us the opportunity to work much more efficiently and effectively.

And finally, I would like to thank the men and women of the Essex Police Department and Administrative Assistant Mary-Elinor Dagle. You've worked through one of the most difficult periods in our history from the very beginning, not knowing what to expect, or if you may become

infected, and possibly infect loved ones. You've handled the ever-evolving situation with integrity and professionalism that's second to none. I would also like to thank Town Administrator Brendhan Zubricki, the Board of Selectmen, BOH Administrator Erin Kirchner and the Board of Health, the Essex Fire Department, the Essex DPW, and all town employees, board members and committee members, as well as the residents of Essex themselves, for supporting the work of the Essex Police Department. If there is one lesson I've learned from this unprecedented year, it is that if you have the proper team in place you can get through most anything.

Respectfully submitted,
POLICE CHIEF
 Paul D. Francis

2020 ANNUAL STATISTICS ESSEX POLICE DEPARTMENT

911 FALSE/DISCONNECT/ABANDONED	211
AGENCY ASSIST	50
ALARM	81
ANIMAL COMPLAINT	182
ARREST/SUMMONS	101
BOLO	2
BREAKING AND ENTERING	2
CITIZEN ASSIST	684
COMMUNITY POLICING	23
DEPARTMENT EQUIPMENT/DAMAGE	14
DETAIL	165
DISTURBANCE	63
DISABLED MOTOR VEHICLE	29
DOMESTIC	17
DIRECTED PATROL	5,223
MV COMPLAINT/ERRATIC OPER.	75
FIRE ALARM	79
FIRE BRUSH	5
FIRE INVESTIGATION	8
FIRE STRUCTURE	10
FIRE OTHER	18
FIRE VEHICLE	1
FIRE PREVENTION	2
FRAUD/SCAM	105
FIRE/WIRES DOWN	5
FIRE HAZMAT	2
HARASSMENT	2
JUVENILE ISSUE	4
MEDICAL AID	303
MVA NO PERSONAL INJURY	55

MVA WITH INJURY	9
OFFICER INJURED/SICK	22
PARKING COMPLAINT/ENFORCEMENT	235
PROPERTY CHECK	106
POLICE INVESTIGATION/FOLLOW UP	3
POLICE MV LOCKOUT	3
PAPERWORK SERVICE/ATTEMPT	42
PROPERTY LOST/FOUND/HELD/RETURNED	56
REPOSSESSION	1
SELECTIVE ENFORCEMENT	1,139
SEX OFFENSE/RAPE	1
SOLICITOR REG/COMPLAINT	11
MV STOP	954
SUSPICIOUS ACTIVITY	200
911 TEST CALL	2
TRAFFIC HAZARD	46
THEFT	20
THREATS	4
TRANSPORT	21
TRESPASSING	7
UTILITY REQUEST	136
PROPERTY DAMAGE/VANDALISM	20
VIOLATION OF ORDER	2
WATERCRAFT INCIDENT	27
WELFARE CHECK	45
LTC/FID	108
TOTAL	10,741

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.

2020 has been a unique and challenging year for MERSD. The onset of the pandemic forced a school closure that lasted from March 12, 2020 to October 20, 2020, when the first students returned to campus for hybrid learning. Throughout this period, MERSD spent significant time and effort assessing the needs of students and families and redesigning instruction to meet the needs of remote and hybrid learners. The result was a flexible model that not only allowed us to provide the structure and engagement of a traditional school day but also allowed us to easily transition between in-person and remote teaching.

The pandemic has required us to make frequent changes to how our schools operate; however, always at the forefront has been our goal to deliver a high-quality learning experience for each of our students. Currently, all of our grade levels are learning in a hybrid model that utilizes the

Hyflex method. This method allows the cohort of students in school to interact virtually and in real-time with the cohort that is learning off campus. Assisting the District with remote access, the Ipswich YMCA, our community partner, has played a critical role in supporting our efforts by providing low cost flexible child care to families who need assistance managing the hybrid schedule. Although we've chosen a challenging model to implement, it is one that we believe is in the best interest of students and one that allows us to maintain continuity of schedule and curricular expectations. There is no one way to structure the hybrid day. Each educator uses his or her expertise to design lessons that balance virtual instruction, online activities, independent learning, and traditional paper and pencil work. This design also allows students to participate in-person for two to four days per week to provide social-emotional support, relationship building, and connections for students. Manchester Essex educators' commitment to excellence combined with their innovative and adaptable skill sets have allowed them to create active and engaging learning environments. For more information on the MERSD Hybrid model please visit www.mersd.org – Quick Link: Fall 2020 Reentry.

We are living through an unprecedented public health crisis that has upended the lives and livelihoods of millions of people, and it is a traumatic experience for both children and adults, alike. Our current situation has highlighted the persistent inequities among and within communities throughout the Commonwealth and the country. Families have unique circumstances; therefore, we have worked diligently to develop a plan that is equitable and achievable for all. In addition to the pandemic, recent events in our country have brought to the forefront the realities of systemic racism in our society. Recognizing the need to improve our current equity initiatives, the School Committee voted to approve a resolution committing MERSD to develop and expand antiracism and inclusive practices. *Resolved - the Manchester Essex Regional School District and the school districts in the Commonwealth must guarantee that racist practices are eradicated, and diversity, equity, and inclusion is embedded and practiced for our students, families, faculty, and staff.* This is important work to undertake, and I am proud of our students who are leading the way. As a result of a student petition calling for action, the Coalition Against Racism (SCAR) has been established and is working collaboratively with the high school administration to identify ways in which the school can improve and address issues of equity. *"It is the mission of the MERSD Student Coalition Against Racism (SCAR) to further the diversification of our school culture. We aim to build and foster a community where equity, access, and equality are present and sustainable for all."* This effort complements the existing Middle High School Anti-Defamation League World of Difference program, and our K-12 educator study group that has been formed to examine strategies for diversifying our curriculum and offer recommendations for district-wide improvements to advance our anti-racism and equity goals.

Our equity goals and our experience with innovative learning methods will play a prominent role in our strategic planning efforts. Originally scheduled to be completed by the Summer of 2020, MERSD will be restarting the work this winter. Looking to build upon the success of our program and to prepare students for the workplace of tomorrow, MERSD will use the planning process to define our roadmap for creating a future-focused education program. Phase one (Fall 2019) focused on developing a *Vision of the Graduate*. Following the blueprint from the New England Association of Schools and Colleges (NEASC), this process seeks to define what students should know and be able to do as a result of a Manchester Essex education and examines the question -

What are the skills and dispositions students will require to find success? In phase two (Winter 2021), the profile will serve as the driver for the development of a multi-year plan that establishes a set of goals and strategic initiatives to achieve the Vision of the Graduate 2033. We will be engaging the community in a conversation about our future needs during March 2021 and will present the plan in the Fall 2021-2022 school year.

I am very proud of our MERSD community, as it always strives to put students at the center of decision making. Our educators have shown heart, professionalism, and creativity in their efforts during this pandemic, to make teaching and learning accessible, innovative, and exciting. Our School Committee has provided sound and thoughtful leadership during such an unprecedented time, often making difficult decisions, in order to provide our students with the best learning opportunities. Our parent community has shown flexibility, patience and support.

On behalf of the faculty and staff of MERSD, I extend my sincere appreciation to the residents of the communities of Essex and Manchester for their continued support. Our success is a community effort!

SUPERINTENDENT OF SCHOOLS
Pamela Beaudoin

MEMORIAL SCHOOL BUILDING PROJECT UPDATE

In the fall of 2020 the first phase of construction was completed, and the academic wing of the new Memorial School opened for students. At the same time, WT Rich, began phase two construction of the gymnasium, cafeteria, pre-kindergarten classrooms, and administrative offices. Phase two construction is scheduled to be completed by summer 2021 and ready for occupancy to begin the 2021-2022 school year.

The final phase of demolition, for the old gym and cafeteria, is scheduled for early summer 2021, when school is not in session. This will allow for the landscape construction (parking lot, playgrounds, and exterior signage) to begin in July with an expected to be completion date of November 2021.

Through the efforts of the Memorial School Building Committee and the Project Team, the project remains on time and on budget. For more information, including aerial construction video footage, photos, monthly construction reports, safety updates and building committee minutes/agenda, please visit the **Memorial School Building Committee** webpage:
<https://www.mersd.org/domain/767>.

FINANCE & OPERATIONS

MERSD's School Committee goals include the objective to "develop and deliver a fiscally responsible budget that restores educational quality, supports District goals, recognizes the confines of Proposition 2½, and advocates for increased funding for the district."

MERSD begins each budget cycle with a goal of "Level Services," or, in other words, the same level of program currently in place. When program additions are necessary, MERSD has opted to

fund them by finding cost reduction opportunities in other areas of the budget whenever possible. Over time, however, this has become more challenging, and in the past several years, the District has fallen short of a Level Services budget, having had to implement staffing reductions to ensure that budgetary growth fits within the levy limit.

Planning for a Revenue Correction

The challenge begins with the cost of Level Services, which typically grows at 3.5% - 4.0% annually for most school districts, beyond the limits of Proposition 2.5. This puts MERSD and other districts in a cycle of annual reductions to meet budgetary goals. The result over time is a cumulative “Level Services deficit” that must be addressed every 7-10 years with either a revenue correction (e.g. override) or more substantial program reductions. This last occurred for MERSD in FY-16, when Manchester passed an override and Essex used extra revenues to raise the contribution for MERSD. Using its ongoing process of multi-year budgeting, MERSD and its member towns have begun planning for another such decision point over the next one to three budgetary cycles.

Use of “Rainy Day” Reserve Funds

During this time, in order to minimize additional program reductions, MERSD has begun to use rainy day, “reserve” funds as a temporary revenue source. This helps to keep taxpayer costs below the levy limit while multi-year, sustainable budgeting planning continues with member towns. Reserve funds, however, are one-time in nature, and an important source of emergency funding for capital repairs, and as such, continuing use of reserve funds is neither sustainable nor considered best practice. Keeping reserve balances healthy in the long run is also beneficial to taxpayers by signaling to potential lenders that MERSD is a low-risk borrower for capital projects. MERSD’s credit rating was recently upgraded to AA+ (one step below the highest possible AAA rating) by S&P, who cited the strong financial position of both Manchester-by-the-Sea and Essex, as well as MERSD’s multiple years of positive budgetary results and healthy financial reserves. As a result of this favorable credit rating, MERSD was able to secure initial funding of \$35 million at a 3.289% interest rate, a significant improvement from the estimated 5.0% rating presented to voters in the Fall of 2018, when the construction project was approved. The resulting savings in interest payments over the 30 year term will total \$17 million or \$577K per year. Additional borrowing of approximately \$5 million is expected, in addition to up to \$12 million in matching grants from the Massachusetts School Building Authority (MSBA) in order to fund the remainder of the Memorial School project.

Healthy reserves will also be important as MERSD shifts its focus over the next several years to renovation and/or replacement of Essex Elementary (now 64 years old), which will require input and approval from voters, and additional potential borrowing. MERSD’s strong credit rating has also helped MERSD to reduce the cost to taxpayers of the 2008-10 Middle High School construction project by enabling the District to refinance \$17.5 million of outstanding debt at lower interest rates, generating savings of more than \$2 million over the life of the bonds, or roughly \$130K per year.

Fiscal Discipline and Level Services Challenges

Fiscal discipline has been a consistent priority for MERSD, leading to consistent, stable and low growth in spending and “assessment” (i.e., the cost to taxpayers).

AVERAGE ANNUAL INCREASE

	5-Year	10-Year*
Spending	3.15%	4.04%
Assessment	3.17%	3.60%

* Includes FY16 override

As noted, however, this achievement has come at a cost of continual program and staffing reductions. There are structural, recurring reasons why Level Services generally exceeds the limits of Proposition 2.5%. Staffing, which accounts for nearly 65% of MERSD's spending, typically grows at 3.0-4.0%, accounting for annual cost of living increases (2.0-2.5%), and any additional contractually obligated payments for increased years of service or staff's educational attainment. MERSD uses Statewide data to ensure that compensation levels are fair and in line with other districts. According to the Department of Elementary and Secondary Education, MERSD ranked 88 among all districts in Massachusetts in the category of average teacher salary, despite consistent recognition for MERSD's award-winning academic and 'whole child' program. MERSD's next largest area of spending is mandated health insurance. With average annual medical trend growth rates in the public marketplace of 6-8%, health insurance, which accounts for 20% of MERSD's budget, naturally pressures Level Services spending growth upward each year as well. An unusual challenge occurred in 2018, when MERSD absorbed a 28% increase in health insurance rates after its budget had been set. Since then, MERSD has negotiated changes to its benefits offerings to make them more affordable, resulting in below-average growth in costs. Although much smaller in total size, mandated spending on out-of-district tuition and transportation for special education students is another area that can grow beyond the limits of Proposition 2.5%. In recent years, MERSD has developed many in-district special education programs to help manage potential spikes in costs, saving more than \$1.5 million annually. Nevertheless, changes in these placements can be difficult to predict when associated with move-ins (i.e., new residents), and MERSD now several students whose mandated out-of-district placements cost more than \$100K annually per student. Aside from staffing, benefits and out-of-district costs, most other areas of MERSD's budget are level funded each year (i.e., close to 0% growth) in order to offset growth in mandated, non-discretionary spending.

Fiscal 2022 Budget

MERSD's proposed FY22 operating budget of \$27.95 million assumes a \$24.3 million contribution from the towns (operating assessment), up 3.75% or \$880K from FY21. Total spending increases of \$1.14 million reflect a 4.25% increase over FY21, which includes contractually obligated 4.0% increase in staffing costs (no new positions) and a 6.0% estimate for an increase in health insurance rates. Since adopting a higher deductible plan with a Health Reimbursement Account (HRA) in FY20, MERSD has seen utilization fall significantly, leading to a favorable, below-average 3.0% rate increase in FY21, and based on current trajectory, further reductions in the estimate for FY22 are looking increasingly likely. Of note, MERSD now insures more retirees than active employees, with annual retiree insurance costs having grown an average of 12% per year over the past five years, in keeping with requirements under Massachusetts General Law. Fortunately, MERSD is on track to have more than \$3 million set aside in its trust fund for OPEB (Other Post-Employment Benefits, or future-year retiree health care). These contributions have been funded entirely from savings generated from employee migration to less

costly plans, thereby eliminating an additional potential cost to taxpayers, which has been necessary to fund OPEB obligations in other communities. MERSD's OPEB trust is invested with the Pension Reserve Investment Management (PRIM) Board, the same entity that manages the Massachusetts Teachers Retirement System (MTRS) and Essex Regional Retirement System (ERRS). PRIM's 10-year average annual asset return as of December 2020 has been 8.94%. These asset returns reduce the contribution needed from MERSD to meet its statutory OPEB obligations.

With construction more than halfway complete for the Manchester Memorial Elementary School, MERSD's facilities department is focusing capital planning efforts on extending the life of Essex Elementary School, now 64 years old. In partnership with the Town of Essex, MERSD has used Green Community state grants over the past few years to fund \$395K of energy improvements, including LED lighting conversion, and installation of a modern building automation system; these systems also help to lower the annual operating cost (utilities). Additional capital investments at Essex Elementary for one-time projects, such as replacement of the Eagles' Nest playground will be funded by reserve funds, which grew by \$319K in FY19 and \$482K in FY20 from interest income earned on \$35 million in bond proceeds (not yet spent) for the Memorial Elementary School construction project. Capital projects expected in the next five years could cost more than \$1.5 million, including replacement of the Middle High School turf fields (now 13- and 11-years old), potential investments to shore up the Essex Elementary heating system, and normal replacement cycle investments in Middle High School flooring and furniture.

MERSD At A Glance

Enrollment

- Students = 1,262
 - Resident Population = 1,223
 - School Choice = 39
- Per Pupil Expenditure = \$18,837 (91 in State)
- Per Pupil Expenditure State = \$17,131

Active Faculty & Staff

- Faculty = 151
- Support Staff = 33
- 12 Month Administrative = 27
- Average Teacher Salary = \$84,460 (88 in State)
- Average State Teacher Salary = \$81,496

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

CURRICULUM, INSTRUCTION, & TECHNOLOGY

The Manchester Essex Regional School District continues to refine and expand instructional practices for teaching and learning at all levels. All teachers were trained on a wide range of different technologies - from communication technologies to instructional technologies - in order to effectively teach and engage students during remote instruction during the COVID-19 Pandemic. Most notably, all teachers implemented remote learning for all students during the months of school closure, and teachers transferred this knowledge to implement hybrid learning, to accommodate students in-person and at home.

Literacy

As a result of an in-depth ELA curriculum review process in grades K-5 and participation in teacher training on the Science of Reading, MERSD moved forward with the adoption of Wonders 2020. Wonders is an evidence-and research-based literacy program with the highest EdReports rating on alignment to evidence-based instructional literacy practice. Wonders 2020 brings to students research-based print and digital resources and provides support for building strong literacy foundations, access to complex texts, writing to sources, and development of social and emotional learning skills. Wonders provides all students with equity of access to rich texts and rigorous instruction (Wonders, 2020). MERSD began teacher training and Year 1 implementation of Wonders 2020 in July 2020.

Additionally, MERSD chaired a cross-district initiative focusing on training administrators and literacy coaches on research-and evidence-based instructional practices in a series entitled, The Science of Reading. School leaders have joined in participation in the Northshore Leadership Series, a district cohort focus group designed to engage and leverage the practice of the Science of Reading research to support the development and implementation of school-wide research-based reading practices across schools and districts. Currently, the following four school districts participate in this cohort: Newburyport Public Schools, Gloucester Public Schools, North Reading Public Schools, and Tri-Town Public Schools.

Finally, MERSD has participated in and provided support to the development of Mass Literacy, the Department of Elementary and Secondary Education's advisory panel focusing on the most effective research-based instructional practice recommendations for early literacy instruction across the Commonwealth of Massachusetts.

Community Partnerships & Student Support

In order to further engage with families to offer student and family literacy supports, MERSD has partnered with the Ipswich YMCA to create a summer literacy program to target building early literacy skills in rising first and second graders. During COVID, the summer literacy program became a fully remote support program for 20 Manchester and Essex students. The summer program was structured as a morning literacy program and an afternoon summer camp for students at Camp Dory. This program was very successful and a high growth data for all attending students was determined from pre-and post-student assessments on students' oral reading fluency. Additionally, MERSD has partnered with the YMCA to create an afterschool literacy support program for students in grades K-3. This program will follow similar practices to the summer literacy model and will continue in 2021 as a remote program to best suit students' and families' needs.

Curriculum Updates

In an effort to align to the most current Massachusetts frameworks and to update existing curriculum in digital learning throughout the District, MERSD wrote and won a competitive grant to initiate K-12 Digital Literacy throughout the MERSD school system. Year 1 consisted of a review of current practices and middle school curriculum alignment, Years 2 & 3 will consist of building out a K-12 Digital Literacy Strategic Plan. STEMscopes was adopted and implemented in grades 6-8. MERSD has also begun the process of updating the middle school social studies curriculum to incorporate Civics coursework. This coursework is in its Year 1 implementation and includes cross-content and inter-disciplinary Civics curriculum. MERSD has also begun evaluating mathematics curriculum.

Social Emotional Learning

To further support the work of social emotional learning in our schools, Manchester Essex Public School District accepted an invitation to participate in a three-year research study aimed at developing RULER for all teachers and students through the incorporation of Universal Design for Learning.

Dr. Christina Cipriano, Director of Yale's Center for Emotional Intelligence and Dr. Gabrielle Schlichtmann, from Harvard Graduate School for Education, were awarded two large research grants to further develop RULER to better support Universal Design for Learning for all students in the Manchester Essex Public Schools. The grants, awarded from the Oak Foundation and the Tower Foundation, are geared toward a multi-year research, design, and build out of RULER in the Manchester Essex Regional School District.

The overall research plan includes:

- Year 1: Identification of the bright spots of RULER implementation in MERSD & identify what teachers, students, and administration needs are for the future
- Year 2: Create a universal design for learning plan and identify structures for RULER to fully implement RULER effectively for all diverse learners
- Year 3: Supportive implementation of the newly designed UDL supports as determined by the District.

Members of MERSD's leadership team have begun preparation and planning for our new five-year strategic plan. To support this work, MERSD is developing a vision of the graduate at the high school level, which will guide and support the work of all our schools through the strategic planning process. In an effort to facilitate this process, our team has begun work with the Creative Education Foundation (CEF). Concurrently, MERSD was invited to join the Essex County Learning Community (ECLC).

Regional Teams

As members of the ECLC, MERSD will engage in an intensive two-year professional development experience aimed at helping educators better meet the diverse learning assets and needs of students with learning disabilities, learning and attention issues, exposure to trauma—as well as those who experience systemic bias related to race, ethnicity, language, income, and gender. The ECLC is funded by the Peter and Elizabeth C. Tower Foundation. Based in Buffalo, New York, its footprint includes Essex County and Cape Cod & the Islands. Additional funding is provided by the Essex County Community Foundation. Five public school districts in Essex County have been selected to participate in the second cohort of the Essex County Learning Community (ECLC). These districts include Andover, Essex North Shore Agricultural & Technical School, Hamilton-Wenham, Manchester-Essex, and Saugus Public Schools (<https://www.essexcountylc.org/blog--news>, 2020).

STUDENT SERVICES ANNUAL REPORT

The Manchester-Essex Regional School District Student Services Department comprises Special Education, Section 504, English Language Learners, Homeless Students, Health and Counseling Services, and Preschool. Responsibilities of the department include program development, staff training and supervision, budget management, delivery of direct services (ELL, Counseling, Special Education), and maintenance of legal compliance with federal and State regulations in these areas.

The MERSD is committed to providing an inclusive and supportive environment for students with disabilities. The special education department provides direct services, assessment, and consultation for these students through Individualized Education Programs (IEPs). The District's compliance with State regulations is assessed on a three year Tiered Focused Monitoring Cycle, which was most recently completed in 2018-2019, and yielded no findings of non-compliance.

The District routinely conducts screenings of children in order to identify potential disability-related needs; approximately two hundred forty (240) students, 17% of the student population, receive special education services. Fifty-four (54) children PK-12 were referred for an initial special education evaluation in 2019-2020. Completion of evaluations was impacted by the COVID-19 related school building closure from March through June 2020. During this time, students continued to receive services remotely. In September 2020, high need students with disabilities in specialized programs returned to school in-person two to four days per week while special education students with mild to moderate needs participated in remote learning and/or hybrid instruction dependent on grade level.

