

# TOWN OF ESSEX 2022 ANNUAL REPORT

Town of Essex, Essex County, Commonwealth of Massachusetts  
Incorporated February 15, 1819  
Area: 14.18 Square Miles  
Town Population: 3,675 (Per/2020 Federal Census)

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.

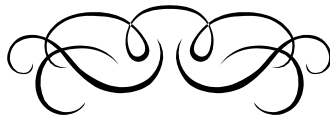
## **Statewide Office Holders of the Commonwealth**

Governor Charlie D. Baker	(888) 870-7770
Lieutenant Governor Karyn 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) 727-8400
US Senator Elizabeth A. Warren	(617) 565-3170
US Senator Edward J. Markey	(617) 565-8519
US Congressman Seth W. Moulton	(978) 531-1669

## **Elected Officials of Local Districts**

Senator Bruce E. Tarr, First Essex & Middlesex District	(617) 722-1600
Representative Ann-Margaret Ferrante, Fifth Essex District	(617) 722-2370
Governor's Council Eileen Duff, Fifth District	(617) 725-4015, ext. 6
District Attorney Jonathan W. Blodgett, Essex County	(978) 745-6610

IN MEMORIAM  
OF THOSE  
WHO HAVE SERVED  
THE TOWN



*Effie M. Andrews*

*Mary J. Buckley*

*Barry E. Ewing*

*Elizabeth Frye*

*Warren J. Grant, Jr.*

*Joyce A. Perkins*

*Morley L. Piper*

*Alfred K. Stanton*

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TOWN OF ESSEX  
ELECTED TOWN OFFICERS 2022-2023

BOARD OF ASSESSORS

Steve Poulos, Chairman	Term Expires 2023
Michael Cataldo	Term Expires 2024
Michael Antell	Term Expires 2025

BOARD OF HEALTH

Dr. David Driscoll, Chair	Term Expires 2023
Sally Ann Rich	Term Expires 2024
Dr. Fares Mouchantaf	Term Expires 2025

BOARD OF LIBRARY TRUSTEES

Diane Kotch, Chair	Term Expires 2023
Jennifer Mayer	Term Expires 2024
Rob Fitzgibbon	Term Expires 2025

BOARD OF SELECTMEN/ CONOMO POINT COMMISSIONERS

Guy Bradford	Term Expires 2023
Peter D. Phippen	Term Expires 2024
Ruth R. Preen, Chairman	Term Expires 2025

CONSTABLES

Aaron Ciulla	Term Expires 2023
William Knovak	Term Expires 2023

ESSEX HOUSING AUTHORITY

Gordon Thompson (Elected)	Term Expires 2023
Margot C. Hammon (Elected)	Term Expires 2024
Roger B. Tyler (State Appointee*), Chair	Term Expires 2025
M. Jane Murphy (Tenant Appointee)	Term Expires 2026
Michele French (Elected)	Term Expires 2027

Irene Frontiero, Superintendent

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

PLANNING BOARD

Samuel Sturgis Crocker V	Term Expires 2023
Michael McConnell	Term Expires 2023
Westley Burnham	Term Expires 2024
Kimberly A. Drake, Chair	Term Expires 2024
Lisa O'Donnell	Term Expires 2025
Shelly Bradbury	Term Expires 2026
Matthew Greco, Vice Clerk	Term Expires 2027

SCHOOL COMMITTEE

Theresa Whitman	Term Expires 2023
Katrina Koch-Sundquist	Term Expires 2024
Jacob Foster	Term Expires 2025

TOWN MODERATOR - Jeff Jones, May 2023

APPOINTED TOWN OFFICERS  
BOARDS & COMMITTEES 2022-2023

ACTION, INC. REPRESENTATIVE - Courtney Lane, June 30, 2023

ADA COORDINATOR - William Sanborn, June 30, 2023

AFFORDABLE HOUSING TRUST

Cliff Ageloff (Community Preservation Committee Rep.)	June 30, 2023
Shelly Bradbury (Planning Board Rep.)	June 30, 2023
Michael Flynn (Finance Committee Rep.)	June 30, 2023
John Guerin (At-Large Rep.)	June 30, 2024
Ruth Preen (Board of Selectmen Rep.)	June 30, 2024
Diane Polley (Housing Authority Rep.)	June 30, 2024
Troy Scarborough (At-Large Rep.)	June 30, 2024

ANIMAL CONTROL

Amelia Reilly (Animal Control Officer)	January 31, 2023
Diane Corliss (Assistant Animal Control Officer)	January 31, 2023

ANIMAL HEALTH INSPECTOR - Pamela Stone, April 30, 2023

BOARD OF APPEALS

Keith Carter	January 31, 2023
Michael Davis	January 31, 2024
Edwin Perkins, Chair	January 31, 2025
Lisa J. O'Donnell – Alternate	January 31, 2024
Margaret M. Nelson - Alternate	January 31, 2024

BOARD OF APPEALS CLERK – Debbie Cunningham

BOARD OF ASSESSORS'S CLERK – Brenda Harrell

BOARD OF HEALTH AGENT – Erin Kirchner

BOARD OF HEALTH CLERK – Ann White

BOARD OF PUBLIC WORKS

Paul Rullo, Chair	June 30, 2023
Westley Burnham	June 30, 2024
Nick Ellis	June 30, 2025

BOARD OF PUBLIC WORKS SUPERINTENDENT – Michael Galli

BOARD OF PUBLIC WORKS ADMINISTRATIVE CLERK – Amanda Davie

BOARD OF REGISTRARS

Vickie Cataldo	June 30, 2023
Patricia Rogers	June 30, 2024
Eleanor Woulfe	June 30, 2025

BD OF SELECTMEN’S/CONOMO POINT COMMISSIONER’S ASSISTANT

Pamela J. Witham

BUILDING DEPARTMENT

William Sanborn, Building Inspector	June 30, 2023
Paul Orlando, Assistant Building Inspector	June 30, 2023

BUILDING INSPECTOR’S CLERK - Natalie Fiore

CATA REPRESENTATIVE – Gil Frieden, June 30, 2023

CENSUS LIAISON – Vickie Cataldo

COMMUNITY PRESERVATION COMMITTEE

Cliff Ageloff (Conservation Commission)	June 30, 2023
Kim Drake, Chair (Planning Board)	June 30, 2023
Dave Frithsen (Water Department)	June 30, 2023
Jay Tetzloff (Essex Historical Commission)	June 30, 2023
James Witham	June 30, 2023
Gregory Cooper (Essex Housing Authority)	June 30, 2025
Alison Taylor	June 30, 2025

CONSERVATION COMMISSION

Cliff Ageloff	June 30, 2023
Tom Barrieau	June 30, 2023
Sharon DeMeo	June 30, 2023
Kevin Cooke	June 30, 2024
Vacancy	June 30, 2024
Bill Levy	June 30, 2025
Laureen Sanderson	June 30, 2025

CONSERVATION AGENT – David Tessein

CONSERVATION COMMISSION CLERK – Deborah Cunningham

COUNCIL ON AGING

Vacancy	June 30, 2023
Richard Denton	June 30, 2023
Beverly Dolinsky	June 30, 2023
Diane Polley	June 30, 2023
Ralph Hawley	June 30, 2024
Kay Joseph, Chair	June 30, 2024
Susan Lufkin	June 30, 2024
Ann Buckley	June 30, 2025
Gil Frieden	June 30, 2025
Susan Parady	June 30, 2025
Mary Wilhelm	June 30, 2025

COUNCIL ON AGING DIRECTOR – Kristin Crockett

COUNCIL ON AGING OUTREACH COORDINATOR – Theresa Leary

EASTERN NATIONAL VETERANS DISTRICT REPRESENTATIVE

Michael Flynn	June 30, 2024
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ECONOMIC DEVELOPMENT COMMITTEE

Shelly Bradbury	June 30, 2024
Tina Lane	June 30, 2024
Ryan Madrigal	June 30, 2024
Martha Mazzarino	June 30, 2024
Camilla Pizzo	June 30, 2024
Georgeanne Richards	June 30, 2024
Donna Roy	June 30, 2024
Desiree Comb	June 30, 2025
Margaret Eklind	June 30, 2025
Jodi Harris, Chair	June 30, 2025

ELECTION OFFICER – CLERK – Theresa Mansfield, August 15, 2023

ELECTION OFFICER – WARDEN – Kathleen McKinnon, August 15, 2023

ELECTRICAL INSPECTORS – June 30, 2023

John Shields, Inspector	Ramie Reader, Assistant Inspector
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EMERGENCY MANAGEMENT DIRECTOR – Ramie Reader

ESSEX CULTURAL COUNCIL

Janet Carlson	June 30, 2023
Robyn Kanter, Chair	June 30, 2023
Caryn Gallagher	June 30, 2023
Dawn Burnham	June 30, 2025
Cameron Emery	June 30, 2025
Maureen Flatley	June 30, 2025
Vacancy	June 30, 2025

ESSEX REPRESENTATIVE, 1623 STUDIOS - Lisa O'Donnell, June 30, 2024

FINANCE COMMITTEE

Michael Flynn	June 30, 2023
Nina McKinnon	June 30, 2023
Mark Renzi	June 30, 2023
Benjamin Buttrick, Chairman	June 30, 2024
Christopher Wolf	June 30, 2024
Vacancy	June 30, 2025
Joshua Franklin	June 30, 2025

FIRE DEPARTMENT BOARD OF ENGINEERS – June 30, 2023

Keith Carter, Deputy Chief	Ernest Nieberle, Jr., Deputy Chief
Ramie Reader, Chief	

FIREFIGHTERS – June 30, 2023

David Pereen, Captain	Travis Good, Lieutenant
Christian Hassel, Lieutenant	Jason Heath, Lieutenant
Joseph Lafata, Lieutenant	Eian Woodman, Lieutenant
Daniel Ball	John Bateman
Mark Brewer	Craig Carter
Robert Cavender	Phillip Cicala
Samuel Crocker	Colt Donahue
Richard Dort, Jr.	Daniel Doucette
Cameron Ellis	Daniel Fialho
Jason Hammer	Peter Hoare
Cory Jackson	Erin Kirchner, EMT
Gary Landry	Barry Leeds
Amy McNeilly	James McNeilly
Edward S. Neal	Jonathan O'Bryan
Nicholas Ouellette	Kent Parsons
Joan Perrigo	Benjamin Pike, EMT
Matthew Pinstein	Anthony Pizzo
Alec Powers	Michael Puopolo
Patrick Roddy	Patrick Rose (Probationary)
Ryan Santos	Michael Soucy
George Stavros	Fillippo Zappa

FOREST FIRE WARDEN – Ramie Reader

GENERAL ELECTION WORKERS – August 15, 2023

Kathleen Bilsbury	Karen Birch
Andrea Bradbury	Christina Bruce
Ann Buckley	Westley Burnham
Julia Burroughs	Annie Cameron
Carla Christensen	Crystal Davis
Pamela Davis	Wendy Davis



Callie Doane  
 Rachel Fitzgibbon  
 Mary Fortunato  
 Allysa Fraser  
 Deborah French  
 Amy Heath  
 Mary Heeney  
 Laura Irwin  
 Diane Johnson  
 Robyn Kanter  
 Posie Mansfield  
 Jeremy McElwain  
 Kathy McKinnon  
 Linda Osburn  
 Susan Parady  
 Kim Pedersen  
 Diane Polley  
 Hope Sanford  
 Claire Smith  
 Andrew St. John  
 Jimmie Lou Tulloch

Abigail Fitzgibbon  
 Rob Fitzgibbon  
 Wendy Fossa  
 Amy Fraser  
 Karen Greene  
 Patricia Heath  
 Ellen Hull  
 Katherine Jackson  
 Rebecca Jones  
 Erin Kirchner  
 Michael McConnell  
 Elizabeth McKeen  
 Elizabeth Nichols  
 Jessica Palm  
 Diane Patrican  
 Ruth Preen  
 Kathleen Quill  
 Jim Sanford  
 Robert Smith  
 Ann Trudeau  
 Karen Wright

#### HARBORMASTER ASSISTANTS

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
Ryan Devaney	June 30, 2024
Michael Harrell	June 30, 2024
Theodore Karr	June 30, 2024
Ainsley McKenna	June 30, 2024
Gregg Perry	June 30, 2025
Ken Wilson	June 30, 2025

#### HARBORMASTER – Daniel Fialho

#### HISTORICAL COMMISSION

Drew Godfrey	June 30, 2024
Justin Kane	June 30, 2024
Keith Symmes	June 30, 2025
Marlene Putnam	June 30, 2025
Jay Tetzloff, Chair	June 30, 2025

LICENSING CLERK – Pamela J. Witham

LOCAL EMERGENCY PLANNING COMMITTEE

Ramie Reader, Fire Department	June 30, 2023
Ruth R. Pereen, Board of Selectmen	June 30, 2023
Paul Francis, Police Department	June 30, 2023
Erin Kirchner, Board of Health	June 30, 2023
Michael Galli, Board of Public Works	June 30, 2023

MASSACHUSETTS AREA PLANNING COUNCIL

Peter Phippen, Representative	June 30, 2025
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NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL

Alva Ingaharro, Representative	December 31, 2024
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OPEN SPACE COMMITTEE

Rebecca Davis	June 30, 2023
Nancy Dudley	June 30, 2023
Lysa Leland	June 30, 2023
Julie Scofield, Chairperson	June 30, 2023

PERSONNEL BOARD - Board of Selectmen

PLANNING BOARD CLERK – Mary Heeney

PLUMBING & GAS INSPECTORS – June 30, 2022

Richard Corriere, Inspector	David Pereen, Assistant Inspector
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POLICE CHIEF – Paul Francis

POLICE OFFICERS (FULL-TIME) – June 30, 2025

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

POLICE OFFICERS (PART-TIME) – June 30, 2022

Katelynn Chuilli	Ryan Devaney
Brittney Lazarides	Daniel Morris
Victor Munoz	Meaghan Wonson

SHELLFISH CONSTABLES

Peter Seminara, Deputy Constable	June 30, 2023
Rebecca Visnick, Deputy Constable	June 30, 2023
Peter Wilson, Deputy Constable	June 30, 2023
William Knovak, Constable	June 30, 2025
Jude Seminara, Deputy Constable	June 30, 2025

STRATEGIC PLANNING COMMITTEE – June 30, 2023

John Bediz (Ad Hoc) Tom Barrieau (Cons. Committee)  
Annie Cameron, Chair (At Large) Diane Corrao (Shellfish)  
Richard Denton (Council on Aging) Michael Galli (Dept of Public Works)  
Jodi Harris, Chair Lisa O'Donnell (Planning Bd.)  
Ruth R. Pereen (Board of Selectmen) Mark Renzi (Finance Com.)  
Julie Scofield (Open Space) Scott Sheppard (Merchants Group)  
Jay Tetzloff (Essex Historical Com.)  
Mark Fine (MAPC Representative) – Ex-Officio Member  
Dana Menon (Town Planner) – Ex-Officio Member  
Brendhan Zubricki (Town Administrator) – Ex-Officio Member

TOWN ACCOUNTANT – Jeff Soulard

TOWN ADMINISTRATOR – Brendhan Zubricki

TOWN CLERK – Pamela Thorne  
TOWN CLERK, ASSISTANTS – Theresa Mansfield & Dorothy Elwell

TOWN COUNSEL - KP Law, P.C., June 30, 2023

TOWN CUSTODIAN: TOWN HALL/LIBRARY – Ed King  
TOWN CUSTODIAN: TOWN PROPERTY – Gerald Muise  
TOWN CUSTODIAN: PUBLIC SAFETY BUILDING – John Bateman, Sr.

TOWN PLANNER – Dana Menon

TREASURER/TAX COLLECTOR – Brooke Friedrich  
TREASURER/TAX COLLECTOR'S CLERK - Dorothy Elwell

VETERANS' GRAVES OFFICER – Chris Osborne, June 30, 2023

## BOARD OF SELECTMEN CONOMO POINT COMMISSIONERS

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

**Regarding Town facilities,** we are happy to report that the site of the old fire and police station at 24 Martin Street has been restored to a grassy area with a new display building for the Town's antique fire pumper. The Town hopes to improve the grassy area with some amenities for the public as we work with a consultant hired via a State grant to better define the look and feel of our downtown area.

The Conomo Point seawall was completely replaced, with the site restored by June of 2022. We expect that this new seawall will withstand many storms to come since it is built of reinforced concrete with its façade designed to resemble granite blocks. The project came in well under budget and the Board has now turned its attention to the renovation of both of the stone piers at Conomo Point using funding that was not needed for the seawall project.

The American Rescue Plan Act (ARPA) funding from the Federal Government to modernize and improve all three of the Town's public water supply wells has advanced the project well into the design stage and we are expecting a winter bidding project with commencement of construction shortly thereafter. The Town will utilize State Revolving Loan Fund (SRF) money approved by the Town in 2022 to make improvements to the Water Filtration Plant. Design work is well underway and we are expecting late-winter bidding with an early spring construction commencement. The Wastewater Department, with assistance from the Town Administrator and the Selectmen, has continued to replace individual grinder pumps within the Town's sewer system and will continue this process until all pumps are replaced.

The Manchester Essex Regional School District's capital planning continues to include the assessment of and any necessary construction activity with respect to the Essex Elementary School to occur within the next 5-10 years. A recent technical review of the building by a consultant has raised many questions, including which building systems should perhaps be renovated in advance of either a complete building renovation or building replacement. The question of how much money to devote to the building prior to full renovation or replacement will depend on when the renovation or replacement process is undertaken. Tasks such as filing a Statement of Interest with the Massachusetts School Building Authority and conducting a feasibility study will be discussed in the near term but the process is lengthy and actual construction and its impact to taxpayers is still several years away.

The replacement of the bridge over the Essex River on Route 133 has proceeded very smoothly and is on schedule. The two-lane, temporary bypass bridge that has been in use should no longer be necessary after May of 2023. At that point, the new, permanent bridge will be put into service and the temporary bridge will be removed.

A group of volunteers continues to develop a plan to use donated materials and some Town funding authorized at the Fall Town Meeting in 2021 to construct a new pavilion in place of the Folsom Pavilion at the Centennial Grove after it had to be demolished. Removal of hazard trees and clearing of overgrown brush has been completed and we are hopeful that work on the concrete slab will commence in the spring of 2023.