In addition to special education, the District provides accommodations for sixty-seven (67) students eligible for Section 504, a federal regulation that protects individuals with disabilities

from discrimination in education and employment. Five (5) English Language Learners (ELs) receive direct instructional services through the District and nine (9) additional former ELs are monitored through the department. The MERSD also provides full time health and counseling services in each building, including School Adjustment Counselors, School Nurses, and School Psychologists.

ESSEX ELEMENTARY SCHOOL

Essex Elementary School enrolled 225 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.

In March of 2020, schools closed abruptly due to a worldwide pandemic. Teachers quickly switched over to instructing students remotely. Students remained out of school for the remainder of the year. Over the summer, school districts were charged with coming up with a plan for remote and in-person learning that would meet the guidelines set forth by the State. These plans were presented to the School Committee and the decision was made to open school in a fully remote model that followed the structure of a typical school day. School opened following this remote model on September 16. The School Committee then voted to bring K-2 students back into the building on October 20 and students in grades 3-5 back on October 27. Staff at EES worked diligently to construct and implement a plan to maintain 6 ft. of social distance between all staff and students. This resulted in a hybrid model where half of the students would be in school on Tuesdays and Wednesdays and the other half would be in the building on Thursdays and Fridays. All students work remotely 3 days a week. This requires teachers to teach students on the screen and in the classroom simultaneously. Safety protocols were put into place per State guidelines and clearly taught to all students during the first week of school. This involves sanitizing hands when entering school and when coming and going from classrooms, walking one way in hallways, eating at an individual desk in the cafeteria, maintaining 6 ft. distance in the classroom, at PE and recess, and waiting outside the restroom if it is already in use by one student. All of these precautions follow the strict State guidelines and students have been adapting well to this new learning environment.

The Department of Elementary and Secondary Education cancelled MCAS during the Spring of 2020; therefore, we have not received any results for comparison to previous years. In the fall of 2020, we conducted school wide assessments to determine where students might have needs in the area of reading and math. We were pleased to find that our data as compared to previous years did not show any glaring changes that we anticipated due to remote instruction. We look forward to assessing students again in the Spring to determine progress made this year.

The sense of community that exists at Essex Elementary School is second to none. This was demonstrated so clearly as we re-entered school in October. Parents, students, and staff were overjoyed to see one another again and the community fully supported our efforts. During a typical year, the PTO does an outstanding job of raising monies for our school. The Spaulding Education Fund contributes by funding grants for enriching and innovative initiatives. 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, such as Project Adventure and ballroom dancing, help to make their final year at EES memorable. In closing, 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 279 students enrolled in Pre-kindergarten through grade five this school year. MMES houses the MERSD Integrated Pre-Kindergarten program for students from Manchester and Essex. The program is a combination of students with special needs and peer models. The K-5 classroom enrollment is roughly 20 students per class. However, due to the COVID-19 pandemic this year, MMES opened in a fully remote model before transitioning to a hybrid model in October. In the hybrid model, students are divided into two groups: the white or green cohorts. Each cohort contains fifty percent of our students from each class. All students participate in school remotely on Mondays, and the green cohort comes to school for in-person learning on Tuesdays and Wednesday while the white cohort comes to school for in-person learning on Thursdays and Fridays. When cohorts are not scheduled to come into school, they participate in remote learning. All students have two in-person days per week and three remote days. In order to make this happen, numerous safety precautions and protocols were developed and implemented to mitigate the potential spread of COVID-19 among students and staff. We are happy to report that these efforts have been successful, and we were able to maintain educational momentum during the 2020-2021 school year.

MMES continues to offer its students a wide range of activities and academics as part of 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 one through five. Students in the upper grades have the opportunity to take instrumental music lessons and participate in the MERSD elementary band via a remote format this year. The visual arts are typically celebrated every Spring in the District-wide Elementary Art Show that showcases our students’ artistic talents. We plan to continue this tradition in a remote format this year. MMES also benefits from the tremendous support of our MMPTO who raise funds and organize enrichment activities to enhance our well-rounded curriculum.

When visiting the MMES neighborhood this year, it is hard to not notice the major construction project that is taking place. The first half of the project was completed in the Spring/Summer of 2020. This phase included a state-of-the-art classroom wing that is able to service our entire K-5 population. Phase two is underway and includes the main office, lobby, café/gymnasium, library, and Pre-Kindergarten classrooms. The current gymnasium, cafeteria, lobby, etc. are still in use for

the 2020-2021 school year. It is anticipated that the final phase of construction will be completed by the Summer of 2021 for occupancy in the Fall of 2021. The entire MMES community is very excited about fully moving into the new building!

Finally, MMES is very fortunate to have a high level of supportive parent and community involvement in our school. While this year presented us with many obstacles, our parent and community base could not have been more supportive. We look forward to welcoming the community back into our school in the not-so-distant future!

MEMORIAL ELEMENTARY SCHOOL PRINCIPAL
John Willis

MANCHESTER ESSEX REGIONAL MIDDLE SCHOOL

In the fall of 2019, the Manchester-Essex Regional Middle School welcomed approximately 370 students in Grades 6-8 back to school. The early Fall consisted of a host of experiences for parents, including a Grade 6 parent orientation evening, and Curriculum Night/Open House for parents at all grade levels. Student orientation consisted of on-site team-building activities leveraging Project Adventure and the RULER program (a social and emotional approach to teaching and learning founded by Yale University's Center for Emotional Intelligence), for students in Grade 6 and off-site experiences for Grades 7 and 8. During these off-site field trips at the Camp Spindrift Project Adventure courses in Gloucester, MA, Grade 7 and 8 students connected with their peers through exercises focused on developing strong teams and a collaborative culture.

Once students and teachers established rituals and routines and efforts geared towards developing strong cultures were well underway, the important work of introducing and revisiting safety protocols began. Faculty, staff, and students participated in schoolwide, annual safety training including ALICE and Anti-Bullying developed by the Massachusetts Aggression Reduction Center (MARCC). Middle school parents were also invited to a presentation by Dr. Elizabeth Englander, of MARCC, on bullying prevention and technology/social media awareness. With a focus on an inclusive culture and safe environments, the middle and high school also welcomed a new School Resource Officer to the team. Officer Andrea Locke quickly went to work building relationships with students and prioritizing not only physical safety, but also social and emotional health.

The fall also included annual training for middle school administrators who attended a Special Education Summit conducted by Lyons and Rogers, LLC and Educator Evaluation Training facilitated by the Department of Elementary and Secondary Education. In early March, the Middle School Principal, Dean of Students, and School Adjustment Counselor also provided training to school administrators and teachers from around the country, when they facilitated a RULER workshop at Yale University's Center for Emotional Intelligence in New Haven, CT.

Curriculum and instruction were in focus during the winter of 2020. English language arts teachers and special education teachers in Grades 6-8 participated in Keys to Literacy training with a focus on improving student writing. Math teachers, along with the principal, the Director of Curriculum and Instruction, and the Math Department Chair began conversations around piloting a new math

curriculum with a target date within the 2020-21 school year. As a first step in this work, the team participated in curriculum evaluation and analysis training offered through the Department of Elementary and Secondary Education. In addition to the above areas of focus, the Middle School Principal also began working closely with the High School Principal and District Leadership to map out the early stages of strategic planning and development of MERSD's Vision of the Graduate.

On March 12, 2020, our good work came to a halt as we entered the early days of a global pandemic. As ordered by Massachusetts governmental leadership, we closed the building for the remainder of the school year. The Department of Elementary and Secondary Education instructed schools to transition to fully remote teaching and learning and, following their guidelines, the middle school quickly assembled the necessary technology and resources in order to meet the educational needs of our students through a fully remote model.

During summer 2020, the School Committee presented guidelines for returning students to school in a phased approach, with the middle school's anticipated return to the building being the end of Trimester 1 of the 2020-21 school year. Acknowledging the remote teaching model of the Spring was not robustly meeting the educational needs of students, a train-the-trainer model was developed. The middle school, in conjunction with other schools in the District, began working with the Massachusetts School Administrators Association (MSAA) in order to ensure all faculty and staff were trained for effective online teaching. This, along with in-house training provided by our Digital Learning Specialist, increased teacher capacity in a host of online instructional tools, including but not limited to, Zoom, Screencastify, PearDeck, Kami, Flipgrid, Padlet, Kahoot, and EdPuzzle.

Summer and early fall months were dedicated to preparing the facility and ensuring all safety protocols were in place prior to welcoming students back to in-person learning. Hallways were marked with directional arrows, stairwells were designated as one way, classroom desks were set up with proper social distancing, and daily/weekly cleaning protocols were established for all areas of the building.

In September 2020, students were welcomed back to school and a robust online learning platform of full-time synchronous instruction that followed a full-day, middle school schedule. Benchmark assessments in Grade 6, a critical middle school transition year, were conducted in both math and writing in order to identify the most appropriate content area standards upon which to focus our instruction.

At the start of the school year, students were welcomed onto campus for orientation. Students also gathered on campus in November. Both of these gatherings took place on the football field. In early January, students participated in another in-school orientation in preparation for the hybrid phase of learning, beginning on January 19.

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 being on the other side of the global pandemic. In the meantime, we will continue to provide our students with the best learning experience possible.

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 even while educating during a pandemic. 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. During the 2019 – 2020 school year we developed a Vision of the Graduate which further defines these skills and dispositions.

The students at Manchester Essex Regional High School continue to achieve at high levels. Ninety three percent of the Class of 2020 moved on to post-secondary academic options. One hundred twenty students took Advanced Placement courses during the 2019-2020 school year. Those students took 284 AP courses ending exams with 85% of the students scoring 3 – 5 (levels that are deemed acceptable for college credit). The number of test takers was down from prior years due school closure resulting from the Covid-19 pandemic. The scores, however, increased. Instead of testing in school, students took AP tests online while at home. Four students were named as Commended Students by the National Merit Scholarship Board for their academic promise and performance on the PSAT. One student moved on in the competition to be named a National Merit Finalist.

The School Council at the high school level had a productive year. During the 2019-2020 school year the Council worked on the development of the Vision of the Graduate, including the skills and dispositions that students will need to be successful upon completion of high school. The development of the Vision included feedback from all stakeholders including faculty, students, parents, School Committee and the business community.

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. The Spring athletic program was cancelled due to Covid-19. In the Fall of 2020, athletics looked a little different. All sports were modified to adhere to guidelines aimed to stop the spread of Covid-19. Soccer, field hockey and cross country all compete within the Cape Ann League. Due to the pandemic, all State tournaments were cancelled. Football was not allowed to play during the Fall of 2020.

Throughout the school year students participated in community service, taking part in several toy, clothing and food drives. Debate and DECA continued to find success in competition. Robotics did not have the opportunity to compete in the FIRST Robotics competition due to cancellation resulting from the pandemic.

Senior week activities looked different in 2020. The Prom, senior trip and Baccalaureate were all cancelled as a result of the pandemic. Students celebrated graduation day with a car parade through the communities of Manchester and Essex. This was a successful event that we hope to continue in future years. Graduation was held in July, 2020 when it was deemed safe to hold graduation outside with six feet spacing between students and families.

During the Fall of 2020, students returned in a remote fashion. Students remained home while teachers taught from their homes over the Zoom platform. In an effort to make this instruction model successful, teachers took part in robust professional development during the Summer and Fall of 2020.

MERHS PRINCIPAL
Patricia Puglisi

SHELLFISH CONSTABLE

Firstly, once again, I'd like to thank both of my assistants, Peter Wilson and Jude Seminara. With their good work ethic, things ran a lot smoother for 2020 in our local shell fishing industry.

2020 was a very good season for our local harvesters. For, not only were local shellfish plentiful, but the harvest conditions were good too.

We had a total absence of rain closures, neoplasia, and red tide, all during the maximum harvest time, the summer months. The only thing unchecked was the green crabs, but their numbers were down, due, no doubt, to the natural predators. The State this year did not set up a bounty to harvest them, unlike years past.

The department truck and boat are both running fine at this time.

Hopefully, in the up and coming year, we will be able to maintain our good harvesting habits. We should be able to make the upcoming year a successful and safe year for all involved. I, myself, will look forward to serving the Town of Essex again.

Respectfully submitted,
SHELLFISH CONSTABLE
William J. Knovak

STRATEGIC PLANNING COMMITTEE

The Strategic Planning Committee developed the very first iteration of the Town's Strategic Plan in 2015. This original plan was designed to guide the Town for a five-year period, which is now wrapping up. As such, the Committee plans in 2021 to review the plan and make appropriate revisions that will serve as goals through 2025.

We expect that our revision effort will remain within the confines of our ten, overall strategic planning pillars, and will serve to identify new initiatives within each. The ten pillars are:

- 1) Renew and finance critical Town infrastructure by building a new public safety facility, replacing the Memorial School in Manchester and renovating the Essex

- Elementary School, replacing old water system components and maintaining the Town's ten-year-old sewer system;
- 2) Increase participation in Town government;
 - 3) Maintain and develop a strong business community;
 - 4) Increase the amount of protected land in Essex;
 - 5) Improve the health of and access to Essex's rivers and lakes;
 - 6) Expand the range of recreational opportunities and assets, particularly for young people;
 - 7) Develop and deliver a fiscally responsible school budget consistent with multi-year forecasts;
 - 8) Maintain the viability of the Town's call Fire Service;
 - 9) Meet the housing needs of all Essex residents; and
 - 10) Build Coastal Resilience.

We invite you to visit our web page to review the current Plan and to see our detailed assessment of progress with respect to our original goals and program areas. We look forward to serving the Town in the coming year as we strive to identify new horizons to reach for.

Respectfully Submitted On Behalf of the
STRATEGIC PLANNING COMMITTEE,
 Matt Coogan, Town Planner
 Brendhan Zubricki, Town Administrator

TOWN ACCOUNTANT

The following reports of the accounts of the Town of Essex for the Fiscal Year 2020 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, 2020, which reflect FY2020 operations, are:

General Fund	\$2,589,021
Water Enterprise	\$ 93,331
Sewer Enterprise	\$ 410,694 (Additional reserve for debt service \$1,739,475)

Respectfully submitted,
TOWN ACCOUNTANT
 Virginia Antell

FUND EQUITY JUNE 30, 2020

General Fund	\$ 3,086,041
Water Fund	223,456
Water Filtration Project	9,818

Sewer Enterprise Fund		2,306,813
Special Revenue Fund Equity:		
Ambulance Fund	\$ 441,977	
Insurance and Restitution less than \$20,000	10,397	
St. 2016 c187, S8 Commonwealth Transportation Fund	724	
Centennial Grove Revolving	7,958	
Sale of Real Estate Fund	2,984,271	
Library State Aid	14,925	
State Grant - Extended Polling Hours	3,411	
Early Voting Grant Program	531	
Waterways Improvement	27,495	
Wetland Protection	35,599	
Cultural Council	7,047	
Mass Cultural Council - Cultural District Grant	4,929	
Ch 40 S 53G Consulting Fee Deposits	3,082	
Police - Cruiser Gift	5,000	
Fire Department Gift	1,565	
Police Gift	3,169	
Town Property Gift (e.g. Pocket Parks) 9/26/16	101	
Essex Holiday Festival	2,312	
Harbormaster Gift	975	
War Memorial Restoration	2,136	
Council on Aging - Gift Fund	12,016	
EYC Park Improvement Fund	2,456	
Ballfield Gift Fund	5,931	
Youth Department Gift Fund	183	
Board of Health - Gifts	84	
BOH Health, Safety, Emerg Prep/Ed Ch44 S53E1/2	209	
BOH Public Health Nurse Wages/Suppl RevCh44S53E1/2	13,253	
Norma L. Andrews Library Gift Fund	40,000	
BOH Youth Triathlon & Exercise Rev Ch44 S53 1/2	2,085	
Dog Officer - Care of Impounded Dogs Ch44S53E1/2	113	
National Grid Energy Initiative Grant	6,941	
Septic Title V	150,931	
Senior Care Outreach Grant	1,100	
Mass Association of COA - Falls Prevention	67	
CARES Act - Federal Grant	37,300	
Dam & Seawall Repair - Design Grant	(4,519)	
MA Environ MVP Action Grant 3609 \$15,000	1,324	
MA Environ MVP Action Grant 3603 \$60,000	50	
EOPSS Grant - Pedestrian & Bicycle Safety Enforce	989	
Beverly & AGH Community Collaborative Grant 2019	4,753	
Green Communities Grant - LED Conversion	(10,783)	
Town Technology Fund -Peg 53F 3/4	52,814	
Fire Department Radio Grant Match	310	
MAPC - Emergency COVID-19 Funding Grant	3,590	

Dam & Seawall Repair-Construction Grant	537,300	
MAPC LED Streetlight Rapid Retrofit Grant	(6,870)	
COVID-19 FEMA Reimbursement 75%	(30,493)	
FY2020 Safety	(7,200)	
EMPG Grant	2,358	
DCR Volunteer Fire Assistance Grant	1,875	
Division of Ecological Restoration Apple St Culvert	(4,028)	
CC Grant Age and Dementia	8,964	
Cemetery Lot Sale	31,902	
Community Preservation Act - voted 5-14-2007	<u>659,582</u>	
Total Special Revenue Funds		\$ 5,072,189
Capital Funds:		
Boardwalk - DCR/Seaport Grant	23,123	
Town Hall Repairs A22/12ATM,A3/12FTM,A1/13FTM	1,765	
Conomo Point Waterfront Access	43,818	
Municipal Safety Building	<u>11,786,708</u>	
Total Capital Funds		\$ 11,855,415
Trust Funds:		
Conservation Fund	21,569	
Municipal Building Trust Fund	25,482	
Cemetery Flowers	(205)	
Cogswell Trust	73,794	
TJ Coolidge Trust	36,214	
WW II Honor Roll (1986) a.k.a Selectmen's Trust	2,629	
Burnham Trust \$91,317.92 Non Expendable	93,839	
Cemetery Lot Care	36,664	
Cemetery Perpetual Care - Unexpendable	237,879	
Cemetery Perpetual Care - Expendable	(104)	
OPEB Liability Trust Fund (GASB 43,45) A21/09ATM	945,039	
Stabilization Street Lights Man/Maint A18/5/18 ATM	6,074	
Stabilization-Conomo Pt Rep/Maint/Improv A10/FTM18	111,061	
Stabilization-Town Hall/Library Maint A20/FTM11/17	50,526	
Stabilization - Town Buildings Cap Impr A28/14ATM	80,137	
Stabilization - Recreational Cap Impr A28/14ATM	87,172	
Stabilization - Vehicles & Major Equip A28/14ATM	25,036	
Stabilization	<u>936,074</u>	
Total Trust Funds		\$ 2,768,881
Total Fund Equity		<u>\$ 25,322,613</u>

DEBT SCHEDULE JUNE 30, 2020

Outstanding Maturing Debt:

Town Hall Renovations	\$ 300,000
Public Safety Building	11,700,000
Water Treatment Plant	20,000

Water Storage Tank	49,000	
Septic Title V	137,155	
Sewer Bond	361,000	
Sewer MWPAT	<u>6,734,641</u>	
Total Bonds Payable		\$ 19,301,796
Permanent Notes:		
Water Mains	<u>53,000</u>	
Total Permanent Notes		<u>\$ 53,000</u>
Total Long Term Debt Payable		<u>\$ 19,354,796</u>

CASH RECEIPTS
JULY 1, 2019 - JUNE 30, 2020

TAXES AND EXCISE

Personal Property	\$ 178,991	
Real Estate	14,255,282	
Tax Title	0	
Motor Vehicle	792,825	
Boat Excise	10,539	
Room Occupancy	20,338	
Meals Tax	218,867	
Penalties and Interest	<u>47,222</u>	
		\$ 15,524,064

CHARGES FOR SERVICES

Municipal Lien Fees	\$ 4,400	
Conomo Point Parking Sticker Fees	450	
Other Departmental	17,209	
Private Detail Administrative fees	7,175	
RMV Fees	15,526	
Appeals Board	1,099	
Boat Launching Fees	7,120	
Mooring Wait List	310	
Moorings	12,160	
Mooring Fees - Mooring Info.com	18,902	
Movie Filming Fees	7,667	
Planning Board	2,000	
Rental of Town Property	494,931	
Transfer Station	<u>174,895</u>	
		\$ 763,844

LICENSES AND PERMITS

Alcohol	\$ 27,000	
Board of Health - Gas- Plumbing	15,831	
Building	70,061	
Clam	32,024	

Dog Licenses	16,217	
Electrical	13,963	
Firearms Permits	1,675	
Fire Department Permits	6,909	
Licensing Board	5,665	
Title 5	<u>6,950</u>	
		\$ 196,295

OTHER

Earnings on Investments	\$ 38,647	
Earnings on Sale of Real Estate Fund	132,275	
Fines and Forfeitures	13,890	
Special Assessments	3,867	
Premium on Sale of Bonds	<u>2,319</u>	
		\$ 190,998

FEDERAL & STATE REVENUE

Community Compact Grants	68,949	
Cultural Council	4,826	
CPA State Match	39,038	
Council on Aging Grants	10,136	
Mass Cultural Grant	5,000	
FEMA thru State COVID-19	41,138	
FEMA-DOJ 2018 Police Vests	7,600	
FY20 Safety Grant	10,000	
HHS Cares Act - Covid-19	2,720	
MAPC Grants	23,470	
National Grid Energy Initiative Grant	8,441	
Library - LIG/MEG	4,042	
Police Grants - EOPPS Ped/Bicycle	2,673	
Coastal Resiliency	42,024	
DCR Volunteer Fire Grant	1,875	
Restoration Apple Street Culvert Grant	36,972	
Town Clerk Extended Polling Hours Grant	609	
EMPG Grant	2,358	
EOEEA - BU Sediment Transport Grant	<u>165,908</u>	
		\$ 477,779

CHERRY SHEET REVENUE

Cherry Sheet Assessments	\$ (34,451)	
Elderly and Veterans Abatements/Exemptions	13,158	
Loss of Taxes, State Land	2,767	
Government Assistance	261,915	
Veterans Benefits	<u>24,678</u>	
		\$ 268,067

SPECIAL REVENUE FUNDS

Ambulance	\$ 105,437	
Commonwealth Network	365	
Board of Health - Public Nurse, Revolving	4,644	
Cemetery Lot Sales	4,306	
Centennial Grove Revolving	2,710	
Town Technology Fund Peg 53F 3///4	36,033	
Community Preservation Fund	181,899	
Council on Aging - Gifts	2,310	
Essex Bicentennial Fund	45,559	
Fire - Gifts	675	
Holiday Festival Gifts	2,856	
Insurance	0	
Miscellaneous	36,034	
Norma L Andrews Library Gift	0	
Police - Gifts	4,896	
Sale of Real Estate Fund	(21,543)	
Septic Repair Program - Loans	14,927	
Wetlands Protection	<u>1,608</u>	
		\$ 422,716

TRUST FUNDS

Burnham Trust	\$ 464	
Cemetery Flowers	3	
Cemetery Lot Care	11,312	
Cemetery Perpetual Care	4,200	
Cogswell Trust	360	
Coolidge Trust	177	
Conservation Fund	171	
Municipal Building Trust	124	
OPEB Trust	25,883	
WWII Honor Roll Trust/Selectmen TR	13	
Stabilization Street Lights Maint/Mgmt	36	
Stabilization-Conomo Point	514	
Stabilization - Town Hall/Library	218	
Stabilization-Town Buildings Capital Improvements	363	
Stabilization - Recreation	397	
Stabilization-Vehicles and Major Equipment	155	
Stabilization Fund	<u>12,071</u>	
		\$ 56,461

WATER ENTERPRISE FUND

Water Rates	\$ 737,965
Tax Title	0
Other Charges	10,914
Penalties and Interest	8,847

Investment Income	306	
Water Lien Revenue	15,354	
Water Lien Comm Int.	1,686	
Water Betterment Principal	3,285	
Water Betterment Interest	<u>1,166</u>	
		\$ 779,523

SEWER ENTERPRISE FUND

Sewer Rates	\$ 938,821	
Tax Title	0	
Connections and Other Charges	51,357	
Penalties and Interest	12,520	
Investment Income	1,366	
Sewer Betterment Principal	745,262	
Sewer Betterment Interest	111,631	
Sewer Lien	27,521	
Sewer Lien Interest	1,702	
Unapportioned Sewer Betterment Revenue	<u>158,867</u>	
		\$ 2,049,047

TOTAL REVENUE	<u>\$ 20,728,794</u>
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TOTAL CASH RECEIPTS	<u>\$ 20,728,794</u>
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FY2020 Appropriation Report						
<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Moderator Stipend		100.00	100.00	-	-	-
Moderator Expense	-	20.00	-	20.00	-	20.00
Moderator Total	-	120.00	100.00	20.00	-	20.00
Selectmen's Asst	-	62,920.00	62,920.00	-	-	-
Town Planner	-	18,621.00	14,514.05	4,106.95	-	4,106.95
Selectmen Stipend	-	3,000.00	3,000.00	-	-	-
Procurement/Advert	-	1,200.00	742.00	458.00	-	458.00
Tn Mtg A/V Services	-	9,000.00	4,075.00	4,925.00	-	4,925.00
Town Events	-	5,000.00	1,480.70	3,519.30	-	3,519.30
Advert Tn Resources	-	23,500.00	21,815.11	1,684.89	-	1,684.89
Office Supplies	-	900.00	900.00	-	-	-
Dues & Meetings	-	2,000.00	1,272.00	728.00	-	728.00
A23/FTM/11-19-19						
Unpaid Bill	-	1,428.65	1,427.30	1.35	-	1.35
A22/16ATM Demolition &						
Allen Fence	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	-
A27/07ATM Historic						
Records Preservation	1,741.32	-	-	1,741.32	-	1,741.32
Dam and Seawall						
Grant Expense	16,500.00	-	1,009.37	15,490.63	15,490.63	-
Selectmen Total	46,243.32	127,569.65	113,155.53	60,657.44	43,492.63	17,164.81

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Town Admin Salary	-	141,251.00	141,251.00	-	-	-
Sick Leave Buyback	-	3,621.00	3,621.00	-	-	-
Seminar Fees	-	750.00	505.00	245.00	-	245.00
Expenses	-	1,000.00	999.50	0.50	-	0.50
Travel	-	2,250.00	1,160.87	1,089.13	-	1,089.13
Dues & Memberships	-	1,050.00	580.11	469.89	-	469.89
Town Admin Total	-	149,922.00	148,117.48	1,804.52	-	1,804.52
Expenses	-	410.00	160.00	250.00	-	250.00
Reserve Fund	-	90,204.50	-	90,204.50	-	90,204.50
Finance Com Total	-	90,614.50	160.00	90,454.50	-	90,454.50
Town Accountant	-	86,320.00	86,320.00	-	-	-
Town Acct's Assist	-	11,480.00	7,587.33	3,892.67	-	3,892.67
Stipend CH41 Sec 108P	-	1,000.00	1,000.00	-	-	-
Seminar Fees	-	1,000.00	593.20	406.80	-	406.80
Audit/GASB: Prof Serv	-	66,110.00	50,803.59	15,306.41	15,306.41	-
Software Support	-	14,139.00	13,971.42	167.58	-	167.58
Office Supplies	-	2,000.00	1,154.97	845.03	-	845.03
Town Acct Travel	-	1,000.00	114.89	885.11	-	885.11
Dues & Memberships	-	150.00	110.00	40.00	-	40.00
Prior Yr Enc Audit Fee	9,577.01	-	9,577.01	-	-	-
Town Acct Total	9,577.01	183,199.00	171,232.41	21,543.60	15,306.41	6,237.19

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Assessors' Clerical	-	46,671.12	6,671.12	-	-	-
Misc Part-Time Salaries	-	9,770.88	4,616.40	5,154.48	-	5,154.48
Assessor Stipend	-	16,573.00	16,572.84	0.16	-	0.16
Junior Clerk, Part-Time	-	-	-	-	-	-
Software Support	-	6,450.00	6,450.00	-	-	-
Mapping	-	15,000.00	10,637.50	4,362.50	-	4,362.50
Bookbinding	-	200.00	-	200.00	-	200.00
Consulting Services	-	35,734.00	19,275.00	16,459.00	-	16,459.00
Legal Expense	-	1,500.00	57.00	1,443.00	-	1,443.00
Office Supplies	-	2,100.00	2,023.66	76.34	-	76.34
Expenses	-	400.00	-	400.00	-	400.00
Dues & Memberships	-	300.00	180.00	120.00	-	120.00
Assessors Total	-	134,699.00	106,483.52	28,215.48	-	28,215.48
Treas/Collector Salary	-	70,013.00	70,013.00	-	-	-
Assist Treas/Collector	-	14,071.04	11,184.18	2,886.86	-	2,886.86
Collector Clerical	-	47,992.96	47,992.96	-	-	-
Sick Leave Buyback	-	1,220.00	-	1,220.00	-	1,220.00
Seminar Fees	-	700.00	105.00	595.00	-	595.00
Payroll Processing	-	9,125.00	6,904.84	2,220.16	-	2,220.16
Financial Adv Services	-	4,000.00	1,050.00	2,950.00	-	2,950.00
Legal Expense	-	5,000.00	1,000.00	4,000.00	-	4,000.00
Tax Title Expense	-	6,500.00	-	6,500.00	-	6,500.00
Software Support	-	6,000.00	6,000.00	-	-	-
Postage	-	10,000.00	6,191.23	3,808.77	-	3,808.77
Office Supplies	-	7,000.00	5,097.71	1,902.29	-	1,902.29
Travel	-	800.00	566.86	233.14	-	233.14

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Dues & Memberships	-	300.00	80.00	220.00	-	220.00
Int due Prop Tx Abate	-	1,000.00	-	1,000.00	-	1,000.00
Enc. Legal	5,000.00	-	5,000.00	-	-	-
Prior Year Enc Tax Title						
Legal Expense	6,500.00	-	1,854.00	4,646.00	-	4,646.00
Treas/Collector Total	11,500.00	183,722.00	163,039.78	32,182.22	-	32,182.22
Legal Expense	-	60,000.00	45,647.11	14,352.89	-	14,352.89
Conomo Pt	-	5,000.00	(115.92)	5,115.92	-	5,115.92
WW Legal Expense	-	61,500.00	12,320.89	49,179.11	-	49,179.11
Legal Total	-	126,500.00	57,852.08	68,647.92	-	68,647.92
Personnel Offr Salary	-	15,695.00	15,695.00	-	-	-
Pers Bd. Expenses	-	500.00	456.90	43.10	-	43.10
Personnel Total	-	16,195.00	16,151.90	43.10	-	43.10
IT Hosting	-	6,200.00	6,200.00	-	-	-
Fiber Optic Municipal Area						
Network (PEG)	-	5,500.00	3,010.00	2,490.00	-	2,490.00
Town Website Support						
/Maintenance	-	5,500.00	3,971.17	1,528.83	-	1,528.83
Internet e-mail Service	-	5,500.00	3,285.81	2,214.19	-	2,214.19
Reg Dispatch Conn	-	8,000.00	4,481.04	3,518.96	-	3,518.96
Network/UserTesting						
& Diagnostics	-	6,650.00	6,600.00	50.00	-	50.00
Netwk Equip & Maint	-	4,000.00	4,000.00	-	-	-

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
A16/FTM/11-19-19 Fiber						
Optic Interconnect	-	5,000.00	4,800.00	200.00	200.00	-
A17/FTM/11-19-19						
Computer Equipment	-	7,500.00	7,111.27	388.73	388.73	-
Technology Total	-	53,850.00	43,459.29	10,390.71	588.73	9,801.98
Town Clerk Salary	-	58,140.00	58,140.00	-	-	-
Town Clerk's Assistant	-	11,436.00	9,188.55	2,247.45	-	2,247.45
Training Expense	-	1,000.00	220.00	780.00	-	780.00
Copy Machine	-	500.00	90.00	410.00	-	410.00
Office Supplies	-	725.00	519.00	206.00	-	206.00
Archival Management	-	200.00	-	200.00	-	200.00
Parking Tickets	-	1,750.00	919.86	830.14	-	830.14
Dog Licenses	-	525.00	338.95	186.05	-	186.05
Dues & Memberships	-	200.00	99.50	100.50	-	100.50
Town Clerk Total	-	74,476.00	69,515.86	4,960.14	-	4,960.14
Election Wages	-	5,905.00	4,330.60	1,574.40	-	1,574.40
Ballots	-	600.00	529.90	70.10	-	70.10
Town Mtg Expenses	-	274.00	200.00	74.00	-	74.00
Election Expenses	-	4,455.00	4,410.48	44.52	-	44.52
Election Totals	-	11,234.00	9,470.98	1,763.02	-	1,763.02
Registrars Stipends	-	1,350.00	1,331.50	18.50	-	18.50
Registrars Printing	-	500.00	500.00	-	-	-
Registrars Supplies	-	2,500.00	2,162.28	337.72	-	337.72
Registrars Total	-	4,350.00	3,993.78	356.22	-	356.22

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Licensing Bd Clerical	-	2,919.00	2,919.00	-	-	-
Expenses	-	175.00	175.00	-	-	-
Licensing Board Total	-	3,094.00	3,094.00	-	-	-
Conservation Agt	-	8,976.60	8,818.92	157.68	-	157.68
Clerical Wages	-	18,296.40	18,296.40	-	-	-
Software Maintenance	-	500.00	195.00	305.00	-	305.00
Telephone	-	300.00	300.00	-	-	-
Expenses	-	1,500.00	1,280.29	219.71	-	219.71
Dues & Memberships	-	750.00	287.00	463.00	-	463.00
Con Com Totals	-	30,323.00	29,177.61	1,145.39	-	1,145.39
Clerical Wages	-	13,619.00	11,776.86	1,842.14	-	1,842.14
Notices	-	1,500.00	1,378.00	122.00	-	122.00
Technology	-	350.00	-	350.00	-	350.00
Expenses	-	500.00	452.43	47.57	-	47.57
Planning Board Totals	-	15,969.00	13,607.29	2,361.71	-	2,361.71
Clerical Wages	-	1,483.00	532.68	950.32	-	950.32
Expenses	-	2,500.00	967.50	1,532.50	-	1,532.50
Zoning Board Totals	-	3,983.00	1,500.18	2,482.82	-	2,482.82
Conomo Point Clerical	-	2,919.00	2,919.00	-	-	-
Conomo Point Stipend	-	150.00	150.00	-	-	-
Expenses	-	10,000.00	2,780.00	7,220.00	-	7,220.00
A2/11-13-17FTM						
Conomo Point Mgt	19,425.06	-	238.50	19,186.56	19,186.56	-

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
A4/12ATM Improvements						
Southern Conomo Pt.	1,417.71	-	-	1,417.71	1,417.71	-
A14/14ATM Conomo Pt						
Roadway Imprmnts	14,311.47	-	-	14,311.47	14,311.47	-
Conomo Point Totals	35,154.24	13,069.00	6,087.50	42,135.74	34,915.74	7,220.00
Town Prpty Custodian	-	21,155.00	20,749.82	405.18	-	405.18
TH/Library Custodian	-	21,155.00	12,947.31	8,207.69	-	8,207.69
Electricitiy	-	18,787.00	17,394.01	1,392.99	-	1,392.99
Heating Fuel	-	6,213.00	3,487.97	2,725.03	-	2,725.03
Generator Fuel	-	600.00	-	600.00	-	600.00
Water	-	850.00	448.97	401.03	-	401.03
Sewer Usage	-	1,700.00	726.75	973.25	-	973.25
Clock Maintenance	-	250.00	100.00	150.00	-	150.00
Office Machines	-	3,000.00	564.35	2,435.65	-	2,435.65
G.I.S. - Mapping	-	1,000.00	383.50	616.50	-	616.50
Panic Alarm Monit	-	500.00	500.00	-	-	-
Elevator Phone Monit	-	400.00	-	400.00	-	400.00
Elevator Insp/Maint	-	5,000.00	2,182.92	2,817.08	-	2,817.08
HVAC Maintenance	-	1,000.00	1,000.00	-	-	-
Sprinkler System Maint	-	500.00	-	500.00	-	500.00
Tele (copper lines)	-	4,250.00	3,689.48	560.52	-	560.52
Telephone (VOIP)	-	12,220.00	12,216.40	3.60	-	3.60
Office Supplies	-	3,500.00	2,632.90	867.10	-	867.10
Town Property	-	15,300.00	6,955.63	8,344.37	-	8,344.37
Fire Alarm Mntr/Test	-	900.00	378.00	522.00	-	522.00
Generator Maint	-	1,100.00	575.00	525.00	-	525.00

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Grnhead Fly Program	-	3,750.00	3,120.00	630.00	-	630.00
Blanket Liability Ins	-	112,480.00	87,977.80	24,502.20	-	24,502.20
A27/17ATM Purchase						
Street Lights	4,469.85	-	-	4,469.85	4,469.85	-
A25/16ATM, A4/11-14-16FTM						
Town Hall Furnishings	10,159.69	-	-	10,159.69	10,159.69	-
A1/10/16/18 FTM Repairs						
Grove Cottage	1,622.00	-	-	1,622.00	1,622.00	-
A/23 5-19ATM Pavement						
Markings/Signage	-	84,000.00	29,000.00	55,000.00	55,000.00	-
A17/11-16-15FTM T.H.						
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	-
Enc Tn Property Exp	4,949.91	-	4,949.91	-	-	-
Generator Maint	252.80	-	252.80	-	-	-
Town Property Totals	31,679.25	319,610.00	212,233.52	139,055.73	81,476.54	57,579.19
Town Reports	-	4,000.00	2,619.80	1,380.20	-	1,380.20
Town Reports Totals	-	4,000.00	2,619.80	1,380.20	-	1,380.20
Police Chief Salary	-	117,195.00	117,103.89	91.11	-	91.11
Police Officer Salaries	-	463,081.00	441,379.20	21,701.80	-	21,701.80
Police Clerk Salary	-	39,810.00	39,702.59	107.41	-	107.41
Part-Time Police	-	204,555.55	199,785.58	4,769.97	-	4,769.97
OT Extra Investigation	-	11,332.00	7,133.74	4,198.26	-	4,198.26
Shift Coverage OT	-	57,340.00	37,846.87	19,493.13	-	19,493.13

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Incidental OT	-	40,478.00	25,368.88	15,109.12	-	15,109.12
Commty Policing OT	-	5,144.00	3,693.55	1,450.45	-	1,450.45
Prisoner Callout OT	-	7,741.00	5,550.49	2,190.51	-	2,190.51
Night Differential	-	31,540.00	21,831.20	9,708.80	-	9,708.80
Holiday OT	-	32,596.00	21,111.04	11,484.96	-	11,484.96
Court Detail OT	-	8,703.00	4,695.36	4,007.64	-	4,007.64
Sick Leave Buyback	-	35,902.45	35,902.45	-	-	-
Educational Stipend	-	115,014.00	94,689.81	20,324.19	-	20,324.19
Inservice Training	-	19,967.00	15,669.32	4,297.68	-	4,297.68
Police Amb Training	-	1,945.00	1,800.00	145.00	-	145.00
Firearms Training	-	10,882.00	10,770.94	111.06	-	111.06
Ambulance Training	-	750.00	664.00	86.00	-	86.00
Inservice Training Exp	-	4,500.00	4,425.00	75.00	-	75.00
Vehicle Maintenance	-	11,500.00	10,939.08	560.92	-	560.92
Police Trailer Maint	-	2,500.00	1,215.77	1,284.23	-	1,284.23
Police Seminar Fees	-	750.00	712.00	38.00	-	38.00
Drug & Alcohol Testing	-	2,000.00	903.00	1,097.00	-	1,097.00
Police Telephone	-	-	-	-	-	-
Beeper/Radio Rprs	-	4,500.00	1,625.00	2,875.00	-	2,875.00
Bapern	-	1,900.00	1,900.00	-	-	-
Police Office Supplies	-	5,250.00	5,193.96	56.04	-	56.04
Police Vehicle Fuel	-	22,790.00	22,404.83	385.17	-	385.17
Police Supplies	-	13,264.00	11,161.64	2,102.36	-	2,102.36
Police Uniforms, Allow & Vests (exp 2023)	-	17,000.00	14,902.29	2,097.71	-	2,097.71
Police Travel Exp	-	900.00	46.71	853.29	-	853.29
Dues & Memberships	-	2,800.00	2,728.56	71.44	-	71.44

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
A34/13ATM Fire/Police Station						
Safe Vestibule	2,589.94	-	2,589.94	-	-	-
A9/11-13-17FTM Police						
Cruiser	2,018.22	-	-	2,018.22	-	2,018.22
A1/10/16/18 FTM Police						
VOIP Telephone	2,995.89	-	-	2,995.89	2,995.89	-
Prisoner Proc Area	2,283.83	-	1,510.10	773.73	773.73	-
A9/FTM/11-19-19						
Police Cruiser	-	43,200.00	33,071.67	10,128.33	10,128.33	-
Police Dept Totals	9,887.88	1,336,830.00	1,200,028.46	146,689.42	13,897.95	132,791.47
ECO Salaries	-	500.00	-	500.00	-	500.00
ECO Office Expenses	-	2,500.00	2,495.00	5.00	-	5.00
ECO Dept Totals	-	3,000.00	2,495.00	505.00	-	505.00
Fire Chief	-	7,794.00	7,794.00	-	-	-
Fire Clerical Salary	-	10,615.00	10,615.00	-	-	-
Fire Fighter Salaries	-	143,104.00	141,948.20	1,155.80	-	1,155.80
Fire Engineers Salaries	-	3,032.00	3,032.00	-	-	-
Fire Training Salaries	-	20,132.00	2,750.28	17,381.72	-	17,381.72
Fire Training Expense	-	4,700.00	4,612.77	87.23	-	87.23
Fire Dept Electricity	-	19,663.56	19,662.88	0.68	-	0.68
Heating Fuel	-	6,500.00	5,725.13	774.87	-	774.87
Fire Dept Water Usage	-	698.83	662.23	36.60	-	36.60
Fire Dept Sewer Usage	-	1,401.17	1,401.17	-	-	-
Repair & Maint	-	5,136.44	3,478.87	1,657.57	-	1,657.57
Ladder/Hose Testing	-	2,600.00	2,566.98	33.02	-	33.02

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Equip Repair & Maint	-	12,500.00	11,607.12	892.88	-	892.88
Forest Fire Equip	-	3,700.00	3,652.66	47.34	-	47.34
Fire Dept Telephone	-	2,100.00	2,069.51	30.49	-	30.49
Fire Dept Pagers	-	4,400.00	3,918.05	481.95	-	481.95
Fire Dept Propane Gas	-	550.00	345.18	204.82	-	204.82
Office Supplies	-	1,400.00	941.56	458.44	-	458.44
Vehicle Fuel	-	6,600.00	4,436.65	2,163.35	-	2,163.35
Other Expenses	-	10,140.00	9,236.24	903.76	-	903.76
Fire Prevention	-	1,409.68	1,322.68	87.00	-	87.00
Fire Dept Uniforms	-	12,500.00	6,007.56	6,492.44	-	6,492.44
Dues & Memberships	-	2,700.32	2,700.32	-	-	-
Fire Department Total	-	283,377.00	250,487.04	32,889.96	-	32,889.96
Ambulance Salaries	-	66,495.00	20,281.14	46,213.86	-	46,213.86
Ambulance Training	-	21,244.00	14,701.10	6,542.90	-	6,542.90
Ambulance Training	-	8,500.00	8,492.70	7.30	-	7.30
Ambulance Rpr/Maint	-	1,809.81	555.60	1,254.21	-	1,254.21
3rd Party Amb Billing	-	9,600.00	9,243.30	356.70	-	356.70
Ambulance Supplies	-	5,621.59	5,621.59	-	-	-
Affiliation/License Fees	-	3,068.60	3,068.60	-	-	-
Ambulance Total	-	116,339.00	61,964.03	54,374.97	-	54,374.97
Bldg Inspector Salary	-	14,404.00	14,404.00	-	-	-
Asst Bldg Insp Salary	-	9,430.00	9,430.00	-	-	-
Bldg Insp Clerical	-	5,358.00	2,008.20	3,349.80	-	3,349.80
Building Insp Training	-	950.00	200.00	750.00	-	750.00
Expenses	-	1,300.00	684.66	615.34	-	615.34
Building Insp Total	-	31,442.00	26,726.86	4,715.14	-	4,715.14

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Plumb Inspector Salary	-	6,326.00	6,326.00	-	-	-
Expenses	-	200.00	-	200.00	-	200.00
Plumbing Insp Total	-	6,526.00	6,326.00	200.00	-	200.00
Elect Inspector Salary	-	6,326.00	6,326.00	-	-	-
Expenses	-	150.00	150.00	-	-	-
Electrical Insp Total	-	6,476.00	6,476.00	-	-	-
Emergency Mgt	-	300.00	300.00	-	-	-
Expenses	-	1,300.00	91.56	1,208.44	-	1,208.44
Dues & Memberships	-	150.00	-	150.00	-	150.00
Emergency Mgt Total	-	1,750.00	391.56	1,358.44	-	1,358.44
Animal Health Insp	-	6,132.00	6,132.00	-	-	-
Animal Control Officer	-	13,963.00	13,963.00	-	-	-
Assist ACO	-	1,676.00	1,676.00	-	-	-
Expenses	-	1,400.00	52.50	1,347.50	-	1,347.50
Animal Inspector Total	-	23,171.00	21,823.50	1,347.50	-	1,347.50
Harbormaster Salary	-	13,352.00	13,149.80	202.20	-	202.20
Harbormaster Deputy	-	-	-	-	-	-
Tn Landing Ramp Att	-	3,862.00	3,742.90	119.10	-	119.10
Harbormaster Asst	-	9,780.00	9,779.92	0.08	-	0.08
Training	-	-	-	-	-	-
Harbormstr Boat Rpr	-	4,539.50	3,771.37	768.13	-	768.13
Pier & Float Maint	-	10,760.50	10,638.88	121.62	-	121.62
Drug & Alcohol Testing	-	500.00	175.00	325.00	-	325.00