Another group of volunteers continues to raise private funding for the complete renovation of the tennis courts at Memorial Park after the courts had to be closed due to unsafe surface conditions. The Fall Town Meeting in 2021 approved funding for the Town to assist this group via the provision of needed materials.

The former site of the Town's fire and police station at 24 Martin Street has now been fully restored as a grassy open space with a new display building for the Town's antique fire pumper.

The site will likely be improved in the future to provide some degree of outdoor amenities for public enjoyment.

Using a combination of grant and Town funding, we are presently contemplating the installation of decorative street and sidewalk lighting in the downtown area between Woodman's and Martin Street. The light poles will have the ability to support decorative banners and planters and should make the downtown area more pleasing for both residents and visitors alike.

In the fall of 2022, Town Meeting approved the purchase of the 11.5-acre property at 30 Apple Street as a result of a right of first refusal afforded to the Town as part of the property's removal from its long-time agricultural use status. This newly-acquired Town property already provides the Town with a second means of access to the Town transfer station and DPW facility and it may provide for other uses in the future.

**With respect to our natural resources and recreation areas**, the Army Corps of Engineers (ACOE) will soon release a report with respect to how dredged materials might be used in the future 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. Regardless if such innovative techniques are eventually approved or implemented, we continue to anticipate the use of over \$4.4M to the ACOE for full maintenance dredging of the Essex River and all permitting associated therewith. We expect that dredging will occur during the winter of 2023-2024.

The Town has continued 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 an 800-foot section of Apple Street in the future, the Town is working through its fourth grant-funded study of the matter. This fourth study is intended to bring the project through final design and all necessary permitting and the Town has filed to be on a waiting list for eventual 90% Federal construction funding.

Further, we have continued an effort to better coordinate ongoing management of environmental issues at Chebacco Lake. Issues range from siltation and sedimentation, to increasingly-frequent toxic algae blooms, 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. To that end, a major clearing effort was completed in the lower reaches of the brook during the summer of 2021. Subsequently, a total of \$30,000 in Town and State funding was used to survey the Alewife Brook system. A second round of State funding for \$30,000 is presently being used to capture long-term surface and groundwater level data.

**Regarding Conomo Point**, long-term property leases will continue to provide the Town with approximately \$550,000 per year in lease payments over the remaining 14 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 \$1.7M State grant for the replacement of the Conomo Point Seawall System and that project was completed by the end of May, 2022. Coupled with the project that created a small park at the end of the seawall in the past, the seawall project itself has now improved the fringe area between Conomo Point Road and the wall itself for a much-enhanced public access experience. In future years, the Town will likely move on to the improvement of the Clammers' Beach/Beach Circle area. However, more immediately, since the seawall project came in under budget, we have turned our attention to the renovation of the two stone piers at the Point using the leftover funding from the seawall project. We welcome your input regarding the new waterfront park or other areas at the point.

**Regarding the Town's Zoning Environment**, the Annual Town Meeting of 2020 imposed a moratorium on the change of use from vacant or residential property to commercial or industrial property for two years. The Town was then bound to initiate efforts to study the existing zoning bylaw and make recommendations back to Town Meeting within the moratorium period. To that end, the Town received a Community Compact Cabinet Grant in the amount of approximately \$45,000 with which we retained the services of the Metropolitan Area Planning Council (MAPC). MAPC completed a zoning diagnostic report with respect to the Town's existing land use patterns and other background data and has provided the Town with ten major categories for potential zoning changes. MAPC assisted the Town in the spring of 2022 to apply for an additional State grant, for up to \$75,000 that will develop the actual recommendations for zoning bylaw changes for the Annual Town Meeting of 2023 to consider. That grant was awarded, and MAPC added \$15,000 in matching funds to the award, for a total of \$90,000. This new work has just commenced and we encourage all residents to be involved in the process that MAPC will undertake.

**Regarding Town Solid Waste and Recycling Services**, the longstanding contract with Covanta for the hauling and disposal of solid waste and the maintenance of the Town transfer station expired on December 31, 2022. That contract featured a very favorable tipping rate which was inclusive of hauling fees. We negotiated a six-month extension to the contract with a higher tipping fee and separate charges for hauling, to allow the Town to assess how solid waste should be handled in the future. Presently, the situation is leaning toward the continued operation of the transfer station (as opposed to moving to curbside service) and we are contemplating instituting a pay-as-you-throw system involving the purchase of official Town trash bags. We will certainly have more information for voters as we approach the Annual Town Meeting.

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

- With our relatively new, municipally-owned fiber optic connection to the Town of Danvers municipal data center, we have continued to leverage the power of regional information/technology provision. We are now benefitting from a state-of-the-art cybersecurity fabric that was designed and is managed by Danvers IT staff and our various servers are now housed as virtual machines at the Danvers datacenter.
- Using grant funding, we have now completed the installation of technology in the Town Hall auditorium that makes possible interactive, hybrid (in person and remote) public meetings.
- The Strategic Planning Committee (SPC) delivered in December of 2022 a revised Essex Strategic Plan covering 2023-2028.

- The work of the Essex Housing Coalition, an effort coordinated via a technical assistance grant from the Citizens' Housing and Planning Association (CHAPA), has now been transitioned to the Essex Affordable Housing Trust, which was created by Town Meeting vote in May of 2022. The Trust is just getting off of the ground and we expect that the Trust will develop a plan to work toward affordable housing goals in the coming year.

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

In the year 2022, Animal Control received calls on the following:

- Multiple loose dogs, all returned to owners.
- One stray, domesticated Canada goose picked up and given to the Environmental police.
- One well-being check on a 17-year old cat.
- Got two squirrels out of various buildings.
- Two calls about dead deer on resident's lawns.
- Multiple raccoon calls, injured rabbits, and a litter of dumped rabbits in the Manchester Essex Woods. All caught and given good homes.
- Multiple loose horse calls.
- Several horses also returned to owners.
- Multiple missing cat calls.
- Multiple cats hit and killed by cars.
- Snapping turtles in the road, and noise complaints from chickens.
- Three calls about ducks and chickens in the road.
- Multiple deer hit and killed on Southern Avenue and Route 133.
- Ten or more calls on coyote sightings.
- Several calls of running dogs, barking dogs, dogs in the road, and dogs in the bank.

This year there were no verified cases of rabies in Essex.

Respectfully submitted,  
*ANIMAL CONTROL OFFICER*  
 Amelia Reilly

## ANIMAL HEALTH INSPECTOR

In 2022:

- Eight dogs were quarantined for biting humans, and twelve more dogs were quarantined for biting another dog.
- Three animals were sent to the Rabies Lab in Jamaica Plain for rabies testing. All three tests came back negative.
- Sixteen cats were quarantined for having “wounds of unknown origin”.
- Fifteen dogs were reported to have known coyote bites.
- Twenty-two barns were inspected and the barn book was sent to the Division of Animal Health in Boston.
- Two online courses were taken concerning zoonotic diseases.

The Annual Animal Health Inspection Meeting was attended via Zoom this year on December 8, 2022.

Respectfully Submitted,  
*ANIMAL HEALTH INSPECTOR*  
Pam Stone, CVT

## BOARD OF ASSESSORS

Over the past year, the Assessors’ Office has seen many changes. Mike Cataldo was re-elected to the Board for 3 more years. Brenda Harrell retired from her long-held position in the office. She has been a huge asset in the Department for a long time and will be missed. Thank you, Brenda, for all your years of service! Patricia Wright has joined the office to fill Brenda’s position. She has come up to speed exceptionally quickly and we look forward to the future of the office with her there.

The Assessors keep track of changes through Essex building permits and make regular trips to sites under construction. Those 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 335 property visits.

The current tax rate for fiscal year 2023 is \$13.88, down from last year’s rate of \$15.70. This is explained by the continually appreciating real estate market in Essex. Over \$7.7 million dollars in new growth came online 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.

Last year, changes in the senior taxpayer exemptions were voted in Essex 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.

The Essex Assessors’ Office is currently open in person or by phone, fax, or e-mail on Monday through Thursday from 7:30 am to 3:30 pm. The Board of Assessors’ meetings are held on the first Thursday of every month 8:30am to 9:30am. On meeting days, the office is open from 7:30



am to 3:30 pm. All meetings are open to the public, by phone, or in person. We may be reached by phone at 978 768-7831.

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

## BOARD OF HEALTH

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 2021, these duties were accomplished under the leadership of Dr. David Driscoll, Board of Health Chair and Medical Director, and members Dr. Fares Mouchantaf and Sally Ann Rich, LPN. Kellie Keenan continues as our Public Health Nurse. Roberta Cody is our contracted food safety inspector and Erin Kirchner continues as Board of Health Administrator.

In partnership with Hamilton, Rockport, and Wenham, Essex received funding through a Public Health Excellence Grant in 2022. This multi-year grant allowed us to hire a regional public health nurse and regional social worker, working to expand public health services in our community as well as improving compliance with statutory requirements.

In 2022, the Board of Health:

- Performed seasonal pre-opening and monthly monitoring and water sampling at 3 public Town swimming areas.
- Investigated 17 nuisance complaints.
- Reviewed 22 Title 5 Inspection reports.
- Reviewed 17 septic system design plans, revisions or as-builts.
- Witnessed soil testing on 9 existing & proposed lots.
- Performed 45 food service and event inspections.
- Issued 56 Food Service Permits.
- Issued 1 permit for the manufacture of ice cream.
- Licensed 24 Disposal Works Installers.
- Licensed 11 Septage Haulers.
- Issued 11 Keeping of Animals Permits.
- Issued 3 Retail Tobacco Sales Permits.
- Inspected and permitted 1 recreational/day camp for children.
- Issued 1 Hot Tub Permit.

In partnership with the Greater Cape Ann Community Collaborative, we continued offering COVID-19 vaccinations at weekly standing clinics, administering over 600 doses of adult and pediatric COVID-19 vaccine in Essex. We also administered 150 doses of flu vaccine to residents, town employees, and homebound individuals. Finally, in accordance with Massachusetts Department of Public Health requirements, the Board of Health conducted surveillance and/or investigation of the following probable or confirmed communicable disease events in 2022:

Anaplasmosis	3
Rocky Mountain Spotted Fever	1
Salmonella	1
Giardiasis	1
Influenza	11
Lyme Disease	7
Novel Coronavirus	319

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 attend 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 Town webpage, [www.essexma.org](http://www.essexma.org). 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](mailto:boh@essexma.org).

Respectfully Submitted,  
*ESSEX BOARD OF HEALTH*  
 Erin Kirchner, Administrator

## BOARD OF PUBLIC WORKS

2022 was another busy year for the Town of Essex. We found ourselves again in the middle of another Mass DOT project, with the replacement of the Main Street Bridge. This has posed challenges for both DOT and the Town Water and Sewer Departments. As the temporary bridge was constructed, both water and sewer mains had to be diverted; and then, once the new bridge is in place, the utilities need to be moved back. There were several nights when both contractors and Town employees worked together to accomplish this work.

The Wastewater Department continued to work with the Town's installer of the new E-One grinder pumps. Twenty-two new pumps were installed and put into service. A total of 110 pumps have been changed over to date, and 90 are remaining. Forty sewer alarms were called in and addressed by the Wastewater Department. This number is down 50% over the last two years because of the grinder pump upgrades. The E-one pumps have cut back on the sewer over time drastically. The five sewer stations all have upgraded their radio systems and programmable logic controls (PLCs). These devices help relay emergencies to Department personnel. Over the year, five more properties were connected to the sewer for a total of 628.

The Water Department continues to deal with an aging water system. There were five water service leaks repaired and one service replacement as preventative maintenance. Five new water services were installed and a fire hydrant was replaced on Eastern Avenue that had malfunctioned. At the Water Plant, an 18" valve was replaced on one side of filter #1. The valve had broken in the off position which posed a problem for the water crews. Both the water clear well and storage tank were cleaned by an outside contractor. The Town received one million dollars through a Federal

grant that will be used to upgrade the Water Plant. At Town Meeting, the Town voted to fund around 2.5 million with a State Revolving Fund. The Water Department has hired an engineering firm to design the upgrades to the three wells and the Water Treatment Plant. This work is waiting for DEP approval. Once approved, the bidding process will happen, and then the work will begin. Last summer, the Town was under a mandatory water ban. Although our wells were in good shape, the State enacted a State-wide water ban with which we complied. We thank all the residents that cut back on their water usage. It put less stress on the water system and saved hours of overtime and chemical use.

The Highway Department continues to keep up with regular maintenance of the Town: mowing of grounds and cemeteries, vehicle and equipment maintenance, infrastructure maintenance, paving, basin and drain repairs, street sweeping, and line painting. Except for one large snow event, the winter was average. The Department ordered a new International medium-duty truck to replace a 2011 one-ton dump truck. This unit should be delivered in early 2023. There were sections of Belcher Street and Choate Street that were paved using Chapter 90 State funds.

There were thirty-one burials at the Spring Street Cemetery this year. Twenty-one were cremations and ten were full burials. The Highway crews installed many headstone foundations and military markers. Many hours are spent mowing and trimming both cemeteries throughout the summer.

The Transfer Station took in 1,221 tons of refuse and 409 tons of recyclables. Both of these are down slightly from last year. As the price of refuse removal continues to go up, all residents are encouraged to recycle as much as possible. The work that was approved at the Town Meeting has already started. New fencing has been installed and the new garage door has been ordered as well. We have been working with the Selectmen for a better part of this year to negotiate a new contract for our refuse removal. The contract expired on December 31st of 2022. In the fall, we were able to negotiate a 6-month extension, which is set to expire on June 30, 2023.

In closing, the Department of Public Works would like to thank all the residents, other Boards, and volunteers for their support and patience. With a limited workforce, we strive to provide the best service possible.

Respectfully Submitted,  
*BOARD OF PUBLIC WORKS*  
Paul Rullo, Chairman  
Nick Ellis  
Westley Burnham

## BUILDING INSPECTOR

A total of 184 permits were issued during 2022. The following is a breakdown of the number and description of permits issued:

175	Building Permits
3	Demolition Permits
0	Sign Permits
1	Sheet Metal Permit
5	Mechanical Permits

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 0.05% 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.

### Updates:

Spring Street sign was completed

Building for the preservation of the historic hand pump was completed

Current members of the Committee are identified below.

Respectfully Submitted,  
*COMMUNITY PRESERVATION COMMITTEE*  
Kimberly Drake, Planning Board (Chair)  
Dave Frithsen, Department of Public Works  
Jay Tetzloff, Historic Preservation  
Cliff Ageloff, 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, 2021 to June 30, 2022:

- The Commission held hearings on nine (9) 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 13 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 one Enforcement Order.
- The Commission reviewed two (2) requests for a minor modification to an Order of Conditions.
- The Commission reviewed and approved two (2) Extensions to previously issued Orders of Conditions.
- The Commission issued more than 16 Certificates of Compliance for completed work or expired Orders. The Commission continues to work with property owners that have Orders which impact their titles to facilitate the issuance of Certificates of Compliance.
- The Commission's Agent 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. The Agent also reviews plans approved by the Board of Health to determine if work falls under the jurisdiction of the Wetlands Protection Act or the Rivers Act.
- Numerous building applications were reviewed by the Commission's Agent(s) to determine jurisdiction.
- Agent Kenneth Whittaker resigned his position effective December 31, 2021. The Commission would like to thank Ken for his service to the Commission and the residents of Essex.
- Chairman Michael Burke resigned effective February 14, 2022 from his position on the Conservation Commission as well as the Strategic Planning Committee and the Community Preservation Committee. The Commission would also like to thank Mike for his time on the Commission and his service as Chairman while serving as the Commission's representative on the Strategic Planning Committee and the Community Preservation Committee.
- Agent David Tessein was hired in June, 2022.
- Commissioners Clifford Ageloff and Kevin Cooke were appointed Co-Chairs in May, 2022.
- Commissioner Thomas Barrieau was appointed to represent the Commission on the Strategic Planning Committee.
- Commissioner Clifford Ageloff was appointed to represent the Commission on the Community Preservation Committee.
- The Commission is holding in person meetings but provides remote options to facilitate access by the public.

In early 2022, the Commission published "A Resident's Guide to Preserving Essex's Wetlands and Waterways". The Guide was prepared to introduce residents to the Conservation Commission and give suggestions to help keep our wetlands and waterways healthy. The Commission would like to recognize former Conservation Commissioner, Jamie Richardson, who provided the

inspiration for the Guide. The Commission would also like to thank Kriza Baldow and Daniel Hayes for their volunteer work with Administrative Clerk Deborah Cunningham on composing, compiling, proofreading and editing the Guide. Copies of the Guide can be found at Town Hall with the Town Clerk and the Conservation Commission office and at the Library.

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 natural 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. If you would like to know more about the Commission's work or would like to become a Conservation Commissioner, please contact the office.

Respectfully submitted,  
ESSEX CONSERVATION COMMISSION  
Clifford Ageloff, Co-Chair  
Kevin Cooke, Co-Chair  
Thomas Barrieau  
Sharon DeMeo  
William Levy  
Laureen Sanderson

Staff: Deborah Cunningham  
Administrative Clerk  
David Tessein, Agent

## 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.*

We achieve our mission by:

- Providing an inclusive environment where all individuals can socialize, build relationships, and receive information.
- Collaborating with community partners to identify unmet needs.
- Developing programs and services that promote well-being and maintain independence.
- Educating the community on the needs of our seniors and their support networks.
- Treating those we serve with respect and dignity, and involving their input and ideas in COA activities and programs.
- Promoting aging in place with the help and support of the local community.

### **Our Vision**

Our vision is to provide a comfortable and welcoming environment, both in our Senior Center and through our outreach efforts. We strive to understand, embrace, and celebrate aging as an essential, lifelong aspect of humanity.

### **Our Values**

Respect, Inclusivity, Independence, Collaboration, Initiative, Integrity, Dignity, Diversity, Self-Determination, Advocacy, Compassion, Excellence

The Council on Aging operates the Essex Senior Center. All Essex residents over the age of 60, as well as caregivers for older adults, are welcome to utilize any of the services offered. Senior Center operating hours are Monday through Friday 9-3, with additional hours until 5 on Tuesday and Thursday. The Council on Aging is staffed by a part-time Director (19 hours), a part time Outreach Coordinator (19 hours), and a part time clerk (up to 12 hours). Our Board of Directors currently consists of 10 members who dedicate their time and talents as we strive to enhance the quality of life for Essex residents.

In addition to our Board Members, the Council on Aging depends heavily on our many talented volunteers. They provide much-needed support to the staff and seniors alike. We value the work they provide whether it is helping us prepare our newsletter for mailing; answering phones; delivering groceries; distributing meals; helping us with special events; or more. We cannot thank our volunteers enough for what they do and hope to increase the opportunities for them to participate as our program grows. In 2022, volunteers contributed more than 2,200 hours!

### **2022 Highlights:**

**Social Services:** We provided individual assistance to residents in areas ranging from general information and referral, housing needs, medical equipment loans, application assistance, COVID vaccine scheduling, and SHINE Counseling. As SHINE counselors, Kristin and Tess provide unbiased, individual counseling to Medicare beneficiaries who are either new to Medicare, have questions about their coverage, or need to make changes. All Medicare beneficiaries are encouraged to review coverage annually. Through this program, we successfully saved more than \$45,000 for Essex residents in 2022 alone!

**Health, Wellness and Recreation:** We offer a wide variety of health, wellness, and recreation programs at the Senior Center including men's and women's breakfasts, fitness classes, hearing clinics, cooking classes, blood pressure clinics, arts and crafts, drop in programs, office hours with Senator Tarr, office hours with our Veterans' Services Officer, and several additional events sponsored by the Friends of the Council on Aging. This year we offered a year-long speaker series geared to preparing for retirement. One of our most exciting and successful programs this year was our Veteran Gallery on display for the month of November. We displayed the photos of 60 Essex veterans who served our country from the Civil War through the War on Terror. Thank you for your service, and thank you to our veteran families for your service as well. This year we were able to bring back a successful "Essex Eats" program in which we patronize a local restaurant each month. We continue to partner with SeniorCare, 1623 Studios, Gloucester, Manchester, and Rockport to provide programming on cable Channel 67 through our Virtual Senior Center. In all, we had more than 400 people participating in our programs and services.

**Transportation Services:** Through a partnership with Cape Ann Transit Authority (CATA), 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, Danvers, and Salem. CATA also provides six days a week transportation for dialysis appointments in Beverly. The cost is \$2.00 per ride and you must complete a one-time registration. For more information call CATA at 978-283-7916, or call the Senior Center.

**Meals and Groceries:** The Council on Aging continues to provide twice a month mobile markets through partnerships with Acord and Open Door Food Pantries, providing more than \$40,000 worth of food to our older residents. We offer twice a week Grab and Go meals through a partnership with SeniorCare and Open Door, and distributed more than 2,400 meals through these programs. The Friends of the Council on Aging sponsored a number of special meal events with purchases from many of our local restaurants, including a Spring Meal, Summer BBQ, Ice Cream Social and Holiday Dinner. Almost 3,200 meals were distributed in 2022!

**Friends of the Council on Aging:** As always, the Council on Aging could not do all that it does without the financial support of the Friends of the Essex Council on Aging. Their annual membership drive, scarecrow festival, and Annual Boutique successfully raised funds for the Council Programs. The FECOA funded many special dinners, breakfasts, book club, fitness, monthly craft classes and more.

**Looking forward to 2023:** In 2023, we look forward to continuing to partner with a variety of agencies, community groups, and other Councils on Aging. We have a number of great programs in the works and hope to see you. The best way to keep up to date is through our newsletter, which is published on the town webpage. 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](mailto:coa@essexma.org).

Respectfully submitted,  
*COUNCIL ON AGING DIRECTOR*  
Kristin Crockett

## ECONOMIC DEVELOPMENT COMMITTEE

The Economic Development Committee has had a very productive year. We have made an effort to take the EDC in a new direction. We recognize that our Town is facing a considerable challenge to continue to be able to adequately fund Town services along with the increasing annual request from the Manchester Essex Regional School District.

As an advisory board to the Board of Selectmen, we have taken a step back to get a broader view of the Town. With the charge of looking to broaden the tax base, has come the realization that assessment of our Town government by the appropriate authorities, inclusive of departmental organization and capacity and town zoning. In particular, we recognize that although we are fortunate to have a call Fire Department, this makes us vulnerable to any significant growth in Town and indeed could lead to the need for a full time Fire Department. Additionally, new homes add to our tax base, but also add to our school enrollment which, in turn, can increase our school apportionment. Our efforts to review economic challenges, along with a comprehensive zoning study being managed by the Planning Board are underway and are expected to continue through 2023.

We continue to implement the Town of Essex Economic Development Plan (finalized in 2019, amended in 2020 to incorporate COVID- specific action items). This included working with the State of Massachusetts Local Rapid Recovery Planning Program, which culminated in a detailed



report identifying several Economic Development projects to facilitate business recovery. Our Town Planner, Dana Menon, applied for grant funding to execute these priority projects. She was successful in securing several of these grants:

- The first phase of the Downtown Pedestrian Lighting Project is being installed on the Causeway in 2023. We received a grant for \$160,743 via Mass DOT Shared Streets & Spaces program, a \$50,000 State Legislative Earmark, and also secured an allocation of \$100,000 of Town funds to install lamp posts on the Causeway which will utilize the handholes placed in the sidewalks by MASSDOT in 2015 when they repaved and replaced the sidewalks along Route 133. These lights will provide us with the opportunity to enhance the look, feel, and safety of the Town, and help to create a vibrant and walkable downtown with a sense of place where both residents and visitors can gather.
- A \$25,000 technical assistance Placemaking Grant was also received by the Town, which will help us create a cohesive plan to vision and locate projects in the downtown district such as wayfinding, town branding, public space programming & revitalization. We also were successful in securing money through the Fall Town Meeting to spruce up the existing pocket parks and public spaces and maintain them throughout the growing season. FTM also established a “Beautification Fund” that can be added to via Town Meeting and can accept donations year round to help us sustain these public spaces, attract more patrons to businesses, and make the area walkable with spots to sit and enjoy the natural beauty that surrounds us. These improvements should be enjoyed by all of us this Spring 2023.
- An Off Season Event is being funded with a grant from the EOHED Urban Agenda program in the amount of \$51,000. This grant will give the Town and businesses an opportunity to develop an off season event that could become an annual event to draw both visitors and residents downtown. This event will occur in May 2023. Stay tuned for details.

Centennial Grove is getting a refresh with the pavilion raising efforts donated and coordinated by Dan Mayer and his volunteer group. This will return to the Town a true community meeting space, as well as provide us with a rental opportunity. Plans are underway to make this space available to rent and will first be offered to Essex residents and then on a first come, first service basis. The anticipated first year of rentals will be 2024.

We are working to help local businesses with a “Guide to Doing Business in Essex” which will be a comprehensive online guide to navigating the various Town departments and boards for both new and existing businesses that want to modify their space or apply for various types of permits. This guide will be a year-long effort and we hope to roll it out in sections beginning summer of 2023.

Another effort underway is the creation of a Business Database through our Town website. During COVID, there were many opportunities to help businesses but we found we were lacking in a way to communicate information directly to businesses in a timely manner.

We also assisted the Board of Selectmen in identifying Town owned parcels that were not on the tax roll. The first group of these parcels to sell was approved at Fall Town Meeting. Selling these small parcels will generate a bit of income and bring them back on to the tax roll. The hope would be that a neighbor might want to increase their lot size a bit and perhaps give the resident an opportunity to expand or build a second structure, which would increase the tax revenue to the Town.

The EDC will continue to look for new revenue opportunities and seek new businesses to help broaden our tax base, while maintaining quality of life in our town. It is essential to seize every revenue opportunity, so that we can meet our financial obligations of both the Town of Essex and the Manchester Essex Regional School District. We strive to make Essex a place where we can all age in place and make Essex a more affordable place to live now and in the future.

Respectfully submitted,

*ECONOMIC DEVELOPMENT COMMITTEE*

Jodi Harris, Chairman	Ryan Madrigal
Shelly Bradbury	Martha Mazzarina
Desiree Coombs	Georgianne Richards
Margaret Eklind	Donna Roy
Tina Lane	

## ELECTRICAL INSPECTOR

In 2022, a total of 103 electrical permits were issued:

Air Conditioning	5	Remodel	3
Addition	1	Renovation	2
Alarm System	1	Replacement	2
Bathroom	1	Service Upgrade	8
Boiler	2	Sewer Eject Pump	3
Electric Vehicle Charger	2	Solar Panels	22
Feeder & Panel Wiring	8	Storage Building	1
Foundation	1	Temporary Service	4
Furnace	4	Water Heater	4
General Outlet Wiring	15		
Generator	12		
Heat Pump	2		

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 online @essexma.org.

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*  
John Shields

## ESSEX CULTURAL COUNCIL

The Essex Cultural Council held several meetings during FY2022. The members reviewed applicants and awarded Massachusetts Cultural Council 2022 grants. These grants helped finance programs that benefitted patrons of the TOHP Burnham Library, The Essex Senior Center, students in the Manchester Regional School District and several local arts institutions. In FY2022 we were able to clear up the extended grant requests for programs that were affected by the pandemic.

The ECC also has two members participating in the recently reorganized Essex River Cultural District.

Respectfully submitted,  
*ESSEX CULTURAL COUNCIL*  
Robyn Kanter, Chair  
Dawn Burnham  
Janet Carlson

Carmon Emery  
Maureen Flatley  
Caryn Gallagher

## ESSEX HISTORICAL COMMISSION

**Mission Statement:** The mission of the Essex Historical Commission (EHC) is to identify, document, and protect Essex's historic resources, to increase public awareness of Essex's heritage and the value of historic preservation, and to do so with not only the guidance and counsel of the Massachusetts Historical Commission, but also by interacting with other Town boards and committees. The EHC maintains inventories of culturally significant structures, conducts related research initiatives, posts timely notices in the local press, and holds regular public meetings.

In pursuit of this mission the EHC administers the mandates of *Essex's Town Bylaw 4-15: Demolition Delay/Review*: "The purpose of this bylaw is to encourage the preservation and protection of significant buildings and structures within the Town of Essex that constitute or reflect distinctive features of the Town's architectural, cultural, economic, political or social history and to limit the adverse effect that demolition may have on the character of the Town."

The EHC also administers the preservation easement on the Paul Revere Bell and Tower that was refurbished in 2020 at the Congregational Church. The Restriction term is perpetual or 200 years and covers the Bell itself and the Tower in which it is housed and displayed. The Bell and Tower are to be opened to the public at least 4 times per year. The Historical Commission may inspect

the Bell and Tower at any time with proper advance notice. Notable features of the bell are that Paul Revere himself cast it from donated silver jewelry and flatware from Essex townspeople. As EHC member Keith Symmes put it, “It (the Bell) has the Town in it.”

**2022 Annual Report:** The Essex Historical Commission met regularly in 2022, conducted no public hearings, and approved multiple demolition permits, working with building owners to preserve the Town’s buildings. The Town’s demolition delay bylaw was not invoked on any property in 2022.

The Town’s new online permitting system was implemented in 2022, greatly streamlining the demolition permit approval process and ensuring that the Historical Commission is consulted on all demolition permits.

Also in 2022, the Historical Commission collaborated with the Conservation Commission and the Strategic Planning Committee to draft Goal 4 of the Town’s 2023-2028 Strategic Plan, which lays out broad goals for preservation of the Town’s unique environmental resources, open spaces, colonial landscapes, and historic structures. Notably, Goal 4 lays the groundwork for establishment of a voluntary local property registry, through which interested property owners can consolidate and contribute to the written and photographic historical record of their property.

This registry will not involve any property or deed restrictions and will be and remain 100% voluntary. Our membership does not support any form of legal restrictions on our own properties and as such does not seek to impose them on others. This makes Essex unique and different from our surrounding communities, most of which have historic districts and the accompanying potential drawbacks. In our view, the best and often the only preservation protection for a property is a concerned and interested owner. The voluntary registry is intended to consolidate and lend a standard framework for interested Essex property owners to document and enjoy their place in the centuries-long history of Essex.

**Commission Members**

<b><u>Name</u></b>	<b><u>Title</u></b>	<b><u>Term Expires</u></b>	<b><u>Contact Information</u></b>
Jay Tetzloff	Chair	June 30, 2025	612-669-9943 jay.tetzloff@gmail.com
Drew Godfrey	Secretary	June 30, 2024	978-890-7351 drewgodfrey@yahoo.com
Justin Kane	Member	June 30, 2024	
Marlene Putman	Member	June 30, 2025	
Keith Symmes	Member	June 30, 2025	

**Address**

Town Hall  
30 Martin Street  
Essex, MA 01929  
United States  
See map: [Google Maps](#)

**When:**

2nd Friday of the month, 8:30am. All community members are welcome.

**Where:**

Zoom

**Time:**

8:30 am - 9:30 am

Respectfully submitted,

*ESSEX HISTORICAL COMMISSION*

Jay Tetzloff, Chair

Marlene Putnam

Keith Symmes

Drew Godfrey

Justin Kane

## FIRE DEPARTMENT

Two thousand twenty-two was a busy one for the Essex Fire Department. We hired four new firefighters who have taken the EMT class. Currently, we have 42 firefighters. Of the 42 members, 28 are EMTs and 10 are Paramedics. Lieutenant David Thompson retired after 27 years of service to the Department and to the Town. We thank him for his years of dedication. We appreciate our new public safety building and the residents of Essex for their support of the project.

The 42 members of the Essex Fire Department respond to both fire and ambulance calls. This year the Department responded to 232 fire calls and 299 ambulance calls for a total of 531 calls. In addition, Fire Inspectors completed many residential fire inspections as well as the quarterly commercial inspections of Town buildings and restaurants.

We were very fortunate in 2022 to receive various grants that helped to alleviate expenses for needed equipment. For example:

- \$ 12, 492.00 - for personal protective equipment
- \$207, 809.52 - to replace SCBA s (Self-contained Breathing Apparatus)
- \$ 2,500.00 - for additional equipment
- Additional funds for water rescue

In addition, a generous donation that was made to the Essex Fire Company, enabling us to purchase new airbags. These airbags are used for rescue operations.

Realizing the importance of ongoing training to keep current in both fire and safety procedures, as well as the laws governing firefighting, the members of the Essex Fire Department attended several training classes and meetings. School Safety Meetings were attended and fire drills conducted to ensure the safety of our children. Some of the two thousand twenty-two training initiatives included:

CPR and EMT Continuing Education	Chimney Fire Training
Driver Training	Elevator Training
Ladder Training	Search and Rescue
Water Supply and Pump Training	Firefighter Basics
Law Compliance Training	Ice Water Rescue

The Essex Fire Department enjoys being present at and supporting community functions each year. Our presence at River Day, the Clam Fest, Halloween, the Turkey Trot, the Happy as a Clam Race, and others, helps to ensure the safety of both participants and spectators.

Lastly, we would like to make the citizens of Essex aware that the Essex # 2 Hand Tub is housed in a new building located at our old Memorial Park location.

Once again, the Board of Engineers wishes to thank all members for their hard work this year. And also, to thank the Regional Dispatch Center and the Essex Police Department for their professional manner in handling emergency calls, and Beauport and Manchester Ambulance Services for providing us with Advanced Life Support.

Respectfully Submitted,  
*BOARD OF ENGINEERS*  
Chief Ramie Reader  
Deputy Chief Keith Carter  
Deputy Chief Ernest Nieberle

## HARBORMASTER

2022 saw another above average use in regards to the waterways of Essex. As we all make progress to the end of the pandemic, many people sought the water as an outlet for obvious reasons. Our Department worked diligently to provide a fun, but safe environment on both Chebacco Lake and the Essex River. Our department worked closely with Massachusetts Environmental Police and the United States Coast Guard to provide service to the boaters using the waterways within our jurisdiction. I look forward to continuing the relationship we have developed with those agencies, as well as mutual aid relationships with both Gloucester and Ipswich as waterways neighbors.

I am very excited, both as Harbormaster and as a civilian boater, to see the dredging project come to fruition and scheduled to commence in Fall 2023. I laud the efforts of all involved to make this happen for the Town. From a Federal to a Town level, agencies have worked hard to get this project to a “shovel ready” phase and look forward to its completion. This will drastically improve the navigability of the Federal Channel. Needless to say, our response levels have been impeded by draft limitations and, when completed, the project will be instrumental in improving that.

Transient rentals have continued to be used steadily by both residents and visitors. Boaters continue to rave about both the ease of rental as well as the scenic locations. The Rowing Craft Storage Rack, after much discussion regarding its location, has provided a convenient and highly utilized area for those using it. There has been high demand for this service and other areas in Town continued to be considered as potential additional spots for racks.

The search continues to replace our main vessel, Marine 1, a 2001 Parker. A dated vessel, I look forward to being able to upgrade this within the next few seasons.

The online renewal system has been met with positive reviews from the majority of both active mooring holders and waitlist occupants. I look to continue to improve this program each year and

make it as “user friendly” as possible. Mailing renewals remains an option for those who choose not to renew online.

Having been reappointed, I look forward to continuing to provide the best possible service for the boaters on Essex waterways. I thank the Selectman for their guidance and input as well as both the Essex Police and Fire Departments for their support and assistance throughout the season. I look forward to another fun and safe boating season in 2023 and look forward to working with all those that use our precious resource in any way.

Respectfully,  
*HARBORMASTER*  
Captain Daniel C. Fialho

## T.O.H.P. BURNHAM PUBLIC LIBRARY

The T.O.H.P. Burnham Library patrons were entertained by many programs, inside, outside, and virtually in 2022. More and more people comment that we have so many programs for such a small library. Our many library programs and services create a dynamic environment for ingenuity, collaboration and transformative experiences. We are fortunate to have a dedicated, creative and resourceful staff.

Digital use is on the rise at the T.O.H.P. Burnham Library, (see below) with the Overdrive (Libby) platform through the Consortium. Most people are unaware of the exorbitant eBook pricing and restrictive publisher licensing rules that make it difficult to keep up with demand. Patrons can wait up to a month or more for an eBook. Example: Library pricing for an eBook is \$55, or more. A consumer eBook price is \$14.99. A Library eBook license expires after 24 months. A consumer’s eBook never expires. Audiobooks are even more expensive and have the same restrictions. Another e-platform that the Library subscribes to is Hoopla. This platform does not have this pricing or restrictions. Hoopla has titles that are immediately available with no wait. Try it out with your library card at [www.hoopladigital.com](http://www.hoopladigital.com).

The Library created a “Library of Things” which includes some games transferred from the defunct EYC to the library for patrons to borrow. Items that are available are: Cornhole, Giant Jenga, Bocce, Pickleball, power washer, Hot Spots, DVD drive, portable speaker, and Kindles. Look for these fun and useful items in the catalog under Library of Things.