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Mooring Permit Exp	-	4,000.00	3,429.28	570.72	-	570.72
Fuel & Oil	-	3,800.00	2,152.51	1,647.49	-	1,647.49
Buoys	-	5,200.00	4,389.61	810.39	-	810.39
Uniform Allowance	-	2,500.00	2,287.70	212.30	-	212.30
Inc Fees/Expenses	-	2,300.00	2,005.03	294.97	-	294.97
Harbormaster Total	-	60,594.00	55,522.00	5,072.00	-	5,072.00
Shellfish Constable	-	45,589.00	45,589.00	-	-	-
Shellfish Deputy	-	9,191.00	8,808.75	382.25	-	382.25
Vehicle Maintenance	-	1,500.00	-	1,500.00	-	1,500.00
Shellfish Boat Repairs	-	2,000.00	1,479.98	520.02	-	520.02
Boat & Truck Fuel	-	5,000.00	1,810.56	3,189.44	-	3,189.44
Shellfish Expenses	-	425.00	330.10	94.90	-	94.90
Uniform Allowance	-	125.00	122.00	3.00	-	3.00
Dues & Memberships	-	200.00	175.00	25.00	-	25.00
Shellfish Total	-	64,030.00	58,315.39	5,714.61	-	5,714.61
MERSD Assessment	-	8,073,441.00	8,073,441.00	-	-	-
MERSD Total	-	8,073,441.00	8,073,441.00	-	-	-
Essex North Shore Agricultural & Technical School	-	282,795.00	282,003.00	792.00	-	792.00
ENSA & T School Total	-	282,795.00	282,003.00	792.00	-	792.00
Superintendent	-	90,769.60	88,792.04	1,977.56	-	1,977.56
Asst Superintendent	-	30,180.00	25,677.55	4,502.45	-	4,502.45
Clerical Wages	-	32,086.00	29,277.20	2,808.80	-	2,808.80

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Laborer Wages	-	22,162.72	22,162.72	-	-	-
Foreman Wages	-	65,143.68	65,143.68	-	-	-
Operator Wages	-	137,960.00	126,100.16	11,859.84	-	11,859.84
Stormwater Compl	-	500.00	-	500.00	-	500.00
Ground Maintenance	-	17,000.00	7,509.14	9,490.86	5,000.00	4,490.86
Overtime	-	6,834.00	6,141.68	692.32	-	692.32
Sick Leave Buyback	-	2,000.00	2,000.00	-	-	-
Electricity	-	5,500.00	2,744.92	2,755.08	-	2,755.08
Water Usage	-	1,400.00	1,400.00	-	-	-
Truck Maintenance	-	15,000.00	13,722.94	1,277.06	-	1,277.06
Small Equipment Rpr	-	2,300.00	1,417.40	882.60	-	882.60
Bridge Inspection/Rpr	-	3,000.00	-	3,000.00	-	3,000.00
Equipment Lease	-	32,740.00	32,738.79	1.21	-	1.21
Seminar Fees	-	800.00	406.50	393.50	-	393.50
Monitoring Wells	-	5,500.00	3,900.00	1,600.00	-	1,600.00
Stormwtr Compliance	-	20,000.00	17,000.00	3,000.00	-	3,000.00
Drug & Alcohol Testing	-	700.00	347.50	352.50	-	352.50
Tree Removal	-	16,000.00	16,000.00	-	-	-
Telephone	-	2,900.00	2,028.98	871.02	-	871.02
Building Fuel	-	7,000.00	3,143.21	3,856.79	-	3,856.79
Office Supplies	-	2,500.00	1,937.91	562.09	-	562.09
Gounds Maintenance	-	9,500.00	3,960.27	5,539.73	-	5,539.73
Playgrd Maintenance	-	8,500.00	7,305.74	1,194.26	-	1,194.26
Truck Fuel	-	17,000.00	12,807.73	4,192.27	-	4,192.27
Highway Maintenance	-	80,994.10	78,109.20	2,884.90	-	2,884.90
Tools & Supplies	-	3,100.00	3,084.14	15.86	-	15.86
Other Maintenance	-	7,105.90	7,105.90	-	-	-

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Clothing Allowance	-	2,500.00	2,500.00	-	-	-
Dues & Memberships	-	700.00	690.00	10.00	-	10.00
A20-/FTM/11-19-19 MS4 Stormwater Compliance	-	50,000.00	-	50,000.00	50,000.00	-
Enc. Hgwy - Strmwtr	16,000.00	-	8,600.40	7,399.60	-	7,399.60
Highway Total	16,000.00	699,376.00	593,755.70	121,620.30	55,000.00	66,620.30
Snow Removal OT	-	16,767.00	11,341.95	5,425.05	-	5,425.05
Snow Removal Contrs	-	12,592.50	12,592.50	-	-	-
Other Expenses	-	57,241.50	56,954.02	287.48	-	287.48
Snow and Ice Total	-	86,601.00	80,888.47	5,712.53	-	5,712.53
Street Lighting	-	12,000.00	5,412.31	6,587.69	-	6,587.69
Street Light Main/Rpr	-	3,000.00	502.65	2,497.35	-	2,497.35
Street Lighting Total	-	15,000.00	5,914.96	9,085.04	-	9,085.04
Recycling Coordinator	-	44,585.00	38,552.84	6,032.16	-	6,032.16
Electricity	-	3,000.00	2,017.61	982.39	-	982.39
Trash Contract	-	148,000.00	122,918.26	25,081.74	7,000.00	18,081.74
Recycling Contract	-	41,000.00	37,243.75	3,756.25	-	3,756.25
Hazardous Waste Disp	-	5,000.00	-	5,000.00	-	5,000.00
Inspection Services	-	4,000.00	850.00	3,150.00	-	3,150.00
Telephone	-	420.00	367.26	52.74	-	52.74
Sticker Printing	-	700.00	630.00	70.00	-	70.00
Maintenance	-	8,000.00	5,097.92	2,902.08	-	2,902.08
Recycling Total	-	254,705.00	207,677.64	47,027.36	7,000.00	40,027.36

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Cemetery Wages	-	31,988.00	30,462.38	1,525.62	-	1,525.62
Clerical Wages	-	3,981.00	3,965.52	15.48	-	15.48
Part-time Wages	-	14,800.00	8,660.82	6,139.18	-	6,139.18
Overtime	-	2,838.00	1,805.24	1,032.76	-	1,032.76
Electricity	-	390.00	193.45	196.55	-	196.55
Repair & Maintenance	-	3,000.00	940.80	2,059.20	-	2,059.20
Gas and Fuel	-	2,500.00	388.39	2,111.61	-	2,111.61
Materials	-	2,000.00	792.69	1,207.31	-	1,207.31
Small Equipment	-	2,000.00	1,065.14	934.86	-	934.86
ATM/5//18 Art 11						
Cemetery Map	2,150.00	-	-	2,150.00	2,150.00	-
Cemetery Total	2,150.00	63,497.00	48,274.43	17,372.57	2,150.00	15,222.57
Sanitarian/Admin	-	72,162.00	72,162.00	-	-	-
Clerical Wages	-	49,577.00	49,473.69	103.31	-	103.31
Nurse Wages	-	11,177.00	9,094.02	2,082.98	-	2,082.98
OSHA Coordinator	-	7,075.00	7,075.00	-	-	-
OSHA Training	-	2,500.00	-	2,500.00	-	2,500.00
Seminar Fees	-	950.00	472.95	477.05	-	477.05
Advertising	-	550.00	-	550.00	-	550.00
Contracted Services	-	6,200.00	4,736.00	1,464.00	-	1,464.00
Water Testing	-	700.00	403.00	297.00	-	297.00
OSHA Drug/Medical	-	1,000.00	-	1,000.00	-	1,000.00
Postage	-	550.00	511.15	38.85	-	38.85
Office Supplies	-	1,650.00	955.19	694.81	-	694.81
OSHA General Expense	-	3,000.00	2,818.23	181.77	-	181.77
Expenses	-	1,150.00	676.32	473.68	-	473.68

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Travel	-	1,900.00	901.94	998.06	-	998.06
Dues & Memberships	-	550.00	351.00	199.00	-	199.00
Board of Health Total	-	160,691.00	149,630.49	11,060.51	-	11,060.51
Social Service Agencies	-	2,500.00	2,500.00	-	-	-
Social Service Total	-	2,500.00	2,500.00	-	-	-
Director, part-time	-	30,954.00	30,929.11	24.89	-	24.89
Outreach/Coordinator	-	16,566.75	16,566.75	-	-	-
Van Driver Wages	-	2,246.25	137.70	2,108.55	-	2,108.55
COA Transportation	-	25,000.00	16,699.74	8,300.26	-	8,300.26
Utilities	-	6,125.00	5,450.19	674.81	-	674.81
Building Maint/Exp	-	19,000.00	16,498.21	2,501.79	700.00	1,801.79
COA Expenses	-	7,500.00	4,569.87	2,930.13	650.00	2,280.13
A26/17ATM Senior Center Generator	2,245.00	-	-	2,245.00	-	2,245.00
Council on Aging Total	2,245.00	107,392.00	90,851.57	18,785.43	1,350.00	17,435.43
Coordinator/Director	-	31,966.00	12,211.89	19,754.11	-	19,754.11
Office Supplies	-	2,000.00	277.24	1,722.76	-	1,722.76
Program Expenses	-	5,000.00	1,629.67	3,370.33	-	3,370.33
A23/FTM/11-19-19 Wages	-	145.35	145.35	-	-	-
Youth Dept Total	-	39,111.35	14,264.15	24,847.20	-	24,847.20
Regional Assessment	-	16,936.00	16,935.22	0.78	-	0.78
Ordinary Benefits	-	55,000.00	20,100.42	34,899.58	-	34,899.58
Vets Benefits Total	-	71,936.00	37,035.64	34,900.36	-	34,900.36

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Sanitation Facilities	-	3,500.00	1,955.95	1,544.05	-	1,544.05
Grove Maintenance	-	2,200.00	1,248.94	951.06	-	951.06
A23/17ATM Centennial Grove						
Master Plan	35,000.00	-	-	35,000.00	35,000.00	-
Centennial Grv Total	35,000.00	5,700.00	3,204.89	37,495.11	35,000.00	2,495.11
Library Director	-	55,559.00	55,559.00	-	-	-
Staff Wages	-	48,070.00	41,240.80	6,829.20	-	6,829.20
Copier	-	395.00	395.00	-	-	-
Telephone	-	850.00	741.40	108.60	-	108.60
Office Supplies	-	1,800.00	663.47	1,136.53	-	1,136.53
Technology	-	2,400.00	793.70	1,606.30	-	1,606.30
Library Programming	-	2,900.00	2,900.00	-	-	-
Materials	-	39,100.00	37,840.76	1,259.24	-	1,259.24
Travel	-	350.00	125.16	224.84	-	224.84
MVLC Membership	-	13,940.00	12,032.70	1,907.30	-	1,907.30
Printing	-	500.00	-	500.00	-	500.00
Library Total	-	165,864.00	152,291.99	13,572.01	-	13,572.01
Historical Commission						
Admin Expenses	-	1,000.00	-	1,000.00	-	1,000.00
Historical Com Total	-	1,000.00	-	1,000.00	-	1,000.00
Memorial Day Exp	-	900.00	892.30	7.70	-	7.70
Memorial Day Total	-	900.00	892.30	7.70	-	7.70

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Bond Principal	-	60,000.00	60,000.00	-	-	-
MERSD Debt Assessment –						
Principal	-	836,356.00	836,355.59	0.41	-	0.41
CWT-17-31 Article	-	8,090.00	-	8,090.00	-	8,090.00
MWPAT 97-1187 Art	-	26,194.00	26,194.00	-	-	-
Bond Principal Total	-	930,640.00	922,549.59	8,090.41	-	8,090.41
Bond Interest	-	8,400.00	8,400.00	-	-	-
MERSD Debt Assessment –						
Interest	-	637,882.23	637,882.23	-	-	-
Int Short Term Note	-	14,999.77	-	14,999.77	-	14,999.77
CWT-17-31 Article	-	4,400.00	-	4,400.00	-	4,400.00
Bond Interest Total	-	665,682.00	646,282.23	19,399.77	-	19,399.77
Retirement Bd Asst	-	540,714.00	531,025.60	9,688.40	-	9,688.40
Retirement Total	-	540,714.00	531,025.60	9,688.40	-	9,688.40
Workers Comp	-	31,504.00	16,014.00	15,490.00	-	15,490.00
Unemployment Claims	-	1,000.00	-	1,000.00	-	1,000.00
Workers Comp Total	-	32,504.00	16,014.00	16,490.00	-	16,490.00
Health Insurance	-	682,162.00	534,087.88	148,074.12	-	148,074.12
Health Insurance Total	-	682,162.00	534,087.88	148,074.12	-	148,074.12
FICA	-	81,300.00	79,925.54	1,374.46	-	1,374.46
FICA Total	-	81,300.00	79,925.54	1,374.46	-	1,374.46
Subtotal General Fund	199,436.70	16,443,545.50	15,334,119.42	1,308,862.78	290,178.00	1,018,684.78

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
COMMUNITY PRESERVATION FUND						
A12/11-16-15FTM Spring Street Fence Add'l	3,170.00	-	-	3,170.00	3,170.00	-
A24/05-06-19--ATM Ancient Cemetery Headstones Rpr	-	7,900.00	7,900.00	-	-	-
A24/05-06-19 Essex Housing Paving Project	-	58,235.00	58,235.00	-	-	-
A12/11-16-15FTM Preserve T.H. Vault Items	8,953.78	-	162.84	8,790.94	8,790.94	-
CPC Admin Expenses	-	9,665.00	2,255.00	7,410.00	-	7,410.00
ATM05/18 ART 23 Housing Auth Painting	24,411.50	-	24,411.50	-	-	-
ATM05/20 ART 24 Housing Auth Painting Completion	-	7,500.00	5,588.50	1,911.50	1,911.50	-
ATM05/18 ART 23 School House	-	11,181.00	-	11,181.00	11,181.00	-
Subtotal Com Pres Act	36,535.28	94,481.00	98,552.84	32,463.44	25,053.44	7,410.00
CAPITAL PROJECTS						
Chapter 90 Expenses	-	26,881.95	26,881.95	26,881.95	-	-
Boardwalk Seaport Grt	23,123.37	-	-	23,123.37	23,123.37	-
Town Hall Repairs	1,765.23	-	-	1,765.23	1,765.23	-
A10/16ATM Conomo Point Waterfront Access	43,818.22	-	-	43,818.22	43,818.22	-

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Municipal Safety Bldg	902,389.89	15,500,000.00	4,615,681.60	1,786,708.29	1,786,708.29	-
Subtotal Capital Prts	971,096.71	15,526,881.95	4,642,563.55	11,882,297.06	11,855,415.11	-

WATER ENTERPRISE

Superintendent Salary	-	15,186.00	14,648.30	537.70	-	537.70
Asst. Superintendent	-	60,360.00	51,027.37	9,332.63	-	9,332.63
Clerical Wages	-	21,999.00	21,891.60	107.40	-	107.40
Part-time Wages	-	8,000.00	6,532.01	1,467.99	-	1,467.99
Operator/Tech Wages	-	39,759.00	38,604.80	1,154.20	-	1,154.20
Operator Wages	-	142,927.00	139,469.37	3,457.63	-	3,457.63
Overtime	-	24,830.00	23,117.77	1,712.23	-	1,712.23
Sick Leave Buyback	-	4,000.00	3,421.18	578.82	-	578.82
Health Insurance	-	49,324.00	45,340.68	3,983.32	-	3,983.32
Workers' Comp	-	5,700.00	5,126.00	574.00	-	574.00
Retiremt Bd Assnt	-	63,613.00	62,473.60	1,139.40	-	1,139.40
FICA	-	4,790.70	4,790.70	-	-	-
Electricity	-	59,620.79	50,500.27	9,120.52	-	9,120.52
Vehicle Maintenance	-	2,000.00	844.38	1,155.62	-	1,155.62
Sludge Removal	-	14,000.00	14,000.00	-	-	-
Seminar Fees	-	1,700.00	685.00	1,015.00	-	1,015.00
Drug & Alcohol Testing	-	300.00	82.50	217.50	-	217.50
Well Cleaning	-	19,000.00	11,454.00	7,546.00	-	7,546.00
EPA State Testing	-	4,700.00	4,039.39	660.61	-	660.61
Contracted Services	-	7,000.00	7,000.00	-	-	-
Backflow Testing	-	2,200.00	1,700.00	500.00	-	500.00
Telephone	-	3,300.00	2,506.95	793.05	-	793.05

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Fuel	-	9,000.00	8,054.61	945.39	-	945.39
Office Supplies	-	6,500.00	6,476.00	24.00	-	24.00
Vehicle Fuel	-	7,500.00	7,438.54	61.46	-	61.46
Tools & Supplies	-	4,197.36	4,197.36	-	-	-
Chemicals	-	78,577.97	68,966.62	9,611.35	5,075.00	4,536.35
Lab Supplies	-	3,800.00	3,800.00	-	-	-
Other Maintenance	-	37,215.51	37,215.51	-	-	-
Materials	-	3,928.67	3,928.67	-	-	-
Meter Reading Units	-	1,500.00	984.64	515.36	-	515.36
Pipe Fittings & Meters	-	9,000.00	9,000.00	-	-	-
Clothing Allowance	-	1,500.00	1,500.00	-	-	-
Dues & Memberships	-	2,500.00	2,490.52	9.48	-	9.48
Liability Insurance	-	20,796.00	20,796.00	-	-	-
Bond Principal	-	30,000.00	30,000.00	-	-	-
Bond Interest	-	1,970.00	1,970.00	-	-	-
Principal and Interest on Short Term Note	-	13,718.00	13,717.72	0.28	-	0.28
A14/17ATM Water System						
Disinfection Study	70,000.00	-	-	70,000.00	70,000.00	-
A19/FTM/11-19-19 Water						
Plant Roof	60,000.00	-	5,000.00	55,000.00	55,000.00	-
Chemicals	-	8,550.00	8,550.00	-	-	-
Subtotal Water						
Enterprise	130,000.00	794,563.00	743,342.06	181,220.94	130,075.00	51,145.94

<u>Account Description</u>	<u>FY19 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encum- brances</u>	<u>Closed Balance</u>
Sewer Enterprise						
Superintendent Salary	-	15,186.00	14,648.30	537.70	-	537.70
Sewer Chief Operator	-	9,631.20	8,448.84	1,182.36	-	1,182.36
Clerical Wages	-	20,784.00	19,842.96	941.04	-	941.04
Plant Sys II/WW Tech	-	39,406.71	38,614.80	791.91	-	791.91
Operator/Tech Salary	-	38,680.29	38,680.29	-	-	-
Overtime	-	20,877.80	20,877.80	-	-	-
Sick Leave Buyback	-	1,650.00	1,650.00	-	-	-
Health Insurance	-	33,953.00	24,320.64	9,632.36	-	9,632.36
Workers Comp	-	2,800.00	2,362.00	438.00	-	438.00
Retirement Bd Assess	-	31,807.00	31,236.80	570.20	-	570.20
FICA	-	2,524.00	2,184.42	339.58	-	339.58
Electricity	-	38,000.00	31,759.28	6,240.72	-	6,240.72
Vehicle Maintenance	-	1,800.00	736.32	1,063.68	-	1,063.68
Seminar Fees	-	400.00	-	400.00	-	400.00
Drug & Alcohol Testing	-	240.00	-	240.00	-	240.00
Gloucester Usage Fee	-	488,000.00	331,924.92	6,075.08	125,000.00	31,075.08
Backflow Testing	-	850.00	850.00	-	-	-
Telephone	-	2,100.00	1,635.03	464.97	-	464.97
Fuel	-	3,500.00	3,492.64	7.36	-	7.36
Supplies/SCADA	-	8,150.00	7,229.38	920.62	-	920.62
Vehicle Fuel	-	3,500.00	2,786.97	713.03	-	713.03
Tools & Supplies	-	7,500.00	5,420.57	2,079.43	-	2,079.43
Chemicals	-	6,200.00	4,254.36	1,945.64	-	1,945.64
Other Maintenance	-	108,000.00	106,663.25	1,336.75	-	1,336.75

Materials	-	1,500.00	1,075.87	424.13	-	424.13
Clothing Allowance	-	500.00	500.00	-	-	-
Dues & Memberships	-	200.00	60.00	140.00	-	140.00
Liability Insurance	-	4,300.00	2,594.00	1,706.00	-	1,706.00
MWPAT Debt Adm & Orig Fees	-	11,083.00	11,080.75	2.25	-	2.25
Bond Principal	-	1,192,813.00	1,192,812.41	0.59	-	0.59
Bond Interest	-	47,787.00	40,150.04	7,636.96	-	7,636.96
Sewer System Repair	100,000.00	-	68,356.11	31,643.89	31,643.89	-
Enc. Wastewater Exp – Contract w/Gloucester	20,000.00	-	20,000.00	-	-	-
Sub total Sewer Enterprise	120,000.00	2,143,723.00	2,036,248.75	227,474.25	156,643.89	70,830.36
GRAND TOTAL ALL FUNDS	1,457,068.69	35,003,194.45	22,854,826.62	13,632,318.47	12,142,134.00	1,490,184.47

Combined Balance Sheet 6/30/2020

ASSETS	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Long-term Debt	Totals
Cash and Cash Equivalents	3,608,261.83	6,336,367.09	11,865,233.44	2,530,269.61	1,488,072.88		25,828,204.85
Receivables:							
Personal Property Taxes	3,144.41						3,144.41
Real Estate Taxes	225,992.25						225,992.25
Deferred Taxes Betterments				12,698.43			12,698.43
Departmental Rec		46,356.81			25,092.53		71,449.34
Special Assessments Betterments Due				17,455.16			17,455.16
Betterments Not Yet Due	17,959.25	287,880.56		4,734,552.95			5,040,392.76
CPA		2,535.58					2,535.58
Tax Title	460,622.33	847.00		14,950.59			476,419.92
Tax Liens				2,395.78			2,395.78
Taxes in Litigation	331,502.89	1,329.87		62,963.34			395,796.10
Tax Foreclosures	446,634.46						446,634.46
Motor Vehicle Excise	76,216.66						76,216.66
Other Excises	4,516.17						4,516.17
Other Receivables		380,000.00					380,000.00
Overlay	(122,468.68)						(122,468.68)
Utility Receivable				647,419.92			647,419.92
Amounts to be provided - payment of bonds						19,354,796.00	19,354,796.00
Total Assets	5,052,381.57	7,055,316.91	11,865,233.44	8,022,705.78	1,513,165.41	19,354,796.00	52,863,599.11
LIABILITIES							
Def Real and Personal Prop Taxes	106,667.98						106,667.98
Def Revenue Other	4,516.17						4,516.17
Def Betterments	17,959.25	287,880.56		4,764,706.54			5,070,546.35
Def Liens				2,395.78			2,395.78
Def Revenue - C.P.A. Surcharge		2,535.58					2,535.58
Def Revenue - MVE	76,216.12						76,216.12
Def Revenue - Tax Title	460,622.33	847.00		14,950.59			476,419.92
Def Rev Utility				647,419.90			647,419.90
Def Revenue - Taxes in Litigation		1,329.87					1,329.87
Def Revenue - Taxes in Foreclosure	446,634.46						446,634.46
Def Rev Department		426,356.81			25,092.53		451,449.34
Def Revenue - Taxes in Litigation	331,502.89						331,502.89
Def Revenue - Taxes in Litigation				62,963.34			62,963.34
Other Liab	14,659.85						14,659.85
P/R Withholding	14,234.63						14,234.63
Warrants Payable	493,326.57						493,326.57
Agency Liability					(16,630.47)		(16,630.47)
Bonds Payable						19,354,796.00	19,354,796.00
Total Liabilities	1,966,340.25	718,949.82	0.00	5,492,436.15	8,462.06	19,354,796.00	27,540,984.28
FUND EQUITY							
Reserved for Debt - Sewer Betterments				1,739,475.00			1,739,475.00
Reserved for Encumbrances	290,178.00	732,160.59		286,718.89			1,309,057.48
Reserved for Petty Cash	795.00			50.00			845.00
Reserve for Expenditures	57,000.00						57,000.00
Undesignated Fund Balance	2,738,068.32	5,604,206.50	11,865,233.44	504,025.74	1,504,703.35		22,216,237.35
Total Fund Equity	3,086,041.32	6,336,367.09	11,865,233.44	2,530,269.63	1,504,703.35	0.00	25,322,614.83
Total Liabilities and Fund Equity	5,052,381.57	7,055,316.91	11,865,233.44	8,022,705.78	1,513,165.41	19,354,796.00	52,863,599.11

OFFICE OF THE TOWN CLERK & BOARD OF REGISTRARS

The Town Clerk's office had a busy year with four Town Meetings: a Special Town Meeting (February 11, 2019), the Annual Town Meeting (May 6, 2019), a Special Town Meeting (September 23, 2019), and the Fall Town Meeting (November 18, 2019), as well as the Annual Town Election (May 13, 2019).