2022 saw the most book challenges ever in the U.S. as reported by American Library Association. The Director and the Library Trustees create and review policies. We continue to build understanding and try to ensure that everyone can see themselves reflected in our collection and services.

As another year passes, I would like to express appreciation to all Library stakeholders. The T.O.H.P. Burnham Library is fortunate to have the continued sponsorship of our Friends of the Library organization who advocate and provide direct support. From the vast programming to our online resources and knowledgeable staff, we strive to inspire everyone who comes through our doors or visits us online.

<b>2022</b>	<b>Print</b>	<b>E-Items</b>	<b>Totals</b>
Circulation	33,075	5,924	38,999

	<b>In-person</b>	<b>Virtual</b>	<b>Totals</b>
Programs	205	19	224
Attendance	1,887	147	2,034

Respectfully submitted;  
*LIBRARY DIRECTOR*  
 Deborah French

## LICENSING CLERK

A total of 152 licenses and permits were approved by the Board of Selectmen and issued by the Licensing Clerk in 2022. 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
7	Class II Licenses (Sale of Used Cars)
28	Common Victualler's Licenses
28	Entertainment Licenses - One-Day
3	Entertainment Licenses – Sunday (Annual)
10	Entertainment Licenses – Weekday (Annual)
0	Flea Market Permits
6	Keeping, Storage, Sale of Fuel Permits
1	Gravel Pit Permits
1	Innkeeper's Licenses
13	Liquor Licenses - All Alcohol, Restaurant
1	Liquor Licenses – Wine & Malt, Restaurant
2	Liquor Licenses – All Alcohol, Package Store
3	Liquor Licenses – Wine & Malt, Package Store
0	Liquor Licenses – Farmers Series Pouring Permits
30	Liquor Licenses – One Day
1	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](mailto:pwitham@essexma.org).

Respectfully submitted,  
*LICENSING CLERK*  
 Pamela J. Witham



## 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.
- Minor changes to the Personnel Rules & Regulations and the Town of Essex Discriminatory Harassment Policy based on changes in State law.
- 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

The Essex Planning Board meets regularly on the first and third Wednesdays of each month. During these regularly scheduled meetings Board members review matters relating to building permits, Chapter VI of the Town of Essex Bylaws which covers Zoning, and the Rules and Regulations Relative to Subdivision Control.

The Board also considers potential Warrant Articles for Town Meeting(s), holds Public Hearings for any matters requiring these, and conducts informal discussions with members of the public and/or property owners as requested. The Board also keeps a list of goals for improving and updating our Zoning Bylaws and works to refine and implement these goals.

The calendar year of 2022 brought several major changes and new projects to the Board. Matthew Greco was re-elected in May for his second 5-year term on the Board. Following the election, Westley Burnham was elected to serve as Chairman, Kim Drake as Vice-Chair, Matt Greco as Clerk, and Michael McConnell as Vice-Clerk.

In August, Chair Westley Burnham resigned his seat on the Board to become a Commissioner on the Board of Public Works. In September Simone Early was appointed to his seat by the Board of Selectmen jointly with the remaining Planning Board members. Later, Kimberly Drake, then serving as Chair, and Skip Crocker both, chose to step down in early December. Their seats were filled by Judson Lane and Peter Levasseur. The appointed positions run through Town Election on May 8, 2023.

The Board would like to take this opportunity to extend deep gratitude to those members who stepped down, for their many, many years of service to the Town on the Planning Board. Westley was in his 29<sup>th</sup> year on the Board, Kim in her 19<sup>th</sup>, and Skip in his 10<sup>th</sup>. Their constant diligence and careful work over the years has helped in countless ways to shape and protect the landscape of this small town that so many of the residents cherish.

Other major news for the Planning Board in 2022 was the completion of the first phase of a project started in 2021 with the Metropolitan Area Planning Commission (MAPC), through State grant funding. The MAPC completed the Essex Zoning Diagnostic in early June, which is a report that provides an in-depth evaluation of our Zoning Bylaws, with numerous suggestions for improvements and reorganization. This report, with considerable supporting materials, can be found through links on the Town website. Background materials include the results of several public forums, listening sessions, interviews with stake-holders, and a Town-wide survey, which saw a response rate of nearly three times any other recent Town survey!

In late summer, the Town applied for a grant from the State Department of Housing and Community Development for continued work on the zoning project, to turn recommendations of the first phase into actionable steps that can be planned and/or proposed in the second phase. In October, the State awarded a \$75,000 grant to the Town from the Community Planning Grant Program. This was generously supplemented by the MAPC with an additional \$15,000, providing the Town with adequate funding to complete the project with the MAPC.

This portion of the project is, at the time of this report, just getting underway. Public forums and other opportunities for residents and property owners to engage will be scheduled and promoted over the remainder of the project, which is projected to run through November of 2023. The Planning Board is hoping to bring Warrant Articles to Town Meetings in both May and November of 2023 and beyond, as we work to further improve, update and strengthen our Zoning Bylaws.

The Annual Town Meeting in May voted to extend the temporary moratorium on change of use for residential, open space, and vacant parcels to business or industrial uses until January 1, 2024, to allow work on Bylaw updates to continue.

And, finally, the last bit of big news for the Planning Board was the implementation of online permitting in March of 2022, which allows applicants to electronically file for permits of any type, allows various departments and boards to all interface on the same platform and allows the tracking of any application through the steps of approval. Documents are also loaded electronically, which makes sharing and reviewing a much easier and accessible process for Board members.

During the year, Board members volunteered, as representatives of the Planning Board, on other Town Committees including the Strategic Planning Committee (Westley Burnham, Lisa O'Donnell), the Housing Coalition & Affordable Housing Trust (Shelly Bradbury), the Community Preservation Committee (Kim Drake chaired this committee) and the Economic Development Committee (Shelly Bradbury).

In 2022 the Planning Board, while fulfilling their responsibilities of reviewing Subdivision Plans, Site Plan Review applications, ANR applications, Special Permit applications and Building Permit applications, reviewed, conducted, approved and/or endorsed three ANR's (MGL Chapter 81 Approval Not Required), two Site Plan Reviews, and twenty-five Building Permits, and held five Public Hearings.

Planning Board meetings are typically held in the Town Hall 2<sup>nd</sup> floor meeting room. Meeting dates are posted on the Planning Board web page and at Town Hall. Meetings are open to the public. Individuals with limited mobility may take the elevator at the right side of the stage to access the meeting and office areas as needed. Town Bylaws, meeting agendas and minutes, contact information, hours of operation, application forms, and MAPC planning activities are posted on the Town website.

Respectfully submitted,  
*CHAIRMAN, ESSEX PLANNING BOARD*  
Lisa O'Donnell, Chair

## PLUMBING & GAS INSPECTOR

One hundred and forty-one Plumbing & Gas Permits were issued in 2022:

- Sixty-seven Gas Permits and
- Seventy-four Plumbing Permits.

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

Respectfully submitted,  
*PLUMBING & GAS INSPECTOR*  
Richard Corriere

## POLICE DEPARTMENT

**Staffing** - In 2022, the Police Department continued to face the challenges brought about in large part by the Massachusetts Act Relative to Justice, Equity, and Accountability in Law Enforcement (Criminal Justice Reform). The number of part-time/reserve officers continued trending downward, as we would see two officers leave to take full-time positions for other police departments, and one retire from law enforcement. In March, after 32 years in public service, Officer Mark Brewer retired from the Beverly Fire Department and decided it was also time to leave his reserve officer position on the Essex Police Department to focus on his duties with the Essex Fire Department. In July of 2022, Officer Ryan Devaney left the Department to take a full-time position in Amesbury after being with the Department for 6 years. In October of 2022, after 4 years with the Department, Officer Brittney Lazarides left the Department to take a full-time position on the Beverly Police Department. By all accounts, each of these officers was considered an asset to the Department and they will be missed.

To put all of this into perspective, the Police Department has just (10) full-time positions, including the Chief of Police. With the Town's budget situation being what it is, we have come to rely upon part-time/reserve officers to fill many open shifts. Although not all inclusive, open shifts

include sick time, vacation time, and training backfill. Historically, we have run with at least (8) reserve officers, however at this time we are down to just (4) reserve officers, and with the recent filling of the 10<sup>th</sup> full-time position from within, we are left with just (3) reserve officers. Going forward we will continue to work with Town management to resolve staffing issues, and continue to provide the level of service the Town has come to expect, while at the same time maintaining fiscal responsibility.

**Accreditation** - As mentioned in the 2021 annual report, our accreditation status was up for a 3 year review and took place in October of 2021. The process was to review our policies and procedures, facilities and equipment, training and documentation, and much more. In February of 2022, the Massachusetts Police Accreditation Committee (MPAC) voted to once again award the Department accreditation status. Achieving and maintaining accreditation is an arduous process and would not be possible without the work of all of the officers of the Department. With Sergeant Bruce taking the lead as our Accreditation Manager, and Sergeants Shamshak and Davis, in their respective supervisory roles, the Department continues to maintain the highest level of integrity and professionalism while working within a system considered to be the best practices in law enforcement today.

**Training** - The importance of officer training cannot be overstated and the hours that officers spend training continues to rise in order to maintain officer certification(s) as required by the Police Officer Standards and Training Committee (POSTC). With maintaining a fiscally responsible budget being a large part of the equation, the majority of the officers' in-service training is done online through the Municipal Police Training Committee's ACADIS portal. Officers, in general, are required to do (40) hours of practical/classroom in-service training per year, with several hours of specialized and departmental training above and beyond that. The following is the list of in-service and specialized training achieved in 2022:

- **In-service Training:**
  - Legal updates & Liability
  - Mass Gatherings
  - First Responder-CPR/AED
  - Firearms Qualifications (2X)
  - Use of Force Training
  - Crowd Management
  - Cultural Competency
  - Defensive Tactics/Taser
  - Police Response to Emergencies of those with Mental Illness-Part 1
  - Police Response to Emergencies of those with Mental Illness-Part 2
- **Specialized/Additional Training:**
  - LIDAR Speed Measurement/Enforcement (Full-time)
  - Cyber Training (All)
  - 40 Hour Mental Health Training (Full-time)
  - Field Training Officer
  - Instructor Development (Training Officers)
  - Bridge Academy (2 Reserves)
  - Public Records Law (2 Records Officers)
  - Comprehensive School Threat Assessment Training (Command Staff)

### **Grants Awarded/Received in 2022**

- **Body worn cameras** - In the late fall of 2021, we were advised that we would be awarded \$43,848.50 to cover the cost of 14 body cameras, as well as related equipment and associated officer training. As has been the norm for the past few years, we then experienced supply procurement issues and long delays. I'm happy to say we finally received the cameras and related equipment at the end of 2022. With training and installation scheduled, we expect the body cameras to be deployed this spring.
- **Shared Streets and Spaces Grant** - In May of 2022, the Department was awarded \$43,848.87 to procure 2 small radar trailers, as well as a portable radar sign that is about the size of a medium flat screen television. Their smaller size will allow the Department to assign them most anywhere in Town for better traffic management. Under that same grant we have also procured 2 more Lidar handheld speed measurement units which are very effective, accurate traffic management tools.
- **North Shore Health Project** - In the summer of 2022, the Department received a \$10,000.00 grant from the North Shore Health Project intended to help alleviate the cost of salaries, training and supplies related to overdose/mental health aftercare.
- **Drug Takeback Kiosk** - In 2022, we received another grant for \$1,300.00 to continue to operate our Drug Take-back Kiosk that sits in the main lobby vestibule to the Public Safety building. The Kiosk is a great way to dispose of expired and unused narcotics, keeping them out of the hands of the wrong individuals. The idea behind the kiosk is to supplement our Annual Drug Takeback Day, and is available and accessible 24 hours a day, 7 days a week.

**Traffic Control Officers (TCO)** - Due to the declining number of officers in Town and throughout the State it has become increasingly difficult to cover details and road jobs, as well as other traffic and pedestrian control functions and events. Most times these jobs cannot be put off and must be covered; such is the case with telephone pole replacement after an accident, or a broken water main that must be fixed ASAP. In working with the Selectmen, the Town Administrator and the Essex Police Association, we've created a per-diem civilian traffic officer position. Sergeant Shamshak has been assigned to manage and oversee the program. These positions are non-sworn individuals that are only allowed to work traffic related detail functions when no police officers are available. TCOs are required to be certified in First Responder & CPR/AED (Cardiopulmonary Resuscitation/Automated External Defibrillator), as well as proper traffic control procedures at their own expense. TCOs being per-diem, they are only paid when they work, and they are paid by the entity requesting the detail.

**Civilian Parking Enforcement** - We've also worked with the Selectmen and the Town Administrator to create a per-diem civilian parking enforcement position to help alleviate some of the parking concerns in Town during the busy summer weekends (July through September). At those times when we are busiest, we will benefit from having civilians supplement our parking enforcement efforts, freeing up officers to handle traffic enforcement, calls for service, etc. We are able to fund this position at this time out of the existing Police Department budget, though a more concentrated parking enforcement effort will very likely pay for itself.

**Community Policing** - In 2022, with everything opening up again, we were fortunate to be able to once again have or participate in a number of community related events, including two Town

favorites, Clamfest and the Essex Police Car Show. Customarily, both events have always been very heavily attended and enjoyed by the public and had been missed when COVID-19 shut everything down. Each event went very well, and it seemed as though we never had any pandemic related cancelations. Some of the other events officers participated in are listed below:

- Coffee with a Cop/Stuff a Cruiser (with Toys)
- Special Olympics Torch Run/Cruiser Convoy
- High Five Friday & Field Day at Essex Elementary School
- Project Adventure's The Amazing Race
- Assist at Essex Elementary School when Open Door Van on Property
- Essex County Sheriff's Department Youth Leadership Academy Events
- National Drug Take Back Day
- Halloween - Close Streets/Candy from Cruiser

In closing, I would like to thank the men and women of the Essex Police Department and Administrative Assistant Mary-Elinor Dagle for all they do for the Department. They continue to face the challenges of contemporary policing with both integrity and professionalism. I would also like to thank Town Administrator Brendhan Zubricki, the Board of Selectmen, Erin Kirchner and the Board of Health, the Essex Fire Department, the Harbormaster and the Essex DPW, the Finance Committee and all Town employees, board members and committee members, as well as the residents themselves, for supporting the work of the Essex Police Department.

Respectfully submitted,  
*POLICE CHIEF*  
 Paul D. Francis

## 2022 ANNUAL STATISTICS ESSEX POLICE DEPARTMENT

911 FALSE/DISCONNECT/ABANDONED	191
AGENCY ASSIST	51
ALARM	113
ANIMAL COMPLAINT	178
ARREST/SUMMONS	132
BOLO	7
BREAKING & ENTERING	6
CITIZEN ASSIST	872
COMMUNITY POLICING	97
DEPT EQUIPMENT/DAMAGE	202
DETAIL	187
DISTURBANCE	69
DISABLED MV	56
DOMESTIC	13
DIRECTED PATROL	8,128
MV COMPLAINT/ERRATIC OP	78
FIRE ALARM	64
FIRE BRUSH	3

FIRE INVESTIGATION	7
FIRE STRUCTURE	7
FIRE OTHER	29
FIRE VEHICLE	2
FRAUD/SCAM	24
FIRE WIRES DOWN	8
HARASSMENT	1
FIRE HAZMAT	1
JUVENILE ISSUE	2
MEDICAL AID	288
MVA NO PERSONAL INJURY	52
MVA WITH INJURY	12
OFFICER INJURED/SICK	60
OFFICER COMPLAINTS	6
PARKING COMPLAINT/ENFORCEMENT	186
PROPERTY CHECK	217
POLICE INVEST/ FOLLOW UP	97
POLICE MV LOCKOUT	5
PAPERWORK: SERVICE/ATTEMPT	41
PROPERTY LOST/FOUND/HELD/RETURNED	76
REPOSSESSION	1
SELECTIVE ENFORCEMENT	2,139
POLICE - CAR SEAT INSTALL/CHECK	1
SEX OFFENSE/ RAPE	4
SOLICITOR REG/COMPLNT	28
MV STOP	1,620
SUSPICIOUS ACTIVITY	168
TRAFFIC HAZARD	73
THEFT	18
THREAT	1
TRANSPORT	11
TRESPASSING	4
UTILITY REQUEST	91
PROPERTY DAMAGE/VANDALISM	11
VIOLATION OF ORDER	2
WATERCRAFT INCIDENT	7
WELFARE CHECK	60
LTC/FID ISSUED	78
<b>TOTAL</b>	<b>15,885</b>

## MANCHESTER ESSEX REGIONAL SCHOOL DISTRICT

The mission of the Manchester Essex Regional School District (MERSD) is to provide a high-quality, comprehensive, student-centered educational experience that prepares them for a post-secondary educational or service experience, a career, and life as an engaged member of society.

MERSD has a reputation of strong academic achievement, high-quality faculty, a commitment to small class size, and a robust co-curricular program. Throughout 2022 MERSD continued to make progress in fulfilling its goals as outlined in the Strategic and District Improvement Plans. Highlights include continued academic excellence, ranking number four on Boston Magazine's best high schools list, receiving the Safe and Supportive Schools grant, completing the Manchester Memorial School building project on time and under budget, commissioning a facilities assessment in preparation for pursuing the Essex Elementary building project, and continuing development of our academic program to support student achievement.

- The Manchester Essex Regional High School ranked fourth in Boston Magazine's Fall 2022 Best High Schools Edition. Boston Magazine ranks public high schools in towns or districts within, or partially within, I-495. The list is compiled from the most recent data for each school available at press time from the Massachusetts Department of Elementary & Secondary Education. Student achievement, quality of the faculty, class size, and funding are among the components used to establish rank. Additionally, MERHS ranked among the top 5% of High Schools Nationwide in the Spring 2022 US News & World Report Best High Schools edition.
- Earlier this year, MERSD completed its Strategic and District Improvement Plans. The Strategic Plan consists of a District Mission, Vision and Core Values, and Vision of the Graduate. It forms the construct for the development of the District and school-based Improvement Plans and, ultimately, the framework for the development of teacher goals and objectives. The overarching goal of our plan is to increase our professional capacity to support and nurture all learners. The District Improvement Plan is based on the model of continual improvement, and it is intended to be a living document that provides a District road map for growth. In support of our strategic priorities of fostering authentic learning and integrating social emotional learning into all aspects of the school day, MMS students have been participating in experiential learning activities to increase civic mindedness, collaboration, and compassion, as evidenced by their participation in the first annual Civics Fair and Veterans' Day assembly and the reinvigoration of the school's Green Team into daily learning.
- The Manchester Essex Regional School District has received a \$10,000 grant to develop and implement a safe and supportive school action plan that addresses the social, emotional, and health needs of all students. In alignment with Manchester Essex Regional School District's 2022-2025 Strategic Plan, the plan will focus on six areas of safe and supportive schools: leadership and culture, family engagement, professional learning opportunities, access to resources and services, teaching and learning that fosters safe and supportive environments, and updating policies and procedures. Each Manchester Essex school will create a team to take part in development, in coordination with the District leadership team of principals, deans, and central office administration.
- Throughout 2022, MERSD has continued its efforts to assess and map its long-term facility's needs. In the fall of 2022, MERSD commissioned Habeeb & Associates to conduct a needs assessment of both facilities to provide a data-based resource to guide in the development of a timeline to address the replacement of Essex Elementary School as well as to proactively plan for maintaining the middle high school, which will reach its half-life in 2034. The results were reported to the community in November and clearly show that Essex Elementary has passed its useful life. The study identified about \$9 million in ongoing capital investments that will be needed to address the aging facility. In



response to the report, MERSD intends to file a Statement of Interest with the Massachusetts School Building Authority in April 2023. A Statement of Interest is the first step in applying for building project funding assistance from the MSBA, which works with communities to support educationally appropriate, flexible, sustainable, and cost-effective public-school facilities. Should the MSBA invite Manchester Essex into the Eligibility Period, the District will have 270 days to complete a series of actions, including creating a School Building Committee, documenting financial and community readiness, and developing an agreement for a full feasibility study.

- The Manchester Memorial School project has been completed on time and under budget. It has also been recently awarded “LEED Gold Certification” for recording a “high energy-saving performance score.” LEED-certified buildings save money, improve efficiency, lower carbon emissions, and create healthier places for inhabitants. To achieve LEED certification, a project earns points by adhering to prerequisites and credits that address carbon, energy, water, waste, transportation, materials, health, and indoor environmental quality.

MERSD began the FY24 budget with the challenge and strategic priority of maintaining a sustainable, multi-year operational budget and capital improvement plan. To that end, we continue to work collaboratively with our town partners to address a structural funding problem by reducing our reliance on reserves and increasing revenues received from towns to support a level services budget. A level services budget provides the same program scope, class size, course offerings, and services from one year to the next and allows for the resources needed to support the priorities of the MERSD Strategic Plan.

MERSD proudly works to educate each child from his/her own readiness level to facilitate intellectual, social and emotional growth. We look at the whole child when determining student academic, social, and emotional needs. There are many measures of success, and we are committed to helping each individual child achieve his/her potential. The success of the Manchester Essex Regional School District is a community effort! On behalf of the faculty and staff of MERSD, I extend my sincere appreciation to the residents of the communities of Manchester and Essex for their unwavering support of our students and of our schools.

*SUPERINTENDENT OF SCHOOLS*

Pamela Beaudoin

## 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 2 1/2, and advocates for increased funding for the district.”

MERSD’s operational budget is managed each year to deliver stable and predictable growth in spending and assessment (i.e., cost to member towns) each year, balancing program needs and town funding constraints associated with Proposition 2 1/2. Over the past five years, spending and assessment increases have been fairly consistent, averaging 3.27% for spending and 3.17% for assessments.

From a spending perspective, at minimum, MERSD strives to achieve “level services,” or, in other words, the same level of program currently in place. When program enhancements are necessary, MERSD has opted to fund them by finding ways to reduce costs in other areas of the budget whenever possible. Over time, however, this has become more challenging. 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 in 2023-2024**

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 1/2. 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 few years with either a revenue correction (e.g. override) or more substantial program reductions. A revenue correction last occurred for MERSD in FY2016, 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 began planning a few years ago for another such correction which is now proposed for the 2024 budget cycle – eight years since the last larger-sized adjustment. As of January 2023, the anticipated gap for the FY24 budget between a level services budget and the 3.5% target assessment growth rate for member towns is approximately \$756,000. Additional discussion prior to School Committee’s final budget adoption vote in early February may change this figure. Given the magnitude of the current estimate gap, however, MERSD would need to substantially cut its program if town-voted revenue corrections are not successful. With staffing and benefits accounting for roughly 85% of spending at MERSD and comparable school systems, these reductions would increase class sizes and reduce elective offerings, which would clearly conflict with MERSD’s School Committee goals and the expectations of many community members.

#### **Impact of Declining Enrollment on MERSD’s Budget**

One major reason for the FY16 revenue correction was increasing enrollment. Over the decade leading up to this correction, MERSD’s resident enrollment had grown 25% or 310 students, which necessitated more staffing to manage class size. The additional funding requested and received from the community was partially offset by an increase in State Aid from the Commonwealth’s Chapter 70 program, which uses a per-pupil funding model.

Since that time, the enrollment trend has reversed, matching demographic decline across the Commonwealth and nationwide. In Manchester and Essex, MERSD’s resident enrollment has recently declined 23% from a high of 1,466 in 2012-2013 to 1,158 in the 2022-23 school year. This decline has led to staffing reductions and cost savings in many areas of the budget, but other factors have offset these reductions somewhat.

One of these offsetting factors has been the impact of enrollment at each grade level. MERSD initially shifted teaching resources from the elementary grades to the middle school and then high school, following the path of the enrollment growth “bubble” rising through the grade levels. The last remnants of this 10-year bubble are now at the upper grades of the high school, as shown below.

In recent years, MERSD has also needed to add special education teachers and teaching assistants to address increasing student need, which is also a trend seen across the Commonwealth. Prior to the FY24 budget, these special education staffing additions mostly offset enrollment-related reductions in general education staffing, keeping total District staffing relatively stable, despite declining enrollment. In the proposed FY24 budget, enrollment related staffing reductions of four full-time equivalents (FTE) are planned in both general education and special education settings.

### **In-District Special Education Programs**

Much of the recent investment in special education staffing is related to development by MERSD of in-district special education programs. These programs benefit students by enabling them to remain in our community schools with their peers, and also help manage potential spikes in costs. MERSD's in-district programs save taxpayers more than \$1.8 million annually after factoring in the adding staffing costs. Without these in-district programs, MERSD would be obligated to send students to programs outside the District, which are generally much more expensive.

Estimates for the FY24 budget show that 14 students whose needs cannot be met with in-district programs have estimated placement costs in excess of \$100,000. Out-of-district (OOD) placements can be difficult to predict when associated with move-ins (i.e., new residents). Transportation is also mandated for OOD placements. The cost of these services has risen significantly for all school districts in recent years, due to a nationwide shortage in hourly workers, including bus drivers. For MERSD, the OOD transportation budget has risen 146% or \$466,000 over the past three years. Recognizing this Statewide fiscal challenge, a portion of these expenses is now reimbursed by the Commonwealth of Massachusetts through the "Circuit Breaker" program, but the majority of the cost increase falls to MERSD through its budget.

### **Use of "Rainy Day" Reserve Funds**

In recent years, 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. For that reason, continuing use of reserve funds for the recurring operating budget is neither sustainable nor considered best practice. MERSD is working with member towns to plan for increased revenue to support the operating budget in FY24 so that we will no longer have to deplete these important "rainy day" funds.

MERSD's recent capital investments, for which reserves funding is more ideally suited, have included facility and technology enhancements at Essex Elementary School to ensure programmatic equity with the new Manchester Memorial Elementary School. Examples include the new Essex Elementary playground, security upgrades to match the new system at Memorial, and commissioning an updated Facility Conditions Assessment to inform potential costs and timing of systemic, infrastructure upgrades (e.g., roof, boilers, windows) that will soon be required at Essex Elementary, which is currently 66 years old. Preliminary results of this assessment indicate that the cost to remediate individual facility needs at Essex Elementary will be similar to the cost of a systemic building project (e.g. renovation or new construction). Decision-making on

how to handle upcoming needs will eventually require a vote of approval and funding from taxpayers in both communities. The District may also qualify for a grant from the Massachusetts School Building Authority, which is paying for approximately 25% of the Memorial School project currently.

In the meantime, MERSD has been supplementing reserve-funded capital improvements with funding from grant programs. Over the past five years, MERSD has partnered with the Town of Essex to implement \$470,000 in energy-efficiency improvements through the State Green Communities Grant program over at no cost to taxpayers. These upgrades help to extend the life of the school while awaiting longer-term direction and planning.

Reserve funding also enabled MERSD to keep schools running safely during the COVID pandemic without having to request any additional funds from member town taxpayers. This was despite a cost of \$1.8 million in required facility improvements (e.g. air filtration, sanitization, touch free installations), personal protective equipment (e.g. masks, gloves, etc.), instructional technology and technical support for remote operations for students and staff, and additional temporary staffing (during the 2020-2021 school year only) to facilitate safe distancing between students. District reserves were eventually reimbursed for COVID spending by grants from the federal CARES program in partnership with the towns of Manchester and Essex, by Department of Elementary and Secondary Education COVID grants and by FEMA.

Keeping reserve balances healthy also saves taxpayers money, by lowering the cost of interest associated with building project borrowing, by signaling to potential lenders that MERSD is a low-risk borrower. MERSD's credit rating was recently upgraded to AA+ (one step below the highest possible AAA rating) by Standard & Poors, 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 for the Memorial Elementary School building project of \$35 million at a 3.289% interest rate, and a second round of \$3.2 million at 1.71%. This represents significant savings from the estimated 5.0% rating presented to voters in the Fall of 2018, when the construction project was approved, saving taxpayers more than \$17 million or \$577,000 per year over the life of the bonds. Taxpayer cost for this project has also been offset by \$10 million in contributions from the Massachusetts School Building Authority, with eligibility for up to \$12 million total. At this time, the project is on track to be completed with budgetary savings.

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 \$130,000 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). Despite a seven-year average annual growth rate in spending of 3.27%, there are structural, recurring reasons why the level services budget generally exceeds the limits of Proposition 2 1/2. 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 105th among all districts in Massachusetts in average teacher salary, amid consistent recognition for MERSD's award-winning academic and 'whole child' programs.

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 pushes level services budget 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, with a two-year cost increase of \$1.5 million. Since then, MERSD has negotiated changes to its benefits offerings to make them more affordable, resulting in below-average growth in costs. Cost of retiree healthcare, however, is mandated by State law, and MERSD now covers more retirees (168) than active employees (165). Through negotiations with its teachers association, MERSD has set aside \$4 million to address mandated future retiree health care (aka Other Post-Employment Benefits, or OPEB), which can be used to offset the cost to taxpayers in any given fiscal year.

#### *DIRECTOR OF FINANCE AND OPERATIONS*

Avi Urbas

## CURRICULUM, INSTRUCTION, & TECHNOLOGY

The Manchester Essex Regional School District continues to refine and expand instructional practices for teaching and learning at all levels. We are finding our equilibrium after a couple of challenging years. Teachers at all levels are working to articulate their curriculum. In doing so, they are aligning MERSD (Manchester Essex Regional School District) curricula with the Department of Elementary and Secondary Curriculum Frameworks and the Vision of the Graduate. At the elementary level, the work includes the development of Parent Curriculum Guides. The guides will provide MERSD families with an overview of learning objectives and outcomes for each content area grades K-5.

In addition, we have refreshed the MERSD five-year Curriculum Review Cycle to ensure that our curriculum and instructional practices are grounded in current research, best practices, and are aligned to the Manchester Essex Regional School District's vision for student success.

The MERSD District Technology Team consists of the District Network Administrator/Technology Manager, District Data Analyst/Database Administrator, IT Support Specialist, Digital Learning Specialists, Technology Teacher, Director of Finance and Operations, and the Director of Curriculum and Technology.

This team collaborates in ensuring the compatibility of the administrative and educational elements of the MERSD technology systems and supports.

- This year the MERSD Technology Team focused on: Refining instructional technology software and subscription to identify the most appropriate tools to support teaching and learning.

- Providing instruction and support for the integration of technology in the classroom and beyond.
- Updating multiple administrative components of the system for effectiveness and efficiency.
- Developing a single sign-on system for our students and staff.
- Creating in-house tools for warehousing, analyzing, and presenting data.
- Supporting State and local assessment processes.
- Implementing a digital system for registering, recording, and certifying educator professional development.

### **Diversity, Equity, and Inclusion**

This year, Manchester Essex Regional Schools were awarded the Safe and Supportive Schools Grant.

A safe and supportive school is one that welcomes, supports, and engages all students to learn deeply, grow, and thrive. It promotes and ensures that students experience a learning environment that is equitable, culturally responsive, and trauma sensitive.

Massachusetts Safe and Supportive Schools Framework Law (G.L., c 69, s. 1P) defines a safe and supportive school as follows: Schools that foster a safe, positive, healthy and inclusive whole-school learning environment:

- Enable students to develop positive relationships with adults and peers, regulate their emotions and behavior, achieve academic and non-academic success in school and maintain physical and psychological health and well-being; and,
- Integrate services and align initiatives that promote students' racial, ethnic, and cultural identities, and supports their behavioral health, including social and emotional learning, culturally responsive pedagogy and teaching, suicide prevention, bullying prevention, trauma sensitivity, dropout prevention, truancy reduction, children's mental health, foster care and homeless youth education, inclusion of students with IEPs, positive behavioral approaches that reduce suspensions and expulsions and other similar initiatives. (DESE Safe & Supportive Schools Framework)

In alignment with MERSD Strategic Plan core value of creating a just and equitable environment that respects individual differences and the diversity of our communities, country, and world, the District continues to work collaboratively with consultant Michael Eatman to develop our capacity to meet the needs of all students. Michael is guiding us in the application of the five components of Cultural Competence: Awareness, Attitude, Knowledge, Skills, and Practices, as we engage in:

- Completion of Safe and Supportive Schools Self-Assessment
- Identification of inequities and options for minimizing gaps
- Development of Safe and Supportive Schools building-based action plans
- Integration of district and schools' strategic goals and initiatives.

The District continues to implement RULER strategies from Yale's Center for Emotional Intelligence with our work around Cultural Competence.

### **Data Driven Decision Making and Tiered Systems of Support**

The Manchester-Essex Regional School District mission is to provide a high-quality, comprehensive, student-centered educational experience that supports students' academic, social, and emotional development and prepares them for a post-secondary educational or service experience, a career, and life as an engaged member of society. Using Multi-Tiered Systems of Support (MTSS), the District will ensure high-quality tiered instruction across academic, behavioral, and social emotional domains and provide an inclusive environment that utilizes the concepts of Universal Design for Learning to foster equitable access for all students.

A multi-tiered system of support offers a comprehensive continuum of systematic, evidence-based practices to ensure a proactive response to students' needs. Data collection and progress monitoring are integral in guiding decision making. Using data to build consistent equitable structures and processes that allow for informed decision making has been a focus this year. To that end, MERSD implemented a new diagnostic assessment system this year for grades K-8, established a District-based elementary support team, built a common elementary schedule to allow for co-teaching and the integration of support, and implemented common MTSS processes across the schools.

*INTERIM DIRECTOR OF CURRICULUM & INSTRUCTIONAL TECHNOLOGY*

Angela Bik

## STUDENT SERVICES ANNUAL REPORT

The Student Services Department comprises Special Education, Section 504, English Language Learners, Homeless Students, Health and Counseling Services, and Preschool. Responsibilities 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 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 2021-2022, and yielded no findings of special education non-compliance.

The District routinely screens children to identify potential disability-related needs; approximately 225 students, 17.7% of the student population, receive special education services. Fifty-two children in PreK-12 were referred for an initial special education evaluation in 2021-2022. Special education services range from classroom support and related services (OT, PT, Speech) to sub-separate in- and out-of-District programming. Specialized in-District programs include Students with Integrated Goals (SWING) for children with developmental and communication disabilities; Academic and Communication Enhancement (ACE) for children with neurological and complex language-based learning disabilities, Intensive Reading and Written Language (IRWL) for students with dyslexia; and Social and Academic Integrated Learning (SAIL) for students with social-emotional disabilities and/or level one autism.

In addition to special education, the District provides accommodations for 70 students eligible for Section 504, a Federal regulation that protects individuals with disabilities from discrimination in education and employment. Seven English Language Learners (ELs) receive direct instructional services through the District and 11 additional former ELs are monitored through the department. The MERSD also provides full-time health and counseling services in each building, staffed by School Adjustment Counselors, School Nurses, and School Psychologists.

*DIRECTOR OF STUDENT SERVICES*

Allison Collins

## ESSEX ELEMENTARY SCHOOL

**“Coming together is a beginning; keeping together is progress; working together is success.”  
~ Henry Ford**

In the spring of 2022, we felt the accuracy of Henry Ford’s words. Spring’s arrival meant our 219 students in Grades K-5 could gather once again, share the hallways, and welcome visitors to our building, reminding us that schools are the social fiber of a community.

The fall of 2022 brought our student-led Open House and school-wide monthly meetings, reinforcing our shared sense of belonging and togetherness.

The personalized instruction in our school is embedded in its systems. Specialized programming, such as our SWING and ACE classrooms, exist alongside centralized support for multilingual language learners and supplemental reading and math assistance. Academic progress, measured by State testing, highlights that our students continue to perform above the State average in reading, mathematics, and science. Enhancing writing skills is an area identified for continued growth. Our after-school programs afford students the opportunity to gain skills in unique ways through multi-week offerings such as Organization Station, Growth Mindset, and Science, Technology, Engineering and Math (STEM).

Students’ most treasured memories often generate from their shared experiences in Art, Music, Physical Education, Technology and Library classes. Weekly classes, special events that highlight their achievements, like musical performances and the Art Show, and much-anticipated special events like dancing the Monster Mash and Field Day, are all components of joyful, authentic learning. Students in third through fifth grade can take advantage of an extended day as members of instrumental music instruction, chorus, or our new Rock Band.

Working together is success, evidenced by our family and community partnerships. We are thrilled to make use of the expertise and energy around us! From Friends of Essex Elementary-sponsored events, such as the Happy as a Clam road race and the Harvest Hoe Down, to a wide variety of community partnerships, students witness the positive outcomes of these valuable collaborations. Working with our community partners has resulted in a successful community breakfast, student visits to local museums, restaurants, and the Council on Aging, and collaborations with local musicians. The Hooper Fund- supported Community Read brought families to our parade and smiles on the faces of our children.