We put forward, and Town Meeting approved, raising certain fees in the Clerk's office to better align with our actual costs as well as fees being charged in other communities: Certified Birth, Death and Marriage Certificate fees were raised from \$2.00 to \$10.00, Marriage Intention fees were raised from \$4.00 to \$20.00, and Business Certificates were raised from \$10 to \$25. We also have changed the renewal period for Resident Parking stickers to align with the Transfer Station sticker renewal period.

Other projects undertaken during the year included researching and updating Acts Accepted and Special Legislation approved for the Town of Essex, continued vault work, and reorganizing Planning Board and ZBA files.

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 the residents of the Town who come down to participate.

Business Certificates (d/b/a registration): 45 Certificates issued

Dog Licensing:

724 Dog Licenses issued

4 Kennel Licenses issued

Raffle Permits: 1 Permit issued

Resident Parking Stickers

170 Resident Stickers issued

47 Senior Stickers issued

Shellfish Licensing

83 Resident Annual Recreational Shellfish Permits issued

27 Non-resident Annual Recreational Shellfish Permits issued

20 Non-resident Daily Recreational Shellfish Permits issued

101 Commercial Shellfish Permits issued, of those:

68 Commercial Permits issued

13 Senior Permits issued

20 Student Permits issued

6 Sea Worm and Eel Permits issued

Vital Records

26 Children were born to Essex residents
36 Essex residents passed in 2019
12 Couples filed their marriage intentions in the Town of Essex in 2019
10 Marriages were recorded in 2019

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](https://www.RegisterToVoteMA.com)

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

STATE PRESIDENTIAL PRIMARY ELECTION

Tuesday, March 3, 2020

Total Registered Voters: 2771
Total Votes Cast: 1359
Percent Voted: 49%

DEMOCRAT RESULTS

Presidential Preference		Town Committee	
DEVAL PATRICK	3	GROUP	443
AMY KLOBUCHAR	16	CARLA C. CHRISTENSEN	567
ELIZABETH WARREN	210	PHYLLIS LELAND	479
MICHAEL BENNET	0	VINCENT W. CARAVELLA	541
MICHAEL R. BLOOMBERG	151	RACHEL K. FITZGIBBON	528
TULSI GABBARD	12	KATHRIN S. RUEDA	439
CORY BOOKER	0	CLIFFORD AGELOFF	492
JULIAN CASTRO	0	SUSAN SCOTT ROBINSON	496
TOM STEYER	2	JANET CARLSON-FREED	486
BERNIE SANDERS	278	MARCIA L. GREENBAUM	459
JOSEPH R. BIDEN	383	LOUIS JORDAN IRWIN	402
JOHN K. DELANEY	0	MARY V. JENNEY HARKNESS	440
ANDREW YANG	1	LYNNE A. HAVIGHURST	458
PETE BUTTIGIEG	23	JOHN A. HAVIGHURST	443
MARIANNE WILLIAMSON	1	WRITE-INS	3
NO PREFERENCE	0	BLANKS	292
WRITE-INS	1		
BLANKS	1		

State Committee Man
THOMAS E. LAWNSBY **756**
 WRITE-INS 0
 BLANKS 326

State Committee Woman
CARLA C. CHRISTENSEN **814**
 WRITE-INS 0
 BLANKS 268

A True Copy
 Attest:
 Pamela B. Thorne
 Town Clerk, Essex, MA
 Friday, March 6, 2020

STATE PRESIDENTIAL PRIMARY ELECTION

Tuesday, March 3, 2020

REPUBLICAN RESULTS

Presidential Preference
 WILLIAM F. WELD 43
 JOE WALSH 1
DONALD J. TRUMP **220**
 ROQUE 'ROCKY' DELAFUENTE 0
 NO PREFERENCE 1
 WRITE-INS 3
 BLANKS 1

State Committee Woman
AMANDA KESTERSON **182**
 LAURA M. SAPIENZA-GRABSKI 45
 WRITE-INS 0
 BLANKS 42

Town Committee
 WRITE-INS 6
 BLANKS 263

State Committee Man
RICHARD A. BAKER **180**
 JEFFREY R. YULL 53
 WRITE-INS 0
 BLANKS 36

STATE PRESIDENTIAL PRIMARY ELECTION

Tuesday, March 3, 2020

GREEN RAINBOW RESULTS

Presidential Preference
 DARIO HUNTER 0
 SEDINAM KINAMO CHRISTIN 1
 MOYOWASIFZA-CURRY 1
 KENT MESPLAY 0
 HOWARD HAWKINS 0
 NO PREFERENCE 0
 WRITE-INS 0
 BLANKS 1

State Committee Woman
 WRITE-INS 0
 BLANKS 1

Town Committee
 WRITE-INS 0
 BLANKS 1

State Committee Man
 WRITE-INS 0
 BLANKS 1

STATE PRESIDENTIAL PRIMARY ELECTION

Tuesday, March 3, 2020

LIBERTARIAN RESULTS

Presidential Preference		State Committee Man	
ARVIN VOHRA	1	WRITE-INS	0
VERMIN LOVE SUPREME	3	BLANKS	7
JACOB GEORGE HORNBERGER	0		
SAMUEL JOSEPH ROBB	0	State Committee Woman	
DAN TAXATION IS THEFT		WRITE-INS	0
BEHRMAN	2	BLANKS	7
KIMBERLY MARGARET RUFF	1		
KENNETH REED ARMSTRONG	0	Town Committee	
ADAM KOKESH	0	WRITE-INS	0
JO JORGENSEN	0	BLANKS	7
MAX ABRAMSON	0		
NO PREFERENCE	2		
WRITE-INS	0		
BLANKS	0		

Annual Town Meeting

(Postponed from May 4, 2020 and June 15, 2020)

June 13, 2020

Minutes

The June 13, 2020 Annual Town Meeting of the Town of Essex, held outside at the Essex Elementary School, 12 Story Street, was called to order at 10:00 a.m. by Moderator Jeffrey D. Jones. A quorum of 177 voters was present for the meeting. Because of the Coronavirus pandemic, the Annual Town Meeting was postponed from May 4, 2020 to June 15, 2020, and the Town Meeting Warrant was duly signed and posted for a date of June 15, 2020. The Moderator then declared a Recess and Continuance of the June 15th meeting date to a new date of June 13, 2020 so that the meeting could be safely held outside.

The following people were appointed as Tellers: Christina Bruce, Karen Greene, Rebecca Jones and Kathy McKinnon.

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 memorium of those town officials who have passed since the last Town Meeting:

Dana Carter	Leslie Harris
George V. Enos	David J. Lane
Joseph A. Ginn III	

The Moderator thanked the following individuals, who are not seeking re-election this year, for their service to the Town:

Andrew Spinney – Board of Selectmen
Rachel Fitzgibbon – School Committee
Dexter Doane – Planning Board

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

Action: *Approved Unanimously declared by the Moderator*

Benjamin Buttrick, Chair of the Finance Committee, declared the Committee supports approval of all monetary articles being put before Town Meeting.

ARTICLE 1: TOWN OFFICERS

To see if the Town will vote to determine the manner of electing or choosing all other Town Officers usually elected or chosen at the Annual Town Meeting and take any appropriate action to elect such officers.

Motion: Ruth R. Pereen moved that the Town authorize the Board of Selectmen to appoint a Surveyor of Bark and Lumber. The motion was duly seconded.

Action: *Approved Unanimously declared by the Moderator*

ARTICLE 2: TOWN REPORTS

To hear and receive the Reports of the Town Officials and Committees, and also to consider and receive any Reports contained in the Annual Town Report; or take any other action relating thereto.

Motion: Andrew C. Spinney moved that the Town receive the Reports of the Town Officials, Boards, and Committees contained in the Annual Town Report. The motion was duly seconded.

Action: *Approved Unanimously declared by the Moderator*

ARTICLE 3: FY2021 WAGE AND SALARY SCALE

To see if the Town will amend or revise the Wage and Salary scale for fiscal year 2021 in accordance with the recommendations of the Personnel Board Report, a copy of which is on file in the Town Clerk's office and is incorporated herein by reference; or take any other action relating thereto.

Motion: Peter D. Phippen moved that the Town vote to approve the Wage and Salary scale for fiscal year 2021 in accordance with the recommendations of the Personnel Board Report. The motion was duly seconded.

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

ARTICLE 4: FY2021 ELECTED OFFICERS SALARY AND COMPENSATION

To see if the Town will vote to 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 2021 in accordance with the recommendations of the Personnel Board Report, a copy

of which is on file in the Town Clerk's office and is incorporated herein by reference; or take any other action relating thereto.

Motion: Peter D. Phippen moved 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 2021 in accordance with the recommendations of the Personnel Board Report. The motion was duly seconded.

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

ARTICLE 5: FY2021 PAYMENTS TO MA CLEAN WATER TRUST

To see if the Town will vote to transfer from the Town Septic Betterment Fund a sum of money for the purpose of making necessary payments to the Massachusetts Clean Water Trust during fiscal year 2021 in accordance with the terms of repayment for Community Septic Management Program loan funds; or take any other action relating thereto.

Motion: Ruth R. Pereen moved that the Town vote to transfer from the Town Septic Betterment Fund the sum of \$26,027 for the purpose of making necessary payments to the Massachusetts Clean Water Trust during fiscal year 2021 in accordance with the terms of repayment for Community Septic Management Program loan funds. The motion was duly seconded.

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

ARTICLE 6: FINANCE COMMITTEE REPORT – FY2021 APPROPRIATION

To hear and act upon the Report of the Finance Committee and to vote to raise and appropriate or transfer from available funds a sum of money for the Town charges and expenditures for the ensuing year, 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; or take any other action relating thereto.

Motion: Benjamin Buttrick moved that the Town vote to appropriate the sum of \$8,462,267 as follows: a) raise by taxation the sum of \$2,132,143 for debt repayment, principal and interest; b) transfer from the Cemetery Sale of Lots Fund the sum of \$1,800 to the Cemetery Budget; c) transfer from the Cemetery Lot Care Fund the sum of \$11,528 to the Cemetery Budget; d) transfer from the Town Technology Fund the sum of **\$5,500** to the Town IT Budget; e) transfer from the Ambulance Fund the sum of \$50,000 to the Ambulance Budget; f) transfer from the Street Lighting Fund the sum of \$3,000 to the Street Lighting Maintenance and Repair Budget; and g) to raise by taxation the sum of \$6,258,296 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; and further, to authorize the Board of Selectmen to deny payment of any expenditure, with fair warning to the affected departments, should it be necessary to exercise fiscal constraint in the face of revenue reductions resulting from the ongoing COVID-19 crisis, all in accordance with the Board's authority under Section 52 of Chapter 41 of the General Laws. The motion was duly seconded.

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

ARTICLE 7: FY2020 SEWER ENTERPRISE FUND

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of funding the Sewer Enterprise Fund for the remainder of fiscal year 2020; or take any other action relating thereto.

Motion: Trescott Dewitt moved that Article 7 be indefinitely postponed. The motion was duly seconded.

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

ARTICLE 8: FY2021 SEWER ENTERPRISE FUND

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of funding the Sewer Enterprise Fund for fiscal year 2021; or take any other action relating thereto.

Motion: Trescott Dewitt moved that the Town vote to appropriate the sum of \$2,196,676 for the Sewer Enterprise Fund Budget as follows: a) debt repayment, principal and interest – the sum of \$910,551 from sewer betterments and the sum of \$328,911 to be raised by taxation; and b) funds to be allocated between the salaries and expenses of the Sewer Department – \$957,214 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 Sewer Department from salary lines to salary lines and from expense lines to expense lines. The motion was duly seconded.

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

ARTICLE 9: FY2020 WATER ENTERPRISE FUND

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of funding the Water Enterprise Fund for the remainder of fiscal year 2020; or take any other action relating thereto.

Motion: Trescott Dewitt moved that Article 9 be indefinitely postponed. The motion was duly seconded.

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

ARTICLE 10: FY2021 WATER ENTERPRISE FUND

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purpose of funding the Water Enterprise Fund for fiscal year 2021; or take any other action relating thereto.

Motion: Trescott Dewitt moved that the Town vote to appropriate the sum of \$807,145 for the Water Enterprise Fund Budget as follows: a) debt repayment, principal and interest – the sum of \$13,186 from water betterments and the sum of \$31,370 from departmental receipts; and b) funds to be allocated between the salaries and expenses of the Water Department – \$762,589 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. The motion was duly seconded.

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

ARTICLE 11: FY2021 ASSESSMENT FOR MANCHESTER ESSEX REGIONAL SCHOOL DISTRICT

To see if the Town will vote to approve the Gross Operating and Maintenance Budget of the Manchester-Essex Regional School District, and raise and appropriate or transfer from available funds a sum of money for the Town's assessment from the District - said sum to be calculated solely in accordance with the "Agreement Between the Towns of Essex and Manchester-by-the-Sea, Massachusetts with Respect to the Formation of a Regional School District", as most recently amended, by invoking and approving the provision found in paragraph four of 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 twenty; or take any other action relating thereto.

Motion: Rachel Fitzgibbon moved that the Town vote to raise and appropriate the sum of \$8,364,966 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 twenty. The motion was duly seconded.

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

ARTICLE 12: FY2021 ASSESSMENT FOR ESSEX NORTH SHORE AGRICULTURAL AND TECHNICAL SCHOOL DISTRICT

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money 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, 2020; or take any other action relating thereto.

Motion: Ruth Pereen moved that the Town vote to raise and appropriate the sum of \$237,681 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, 2020. The motion was duly seconded.

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

ARTICLE 13: SENIOR REAL ESTATE TAX EXEMPTION

To see if the Town will vote, pursuant to the provisions of G.L. c. 59, sec. 5, clause 41C, to decrease the eligibility age from 70 years of age to 65 years of age and increase the real property tax exemption for individuals who meet certain ownership, occupancy, income, and other requirements, to one thousand dollars (\$1,000) and further to increase the asset (whole estate, real and personal) eligibility limit from \$28,000 to \$40,000 for a single taxpayer and from \$30,000 to \$55,000 if married, and increase the yearly gross receipts eligibility requirement from \$13,000 to \$20,000 for a single taxpayer and from \$15,000 to \$30,000 if married, or take any other action relative thereto.

Motion: Ruth R. Pereen, move that the Town vote, pursuant to the provisions of G.L. c. 59, sec. 5, clause 41C, to decrease the eligibility age from 70 years of age to 65 years of age and increase the real property tax exemption for individuals who meet certain ownership, occupancy, income, and other requirements, to one thousand dollars (\$1,000) and further to increase the asset (whole estate, real and personal) eligibility limit from \$28,000 to \$40,000 for a single taxpayer and from \$30,000 to \$55,000 if married, and increase the yearly gross receipts eligibility requirement from \$13,000 to \$20,000 for a single taxpayer and from \$15,000 to \$30,000 if married. The motion was duly seconded.

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

ARTICLE 14: ESSEX DOWNTOWN ZONING DISTRICT BYLAW

To see if the Town will vote to amend Chapter 6 by adding new section, 6-15 Essex Downtown Zoning District to the Town of Essex Zoning By-law.

6-15 Essex Downtown Zoning District.

6-15.1. Purpose:

The purpose of the Essex Downtown Zoning District is to facilitate reduced dimensional requirements for the area designated and provide as matter of right the ability to have mixed use, Business and Residential, subject to the requirements below, while minimizing disruption to the existing building configurations.

6-15.2. Establishment:

Essex Downtown Zoning District is a zoning district shown in Section 6-15.8. The Essex Downtown Zoning District is subject to all provisions of Chapter VI of the Essex bylaws except as specifically defined below.

6-15.3. Definitions:

In addition to the definitions set forth in Section 6-2.2 of the Zoning By-Law, the following definitions shall apply only in the Essex Downtown Zoning District:

1. Mixed-Use – a single structure featuring non-residential on the first floor and one or more residential units on any other floor.
2. Impervious Surface Coverage – The percentage of the lot area covered by impervious surface.

6-15.4. Permitted Principal Uses:

1. Residential – Single and Two Family
2. Residential – Dwelling Units and Apartments (as a part of mixed-use)
3. Business--
4. Mixed-Use: Two or more permitted principal uses occupying the same land or building, each of which is independent of and unrelated to the other. (As of Right with Site Plan Review/Special Permit)
5. Motel and Hotel (with Special Permit)
6. Industrial – Class B
7. Municipal: Park and Recreational - Municipal uses, including but not limited to, parks, playgrounds, off-street parking facilities and public recreational areas, are permitted (As of Right with Site Plan Review/Special Permit).
8. Storage – Storage buildings or structures are permitted and are restricted to non-commercial storage uses of any type.

6-15.5 Table of Dimensional Requirements

Table 1:

Principal Buildings	Residential Single and Two Family	Residential Multi-Family	Business	Motel and Hotel	Industrial, Class A	Industrial, Class B	Mixed-Use
Minimum Lot Area (sq. ft.)	10,000 sq. ft.	10,000 sq. ft.	10,000 sq. ft.	90,000 sq. ft.	Not permitted	10,000 sq. ft.	10,000 sq. ft.
Minimum Lot Frontage (feet)	75 ft.	75 ft.	75 ft.	200 ft.		75 ft.	75 ft.
Minimum Lot Depth (feet)	100 ft.	100 ft.	100 ft.			100 ft.	100 ft.
Minimum Front Yard, All Buildings	0-25 ft. Note #1	50 ft.	0-25 ft. Note #1	100 ft.		50 ft. (>10,000 sq. ft.)	0-25 ft. Note #1
Minimum Lot Width (feet)	75 ft.	75 ft.	75 ft.			75 ft.	75 ft.
Minimum Side Yard	6 ft. Note #2	30 ft.	6 ft. Note #2	50 ft.		30 ft.	6 ft. Note #2
Minimum Rear Yard	30 ft.	30 ft.	30 ft.	100 ft.		30 ft.	30 ft.
Maximum Building Height (feet)	35 ft. Note #3	35 ft.	35 ft. Note #3			35 ft. Note #3	35 ft. Note #3
Maximum Lot Coverage; Structures	50 % Note #4, 5	50 % Note #4,5	50% Note #4,5	50% Note#4,5		50 % Note #4,5	50% Note #4,5
As of Right with Site Plan Review/ Special Permit	As of Right with Site Plan Review	3-4 units As of Right; 5 or more units with Special Permit	As of Right with Site Plan Review	Special Permit		As of Right with Site Plan Review	As of Right with Site Plan Review; 4 or more residential units with Special permit

Accessory Buildings / Structures:

Residential and Mixed use only

Prohibited in front yard

Max number per Lot 2 (Two)

Max Height 15 feet

Minimum Side yard 5 feet

Minimum Rear Yard 5 feet

Note #1: If the adjacent buildings are setback at a distance other than the minimum front yard requirement of 0-ft, but not more than 25 feet, infill buildings shall match the setback from the front lot line of the immediately adjacent buildings. If the setbacks do not match, the infill building may match one or the other, or an average of the two adjacent building setbacks, but in no instance shall any building have a front yard setback of more than 25 feet.

Note #2: If a side yard includes a driveway or parking space, the Minimum Side Yard dimension shall be increased from 6 ft. to 14 ft., consistent with 6-6 Off-Street Parking and Loading requirements.

Note #3: Maximum Building Height for new Mixed-Use development 40 ft., Approval of greater than 35 ft. subject to Special Permit.

Note #4: Lots larger than 60,000 sq. ft. will be required to maintain Maximum Lot Coverage of structures at the current standard of 25%.

Note #5: Max. Lot Coverage: Structures and impervious surfaces allowed to 75% of area, Lots larger than 60,000 sq. ft. allowed up to 50% of area.