Together, success becomes a reality.

*ESSEX ELEMENTARY SCHOOL PRINCIPAL*  
Sheila McAdams

## MANCHESTER MEMORIAL ELEMENTARY SCHOOL

Manchester Memorial Elementary School (MMES) has 294 students enrolled in Pre-K through Grade 5 this school year. In addition to Grade K-5 classrooms, the school also has three programs that are available to students from both towns. Students needing special services from either town may qualify for these programs. Over the years, we have seen tremendous success for the children in these programs, including the MERSD Integrated Pre-K, the MERSD Social and Academic Integrated Learning (SAIL) Program, and the MERSD Intensive Reading and Written Language (IRWL) program. In Grades K-5, classrooms average roughly 17.3 students per class.

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

Over the past two years, we have focused our work in three areas: curriculum and practice equity (K-5 district-wide), valuing diversity, and expansion of our performing arts participation. Our teachers have been working closely with their counterparts at Essex Elementary School to align their curriculum, instruction, and assessments. Part of this work will be MERSD Elementary Curriculum Guides and eventually updated report cards. We have been working with our staff, students, and families to better understand the diverse backgrounds that we all come from, how that diversity is an asset to our community, and how to be respectful of one another’s differences. Our performing arts program has really kicked into high gear! We can proudly say that this is a hallmark of the MMES culture. From young pianists filling the lobby with music each morning to an ever-expanding “rock band,” our students are learning how to display their talents and passions on stage. The future is incredibly bright!

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

*MANCHESTER MEMORIAL ELEMENTARY SCHOOL PRINCIPAL*  
John Willis

## MANCHESTER ESSEX REGIONAL MIDDLE SCHOOL

The 2022 school year marked a significant return to pre-Covid school days for the middle school's 283 students. The Annual Winter Concert was in person for the first time since 2019, and a renewed collaboration with the YMCA of the North Shore gave our students the opportunity to welcome in 2022 with music and song. The Statewide masking mandate was lifted in late February, signaling a shift away from COVID-centric protocols. In addition to focusing on academics, middle school students repeatedly asked for time and resources to work on helping others.

As always, teachers put students at the center by facilitating numerous student-led charitable fundraising and giving events. The first began when students looked for a way to recognize and thank our local, tireless healthcare workers who continued to care for and support the many patients still struggling with COVID-19. After organizing a Walk-for-Workers event, which raised over \$3,000, the Middle School Student Council reached out to collaborate with Feed the Frontlines Northshore and The Cookie Monstah, then delivered delicious cookies to healthcare workers at Beverly Hospital. The intrinsic rewards experienced by this first event fueled our students' desire to continue helping others. They connected with our local American Legion, the Gloucester Open Door Food Pantry, The American Red Cross, and organizations focused on helping victims of the war in Ukraine. Through their efforts, our students:

- Collected boxes and boxes of leftover Halloween candy, which they sent to Treats for Troops.
- Ran a successful food drive during the holiday season and shipped donations to the Open Door Food Pantry.
- Coordinated several events to benefit Ukraine, including making blankets, cards, and running fundraisers.
- Organized a second walk-a-thon, raising over \$7,000 to support victims of Hurricane Ian through the American Red Cross.

There were many firsts and new beginnings in the 2022 school year for the Middle School. Grade 8 students enjoyed presentations from members of our local government and participated in their First Annual Civics Fair. We celebrated our first middle school Veterans Day assembly. The Green Team was re-energized, becoming an integral part of daily learning as they shared environmentally focused "Green Facts of the Day" each morning during announcements, and they were featured in our local Cricket newspaper. We celebrated our first in-school club day, where students chosen from over 18 teacher-led clubs, from chess to strength and cardio, calligraphy, music, and more. This event was so successful, it will become a staple of our middle school students' learning and peer collaboration experiences.

Curriculum, instruction, and technology continued to be an area of focus in the fall. Middle School teachers in all content areas engaged in formal data-analysis training, as they learned new tools and explored the many features of our new i-Ready reading and math assessment tool, which was piloted in 2021. i-Ready is an interactive online learning environment designed to assess students and provide individualized instruction based on each student's unique needs. i-Ready also provides essential tools and information in helping teachers make data-informed decisions about curriculum and instruction. Students continued learning in the one-to-one Chromebook

environment, as teachers employed a host of technology education tools to increase student engagement and facilitate efficient formative assessments, including Google Apps for Education, Kahoot, Bloocket, Padlet, PearDeck, IXL, and NoRedInk.

MERSD's Vision of the Graduate and the RULER SEL approach will continue to be a cornerstone of the Middle School's ongoing focus on Social and Emotional Learning, and Diversity, Equity and Inclusion. These approaches ensure that we are engaging students in experiential learning that helps to develop and build upon the dispositions outlined by the District Vision of the Graduate. This work includes developing a school-wide, student-centered Charter (this year's emotion target words are Safe, Respected, Comfortable, and Happy) and full student participation in our annual fall Project Adventure field trips, which are a collaboration with Camp Spindrift in Gloucester, and the YMCA of the North Shore. This annual field trip at each grade level is facilitated by content and exploratory teams of teachers, who are led by our Project Adventure-trained Health, Wellness, and Physical Education teachers.

Teaching and learning at the Middle School centers around a safe and inclusive culture, which is bolstered by annual research-based safety training including the ALICE protocol and Anti-Bullying Awareness developed by the Massachusetts Aggression Reduction Center (MARCC). Students in Grades 7 and 8 engage in Signs of Suicide (SOS) training and the Youth Risk Behavior Survey (YRBS), and students in Grade 7 participate in Screening, Brief Intervention, and Referral to Treatment (SBIRT). All of these research-based programs are facilitated by licensed Middle School mental-health professionals and center around prevention, early detection, risk assessment, and support.

The Manchester Essex Regional Middle School is a welcoming, safe, academically engaging, and inspiring place for early adolescent students to learn, grow, and explore. We are thankful for fantastic teachers, a supportive parent/guardian community, and our many connections to organizations throughout Manchester, Essex, and the larger region who help us develop authentic, real-world learning experiences to our students.

*MANCHESTER ESSEX REGIONAL MIDDLE SCHOOL PRINCIPAL*

Joanne Maino

## MANCHESTER ESSEX REGIONAL HIGH SCHOOL CLASS OF 2022

### Academics

Manchester Essex Regional High School continues to progress in an effort to provide all students with a broad-based curricular experience. The curriculum aims to provide a student-centered focus and development of the skills and dispositions of the Vision of the Graduate.

The students at Manchester Essex Regional High School continue to achieve at high levels. Ninety-four percent of the Class of 2023 moved on to post-secondary academic options. One hundred eighty-nine students took Advanced Placement courses during the 2021-2022 school year. Those students took 386 AP courses ending exams with 77% of the students scoring 3-5 (levels that are deemed acceptable for college credit). Two students were named as a Commended

Student by the National Merit Scholarship Board for their academic promise and performance on the PSAT.

Students participate in hands-on, real-world, authentic learning activities across disciplines. During the fourth quarter of senior year students take part in SCORE, the MERHS senior Internship Program. Freshmen took part in a STEM fair to show their learning in math and science. Presentations at the end of the experience reflect student growth related to the Vision of the Graduate.

Experiences such as teaching elementary students all about chemistry, develop relationships and provide for an authentic opportunity for students to show and share learning.

The visual and performing arts are an essential component of the Vision of the Graduate as students expand their creativity and collaboration skills.

### **Athletic Accomplishments**

#### **WINTER:**

- Boys Basketball: MIAA D4 Elite 8
- Girls Basketball: MIAA D4 Round of 32
- Alpine Ski: NSSL Interscholastic Race (Girls Fifth Place, Boys Eighth Place)
- Indoor Track: MIAA D5 Meet - Caelie Patrick, Fifth Place in the 1000m, Jack Newton, Seventh Place in the 1000m, and Caroline MacKinnon 2nd Place in the 600
- Swimming and Diving: Seven female swimmers and one male swimmer at MIAA D2 North States; Shea Furse, 2x Sectional/State Champion in the 200 free and 500 free, two sectional records and one state record, two-time All-American

#### **SPRING:**

- Baseball: MIAA D4 State Champions
- Boys Lacrosse: MIAA D4 Round of 16
- Girls Lacrosse: MIAA D4 State Finalists - Runner-ups
- Sailing: Sharon High School Invitational, Second Place; Zimba Fleet Race Championship, Sixth Place; Mass State High School Fleet Race Championship - Ava Rizzico, Ninth Place and Ian Carlin, 12th Place
- Boys Tennis: MIAA D4 Elite 8
- Girls Tennis: MIAA D4 Final Four

#### **FALL:**

- Cheer: Competed in the CAL Competition - first time competing in 20 years!
- Cross Country: MIAA Divisionals Meet - Boys, Eighth Place (Individual Qualifiers for MIAA All States Meet were Logan Cooper and Finn O'Hara), Girls, Seventh Place; MIAA All States Meet - Girls, 19th Place
- Golf: MIAA D3 North Sectionals - Eighth Place
- Field Hockey: MIAA D4 Finalists -Runners-up
- Football: MIAA D8 Elite 8
- Girls Soccer: MIAA D4 Elite 8
- Boys Soccer: MIAA D4 Round of 32

### **Extracurricular Activities**

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. Robotics Team 2084 had an impressive showing at the FIRST Competition.

Senior Week activities returned to their traditional format. Students participated in the Prom at Danversport Yacht Club, a trip to Six Flags amusement park, class night of bowling, Baccalaureate, and Graduation.

*MANCHESTER ESSEX REGIONAL HIGH SCHOOL PRINCIPAL*

Patricia Puglisi

## ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL

Essex North Shore Agricultural and Technical School (ENSATS) is Massachusetts' premier regional technical and agricultural high school, serving 17 member communities on the North Shore and 35 surrounding communities. Our mission is to create a culture of excellence, encourage continuous growth, and promote professionalism and citizenship for all students, as they develop into architects, artisans, and authors of the 21st century community.

Twenty-four career, technical, and agricultural programs are available to students from member communities whereas students from surrounding communities select from 7 agricultural areas. Enrollment at ENSATS is 1,694 for the 2022-2023 school year. We espouse the development of student qualities, ensuring that all of our graduates are future-ready. Our goal is for students to be collaborative, culturally proficient, entrepreneurial, kind, perseverant and responsible.

As of October 15, 2022, there was a total of 21 students from the Town of Essex attending ENSATS: Grade 9 – 5, Grade 10 – 5, Grade 11 – 5, and Grade 12 – 6.

Our school was designed for 1,500 students and is currently organized into five program clusters:

**Agricultural Programs:** Arboriculture, Companion Animals, Equine Science, Landscape & Turf Management, Natural & Environmental Sciences, Sustainable Horticulture, Veterinary Science.

**Construction Related Programs:** Carpentry, Construction Craft Laborers, Electrical, HVAC/Refrigeration, Masonry & Tile Setting, Plumbing.

**Health Services Programs:** Biotechnology, Dental Assisting, Health Assisting.

**Manufacturing, Engineering, and Technology Programs:** Advanced Manufacturing, Design & Media Communications, Engineering & Automation Technology, Information Technology Services.

**Service Programs:** Automotive Collision Repair & Refinishing, Automotive Technology, Cosmetology, Culinary Arts & Hospitality.

We create opportunities for students throughout our region to have access to high quality career technical and agricultural education. Partnering with our districts, we have enrolled 60 additional students in our CTE/After Dark Partnership Program into high demand career areas as a model for Governor Baker's Career Technical Initiative. Participating students are from Beverly, Gloucester, Marblehead, and Swampscott. This year, we added Health Assisting as an additional program for our CTAE After Dark Partnership students. The CTAE After Dark Partnership Program is workforce based, developed to meet the needs of our local and regional labor markets.

Our Cooperative Education Program places upperclassmen in positions where they work among professionals in their field. These opportunities often lead to full-time employment upon graduation as we continue to work with our industry leaders to meet the needs of the current workforce and strengthen the economic pathways for our students. There are currently 2 students from Essex participating in our Cooperative Education Program. Our graduates enter the workforce with industry recognized credentials and hours toward professional licensure, which gives them an advantage and adds to future work readiness. Business, industry, and labor representatives serve on our Program Advisory Committees to ensure that we meet all industry standards.

Over 70% of our students enroll in post-secondary apprenticeship programs or college, with many having earned articulated college credit. The remaining 30% enter the workforce or military upon graduation.

Several of our programs offer valued services to the residents of our communities, including the Maple Street Bistro and Café, Salon 565, Pet Grooming, Automotive and Auto Collision Repair, and Blooming Designs & More. Angell at Essex provides veterinary services on our campus.

Our CTAE students participate in community outreach projects within our 17 district communities. These projects are for local municipalities and non-profit organizations.

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

We are currently seeking approval for two new Chapter 74 Programs, to include Marketing & Business Technology and Early Education and Care, for SY24. These programs will create more opportunities for our students and meet the needs of our current workforce.

From SY22 to SY23, we have received over \$10M in grant funding to increase educational opportunities for our students, secure capital equipment, provide student support, and expand and improve CTAE programs.

Our local legislators have met with us to discuss possible State funding for roof and stair repairs for Smith Hall, a renovation of Gallant Hall to house three expanded CTAE Programs, support the recently expanded Animal Science Program and install a new HVAC system, and a main campus-cafeteria atrium project to expand seats. The construction of the Larkin Cottage continues to move forward with roof trusses, donated roof and side shingles and new full service kitchen equipment.

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

SCHOOL REPRESENTATIVE  
Alva Ingaharro

## SHELLFISH CONSTABLE

Firstly, I would like to thank my two assistant wardens: Peter Wilson and Jude Seminara. With their dedicated help, this year's work went by smoothly and efficiently.

The past harvesting year (2021) was, from a harvester's point of view, very successful. Because of the extended drought, we had virtually no rain closures for all of June, July, August, and the first two weeks of September, as well. As a result of the lack of rain, there were no closures from Red Tide. The Red Tide is an always present micro-organism in the water. It thrives when enough rain falls to desalinate the water. This did not come into play at all this year.

But as a result, the flats took a digging for three months straight. We will see in the future, what this will bear on active shellfish stock.

The biggest future problem will be the green crabs. Outside of man, they are the second biggest predator of shellfish. But, they are a larger threat in the long run, because unlike man who only takes 2-inch or bigger clams, the green crab concentrates mostly on juvenile shellfish (seed). As a result, thousands of tiny shellfish never grow to maturity. Clams will reproduce at 1-inch.

The Town and the State have generously set aside \$25,000 in bounty to catch these predators. Hopefully, with future continued implementation of this program, we will be able to grasp control of this negative situation.

I will conclude by saying "All department vehicles are up and running fine."

I look forward to serving the local shellfish industry and the Town itself again. With team work we will make it safe and profitable for all involved.

Respectfully submitted,  
*SHELLFISH CONSTABLE*  
William J. Knovak

## STRATEGIC PLANNING COMMITTEE

Reconvened in 2022, the Strategic Planning Committee was charged with revising the Town's original strategic plan from 2015. The Committee is comprised of members from established Town Boards, Commissions, and representatives from key stakeholder groups. These members represent a broad variety of viewpoints.

The goal of this latest strategic plan was to review the accomplishments of the previous plan, revisit and update existing goals where appropriate, and establish new goals for 2022 through 2027. This new strategic plan features specific targets related to economic development, planning, and infrastructure, as well as those consistent themes focused on fiscal management, public safety, and human services. The plan is both aspirational and practical and will rely on the efforts of both Town employees and volunteers to execute.

The plan is a living document that will be reviewed and revised every 5 years. The 2022 Strategic Plan was developed, shared with residents, discussed at a public forum, and finalized in the fall of this year. The Board of Selectmen accepted and adopted the plan in December 2022 and many of the goals are already in flight.

Respectfully Submitted,  
*STRATEGIC PLANNING COMMITTEE*,  
Ann Cameron, Chairman

### *TOWN ACCOUNTANT*

The following reports of the accounts of the Town of Essex for the Fiscal Year 2022 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, 2022, which reflect FY22 operations, are:

General Fund	\$2,277,035
Water Enterprise	\$ 268,051
Sewer Enterprise	\$ 323,550
(Additional Reserve for Debt Service	\$1,749,985)

Respectfully Submitted,  
*TOWN ACCOUNTANT*  
Jeffrey Soulard



**FUND EQUITY JUNE 30, 2022**

General Fund	\$ 3,639,167
Water Fund	341,790
Water Filtration Project	9,818
Sewer Enterprise Fund	2,191,079

## Special Revenue Fund Equity:

Ambulance Fund	\$ 333,791
Insurance and Restitution less than \$20,000	10,397
St. 2016 c187, S8 Com Transportation Fund	957
Centennial Grove Revolving	3,586
Sale of Real Estate Fund	3,395,314
Library State Aid	18,820
State Grant - Extended Polling Hours	158
Early Voting Grant Program	843
Waterways Improvement	38,287
Wetland Protection	40,602
Cultural Council	4,005
Mass Cultural Council - Cultural District Grant	4,929
Chapter 40, S 53G Consulting Fee Deposits	43,915
Chapter 44, S 53G Fees – Con Comm	4,000
Police - Cruiser Gift	2,465
Fire Department Gift	2,989
Police Gift	751
Town Property Gift (e.g. Pocket Pks) 9/26/2016	101
Essex Holiday Festival	4,241
Harbormaster Gift	975
War Memorial Restoration	2,136
Council on Aging - Gift Fund	7,239
EYC Park Improvement Fund	2,456
Ballfield Gift Fund	5,931
Youth Department Gift Fund	183
Board of Health - Gifts	84
BOH Nurse Wges/Spl Rev Chapter 44, S 53E1/2	10,417
Norma L. Andrews Library Gift Fund	40,000
BOH Youth Tria/Exc Rev Chapter 44, S 53 1/2	2,085
Dog Officer - Imp Dogs Chapter 44, S 53E1/2	113
Council on Aging Revolving – CH44 S53E ½	483
Septic Title V	164,877
Senior Care Outreach Grant	1,100
Mass Assoc of CoA - Falls Prevention	67
CARES Act - Fed Grant	(36)
MA Environ MVP Action Grant 3609 \$15,000	1,324
MA Environ MVP Action Grant 3603 \$60,000	50
EOPSS Grant - Pedestrian & Bicycle Safety	989
Beverly & AGH Com Collaborative Grant 2019	4,753

Town Technology Fund -Peg 53F 3/4	\$	75,488	
Fire Departmentt Radio Grant Match		310	
MAPC – Emergency COVID-19 Funding Grant		5,159	
Dam & Seawall Repair-Construction Grant		(99,254)	
DCR Volunteer Fire Assistance Grant		(4,536)	
FY20 Firefighter Turnout Gear Grant Hoods		1,523	
Div of Ecological Restoration Apple St Culvert		(83,500)	
American Rescue Plan Act		531,644	
CC Grant – Best Practices		47	
Green Communities – Essex Elementary		132,897	
Con & Rec – Chebacco/Alewife		20,000	
CC Grant – Info Technology		14,027	
EMPG Grant - 2021		(2,700)	
COA Formula Grant		2,541	
Cemetery Lot Sale		45,323	
Community Preservation Act - voted 5/14/2007		<u>1,023,971</u>	
Total Special Revenue Funds			\$ 5,818,317
Capital Funds:			
Boardwalk - DCR/Seaport Grant	\$	23,123	
Conomo Point Waterfront Access		43,818	
Municipal Safety Building		<u>1,809,805</u>	
Total Capital Funds			\$ 1,876,746
Trust Funds:			
Conservation Fund	\$	20,879	
Municipal Building Trust Fund		25,501	
Cogswell Trust		73,847	
TJ Coolidge Trust		36,240	
WW II Honor Roll (1986) aka Selectmen's Trust		2,631	
Burnham Trust \$91,317.92 Non Expendable		93,907	
Cemetery Lot Care		44,997	
Cemetery Perpetual Care –Un-expendable		257,892	
Cemetery Perpetual Care - Expendable		58	
OPEB Liab TR FD (GASB 43,45) 2009 ATM #21		1,842,143	
Stabilization - Public Sfty Bldg 2020 ATM #33		41,011	
Stabilization - Essex Rvr Bay Match 2020 ATM/#32		41,011	
Stabilization - Str Lights Man/Maint 2018 ATM #18		6,082	
Stabilization - Conomo Pt Maint/Imp 2018 FTM #10		128,650	
Stabilization - Town Hall/Lib Maint 2017 FTM #20		90,572	
Stabilization - Town Bldgs Cap Imp 2014 ATM #28		99,204	
Stabilization - Recreational Cap Imp 2014 ATM #28		115,244	
Stabilization - Town History Cele 2020 ATM #33		45,014	
Stabilization - Vehicles & Equip 2014 ATM #28		245,076	
Stabilization – MERSD Apportionment 2021 FTM #15		50,004	
Stabilization		<u>1,043,659</u>	

Total Trust Funds		<u>\$ 4,303,622</u>
Total Fund Equity		<u>\$ 18,180,539</u>
<b><u>DEBT SCHEDULE JUNE 30, 2022</u></b>		
Outstanding Maturing Debt:		
Town Hall Renovations	\$ 180,000	
Public Safety Building	11,000,000	
Water Treatment Plant	0	
Water Storage Tank	29,000	
Septic Title V	95,390	
Sewer Bond	211,000	
Sewer MWPAT	<u>4,049,544</u>	
Total Bonds Payable		\$ 15,564,934
Permanent Notes:		
Water Mains	<u>\$ 29,000</u>	
Total Permanent Notes		<u>\$ 29,000</u>
Total Long Term Debt Payable		<u>\$ 15,593,934</u>

**CASH RECEIPTS  
JULY 1, 2021 - JUNE 30, 2022**

**TAXES AND EXCISE**

Personal Property	\$ 248,292	
Real Estate	15,525,259	
Tax Title	0	
Motor Vehicle	798,939	
Boat Excise	10,857	
Room Occupancy	36,926	
Meals Tax	279,450	
Penalties and Interest	<u>38,146</u>	
		\$16,937,869

**CHARGES FOR SERVICES**

Municipal Lien Fees	\$ 2,725
Other Departmental	10,420
Private Detail Administrative fees	6,660
Auto Laws - Court Fees	9,095
Appeals Board	4,881
Boat Launching Fees	0
Mooring Fees	35,264
Parking Tickets	8,425
Applicants Escrow Deposits for Consultant	44,553
Planning Board	1,901

Conomo Point Rentals	513,704	
Transfer Station	<u>179,387</u>	\$ 817,015

**LICENSES AND PERMITS**

Alcohol	\$ 27,500	
Marijuana Licenses	0	
Board of Health - Gas- Plumbing	24,253	
Building	151,184	
Clam	40,163	
Dog Licenses	17,736	
Electrical	16,186	
Firearms Permits	1,100	
Fire Department Permits	9,120	
Other Licenses	1,150	
Licensing Board	5,605	
Title 5	<u>7,175</u>	\$ 301,172

**OTHER**

Earnings on Investments	\$ 22,456	
Earnings on Sale of Real Estate Fund	11,686	
Fines and Forfeitures	1,600	
Special Assessments	0	
Proceeds from Sale of Conomo Point	<u>199,294</u>	\$ 235,036

**FEDERAL & STATE REVENUE**

American Rescue Plan Act	\$ 368,956	
Community Compact Grant - Best Practices	45,140	
Community Compact Grant - Info Technology	41,670	
Conservation & Recreation - Chebacco/Alewife	20,000	
Cultural Council	5,001	
CPA State Match	83,345	
Council on Aging Grants	5,793	
Election Grants	0	
Firefighter Turnout Gear Grant FY20	11,607	
Green Communities - Essex Elementary	132,897	
EOPSS - AED Grant	2,305	
EOPSS - BU Sediment Transport Project	24,441	
Dam and Seawall Grant Receipts	61,027	
MAPC Grants	0	
Division of Ecological Restoration - Apple Street	0	
Library - LIG/MEG	5,887	
Chapter 90 Receipts	<u>66,288</u>	\$ 874,357

**CHERRY SHEET REVENUE**

Cherry Sheet Assessments	\$ (32,699)	
Elderly and Veterans Abatements/Exemptions	27,525	
Loss of Taxes, State Land	2,100	
Government Assistance	269,086	
Veterans Benefits	<u>12,758</u>	
		\$ 278,770

**SPECIAL REVENUE FUNDS**

Ambulance	\$ 130,884	
Commonwealth Network	124	
Board of Health - Public Nurse, Revolving	4,220	
Cemetery Lot Sales	9,205	
Centennial Grove Revolving	1,910	
Comcast Cable	20,713	
Community Preservation Fund	199,791	
Fire - Gifts	650	
Great Marsh Green Crab Depletion Program	10,000	
Holiday Festival Gifts	1,700	
Insurance & Restitution < \$20,000	18,632	
Police - Gifts (\$0 Cruiser, \$1,500 Misc.)	1,500	
Sale of Real Estate Fund	0	
Septic Repair Program - Loans	30,782	
Wetlands Protection	<u>2,673</u>	
		\$ 432,784

**TRUST FUNDS**

Burnham Trust	\$ 14	
Cemetery Lot Care	9,836	
Cemetery Perpetual Care	9,238	
Cogswell Trust	11	
Coolidge Trust	5	
Conservation Fund	3	
Municipal Building Trust	4	
O.P.E.B. Trust	233,390	
WWII Honor Roll Trust/Selectmen TR	0	
Stabilization - Town Public Safety Building	20,005	
Stabilization - Essex River Bay Match	20,005	
Stabilization - Town History Celebrations	20,005	
Stabilization Street Lights Maintenance/Mgmt.	3,002	
Stabilization-Conomo Point	20,021	
Stabilization - Town Hall/Library	20,012	
Stabilization-Town Bldgs Capital Improvements	20,016	
Stabilization - Recreation	20,018	
Stabilization-Vehicles and Major Equip	200,021	
Stabilization-MERSD Apportionment	50,004	

Stabilization Fund	<u>1,498</u>	\$ 647,108
 <b><u>WATER ENTERPRISE FUND</u></b>		
Water Rates	\$ 814,560	
Tax Title	0	
Other Charges	10,487	
Penalties and Interest	7,459	
Investment Income	289	
Water Lien Revenue	17,624	
Water Lien Comm Interest	2,449	
Water Betterment Principal	3,413	
Water Betterment Interest	<u>735</u>	
		\$ 857,016
 <b><u>SEWER ENTERPRISE FUND</u></b>		
Sewer Rates	\$ 1,016,095	
Tax Title	0	
Connections and Other Charges	14,670	
Penalties and Interest	8,750	
Investment Income	811	
Sewer Betterment Principal	735,973	
Sewer Betterment Interest	75,300	
Sewer Lien	13,873	
Sewer Lien Interest	2,043	
Un-apportioned Sewer Betterment Revenue	<u>78,955</u>	
		<u>\$ 1,946,470</u>
 <b>TOTAL REVENUE</b>		 <b><u>\$23,327,597</u></b>
 <b>TOTAL CASH RECEIPTS</b>		 <b><u>\$23,327,597</u></b>

FY2022 APPROPRIATION REPORT

<b>Account Description</b>	<b>FY2021 Forward</b>	<b>Final Budget</b>	<b>Transactions</b>	<b>Ending Balance</b>	<b>Encumbrance</b>	<b>Closed Balance</b>
Moderator Stipend		100.00	100.00			0.00
Moderator Expense		20.00		20.00		20.00
<b>Moderator Total</b>	<b>0.00</b>	<b>120.00</b>	<b>100.00</b>	<b>20.00</b>	<b>0.00</b>	<b>20.00</b>
Selectmen's Assistant		65,462.00	65,462.00			0.00
Town Planner, Part Time		26,474.00	23,155.16	3,318.84		3,318.84
Selectmen Stipend		3,000.00	3,000.00			0.00
Selectmen Temp. Salary						0.00
Sick/Vac/Emp Sep/Ret		4,405.60		4,405.60		4,405.60
Procurement/Advertising		1,200.00	688.00	512.00		512.00
Town Meeting A/V Serv		5,000.00	4,085.00	915.00		915.00
Town Events		5,000.00		5,000.00		5,000.00
Advert Town Resources		500.00		500.00		500.00
Office Supplies		900.00	888.44	11.56		11.56
Dues & Meetings		2,000.00	838.00	1,162.00		1,162.00
A23/FTM 11/15/21						
Unpaid Bill		17,055.00	17,054.86	0.14		0.14
A22/16ATM Demolition & Fence Allen Property	25,000.00			25,000.00	25,000.00	0.00
A3/11-18-13FTM						
Federal Channel Study	3,002.00			3,002.00	3,002.00	0.00
A2/11-15-21FTM Planning Board Consultant		10,000.00	4,920.16	5,079.84	5,079.84	0.00
A19/FTM 11-15-21 Green Crab Trapping		10,000.00	3,283.20	6,716.80	6,716.80	0.00
Dam and Seawall Grant	10,081.98		10,081.98			0.00
A20/ATM/5/15/21						
Chebacco Lake Grant		10,000.00	8,740.90	1,259.10	1,259.10	0.00
A8/ATM/11/15/21						
Centennial Gr Pavilion		150,000.00		150,000.00	150,000.00	0.00
<b>Selectmen Total</b>	<b>38,083.98</b>	<b>310,996.60</b>	<b>142,197.70</b>	<b>206,882.88</b>	<b>191,057.74</b>	<b>15,825.14</b>

<u>Account Description</u>	<u>FY2021 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encumbrance</u>	<u>Closed Balance</u>
Town Admin Salary		149,854.00	149,854.00			0.00
Sick Leave Buyback		3,842.00	3,842.00			0.00
Seminar Fees		750.00	160.00	590.00		590.00
Town Admin Expenses		1,000.00	450.80	549.20		549.20
Town Admin Travel		2,250.00	500.90	1,749.10		1,749.10
Dues & Memberships		1,050.00	1,045.24	4.76		4.76
<b>Town Administrator Total</b>	<b>0.00</b>	<b>158,746.00</b>	<b>155,852.94</b>	<b>2,893.06</b>	<b>0.00</b>	<b>2,893.06</b>
Finance Committee		410.00	160.00	250.00		250.00
Fin Comm Reserve Fund		71,779.00		71,779.00		71,779.00
<b>Finance Committee Total</b>	<b>0.00</b>	<b>72,189.00</b>	<b>160.00</b>	<b>72,029.00</b>	<b>0.00</b>	<b>72,029.00</b>
Town Accountant Salary		105,403.00	105,402.89	0.11		0.11
Town Accountant's Assist.		10,339.00	5,746.15	4,592.85		4,592.85
Sick Leave Buyback						0.00
Stipend CH41 Sec 108P		1,000.00	1,000.00			0.00
Town Acct Seminar Fees		900.00		900.00		900.00
Audit & GASB		70,718.00	19,767.43	50,950.57	26,000.00	24,950.57
Software Support Fee		15,750.00	15,390.12	359.88		359.88
Office Supplies		1,800.00	810.52	989.48		989.48
Town Acct Travel		900.00		900.00		900.00
Dues & Memberships		110.00	110.00			0.00
A35/05-02-22 ATM						
Unpaid Bills		34,200.00	16,430.38	17,769.62	17,769.62	0.00
Prior Yr Encumb Audit	27,881.57		27,881.57			0.00
<b>Town Accountant Total</b>	<b>27,881.57</b>	<b>241,120.00</b>	<b>192,539.06</b>	<b>76,462.51</b>	<b>43,769.62</b>	<b>32,692.89</b>
Assessors Clerical		48,954.98	48,954.98			0.00
Misc. Part-Time Salaries		10,366.02	4,556.24	5,809.78		5,809.78
Assessor Stipend		17,244.00	17,244.00			0.00
Software Support		6,911.00	6,911.00			0.00
Mapping		14,799.00	6,483.33	8,315.67		8,315.67
Bookbinding		200.00		200.00		200.00
Consulting Services		35,734.00	22,539.00	13,195.00		13,195.00
Legal Expense		1,500.00		1,500.00		1,500.00



<u>Account Description</u>	<u>FY2021 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encumbrance</u>	<u>Closed Balance</u>
Office Supplies		2,100.00	2,053.86	46.14		46.14
Expenses		400.00		400.00		400.00
Dues & Memberships		200.00	125.00	75.00		75.00
<b>Assessors Total</b>	<b>0.00</b>	<b>138,409.00</b>	<b>108,867.41</b>	<b>29,541.59</b>	<b>0.00</b>	<b>29,541.59</b>
Treasurer/Collector Salary		75,190.00	71,030.13	4,159.87		4,159.87
Assist. Treasurer/Collector		4,896.00	1,051.05	3,844.95		3,844.95
Collector Clerical		50,300.00	50,226.00	74.00		74.00
Sick Leave Buyback		1,270.00		1,270.00		1,270.00
Seminar Fees		700.00		700.00		700.00
Payroll Processing		8,200.00	8,101.16	98.84		98.84
Financial Advisory Services		4,000.00	2,550.00	1,450.00		1,450.00
Collector Legal Expense		5,000.00	1,800.00	3,200.00		3,200.00
Tax Title Expense		6,500.00		6,500.00		6,500.00
Software Support Fee		6,000.00	6,000.00			0.00
Postage		10,000.00	8,856.63	1,143.37		1,143.37
Office Supplies		7,000.00	5,702.24	1,297.76		1,297.76
Travel		800.00	248.57	551.43		551.43
Dues & Memberships		350.00	80.00	270.00		270.00
Interest due on Property Tax Abatements (ATB)		1,000.00		1,000.00		1,000.00
<b>Treasurer/Collector Total</b>	<b>0.00</b>	<b>181,206.00</b>	<b>155,645.78</b>	<b>25,560.22</b>	<b>0.00</b>	<b>25,560.22</b>
Legal Expense		60,000.00	50,504.08	9,495.92		9,495.92
Legal - Conomo Point		5,000.00	4,775.45	224.55		224.55
WW Legal Expense		5,000.00	880.00	4,120.00		4,120.00
<b>Legal Total</b>	<b>0.00</b>	<b>70,000.00</b>	<b>56,159.53</b>	<b>13,840.47</b>	<b>0.00</b>	<b>13,840.47</b>
Personnel Officer Salary		16,650.00	16,650.00			0.00
Personnel Bd. Expenses		500.00	458.69	41.31		41.31
<b>Personnel Total</b>	<b>0.00</b>	<b>17,150.00</b>	<b>17,108.69</b>	<b>41.31</b>	<b>0.00</b>	<b>41.31</b>
IT Hosting		12,220.00	10,155.38	2,064.62		2,064.62
Fiber Optic Network (PEG)		5,500.00	3,850.00	1,650.00		1,650.00
Town Website Support		5,500.00	4,272.32	1,227.68		1,227.68
Internet & e-mail Service		10,500.00	7,514.21	2,985.79		2,985.79

<u>Account Description</u>	<u>FY2021 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encumbrance</u>	<u>Closed Balance</u>
User Testing/Diagnostics		6,650.00	6,650.00			0.00
Network Equip & Maint.		4,000.00	3,512.80	487.20		487.20
A16/FTM/11-19-19 Fiber Optic Interconnect	200.00			200.00	200.00	0.00
A17/FTM/11-19-19 Computer Equipment	388.73		334.69	54.04	54.04	0.00
A23/5/15/21/ATM Email Migration	1,000.00			1,000.00	1,000.00	0.00
A12/FTM/11/15/21 Cyber Security		3,100.00	3,098.83	1.17	1.17	0.00
A21/ATM/05-2-22 Town Computer Server		10,000.00		10,000.00	10,000.00	0.00
<b>Technology Total</b>	<b>1,588.73</b>	<b>57,470.00</b>	<b>39,388.23</b>	<b>19,670.50</b>	<b>11,255.21</b>	<b>8,415.29</b>
Town Clerk Salary		60,489.00	60,395.57	93.43		93.43
Town Clerk's Assistant		11,944.00	11,856.00	88.00		88.00
Ch. 41 S 19K Town Clerk Stipend (5/4/15ATM)		1,000.00	1,000.00			0.00
Training Expense		1,700.00	1,700.00			0.00
Copy Machine		255.00	78.89	176.11		176.11
Office Supplies		970.00	848.04	121.96		121.96
Archival Management		200.00	151.69	48.31		48.31
Parking Tickets		1,050.00	711.00	339.00		339.00
Dog Licenses		525.00	255.79	269.21		269.21
Dues & Memberships		200.00	122.00	78.00		78.00
<b>Town Clerk Total</b>	<b>0.00</b>	<b>78,333.00</b>	<b>77,118.98</b>	<b>1,214.02</b>	<b>0.00</b>	<b>1,214.02</b>
Election Wages		2,500.00	537.00	1,963.00		1,963.00
Ballots		2,000.00	1,289.50	710.50		710.50
Town Meeting Expenses		274.00		274.00		274.00
Election Expenses		5,500.00	5,470.77	29.23		29.23
<b>Election Totals</b>	<b>0.00</b>	<b>10,274.00</b>	<b>7,297.27</b>	<b>2,976.73</b>	<b>0.00</b>	<b>2,976.73</b>
Registrars Stipends		1,350.00	1,331.50	18.50		18.50
Registrars Printing		600.00	475.00	125.00		125.00