6-15-5. Parking Requirements:

- A. Parking requirements will be subject to the requirements of 6-6, except for Mixed use residential which will require 1 parking spot for each bedroom and 6-6 required parking for the Business use created.

6-15.6. Permitted Accessory Structures:

- A. Accessory Buildings or Structures – Accessory Buildings or Structures are permitted as of right, subject to the following limitations:
 - a. A maximum of two Accessory Buildings and/or Structures per lot;
 - b. Maximum permitted height of 15 feet.
 - c. Minimum side or rear yard setback of 5 feet.
 - d. Allowed on Residential and Mixed-Use lots only
 - e. Prohibited from Front Yard

6-15.7 Regulation of Nonconforming Lots, Structures:

Reconstruction, alterations, extensions and/or additions to such nonconforming lots and structures are subject to the following:

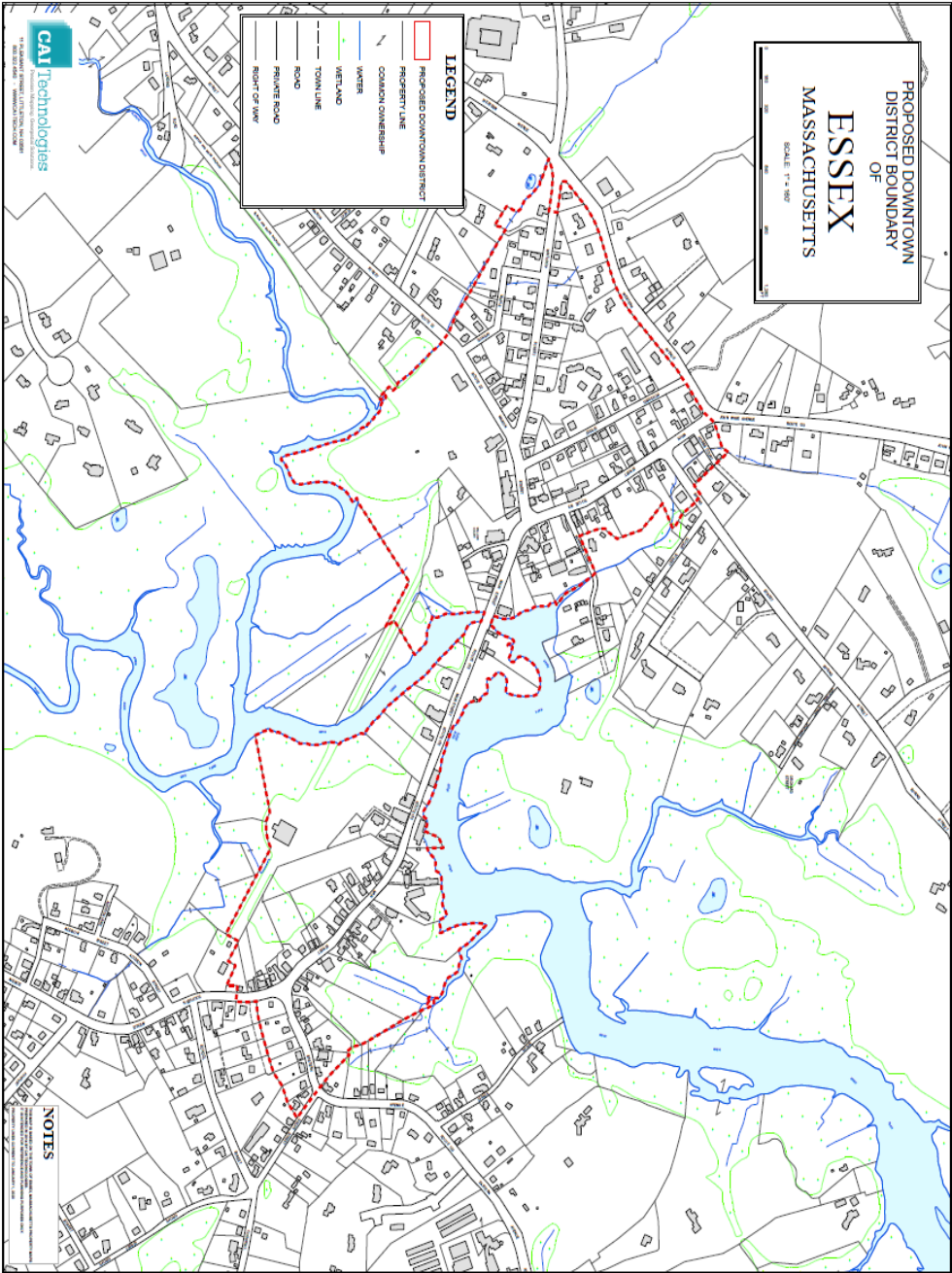
A. Special Permit Changes:

- i. Any reconstruction, alteration, extension or addition to an existing residential structure that increases or intensifies an existing nonconformity, but does not create a new nonconformity, may be allowed by the Planning Board by a Special Permit, provided that the Planning Board finds that such reconstruction, alteration, extension or addition is not substantially more detrimental to the neighborhood than the existing structure.
- ii. For an existing non-residential structure on a conforming lot, any reconstruction, alteration, extension or addition that complies with the dimensional requirements in Table 1 may be allowed by the Planning Board by a special permit, provided that the Planning Board finds that such reconstruction, alteration, extension or addition is not substantially more detrimental to the neighborhood than the existing structure.

B. Variance Changes:

- i. Any reconstruction, alteration, extension or addition to an existing residential structure that creates a new nonconformity shall require a variance from the Board of Appeals.
- ii. Any reconstruction, alteration, extension or addition to an existing non-residential structure on a non-conforming lot, and any such reconstruction, alteration, extension or addition to an existing non-residential structure on a conforming lot that does not comply with the dimensional requirements in Table 1, shall require a variance from the Board of Appeals.

6-15.8 Map of Essex Downtown Zoning District



Motion #1: Kim Drake moved that the Town vote to amend Chapter 6 of the Town's zoning bylaws by adding new section, 6-15 Essex Downtown Zoning District to the Town of Essex Zoning Bylaw as shown in Article 14 of the Annual Town Meeting Warrant. The motion was duly seconded.

Motion #2: Mark Renzi moved that Article 14 be postponed. The motion was duly seconded.

Action Motion #2: *Approved by the Majority declared by the Moderator*

The following vote was taken just before the conclusion of Town Meeting but is included here for ease of reference.

Westley Burnham moved to reconsider the vote on Article 14, Motion #2. The motion was duly seconded.

Action to Reconsider Article 14, Motion #2: *Did Not Prevail 33 Yes 54 No*

ARTICLE 15: MARIJUANA – COMMERCIAL LICENSING BYLAW

To see if the Town will vote to add a new section 4-17 to the Town bylaws requiring licensing for all marijuana-related commercial activity in Essex, as follows:

4-17.1 Marijuana License Required. No person shall carry on the business operating an Adult Use Marijuana Establishment as defined in G.L. c.94G and 935 CMR 500, including the cultivation, processing, packaging, delivering, manufacturing, branding, selling or otherwise transferring or testing marijuana or marijuana products within the Town unless first duly licensed thereof by the Board of Selectmen, which license shall be renewed by said Marijuana Establishment annually.

4-17.2 Host Community Agreement Required. Any Marijuana Establishment operating within the Town shall at all times have a valid Host Community Agreement and operate in accordance with the terms and provisions thereof.

4-17.3 Regulations. The Board of Selectmen may adopt rules and regulations related to the issuance of such licenses, including the fees to be paid therefore and the conditions to be satisfied by any applicant for such a license.

4-17.4 Applications. Applicants for a license shall file an application on a form provided by the Board of Selectmen, signed under the penalties of perjury by the applicant, containing such information as the Board of Selectmen may reasonably require from time to time. Each applicant shall pay an application fee as may be reasonably determined from time to time by the Board of Selectmen.

4-17.5 Hearing. The Board of Selectmen must act upon the application within 65 days of a public hearing with due written notice provided to the applicant of the time, date and location where such application will be heard.

4-17.6 Enforcement. The Board of Selectmen may issue orders as appropriate to aid in the enforcement of this regulation and may enforce these provisions in equity, including the request for injunctive relief, in a court of competent jurisdiction. Any failure to comply with any order issued hereunder shall result in the issuance of a formal warning. Any failure to comply with such a warning shall result in a fine of \$100.00. Any failure to comply after the issuance of said final fine may be punishable by a subsequent fine of \$300.00. Each day of a continued non-compliance shall constitute a separate violation. Further, the Board of Selectmen may hold a hearing, with notice to the licensee, to determine if such license should be modified, suspended or revoked.

; or take any other action relating thereto.

Motion: Antonella Muniz moved that the Town vote to add a new section 4-17 to the Town bylaws requiring licensing for all marijuana-related commercial activity in Essex, as shown in Article 15 of the Annual Town Meeting Warrant. The motion was duly seconded.

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

ARTICLE 16: MARIJUANA – COMMERCIAL LICENSING LIMITATION BYLAW

To see if the Town will vote to amend the Bylaw, Section 4-17 MARIJUANA LICENSING to add a limitation on the number of Adult Use Marijuana Retailer Establishments licensed within the Town as follows:

4-17.7 Limitation on Adult Use Marijuana Retailers. The number of Adult Use Marijuana Establishments, as defined in G.L. c.94G, §1 and 935 CMR 500.002, licensed to be located in the Town shall be limited as follows:

Type of Marijuana Establishment	Number Permitted
Marijuana Retailer	1*
Marijuana Cultivator	1
Marijuana Product Manufacturer	1
Marijuana Microbusiness	1
Independent Testing Laboratory	1
Marijuana Research Facility	1
Marijuana Transporter	1
Delivery-Only Licensee	1

* this number is equal twenty percent (20%) of the number of licenses issued within the Town for the retail sale of alcoholic beverages not to be drunk on the premises where sold pursuant to MGL c.138 §15 as of March 23, 2020.

; or take any other action relating thereto.

Motion: Antonella Muniz moved that the Town vote to amend the Bylaw, Section 4-17 MARIJUANA LICENSING to add a limitation on the number of Adult Use Marijuana Retailer Establishments licensed within the Town, as shown in Article 16 of the Annual Town Meeting Warrant. The motion was duly seconded.

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

ARTICLE 17: MARIJUANA ESTABLISHMENT – ZONING BYLAW

To see if the Town will vote to amend the Town's Zoning By-law by:

Adding the following definition to Chapter VI, section 6-2.2., after the definition of Lot Measurements:

MARIJUANA ESTABLISHMENT

An adult use Marijuana Cultivator (Indoor or Outdoor), Craft Marijuana Cooperative, Marijuana Product Manufacturer, Marijuana Microbusiness, Independent Testing Laboratory, Marijuana Retailer, Marijuana Transporter, Delivery-only Licensee, Marijuana Research Facility, or any other type of licensed Marijuana-related business, except a Medical Marijuana Treatment Center, as defined in 935 CMR 500.002: Adult Use of Marijuana.

Amending the following definition in Chapter VI, Section 6-2.2, with deletions shown in ~~strikethrough~~ and additions shown in **bold**:

MEDICAL MARIJUANA TREATMENT CENTER OR REGISTERED MARIJUANA DISPENSARY

~~A not for profit entity registered under 105 CMR 725.~~ **An entity licensed under 935 CMR 501.101: Application Requirements for Medical Marijuana Treatment Centers**, that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana-infused products ("MIPs"), tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers **for medical use**. Unless otherwise specified, Medical Marijuana Treatment Center or Registered Marijuana Dispensary refers to the site(s) of dispensing, cultivation, and preparation of marijuana **for medical use**.

And by amending Chapter VI, section 6-3.4.2.m. as follows with additions shown in **bold** and deletions shown in ~~strikethrough~~:

- m. Medical Marijuana Treatment Center/Registered Marijuana Dispensary **and Marijuana Establishment**, subject to the following requirements:
 - 1. In addition to the Dimensional Requirements set forth in the Table of Requirements, no portion of a Medical Marijuana Treatment Center/Registered Marijuana Dispensary **or Marijuana Establishment** shall be located (a) within 2500 feet of any **of the following existing uses:** school **providing education in grades K-12**, pre-school, **family** day care center, **child care facility**, playground or athletic field or (b) within **400** feet of any ~~residential dwelling~~ **property on which the principal existing use is residential. The distances under this Section shall be measured in a straight line from the nearest point of the property line in question to the nearest point of the property line where the Marijuana Establishment or Medical Marijuana Treatment Center/Registered Marijuana Dispensary is or will be located. The**

buffer requirements stated herein shall not apply to qualifying uses which are proposed after a building permit has issued for the Marijuana Establishment or Medical Marijuana Treatment Center/Registered Marijuana Dispensary.

2. **For purposes of this Bylaw, all Marijuana Establishments and Medical Marijuana Treatment Center/Registered Marijuana Dispensaries shall be designated a “Business” use.**

; or take any other action relating thereto.

Motion: Peter D. Phippen moved that the Town vote to amend the Town’s Zoning By-law with respect to the definition, location, and related aspects of marijuana establishments, as shown in Article 17 of the Annual Town Meeting Warrant. The motion was duly seconded.

Action: *Approved by a 2/3 Majority declared by the Moderator*

ARTICLE 18: MARIJUANA ESTABLISHMENT – ZONING BYLAW (BY CITIZEN PETITION)

To see if the Town will vote to amend the Town’s Zoning By-law by:

Adding the following definition to Chapter VI, section 6-2.2., after the definition of Lot Measurements:

Marijuana Establishment: A marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer, or any other type of licensed marijuana-related business for the non-medical, including recreational, use of marijuana, as set forth in M.G.L. Ch. 94G, and any regulations promulgated thereunder.

And by amending Chapter VI, section 6-3.4.2.m. by adding the words underlined in the following paragraph:

- m. Medical Marijuana Treatment Center/Registered Marijuana Dispensary and Marijuana Establishment, subject to the following requirements:
 1. In addition to the Dimensional Requirements set forth in the Table of Requirements, no portion of a Medical Marijuana Treatment Center/Registered Marijuana Dispensary shall be located (a) within 2500 feet of any school, pre-school, day care center, playground or athletic field or (b) within 1500 feet of any residential dwelling.
 2. In addition to the Dimensional Requirements set forth in the Table of Requirements, no portion of a Marijuana Establishment shall be located (a) within 2500 feet of any school, pre- school, day care center, playground or athletic field or (b) within 500 feet of any residential dwelling.

Motion: Brian DesRosiers moved to postpone Article 18 indefinitely. The motion was duly seconded.

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

ARTICLE 19: PURCHASE OF ADDITIONAL SEWER CAPACITY – 55 MAIN ST

To see if the Town will vote to authorize the Village Restaurant at 55 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: Ruth R. Pereen moved that the Town vote to authorize the Village Restaurant at 55 Main Street to purchase 620 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 20: PURCHASE OF NEW DPW DUMP TRUCK

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for a fully equipped a dump truck, with snowplow and sander, for use by the Department of Public Works, and to meet this appropriation authorize the Board of Public Works and/or the Board of Selectmen to enter into an agreement to lease/purchase and equip said truck pursuant to the provisions of G.L. c.44, §21C for a period in excess of three years and to raise and appropriate or transfer from available funds the sum of money to make the first payment on said truck; and to authorize the Board of Public Works and/or the Board of Selectmen to dispose of the vehicle replaced by the new dump truck by sale or trade and to take other action as necessary to effectuate the purposes of this vote; or take any other action relating thereto.

Motion: Guy Bradford moved that Article 20 be indefinitely postponed. The motion was duly seconded.

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

ARTICLE 21: PURCHASE AND INSTALL NEW DIGITAL RADIO SYSTEMS FOR POLICE VEHICLES

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 new, digital radio systems for police department vehicles; or take any other action relating thereto

Motion: Ruth R. Pereen moved that the Town transfer from Free Cash the sum of \$10,000 to purchase and install new, digital radio systems for police department vehicles. The motion was duly seconded.

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

ARTICLE 22: MAIN STREET LIGHTING DESIGN APPROPRIATION

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to design a system of street and/or pedestrian lighting for the downtown Essex portion of Route 133 (Main Street), and to provide consulting and engineering services to assist with the preparation of cost estimates and alternatives, the preparation of bidding and permitting documents and oversight of any project to install said system; provided, however, that any

purchase and/or installation of such lighting shall be subject to appropriation; or take any other action relating thereto.

Motion: Andrew C. Spinney moved that Article 22 be indefinitely postponed. The motion was duly seconded.

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

ARTICLE 23: 24 MARTIN ST FEASIBILITY STUDY FOR NEW SENIOR CENTER

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 design and engineering professionals to conduct a feasibility study concerning the prospect of re-using the building, and/or foundation, and/or footprint, and/or property that is now occupied by the Essex Police and Fire Departments at 24 Martin Street for a new Senior Center, or some other use; or take any other action relating thereto.

Motion: Ruth R. Pereen moved that Article 23 be indefinitely postponed. The motion was duly seconded.

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

ARTICLE 24: MUNICIPAL WATER SYSTEM

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to design, engineer and construct repairs, upgrades, improvements and/or replacements to any aspect of the municipal water system, and anything incidental or related thereto; or take any other action relating thereto.

Motion: Trescott Dewitt moved that Article 24 be indefinitely postponed. The motion was duly seconded.

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

ARTICLE 25: MUNICIPAL SEWER SYSTEM

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to design, engineer and construct repairs, upgrades, improvements and/or replacements to any aspect of the municipal sewer system and anything incidental or related thereto; or take any other action relating thereto.

Motion: Trescott Dewitt moved that Article 25 be indefinitely postponed. The motion was duly seconded.

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

ARTICLE 26: SENIOR CENTER – INSTALLATION OF NEW FLOORING

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purchase and installation of new flooring for the Essex Senior Center, including but not limited to the main stairwell, and for removal and disposal of existing flooring material, and any costs related thereto; or take another action relating thereto.

Motion: Ruth R. Pereen moved that the Town vote to transfer from Free Cash the sum of \$21,000 for the purchase and installation of new flooring for the Essex Senior Center, including but not

limited to the main stairwell, and for removal and disposal of existing flooring material, and any costs related thereto. The motion was duly seconded.

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

ARTICLE 27: PURCHASE OF NEW AMBULANCE

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money for the purchase of a new, equipped ambulance, and to authorize the Board of Selectmen to dispose of any old ambulance, by sale or trade, and to take any action necessary to effectuate the purpose of this vote; or take any other action relating thereto.

Motion: Daniel Doucette moved that the Town vote to transfer from the Ambulance Fund the sum of \$250,000 for the purchase of a new, equipped ambulance, and to authorize the Board of Selectmen to dispose of any old ambulance, by sale or trade, and to take any action necessary to effectuate the purpose of this vote. The motion was duly seconded.

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

ARTICLE 28: CONOMO POINT SEAWALL SYSTEM

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 anything incidental or related thereto; or take any other action relating thereto.

Motion: Peter D. Phippen moved that the Town vote to transfer from the Conomo Point Improvement Fund the sum of \$22,500 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, or anything incidental or related thereto. The motion was duly seconded.

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

ARTICLE 29: NORTHEAST MA MOSQUITO CONTROL AND WETLANDS MANAGEMENT DISTRICT MEMBERSHIP

To see if the Town will vote to renew its membership and to participate in the Northeast Massachusetts Mosquito Control and Wetlands Management District for a minimum of three years, pursuant to Chapter 258 of the Acts of 1958, as amended by Chapter 410 of the Acts of 1996, G.L. c. 252, ss. 5 and 5A, and other applicable laws, subject to an assessment through a reduction in Cherry Sheet revenue in an amount to be determined annually by the District Commissioners, and to authorize the Board of Selectmen and the Board of Health to enter into all agreements and to execute any and all instruments as may be necessary to affect this vote; or take any other action relating thereto.

Motion: Ruth R. Pereen moved that the Town vote to renew its membership and to participate in the Northeast Massachusetts Mosquito Control and Wetlands Management District for a minimum of three years, pursuant to Chapter 258 of the Acts of 1958, as amended by Chapter 410 of the Acts of 1996, G.L. c. 252, ss. 5 and 5A, and other applicable laws, subject to an assessment through a reduction in Cherry Sheet revenue in an amount to be determined annually by the District Commissioners, and to authorize the Board of Selectmen and the Board of Health to enter

into all agreements and to execute any and all instruments as may be necessary to affect this vote. The motion was duly seconded.

Action: Failed by Majority declared by the Moderator

ARTICLE 30: FY2021 COMMUNITY PRESERVATION FUND PROJECTS

To see if the Town will vote to appropriate or reserve from the Community Preservation Fund, including fiscal year 2021 estimated annual revenues, a sum or sums of money for Community Preservation projects or purposes, including, acquisition, creation and preservation of open space; acquisition, creation, preservation, rehabilitation, and restoration of land for recreational use; acquisition, preservation, rehabilitation, and restoration of historic resources; acquisition, creation, preservation and support of community housing; and for the rehabilitation and restoration of open space or community housing acquired under the Community Preservation Act, all as may be recommended by the Community Preservation Committee; or take any other action relating thereto.

Motion: Kim Drake moved that the Town appropriate or reserve from Fiscal Year 2021 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. The motion was duly seconded.

COMMUNITY PRESERVATION ACT TOWN MEETING HANDOUT RESERVES

To transfer from Community Preservation Fund FY2021 Estimated Annual Revenues and reserve the following sums:

Open Space – FY2021	\$ 21,878
Historic Resources – FY2021	\$ 21,878
Community Housing – FY2021	\$ 21,878
Budgeted Reserve – FY2021	\$142,207

Total – FY2021	\$207,841
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APPROPRIATIONS:

To appropriate from Community Preservation Fund FY2021 Estimated Annual Revenues as follows:

Administrative Expenses – FY2021 \$10,939

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

Specific Projects

To appropriate the sum of \$100,000 from the Unreserved Fund Balance, as a grant to the First Congregational Church of Essex, to be used together with other funds from private sources, as part of a \$350,000 project to immediately preserve, restore, rehabilitate and repair the historic bell tower and steeple housing the Essex Paul Revere Bell and further to authorize the Board of

Selectmen to enter into a grant agreement with the First Congregational Church of Essex, which shall include a requirement that the Church grant the Town a Historic Preservation Restriction on the bell tower and steeple meeting the requirements of G.L. c. 184, and on such other terms and conditions as the Board deems appropriate; and further to authorize the Board of Selectmen to accept said restriction and the appropriate Town officials to enter into all agreements and take such other action as may be necessary to carry out the purposes of this vote.

Department/ Organization	Purpose	Funding Source	Amount
Housing Authority	Exterior Walkway Repairs	Community Housing Budget	\$ 27,331
Historical Society	Schoolhouse Climate Control System	Unreserved Fund Balance	\$ 9,000
Historical Society	Hearse House Preservation/Repairs	Historic Resources Budget	\$ 11,600
Board of Selectmen	Paul Revere Bell Tower Preservation (on the terms set forth above)	Unreserved Fund Balance	\$100,000
GRAND TOTAL			\$147,931

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

ARTICLE 31: CREATE STABILIZATION FUND FOR PUBLIC SAFETY FACILITY, 11 JOHN WISE AVE

To see if the Town will vote, pursuant to Massachusetts General Laws, Chapter 40, Section 5B, to create a stabilization fund for the care, maintenance, and renovation of the Town's public safety facility at 11 John Wise Avenue, and to raise and appropriate or transfer from available funds a sum of money to add to said stabilization fund; or take any other action relating thereto.

Motion: Ruth R. Pereen moved that the Town vote, pursuant to Massachusetts General Laws, Chapter 40, Section 5B, to create a stabilization fund for the care, maintenance, and renovation of the Town's public safety facility at 11 John Wise Avenue, and to transfer from Free Cash the sum of \$1,000 to add to said stabilization fund. The motion was duly seconded.

Action: *Approved by a 2/3 Majority declared by the Moderator*

ARTICLE 32: CREATE STABILIZATION FUND FOR FUTURE ESSEX RIVER AND BAY DREDGING

To see if the Town will vote, pursuant to Massachusetts General Laws, Chapter 40, Section 5B, to create a stabilization fund to serve as a local match to future Essex River and Essex Bay dredging and related initiatives, and to raise and appropriate or transfer from available funds a sum of money to add to said stabilization fund; or take any other action relating thereto.

Motion: Peter D. Phippen moved that the Town vote, pursuant to Massachusetts General Laws, Chapter 40, Section 5B, to create a stabilization fund to serve as a local match to future Essex River and Essex Bay dredging and related initiatives, and to transfer from Free Cash the sum of \$1,000 to add to said stabilization fund. The motion was duly seconded.

Action: *Approved by a 2/3 Majority declared by the Moderator*

ARTICLE 33: CREATE STABILIZATION FUND FOR FUTURE TOWN CELEBRATIONS

To see if the Town will vote, pursuant to Massachusetts General Laws, Chapter 40, Section 5B, to create a stabilization fund to defray the costs of future celebrations of the Town's history, culture, and the like. Said celebrations may include, but are not limited to parades, fireworks displays, historical exhibitions, dances, picnics, and gatherings; and to raise and appropriate or transfer from available funds a sum of money to add to said stabilization fund; or take any other action relating thereto.

Motion: Dawn Burnham moved that the Town vote, pursuant to Massachusetts General Laws, Chapter 40, Section 5B, to create a stabilization fund to defray the costs of future celebrations of the Town's history, culture, and the like. Said celebrations may include, but are not limited to parades, fireworks displays, historical exhibitions, dances, picnics, and gatherings; and to transfer from Free Cash the sum of \$5,000 to add to said stabilization fund. The motion was duly seconded.

Action: *Approved by a 2/3 Majority declared by the Moderator*

ARTICLE 34: ACCEPT M.G.L. C. 32 §20 AND ESTABLISH OTHER POST-EMPLOYMENT BENEFITS LIABILITY TRUST FUND (OPEB)

To see if the Town will vote to take the following action to establish an Other Post-Employment Benefits Liability Trust Fund:

1. Accept the provisions of G.L. c. 32B, §20, as amended by Chapter 218, Section 15 of the Acts of 2016 (the "Act"), so that the Town may established an Other Post-Employment Benefits Liability Trust Fund (the "OPEB Fund"), for which the Treasurer serves as Custodian ("Custodian");
2. Designate the Treasurer/Custodian as the Trustee of the OPEB Fund, with all the powers and responsibilities identified under the Act and this vote;
3. Authorize the Treasurer/Custodian, as Trustee, to employ investment consultant(s), as well as outside custodial service(s) to hold the monies in the Fund, and to pay for those services from the OPEB Fund;
4. Authorize the investment of the OPEB Fund under the prudent investor rule established under G.L. c. 203C;
5. Authorize the Treasurer/Custodian, as Trustee, to execute any and all documents necessary to utilize outside custodial service(s) and/or investment consultant(s), including but not limited to trust agreements, participation agreements, investment agreements, and administrative services agreements;
6. Designate the Treasurer/Custodian as the "Plan Administrator", as may be necessary to utilize outside custodial service(s) and authorize the Treasurer/Custodian acting as Plan Administrator to take any other actions permitted or required by law; and
7. Raise and appropriate or transfer from available funds a sum of money for the OPEB Fund established pursuant to Massachusetts General Laws, Chapter 32B, Section 20;

or take any other action relating thereto.

Motion: Jeffrey Soulard moved that the Town vote to establish an Other Post-Employment Benefits Liability Trust Fund as shown in Article 34 of the Annual Town Meeting Warrant; and,

further, to transfer the sum of \$932,572 to this new Other Post-Employment Benefits Liability Trust Fund, said sum representing the entire balance of the Town of Essex OPEB Trust. The motion was duly seconded.

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

ARTICLE 35: FY2020 TOWN OPERATIONAL EXPENSES

To see if the Town will vote to transfer from available funds a sum of money to be used to defray operational expenses of the various Town departments for the remainder of fiscal year 2020; or take any other action relating thereto.

Motion: Benjamin Buttrick moved that Article 35 be indefinitely postponed. The motion was duly seconded.

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

ARTICLE 36: FY2020 FINANCE COMMITTEE RESERVE FUND

To see if the Town will vote to transfer from available funds a sum of money to be used to replenish the Finance Committee's Reserve Fund for the remainder of fiscal year 2020; or take any other action relating thereto.

Motion: Benjamin Buttrick moved that Article 37 be indefinitely postponed. The motion was duly seconded.

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

ARTICLE 37: FY2020 UNPAID BILLS

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

Motion: Benjamin Buttrick moved that Article 37 be indefinitely postponed. The motion was duly seconded.

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

A motion to reconsider Article 14, Motion #2 was made near the conclusion of the meeting. Please refer to Article 14 for reference.

Motion made by the Moderator at 12:54 pm to dissolve the meeting. The motion was duly seconded.

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

A True Copy:

Attest:

Pamela B. Thorne, Town Clerk

ANNUAL TOWN ELECTION

Monday, June 22, 2020

Total Registered Voters:	2791
Total Votes Cast:	439
Percent Voted:	16%

Assessor, for 3 years

STEVE A. POULOS	351
WRITE-INS	0
BLANKS	88

Two Constables, for 1 year

ROBERT P. BRADLEY	319
WILLIAM J.S. KNOVAK	305
WRITE-INS	0
BLANKS	254

Moderator, for 1 year

JEFFREY D. JONES	356
WRITE-INS	1
BLANKS	82

Regional School Committee, for 3 years

THERESA L. WHITMAN	355
WRITE-INS	0
BLANKS	84

Selectman, for 3 years

GUY D. BRADFORD	263
PETER HOARE	167
WRITE-INS	3
BLANKS	6

Board of Library Trustees, for 3 years

DIANE E. KOTCH	369
WRITE-INS	0
BLANKS	70

Board of Health, for 3 years

DAVID MARKS DRISCOLL	359
WRITE-INS	0
BLANKS	80

Planning Board, for 5 years

LISA J. O'DONNELL	343
WRITE-INS	1
BLANKS	95

A True Copy

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

STATE PRIMARY ELECTION

Tuesday, September 1, 2020

Total Registered Voters:	2839
Total Votes Cast:	1249
Democrat Votes Cast	984
Percent Voted:	44%

<u>DEMOCRAT RESULTS</u>			
<i>Senator in Congress</i>		<i>Senator in General Court</i>	
EDWARD J. MARKEY	570	WRITE-INS	20
JOSEPH P. KENNEDY, III	408	BLANKS	964
WRITE-INS	0		
BLANKS	6		
<i>Representative in Congress</i>		<i>Representative in General Court</i>	
SETH MOULTON	751	ANN-MARGARET FERRANTE	826
JAMIE M. BELSITO	112	WRITE-INS	5
ANGUS G. MCQUILKIN	94	BLANKS	153
WRITE-INS	1		
BLANKS	26		
<i>Councillor</i>		<i>Register of Probate</i>	
EILEEN R. DUFF	812	PAMELA CASEY O'BRIEN	785
WRITE-INS	1	WRITE-INS	0
BLANKS	171	BLANKS	199

STATE PRIMARY ELECTION

Tuesday, September 1, 2020

Total Registered Voters:	2839
Total Votes Cast:	1249
Republican Votes Cast	257
Percent Voted:	44%

<u>REPUBLICAN RESULTS</u>			
<i>Senator in Congress</i>		<i>Senator in General Court</i>	
SHIVA AYYADURAI	104	BRUCE E. TARR	236
KEVIN J. O'CONNOR	144	WRITE-INS	0
WRITE-INS	2	BLANKS	21
BLANKS	7		
<i>Representative in Congress</i>		<i>Representative in General Court</i>	
JOHN PAUL MORAN	214	WRITE-INS	3
WRITE-INS	1	BLANKS	254
BLANKS	42		
<i>Councillor</i>		<i>Register of Probate</i>	
WRITE-INS	3	WRITE-INS	3
BLANKS	254	BLANKS	254

STATE PRIMARY ELECTION

Tuesday, September 1, 2020

Total Registered Voters: 2839
 Total Votes Cast: 1249
 Green Rainbow Votes Cast 3
 Percent Voted: 44%

GREEN RAINBOW RESULTS

<i>Senator in Congress</i>		<i>Senator in General Court</i>	
WRITE-INS	3	WRITE-INS	2
BLANKS	0	BLANKS	1
<i>Representative in Congress</i>		<i>Representative in General Court</i>	
WRITE-INS	3	WRITE-INS	3
BLANKS	0	BLANKS	0
<i>Councillor</i>		<i>Register of Probate</i>	
WRITE-INS	3	WRITE-INS	3
BLANKS	0	BLANKS	0

STATE PRIMARY ELECTION

Tuesday, September 1, 2020

Total Registered Voters: 2839
 Total Votes Cast: 1249
 Libertarian Votes Cast 5
 Percent Voted: 44%

LIBERTARIAN RESULTS

<i>Senator in Congress</i>		<i>Senator in General Court</i>	
VERMIN LOVE SUPREME	1	WRITE-INS	2
WRITE-INS	4	BLANKS	3
BLANKS	0		
<i>Representative in Congress</i>		<i>Representative in General Court</i>	
WRITE-INS	3	WRITE-INS	2
BLANKS	2	BLANKS	3
<i>Councillor</i>		<i>Register of Probate</i>	
WRITE-INS	2	WRITE-INS	2
BLANKS	3	BLANKS	3

Special Town Meeting

October 3, 2020

Minutes

The October 3, 2020 Special Town Meeting of the Town of Essex, held outside at the Essex Elementary School, 12 Story Street, was called to order at 1:00 p.m. by Moderator Jeffrey D. Jones. A quorum of 163 voters was present for the meeting. Because of the coronavirus pandemic, the Special Town Meeting was rescheduled from November to October to take advantage of warmer weather so the meeting could be safely held outside.

The following people were appointed as Tellers: Dawn Burnham, Vickie Cataldo, Robyn Kanter and Jim Sanford.

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 memorium of those town officials who have passed since the last Town Meeting:

Kenneth Collins
Christina St. Pierre

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

Action: Approved Unanimously declared by the Moderator

Benjamin Buttrick, Chair of the Finance Committee, declared the Committee supports approval of all monetary articles being put before Town Meeting.

ARTICLE 1: TOWN CEMETERY FLOWERS ACCOUNT

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to eliminate a deficit in the Fiscal Year 2021 Cemetery Flowers account; or take any other action relating thereto.

Motion: Virginia Antell moved that the Town vote to transfer from free cash the sum of \$205.51 to eliminate a deficit in the Fiscal Year 2021 Cemetery Flowers account. The motion was duly seconded.

Action: Approved by the Majority declared by the Moderator

ARTICLE 2: BUILDING PERMIT FEE

To see if the Town will vote to amend Section 2-7A of the Town's General bylaws by increasing the minimum fee for a building permit from \$35 to \$50; or take any other action relating thereto.

Motion: Ruth R. Pereen moved that the Town vote to amend Section 2-7A of the Town's General bylaws by increasing the minimum fee for a building permit from \$35 to \$50. The motion was duly seconded.

Action: Approved by the Majority declared by the Moderator

ARTICLE 3: CUSTODIAN FOR PUBLIC SAFETY FACILITY

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for either a contracted vendor or a Town employee to provide custodial and other related services for Town buildings, including but not limited to the new public safety facility at 11 John Wise Avenue; or take any other action relating thereto.

Motion: Daniel Doucette moved that the town vote to transfer from free cash the sum of \$8,500 for an additional, part-time Town Property Custodian (a Town employee) to provide custodial and other related services for the new public safety facility at 11 John Wise Avenue, for the remainder of fiscal year 2021. The motion was duly seconded.

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

ARTICLE 4: MUNICIPAL WATER SYSTEM

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to design, engineer and construct repairs, upgrades, improvements and/or replacements to any aspect of the municipal water system, and anything incidental or related thereto; or take any other action relating thereto.

Motion: John Filias moved that Article 4 be indefinitely postponed.

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

ARTICLE 5: MUNICIPAL SEWER SYSTEM – GRINDER PUMPS

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to design, engineer and construct repairs, upgrades, improvements and/or replacements to any aspect of the municipal sewer system and anything incidental or related thereto; or take any other action relating thereto.

Motion: John Filias moved that the Town vote to transfer from Sewer Enterprise Free Cash the sum of \$200,000 to replace grinder pumps in the municipal sewer system, including any and all costs for design, purchase, installation, and anything related thereto. The motion was duly seconded.

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

ARTICLE 6: MARIJUANA AND SOCIAL CONSUMPTION AT MARIJUANA ESTABLISHMENTS

To see if the Town will vote to amend the Town's General bylaw, Section 4-17 MARIJUANA LICENSING, as adopted pursuant to Articles 15 and 16 at the June 13, 2020 Annual Town Meeting, to prohibit social consumption of all product containing marijuana or its derivatives within the Town as follows:

1. Add the following new section: **4-17.3.1. Social Consumption Prohibited.** No person shall consume or use or be permitted to consume or use any product containing marijuana or its derivatives on the premises of any Marijuana Establishment. Social Consumption Establishments as defined in 935 CMR 500.000, are hereby prohibited in the Town of Essex.
2. Amend the Table in Section 4-17.7 to add a new row to the end of the table as follows:

<u>Type of Marijuana Establishment</u>	<u>Number Permitted</u>
Social Consumption Establishment	0

;or take any other action relating thereto.

Motion: Antonella Muniz moved that the Town vote to amend the Town's General bylaw, Section 4-17 MARIJUANA LICENSING, as adopted pursuant to Articles 15 and 16 at the June 13, 2020 Annual Town Meeting, to prohibit the consumption of marijuana and its derivatives on the premises of marijuana establishments and to prohibit marijuana social consumption establishments in the Town of Essex, all as shown in the Fall Town Meeting warrant. The motion was duly seconded.

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

ARTICLE 7: BYLAW UPDATE 4-7.1 - SIGNS AND OBSTRUCTIONS PROHIBITED

To see if the Town will vote to amend Chapter 4 of the Town's General Bylaws by amending Section 4-7.1 Signs and Obstructions Prohibited as follows, with additions shown in bold and deletions shown in ~~striketrough~~:

4-7.1 SIGNS AND OBSTRUCTIONS PROHIBITED. No person shall place any post, pipe, pole, barrier, box, container, sign, article, or advertising matter, in any street, way or sidewalk, or annex or affix to any building, pole, street, or structure, any building material, advertising matter, or other material which extends over a street, way or sidewalk, ~~without first having obtained a permit from the board of selectmen.~~ **However, no permit shall be required to** Residents may place a barrel or container, with rubbish therein, at the edge of the sidewalk or street adjacent to the property of any owner for rubbish collection. ~~Neither shall a permit be required for~~ or an RFD mailbox at the side of a street or way.

; or take any other action relating thereto

Motion: Guy D. Bradford moved that the Town vote to amend Chapter 4 of the Town's General Bylaws by amending Section 4-7.1 Signs and Obstructions Prohibited, all as shown in the Fall Town Meeting warrant. The motion was duly seconded.

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

ARTICLE 8: RESCIND M.G.L. CHAPTER 90, SEC 20A – PARKING VIOLATIONS

To see if the Town will vote to rescind the Town's acceptance of M.G.L. Chapter 90, Section 20A, relating to the maximum fine for a standard parking violation, thereby allowing Chapter 90, Section 20A ½ (which the Town had also adopted in the past) to control; resulting in authorization for the Board of Selectmen to increase the maximum parking fine from \$25 to \$50, and associated late fees, all in accordance with Section 20A ½; or take any other action relating thereto.

Motion: Peter D. Phippen moved that the Town vote to rescind the Town's acceptance of M.G.L. Chapter 90, Section 20A, relating to the maximum fine for a standard parking violation, thereby allowing Chapter 90, Section 20A ½ (which the Town had also adopted in the past) to control;

resulting in authorization for the Board of Selectmen to increase the maximum parking fine from \$25 to \$50, and associated late fees, all in accordance with Section 20A ½. The motion was duly seconded.

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

ARTICLE 9: ACCEPTANCE OF M.G.L. CHAPTER 32, SECTION 4(2)(b ½)

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 32, Section 4(2)(b ½), to allow permanent, intermittent or call firefighters to be credited with full-time service for the purpose of calculating retirement benefits in accordance with Chapter 32 of the Massachusetts General Laws and other applicable laws and collective bargaining agreements; or take any other action relating thereto.

Motion: Ruth R. Pereen moved that the Town vote to accept the provisions of Massachusetts General Laws, Chapter 32, Section 4(2)(b ½), to allow permanent, intermittent or call firefighters to be credited with full-time service for the purpose of calculating retirement benefits in accordance with Chapter 32 of the Massachusetts General Laws and other applicable laws and collective bargaining agreements. The motion was duly seconded.

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

ARTICLE 10: OPEB TRUST FUNDING

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 moved that the Town vote to transfer from free cash the sum of \$400,000 to fund the Town's Other Post-Employment Benefits (OPEB) Trust Fund. The motion was duly seconded.

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

ARTICLE 11: ESTABLISH MARIJUANA REVENUE STABILIZATION FUND

To see if the Town will vote to establish a special stabilization fund in which will be deposited 25% of all marijuana-related local revenue; or take any other action related thereto.

Motion: Ruth R. Pereen moved that Article 11 be indefinitely postponed. The motion was duly seconded.

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

ARTICLE 12: TOWN FUNDS APPROPRIATION

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 Conomo Point Repair, Maintenance, and Improvement fund, and/or municipal street lighting repair and maintenance fund, and/or Public Safety Building repair and maintenance fund, and/or dredging match fund, and/or Town celebrations fund; or take any other action relating thereto.

Motion: Robert Fitzgibbon moved that the Town transfer from free cash the sum of \$160,000, with \$20,000 of such sum to be added to each of the following funds: the Town's building capital improvements fund, recreational capital improvements fund, purchase of vehicles and major equipment that qualify as capital purchases fund, Town Hall/Library repair and maintenance fund, Conomo Point Repair, Maintenance, and Improvement fund, Public Safety Building repair and maintenance fund, dredging match fund, and the Town celebrations fund; and that the Town vote to transfer from free cash the sum of \$3,000 to be added to the municipal street lighting repair and maintenance fund; for a total appropriation of \$163,000. The motion was duly seconded.

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

ARTICLE 13: FY21 SEWER ENTERPRISE FUND

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to replenish the Sewer Maintenance line item in the Sewer Enterprise fund budget for fiscal year 2021; or take any other action relating thereto.

Motion: John Filius moved that Article 13 be indefinitely postponed. The motion was duly seconded.

Action: *Approved Unanimously declared by the Moderator*

ARTICLE 14: FY21 FINANCE COMMITTEE RESERVE FUND

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 2021; or take any other action relating thereto.

Motion: Benjamin Buttrick moved that Article 14 be indefinitely postponed. The motion was duly seconded.

Action: *Approved Unanimously declared by the Moderator*

ARTICLE 15: 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 Unanimously declared by the Moderator*

ARTICLE 16: FY21 OPERATING BUDGET AMENDMENT

To see if the Town will vote to amend any aspect of the fiscal year 2021 operating budgets (General Fund, Water Enterprise Fund, Sewer Enterprise Fund), and to raise and appropriate, transfer from available funds, or borrow a sum of money to effectuate any amendments that are made; or take any other action relating thereto.

Motion: Peter D. Phippen moved that the Town vote to transfer from free cash the sum of \$109 to be added to the Town Administrator's sick time buy back line item in the fiscal year 2021

operating budget, due to a typographical error in the budget approved by Town Meeting. The motion was duly seconded.

Action: *Approved Unanimously declared by the Moderator*

ARTICLE 17: FY20 UNPAID BILLS

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

Motion: Guy D. Bradford moved that the Town vote to transfer from free cash the sum of \$273 for an unpaid bill from fiscal year 2020. The motion was duly seconded.

Action: *Approved by Unanimous Vote declared by the Moderator*

ARTICLE 18: SIX-MONTH MORATORIUM ON THE TOWN'S CONSIDERATION OF ALL PERSONAL WIRELESS COMMUNICATION FACILITIES (CELLULAR TOWERS) (CITIZEN PETITION)

To see if the Town will vote on the following citizen petition:

Six-Month Moratorium on the Town's Consideration of all Personal Wireless Communication Facilities (Cellular Towers)

We would like the Town's registered voters to vote in the Special Town Meeting on whether the Town should place a six-month moratorium on the Town's consideration of all Personal Wireless Communication Facilities (Cellular Towers). We are in the process of asking the Town to augment its current By-Laws regarding PWCFs (Personal Wireless Communication Facilities) to ensure the safety of our residents and preserve the aesthetic beauty of the town.

Motion #1: Andrea Bradbury moved that the Town of Essex place a 6 month moratorium on review of all cell towers. The motion was duly seconded.

Motion #2: Antonella Muniz moved to amend Article 18 by adding the sentence: *"The moratorium shall be in effect from October 3, 2020 through April 3, 2021."* The motion was duly seconded.

Town Counsel opined that the article must be considered as a Zoning Bylaw amendment, therefore requiring a 2/3 majority approval of Motion #1.

Action Motion #2: *Approved by a Majority declared by the Moderator*

Action Motion #1: *Failed by Standing Vote of 101 Yes 57 No*
A second Standing Vote was requested and allowed by the Moderator which also failed 101 Yes,
62 No

(Neither vote met the 2/3 threshold for approval)

Motion made by the Moderator at 2:23 pm to dissolve the meeting. The motion was duly seconded.

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

A True Copy:
Attest:

Pamela B. Thorne, Town Clerk

STATE ELECTION
Tuesday, November 3, 2020

Total Registered Voters: 2895
Total Votes Cast: 2528
Percent Voted: 87.3%

President and Vice President

BIDEN and HARRIS	1650
HAWKINS and WALKER	8
JORGENSEN and COHEN	45
TRUMP and PENCE	796
WRITE-INS	13
BLANKS	16

Senator in Congress

EDWARD J. MARKEY	1614
KEVIN J. O'CONNOR	861
SHIVA AYYRADURAI	
(WRITE-IN)	9
WRITE-INS (ALL OTHERS)	2
BLANKS	42

Representative in Congress

SETH MOULTON	1718
JOHN PAUL MORAN	753
WRITE-INS	0
BLANKS	57

Councillor

EILEEN R. DUFF	1871
WRITE-INS	12
BLANKS	645

Senator in General Court

BRUCE E. TARR	2063
WRITE-INS	14
BLANKS	451

Representative in General Court

ANN-MARGARET FERRANTE	1899
WRITE-INS	8
BLANKS	621

Register of Probate

PAMELA CASEY O'BRIEN	1630
WRITE-INS	8
BLANKS	890

Question 1 – Right to Repair

YES	2015
NO	431
BLANKS	82

Question 2 – Ranked Choice Voting

YES	1171
NO	1257
BLANKS	100

Question 3 – Not Binding

YES	1601
NO	677
BLANKS	250

Question 4 – Not Binding

YES	1976
NO	272
BLANKS	280

A True Copy

Attest: _____

Pamela B. Thorne, Town Clerk, Essex, MA
Monday, November 16, 2020

TOWN PLANNER

Matt Coogan has been the part time Town Planner since July of 2014. His main projects for 2020 have been to manage the economic development planning process with the Economic Development Committee, oversee the progress of the Essex Housing Coalition, manage the Town's Green Community designation and grant applications, and aid in the implementation of the Town's Strategic Plan. Matt provides staff assistance to the Strategic Planning Committee, the Economic Development Committee, and the Essex Housing Coalition.

In 2020 Matt supported the Economic Development Committee's completion of an economic development plan for the Town. The plan was completed with free technical assistance from the Metropolitan Area Planning Council (MAPC). The plan was completed through a public process with numerous public meetings, including focus groups, an open house at Town Hall on January 8th, and two public surveys. Matt will continue to work with the EDC on the execution of the plan, with an immediate focus on finding ways the Town can support local businesses in their recovery from the COVID-19 pandemic. So far, the Town was able to secure CBDG-CV funds from the state to grant \$10,000 grants to 3 Essex small businesses. Matt will continue to secure funding and resources to help small businesses.

Since March 2020 the Town's work with the Citizens' Housing and Planning Association (CHAPA) has been on hold due to the COVID-19 pandemic. CHAPA has been working with the Town since 2019 through their Municipal Engagement Initiative technical assistance program to build support for affordable housing in Town. The Essex Housing Coalition met throughout 2019 and formulated a strategy to educate residents on the housing needs of Essex and develop strategies to address those needs. One particular focus is to support the Planning Board as they develop a new zoning by-law for a mixed use district in the Village Center based on the Harriman Study completed in late 2018. The group also hosted a Public Forum on January 22 2020. When it reconvenes, the Coalition will meet on a regular basis and the group is informal and open to all.

Matt was responsible for Essex's successful Green Communities Designation in December of 2015. In 2020, the Town utilized Green Communities grant funding and other state grants as well as National Grid rebates and incentives to complete the conversion of the Town's streetlights to LED. This project was completed without the use of Town funds. Previously Matt has secured nearly \$500,000 of Green Communities grants for energy reduction projects at Essex Elementary School, including a school-wide interior LED lighting upgrade, upgrades to the hearing system, as well as to help fund improvement measures that were part of the Town Hall renovation. In 2021 Matt will be working with MERSD to submit another grant application to fund the final phase of HVAC improvements to Essex Elementary that will reduce energy consumption, yield significant savings in electric and natural gas costs, and vastly improve the facility for students and faculty.

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. 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 42 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	\$	686,465.71
Eastern Bank	\$	1,724,745.26
Brookline Bank - Investment	\$	272,692.00
Brookline Bank – Payroll	\$	114,729.79
Mass Municipal Depository Trust	\$	127,747.31
Unibank – Money Market	\$	12,617,940.23
Unibank – Online Payment Account	\$	197,868.73
Unibank – Vendor Account	\$	<u>185,227.97</u>
Sub-total	\$	15,928,262.00

OTHER FUNDS:

Bank Gloucester - Stabilization	\$	442,309.15
Bartholomew-Robbins Island	\$	3,583,424.54
Bartholomew-Southern Conomo Point	\$	919,779.59
Brookline Bank - CPA Fund	\$	211,972.21
Brookline Bank – Clerk of Works/Tara Road	\$	1,776.76
Brookline Bank - Sewer Fund	\$	881,633.03
Brookline Bank - Water Fund	\$	76,705.72
Unibank - Ambulance Fund	\$	484,744.83
Unibank - Conservation Fund	\$	22,597.75
Unibank - CPA Fund	\$	385,882.86
Unibank - Cultural Council	\$	5,521.05
Unibank - Essex Bicentennial Fund	\$	36,824.85
Unibank - Sewer Money Market	\$	368,794.00
Unibank – Stabilization	\$	493,567.03
Unibank – Stabilization Conomo Point	\$	111,060.65
Unibank – Stabilization Essex River	\$	1,000.06
Unibank – Stabilization Public Safety Building	\$	1,000.06
Unibank – Stabilization Recreational Capital Improv Fund	\$	87,172.08
Unibank – Stabilization Street Light Maintenance	\$	9,074.29
Unibank – Stabilization Town Building Capital Improv.Fund	\$	80,136.68
Unibank – Stabilization Town Celebrations	\$	5,000.31
Unibank – Stabilization Vehicle & Major Equip Capital Improv Fund	\$	25,035.84
Unibank – Town Hall/Library Repair and Maintenance Fund	\$	50,526.48
Unibank - Water Money Market	\$	104,395.73
Sub-total	\$	8,389,935.55

TOTAL GENERAL AND OTHER FUNDS **\$ 24,318,197.55**

TRUST FUND BALANCES**Bartholomew – OPEB Trust**

Balance 07/01/19	\$	819,155.94
Contribution – Article 14 FTM 11/18/19	\$	100,000.00
Earnings	\$	25,883.37
Balance 06/30/20	\$	945,039.31

Unibank - L.T. Burnham

Balance 07/01/19	\$	95,422.56
Expenses	(\$	2,046.99)
Earnings	\$	463.86
Balance 06/30/20	\$	93,839.43

Unibank - Albert E. Cogswell

Balance 07/01/19	\$ 73,423.90
Earnings	\$ <u>359.98</u>
Balance 06/30/20	\$ 73,783.88

Unibank – Jefferson Coolidge

Balance 07/01/19	\$ 36,047.97
Earnings	\$ <u>176.75</u>
Balance 06/30/20	\$ 36,224.72

Unibank – Municipal Building Insurance

Balance 07/01/19	\$ 25,364.06
Earnings	\$ <u>124.36</u>
Balance 06/30/20	\$ 25,488.42

Unibank – Selectmen/WWII Memorial

Balance 07/01/19	\$ 2,616.05
Earnings	\$ <u>12.83</u>
Balance 06/30/20	\$ 2,628.88

TOTAL TRUST FUNDS	\$ 1,177,004.64
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CEMETERY FUNDS**Unibank - Perpetual Care**

Balance 07/01/19	\$ 215,629.62
Income	\$ 4,200.00
Contribution – Article 12 FTM 11/18/19	\$ 17,832.00
Earnings	\$ <u>1,101.10</u>
Balance 06/30/20	\$ 238,762.72

Unibank - Flower Fund

Balance 07/01/19	\$ 1,356.72
Income	\$ 0.00
Expenses	(\$ 1,467.00)
Earnings	\$ <u>3.21</u>
Balance 06/30/20	(\$ 107.07)

Unibank - Lot Care

Balance 07/01/19	\$ 58,677.57
Income	\$ 11,003.11
Expenses Cemetery Vote Transfer	(\$ 0.00)
Deposit	\$ 0.00
Earnings	\$ <u>309.17</u>
Balance 06/30/20	\$ 69,989.85

Unibank - Sale of Lots

Balance 07/01/19	\$	20,051.60
Income	\$	4,200.00
Cemetery Budget Vote Transfer	(\$	0.00)
Deposit	\$	0.00
Earnings	\$	<u>105.56</u>
Balance 06/30/20	\$	24,357.16

TOTAL CEMETERY FUNDS **\$ 333,002.66**

GRAND TOTAL – ALL FUNDS **\$ 25,828,204.85**

TOWN OF ESSEX PAYROLL FY 2019**AMBULANCE:**

Albani, James	\$	201.24
McNeilly Price, Amy	\$	402.48
Woodman, Eian	\$	<u>9,527.20</u>
Total Ambulance	\$	10,130.92

ANIMAL CONTROL:

Corliss, Dianne M	\$	1,676.00
Reilly, Amelia	\$	<u>13,963.00</u>
Total Animal Control	\$	15,639.00

ANIMAL HEALTH:

Stone, Pamela	\$	<u>6,132.00</u>
Total Animal Health	\$	6,132.00

BOARD OF ASSESSORS:

Cairns, Richard	\$	4,555.20
Cataldo, Charles M	\$	4,834.92
Hall, Britton	\$	4,834.92
Harrell, Brenda J	\$	46,264.40
Palumbo, Gillian	\$	301.08
Poulos, Stephen A	\$	<u>6,903.00</u>
Total Board of Assessors	\$	67,693.52

BOARD OF HEALTH:

Cook, Lianne T	\$	10,760.10
Kirchner, Erin E	\$	79,039.05
White, Ann E	\$	<u>49,009.77</u>
Total Board of Health	\$	138,808.92

BOARD OF REGISTRARS:

Cataldo, Vickie H	\$ 899.04
Mansfield, Theresa	\$ 400.00
Woulfe, Eleanor	\$ 400.00
Total Board of Registrars	\$ 1,699.04

BOARD OF SELECTMEN:

Coogan, Matthew R	\$ 14,514.05
Pereen, Ruth	\$ 1,050.00
Phippen, Peter D	\$ 1,050.00
Spinney, Andrew C	\$ 1,050.00
Witham, Pamela J	\$ 68,493.36
Total Board of Selectmen	\$ 86,157.41

BUILDING INSPECTORS:

Fiore, Natalie	\$ 2,008.20
Holton, Lucius W	\$ 9,430.00
Sanborn, William A	\$ 14,404.00
Total Building Inspectors	\$ 25,842.20

CEMETERY DEPARTMENT:

Rostkowski, Jacob	\$ 2,710.50
Sipple, Joshua	\$ 5,577.00
Souza, John	\$ 41,874.46
Total Cemetery Department	\$ 50,161.96

CONSERVATION COMMISSION:

Cunningham, Deborah	\$ 18,157.44
Whittaker, Kenneth F	\$ 8,751.60
Total Conservation Commission	\$ 26,909.04

COUNCIL ON AGING:

Crockett, Kristin S	\$ 30,612.58
Konopka, Geraldine	\$ 45.90
Leary, Theresa F	\$ 16,450.20
Thompson, Gordon L.	\$ 91.80
Total Council on Aging	\$ 47,200.48

ELECTION WORKERS:

Brophy, Ardrith	\$ 89.20
Davis, Crystal	\$ 16.73
Davis, Pamela S	\$ 16.73
Fossa, Wendy A	\$ 16.73
Fraser, Alyssa M	\$ 195.13
Greene, Karen	\$ 66.90
Guerin, Genevieve	\$ 39.03

Heath, Patricia M	\$ 89.20
Hull, Ellen M	\$ 16.73
Litka, Deborah L	\$ 16.73
McConnell, Michael R	\$ 83.63
Palm, Jessica F	\$ 83.63
Parady, Susan T	\$ 267.60
Polley, Diane	\$ 89.20
Smith, Robert A	\$ 83.63
Trudeau, Ann B	\$ 16.73
Woodman, Jane	\$ 249.76
Woodman, Joyce	\$ 89.20
Wright, Karen H	\$ 16.73
Total Election Workers	\$ 1,543.22

ELECTRICAL INSPECTOR:

Reader, Ramie	\$ 6,326.00
Total Electrical Inspector	\$ 6,326.00

FIRE DEPARTMENT:

Ball, Daniel	\$ 2,403.70
Bateman, John R	\$ 6,307.16
Burnham, Westley	\$ 1,340.91
Carter, Craig C	\$ 2,314.26
Carter, Keith C	\$ 3,036.48
Cavender, Robert B	\$ 67.08
Cicala, Philip C	\$ 31,707.02
Crocker, Samuel	\$ 1,151.54
Donahue, Colt P	\$ 1,956.50
Dort, Richard H	\$ 1,453.40
Doucette, Christopher	\$ 324.22
Doucette, Dan	\$ 34,637.30
Good, Travis	\$ 3,667.04
Hammer, Jason	\$ 89.44
Hassel, Christian	\$ 950.30
Heath, Jason	\$ 491.92
Hoare, Henry Peter	\$ 6,093.22
Jackson, Corey P	\$ 357.76
Lafata, Joseph	\$ 3,286.94
Leeds, Barron L	\$ 3,544.06
McNeilly, James T	\$ 626.08
Neal, Edward S	\$ 402.48
Nieberle, Ernest Jr	\$ 8,374.04
O'Bryan, Jonathan W	\$ 1,598.74
Ouellette, Nicholas	\$ 4,919.20
Parsons, Kent	\$ 111.80
Pereen, David O	\$ 4,773.90

Perrigo, Joan M	\$ 1,229.80
Pike, Benjamin	\$ 44.72
Pizzo, Anthony M	\$ 4,248.62
Reader, Ramie	\$ 4,534.60
Reed, Sean	\$ 1,453.40
Roddy, Patrick M	\$ 2,426.14
Santos, Ryan P	\$ 24,132.56
Soucy, Michael A	\$ 67.08
Stavros, George	\$ 2,347.80
Thompson, David	<u>\$ 17,184.14</u>
Total Fire Department	\$ 183,655.35

HARBORMASTER:

Albani, Paul J	\$ 2,443.00
Espinola, Michael	\$ 234.90
Fialho, Daniel	\$ 12,940.12
Karr, Theodore M	\$ 3,420.61
Lipinski, Bruce J	\$ 1,519.02
McKenna, Ainsley M	\$ 2,176.86
Perry, Troy R	\$ 1,080.54
Wilson, Kenneth	<u>\$ 2,441.52</u>
Total Harbormaster	\$ 26,256.57

HIGHWAY DEPARTMENT:

Augustine, Anthony	\$ 5,544.00
Beardsley, Robert	\$ 2,777.50
Burnham, Dennis	\$ 57,967.98
Corricelli, Anthony	\$ 44,620.72
Davis, Amanda	\$ 57,163.23
Doane, Henry	\$ 2,268.75
Galli, Michael	\$ 119,893.12
Gjerde, Luke	\$ 1,952.50
Mahoney, Sean F	\$ 58,029.70
Merrithew, Benjamin J	<u>\$ 68,026.35</u>
Total Highway Department	\$ 418,243.85

LIBRARY:

Bulfinch, Martha R	\$ 9,579.54
French, Deborah	\$ 55,134.04
James, Lauren E	\$ 1,020.57
Seavey, Patricia A	\$ 9,242.73
Wanner, April L	<u>\$ 22,087.59</u>
Total Library	\$ 97,064.47

PLANNING BOARD:

Heeney, Mary	\$ 11,652.05
Total Planning Board	\$ 11,652.05

PLUMBING INSPECTOR:

Corriere, Richard P	\$ 6,326.00
Total Plumbing Inspector	\$ 6,326.00

POLICE DEPARTMENT:

Brewer, Mark E	\$ 6,550.64
Bruce, Daniel J	\$ 129,528.04
Dagle, Mary Elinor	\$ 51,400.24
Davis, Ryan W	\$ 108,964.65
Devaney, Ryan P	\$ 4,337.84
Edwards, Alexander F	\$ 97,218.77
Francis, Paul	\$ 127,639.63
French, Michael	\$ 19,372.51
Harrell, Michael D	\$ 8,946.42
Juliano, Michael C	\$ 98,054.99
Landry, David J	\$ 7,805.28
Lazarides, Brittney	\$ 38,191.18
Lipinski, Chad	\$ 8,991.06
Lipinski, Matthew J	\$ 3,395.20
Pereen, Lauren M	\$ 18,201.43
Romeos, James C	\$ 95,558.68
Shamshak, Thomas	\$ 126,364.17
Silva, Peter	\$ 52,088.13
Symonds, Justin P	\$ 12,063.22
Vangelist, David J	\$ 58,069.60
Wheway, Robert P	\$ 58,917.66
Total Police Department	\$1,131,659.34

POLICE DEPARTMENT – PRIVATE DUTY:

Bruce, Daniel J	\$ 8,205.96
Davis, Ryan W	\$ 9,507.60
Edwards, Alexander F	\$ 2,611.40
French, Michael	\$ 636.00
Harrell, Michael	\$ 1,484.00
Juliano, Michael C	\$ 8,708.74
Landry, David	\$ 2,120.00
Lazarides, Brittney	\$ 20,938.62
Lipinski, Chad	\$ 458.16
Pereen, Lauren M	\$ 1,272.00
Romeos, James C	\$ 1,345.60
Shamshak, Thomas	\$ 2,511.48
Symonds, Justin	\$ 2,067.00

Vangelist, David J	\$ 4,192.52
Wheway, Robert P	\$ 9,098.50
Total Police Department - Private Duty	\$ 75,157.58
RECYCLING DEPARTMENT:	
Good, Brandon	\$ 20,717.48
Total Recycling Department	\$ 20,717.48
SHELLFISH DEPARTMENT:	
Hartley, Stephen F	\$ 1,955.02
Knovak, William J	\$ 45,413.68
Seminara, Jude	\$ 2,724.84
Wilson, Peter	\$ 3,883.68
Total Shellfish Department	\$ 53,977.22
TOWN ACCOUNTANT:	
Antell, Virginia	\$ 86,481.95
Friedrich, Brooke H	\$ 7,587.33
Total Town Accountant	\$ 94,069.28
TOWN ADMINISTRATOR/PERSONNEL OFFICER:	
Zubricki, Brendhan D	\$ 159,965.76
Total Town Administrator/Personnel Officer	\$ 159,965.76
TOWN CLERK:	
Burnham, Dawn A	\$ 9,502.29
Thorne, Pamela B	\$ 58,048.58
Total Town Clerk	\$ 67,550.87
TOWN CUSTODIAN:	
King, Edward P	\$ 12,947.31
Muise, Gerald	\$ 20,668.77
Total Town Custodian	\$ 33,616.08
TOWN MODERATOR:	
Jones, Jeffrey	\$ 100.00
Total Town Moderator	\$ 100.00
TREASURER/TAX COLLECTOR:	
Elwell, Dorothy M	\$ 47,586.24
Scott-Blanchard, Kathryn	\$ 5,113.14
Soulard, Jeffrey T	\$ 69,745.00
Williams, Kimberley	\$ 6,071.04
Total Treasurer/Tax Collector	\$ 128,515.42

WATER DEPARTMENT:

Bruce, John	\$ 67,717.54
Federico, Jason M	\$ 74,435.84
Frithsen, David W	\$ 86,160.82
Heitz, Eric T	\$ 93,421.87
Muise, Ivan	\$ 69,805.91
Nangle, Gayle M	<u>\$ 21,510.72</u>
Total Water Department	\$ 413,052.70

YOUTH COMMISSION:

Slater, Suzanne V	<u>\$ 11,296.97</u>
Total Youth Commission	\$ 11,296.97

GRAND TOTAL – All Departments:

\$3,417,120.70

EASTERN ESSEX DISTRICT DEPARTMENT OF VETERANS' SERVICES

Veterans Services is charged under Massachusetts General Laws Chapter 115 with providing services to Veterans/Surviving Spouse. The Town funds this program for the Veteran/Surviving Spouse, and is subsequently reimbursed 75% by the Commonwealth. It is the responsibility of 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.

Some of the highlights of the past year: We obtained and presented 4 Korean Ambassador for Peace Medals, 1 Vietnam Service Medal, and 2 Medals of Liberty. We prevented 10 people from becoming homeless and assisted in getting 2 Veterans into Rehab. Recorded a 30 Minute Presentation on Veteran Benefits. Served on the Merrimack Valley Veterans Collaborative Vision Committee and the Northshore Veterans Collaborative Committee. We coordinated with Mass Military Foundation and got 25 meals, we delivered them to our Veterans. We signed up Veterans for meals at the Food Pantry and helped deliver the meals. We received and distributed 400 masks to local organizations and individual Veterans and families. At Thanksgiving, we partnered with Disabled and Limbless Veterans, Inc; we obtained and delivered 20 full turkey dinners. We were able to get some winter gear from Coats 4 Vets. The trainings and conferences continued all year via ZOOM. Despite the challenge of the COVID-19 Crisis, the Veterans' Service Department was, and continues to be, 100% operational.

Significant statistics: VA Awarded Benefits Essex Veterans and/or Surviving Spouses: Veteran Compensation: 32 Veterans total \$136,750; Veteran Pension: 3 total \$41,500; Dependency & Indemnity Compensation: 5 surviving spouse \$74,500; Death Pension: n/a; Total Awards 40 Veterans/Widows/Widowers for \$1,757,000/annual; Total Awards for District: 561 Veterans/Surviving Spouses \$15,000,000. Ch115 Benefits approx. \$11,700 (*due to the pandemic

the medical costs are down; the VA stops sending medical bills in March (they will restart in 2021), people were not able to get elective surgery, and no dental bills).

Department Staff:

Karen Tyler, District Director/Veterans' Service Officer

Kathleen Collins, Assistant to the Director

Jeanne Commette, Part-Time Administrative Assistant (1/1/2020- 6/30/2020)

Personnel Changes: Due to budget constraints, we had to let go of Jeanne Commette on June 30, 2020.

Board of Directors:

Robert Snow, Board Member, Chairman

Michael Flynn, Board Member, Essex

Doug Dawes, Board Member, Georgetown

Linda Alexson, Board Member, Ipswich

Michael Doyle, Board Member, Newbury

William Wilson, Board Member, Wenham

Robert Janes, Board Member, West Newbury

Karen Summit, Treasurer, Rowley

Respectfully submitted,

EASTERN ESSEX DISTRICT DEPT OF VETERAN SERVICES

Karen Tyler, District Director