<u>Account Description</u>	<u>FY2021 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encumbrance</u>	<u>Closed Balance</u>
Registrars Supplies		2,500.00	2,499.44	0.56		0.56
<b>Registrars Total</b>	<b>0.00</b>	<b>4,450.00</b>	<b>4,305.94</b>	<b>144.06</b>	<b>0.00</b>	<b>144.06</b>
Licensing Board Clerical		3,037.00	3,037.00			0.00
Licensing Bd. Expenses		175.00	175.00			0.00
<b>Licensing Board Total</b>	<b>0.00</b>	<b>3,212.00</b>	<b>3,212.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Conservation Agent		8,451.00	4,984.42	3,466.58		3,466.58
Clerical Wages		19,235.00	19,223.82	11.18		11.18
Software Maintenance		500.00	149.90	350.10		350.10
Telephone		300.00	150.00	150.00		150.00
Expenses		1,500.00	1,465.59	34.41		34.41
Dues & Memberships		750.00	323.00	427.00		427.00
<b>Conservation Com Totals</b>	<b>0.00</b>	<b>30,736.00</b>	<b>26,296.73</b>	<b>4,439.27</b>	<b>0.00</b>	<b>4,439.27</b>
Clerical Wages		14,170.00	12,309.99	1,860.01		1,860.01
Notices		1,500.00	1,166.00	334.00		334.00
Technology		350.00	250.00	100.00		100.00
Expenses		500.00	210.97	289.03		289.03
<b>Planning Board Totals</b>	<b>0.00</b>	<b>16,520.00</b>	<b>13,936.96</b>	<b>2,583.04</b>	<b>0.00</b>	<b>2,583.04</b>
Clerical Wages		2,831.09	2,809.04	22.05		22.05
Expenses		2,500.00	1,609.19	890.81		890.81
<b>Zoning Board Totals</b>	<b>0.00</b>	<b>5,331.09</b>	<b>4,418.23</b>	<b>912.86</b>	<b>0.00</b>	<b>912.86</b>
Conomo Point Clerical		3,037.00	3,037.00			0.00
Conomo Point Stipend		150.00	150.00			0.00
Conomo Point Expenses		10,000.00	10,000.00			0.00
A2/11-13-17FTM Conomo Point Management	3,186.56		42.68	3,143.88	3,143.88	0.00
A28/ATM 6-13-20 Conomo Pt Seawall Grant Exp	22,500.00		22,500.00			0.00
A21/ATM/5/15/21 Conomo Pt Seawall State Grant		15,000.00	15,000.00			0.00

<u>Account Description</u>	<u>FY2021 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encumbrance</u>	<u>Closed Balance</u>
A4/12ATM Improvements to Southern Conomo Pt.	1,417.71			1,417.71	1,417.71	0.00
A14/14ATM Conomo Pt Roadway Improvements	14,311.47			14,311.47	14,311.47	0.00
<b>Conomo Point Totals</b>	<b>41,415.74</b>	<b>28,187.00</b>	<b>50,729.68</b>	<b>18,873.06</b>	<b>18,873.06</b>	<b>0.00</b>
Town Property Custodian		22,060.00	22,057.92	2.08		2.08
Town Hall/Library Custodian		21,971.91	21,383.04	588.87		588.87
Town Hall Electricity		18,787.00	15,246.92	3,540.08		3,540.08
Fuel/Natural Gas		6,213.00	4,199.62	2,013.38		2,013.38
Town Hall Generator Fuel		600.00		600.00		600.00
Town Hall Water		850.00	555.72	294.28		294.28
Town Hall Sewer Usage		1,700.00	784.89	915.11		915.11
Clock Maintenance		500.00	250.00	250.00		250.00
Office Machines		3,000.00	1,034.89	1,965.11		1,965.11
G.I.S. - Mapping Services		1,000.00		1,000.00		1,000.00
Panic Alarm Monitoring		610.00	553.80	56.20		56.20
Elevator Phone		400.00		400.00		400.00
Elevator Inspection/Maint.		6,000.00	1,090.00	4,910.00		4,910.00
HVAC Maintenance		1,000.00	1,000.00			0.00
Sprinkler System Maint.		500.00		500.00		500.00
Telephone (Copper Lines)		4,250.00	2,900.31	1,349.69		1,349.69
Telephone (VOIP)		7,200.00	7,196.87	3.13		3.13
Office Supplies		3,500.00	3,486.55	13.45		13.45
Town Property Expenses		36,800.00	29,035.21	7,764.79		7,764.79
Fire Alarm Monitor/Test		900.00	833.92	66.08		66.08
Generator Maintenance		1,100.00	287.50	812.50		812.50
Greenhead Fly Program		3,750.00	3,280.00	470.00		470.00
Blanket Liability Insurance		116,660.00	111,575.00	5,085.00		5,085.00
A27/17ATM Purchase of Street Lights	4,469.85			4,469.85	4,469.85	0.00
A25/16ATM, A4/11-14-16 TM Tn Hall Furnishings	10,159.69		1,206.26	8,953.43	8,953.43	0.00
A1/10/16/18 FTM Repairs to Grove Cottage	1,622.00		304.49	1,317.51	1,317.51	0.00

<u>Account Description</u>	<u>FY2021 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encumbrance</u>	<u>Closed Balance</u>
A27-5/2/22 ATM Grove Cottage Roof Repairs		12,000.00	12,000.00			0.00
A/23 5-19ATM Pavement Markings/Signage	40,435.00			40,435.00	40,435.00	0.00
A17/11-16-15FTM TH Tree Replacements	1,850.00			1,850.00	1,850.00	0.00
A16/11-16-15FTM Repair/ Replace Folsom Pavilion	8,375.00			8,375.00	8,375.00	0.00
<b>Town Property Totals</b>	<b>66,911.54</b>	<b>271,351.91</b>	<b>240,262.91</b>	<b>98,000.54</b>	<b>65,400.79</b>	<b>32,599.75</b>
Town Reports		4,000.00	2,911.96	1,088.04		1,088.04
<b>Town Reports Totals</b>	<b>0.00</b>	<b>4,000.00</b>	<b>2,911.96</b>	<b>1,088.04</b>	<b>0.00</b>	<b>1,088.04</b>
Police Chief Salary		111,899.00	111,899.00			0.00
Police Officer Salaries		600,184.40	586,104.80	14,079.60		14,079.60
Police Clerk Salary		41,686.60	41,686.60			0.00
Part-Time Police Salaries		133,529.00	125,967.91	7,561.09		7,561.09
OT Extra Investigation		11,440.00	6,926.44	4,513.56		4,513.56
Shift Coverage OT		58,000.00	48,906.06	9,093.94		9,093.94
Incidental OT		45,630.00	45,466.95	163.05		163.05
Community Policing OT		1,740.00	1,651.83	88.17		88.17
Prisoner Callout OT		8,320.00	7,312.79	1,007.21		1,007.21
Night Differential		30,706.00	29,961.28	744.72		744.72
Holiday OT		34,500.00	25,301.28	9,198.72		9,198.72
Court Detail OT		9,360.00	5,665.41	3,694.59		3,694.59
Sick Leave Buyback		10,752.00	8,483.51	2,268.49		2,268.49
Educational Stipend		100,774.00	100,774.00			0.00
In-service Training		32,800.00	25,178.53	7,621.47		7,621.47
Police Ambulance Training		3,420.00	2,588.40	831.60		831.60
Firearms Training		15,882.00	11,414.95	4,467.05		4,467.05
Ambulance Training		2,000.00	774.00	1,226.00		1,226.00
In-service Training		2,500.00	2,103.94	396.06		396.06
Vehicle Maintenance		11,000.00	9,023.27	1,976.73		1,976.73
Police Trailer Maintenance						0.00
Police Seminar Fees		1,000.00	40.00	960.00		960.00
Drug & Alcohol Testing		6,000.00	2,770.00	3,230.00		3,230.00

<u>Account Description</u>	<u>FY2021 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encumbrance</u>	<u>Closed Balance</u>
Police IPAD, Body & Cruiser Cameras		300.00		300.00		300.00
Police Beeper/Radio		4,500.00	2,490.00	2,010.00		2,010.00
Bapern		1,900.00	1,900.00			0.00
Police Office Supplies		5,000.00	3,796.55	1,203.45		1,203.45
Police Vehicle Fuel		28,500.00	27,613.45	886.55		886.55
Police Supplies		9,500.00	8,251.45	1,248.55		1,248.55
Uniforms, Allow & Vests (Exp 2023)		18,000.00	9,237.11	8,762.89		8,762.89
Police Travel		2,200.00	1,047.67	1,152.33		1,152.33
Dues & Memberships		3,000.00	2,814.00	186.00		186.00
A10-11-15-21FTM Police Body Camera Training		8,000.00		8,000.00	8,000.00	0.00
A1/10/16/18 FTM Police VOIP Telephone	2,995.89			2,995.89	2,995.89	0.00
Prisoner Processing Area	773.73		653.63	120.10	120.10	0.00
A19/5-15-21/ATM Purchase						
2 Police Cruisers	97,502.00		97,502.00			0.00
<b>Police Department Totals</b>	<b>101,271.62</b>	<b>1,354,023.00</b>	<b>1,355,306.81</b>	<b>99,987.81</b>	<b>11,115.99</b>	<b>88,871.82</b>
ECO Salaries		500.00		500.00		500.00
ECO Office Expenses		2,500.00	1,350.00	1,150.00		1,150.00
<b>ECO Department Totals</b>	<b>0.00</b>	<b>3,000.00</b>	<b>1,350.00</b>	<b>1,650.00</b>	<b>0.00</b>	<b>1,650.00</b>
Public Safety Building Custodian		22,060.00	21,591.72	468.28		468.28
PSB Electricity		36,000.00	34,773.02	1,226.98		1,226.98
PSB Natural Gas		13,000.00	11,469.19	1,530.81		1,530.81
Generator Diesel Fuel		750.00		750.00		750.00
Water Usage		1,500.00	1,292.05	207.95		207.95
Sewer Usage		4,800.00	2,901.18	1,898.82		1,898.82
Elev. Phone Monitoring		400.00	300.00	100.00		100.00
Elevator Inspection/Maint		6,000.00	2,510.00	3,490.00		3,490.00
HVAC Maintenance		1,000.00		1,000.00		1,000.00
Sprinkler Maintenance		500.00		500.00		500.00

<u>Account Description</u>	<u>FY2021 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encumbrance</u>	<u>Closed Balance</u>
Telephone (VOIP) Copper		13,100.00	11,395.14	1,704.86		1,704.86
Regional Dispatch Conn		11,400.00	9,709.31	1,690.69		1,690.69
Repair/Maintenance		7,500.00	6,137.82	1,362.18		1,362.18
Fire Alarm Monitor Test		900.00	585.58	314.42		314.42
Generator Maintenance		1,100.00	570.00	530.00		530.00
<b>Public Safety Building</b>	<b>0.00</b>	<b>120,010.00</b>	<b>103,235.01</b>	<b>16,774.99</b>	<b>0.00</b>	<b>16,774.99</b>
Fire Chief		8,109.00	8,109.00			0.00
Fire Clerical Salary		11,192.00	11,128.04	63.96		63.96
Fire Fighter Salaries		170,957.00	170,046.13	910.87		910.87
Fire Engineers Salaries		3,154.00	3,154.00			0.00
Fire Training Salaries		9,745.00	9,308.00	437.00		437.00
Fire Training Expense		4,700.00	4,273.61	426.39		426.39
Ladder/Hose Testing		5,553.71	5,412.87	140.84		140.84
Fire Equip Repair & Maint		11,000.00	10,663.22	336.78		336.78
Forest Fire Equip						0.00
Telephone		587.48	310.80	276.68		276.68
Pagers		400.00	306.99	93.01		93.01
Office Supplies		1,500.00	1,468.26	31.74		31.74
Vehicle Fuel		7,612.52	7,612.52			0.00
Other Expenses		9,100.00	8,799.33	300.67		300.67
Fire Prevention		1,750.00	1,601.50	148.50		148.50
Uniforms		18,946.29	18,946.29			0.00
Dues & Memberships		2,800.00	2,585.00	215.00		215.00
<b>Fire Department Total</b>	<b>0.00</b>	<b>267,107.00</b>	<b>263,725.56</b>	<b>3,381.44</b>	<b>0.00</b>	<b>3,381.44</b>
Ambulance Salaries		67,483.00	57,244.83	10,238.17		10,238.17
Training Salaries		16,107.00	6,771.33	9,335.67		9,335.67
Ambulance Training		12,070.00	11,702.88	367.12		367.12
Repair & Maintenance		1,500.00	1,310.02	189.98		189.98
Third Party Ambulance						
Billing Services		11,930.00	11,929.83	0.17		0.17
Ambulance Supplies		8,100.00	8,066.83	33.17		33.17
Affiliation & License Fees		3,000.00	1,312.20	1,687.80		1,687.80

<u>Account Description</u>	<u>FY2021 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encumbrance</u>	<u>Closed Balance</u>
A27/ATM/6-13-20						
Purchase Ambulance	17,919.54		11,936.15	5,983.39		5,983.39
<b>Ambulance Total</b>	<b>17,919.54</b>	<b>120,190.00</b>	<b>110,274.07</b>	<b>27,835.47</b>	<b>0.00</b>	<b>27,835.47</b>
Bldg Inspector Salary		14,986.00	14,986.00			0.00
Asst Bldg Inspector Salary		9,811.00	9,811.00			0.00
Clerical		11,575.00	1,958.42	9,616.58		9,616.58
Training		950.00		950.00		950.00
Expenses		1,300.00	1,186.45	113.55		113.55
A4/FTM 11-15-21 Software						
Purchase & Installation		23,400.00	23,390.00	10.00		10.00
<b>Building Inspector Total</b>	<b>0.00</b>	<b>62,022.00</b>	<b>51,331.87</b>	<b>10,690.13</b>	<b>0.00</b>	<b>10,690.13</b>
Plumb Inspector Salary		6,582.00	6,582.00			0.00
Plumb Inspector Expenses		2,340.00	2,340.00			0.00
<b>Plumbing Inspector Total</b>	<b>0.00</b>	<b>8,922.00</b>	<b>8,922.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Elect Inspector Salary		6,582.00	6,582.00			0.00
Elect Inspector Expenses		150.00		150.00		150.00
<b>Electrical Inspector Total</b>	<b>0.00</b>	<b>6,732.00</b>	<b>6,582.00</b>	<b>150.00</b>	<b>0.00</b>	<b>150.00</b>
Emergency Mgmt. Stipend		300.00	300.00			0.00
Expenses		1,300.00	1,295.00	5.00		5.00
Dues & Memberships		150.00		150.00		150.00
<b>Emergency Mgmt. Total</b>	<b>0.00</b>	<b>1,750.00</b>	<b>1,595.00</b>	<b>155.00</b>	<b>0.00</b>	<b>155.00</b>
Animal Inspector Salary		6,380.00	6,380.00			0.00
<b>Animal Inspector Total</b>	<b>0.00</b>	<b>6,380.00</b>	<b>6,380.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Animal Control Officer		14,527.00	14,527.00			0.00
Assistant Dog Officer/ACO		1,744.00	1,744.00			0.00
Animal Control Expenses		1,400.00	150.30	1,249.70		1,249.70
<b>Animal Control Total</b>	<b>0.00</b>	<b>17,671.00</b>	<b>16,421.30</b>	<b>1,249.70</b>	<b>0.00</b>	<b>1,249.70</b>
Harbormaster Salary		25,500.00	5,764.42	19,735.58		19,735.58
Town Landing Ramp Att.		4,330.00		4,330.00		4,330.00



<u>Account Description</u>	<u>FY2021 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encumbrance</u>	<u>Closed Balance</u>
Harbormaster Asst Salary		13,817.00	6,882.64	6,934.36		6,934.36
Training		1,500.00	80.09	1,419.91		1,419.91
Boat Repairs		9,000.00	6,329.31	2,670.69		2,670.69
Pier & Float Maint		2,000.00	663.72	1,336.28		1,336.28
Drug & Alcohol Testing		1,000.00		1,000.00		1,000.00
Mooring Permit Exp		6,000.00	3,598.50	2,401.50		2,401.50
Harbormaster Fuel & Oil		4,600.00	1,357.92	3,242.08		3,242.08
Buoys		4,000.00	2,785.00	1,215.00		1,215.00
Uniform Allowance		2,800.00	1,383.70	1,416.30		1,416.30
Fees & Expenses		4,000.00	2,927.01	1,072.99		1,072.99
<b>Harbormaster Total</b>	<b>0.00</b>	<b>78,547.00</b>	<b>31,772.31</b>	<b>46,774.69</b>	<b>0.00</b>	<b>46,774.69</b>
Shellfish Constable Salary		48,525.40	48,525.40			0.00
Shellfish Deputy Salary		9,560.00	8,503.38	1,056.62		1,056.62
Vehicle Maintenance		1,500.00	1,050.84	449.16		449.16
Shellfish Boat Repairs		2,000.00		2,000.00		2,000.00
Boat & Truck Fuel		5,000.00	1,991.51	3,008.49		3,008.49
Shellfish Expenses		425.00	129.38	295.62		295.62
Uniform Allowance		125.00	115.00	10.00		10.00
Dues & Memberships		200.00	50.00	150.00		150.00
<b>Shellfish Total</b>	<b>0.00</b>	<b>67,335.40</b>	<b>60,365.51</b>	<b>6,969.89</b>	<b>0.00</b>	<b>6,969.89</b>
MERSD Assessment		8,695,830.00	8,695,830.00			0.00
<b>MERSD Total</b>	<b>0.00</b>	<b>8,695,830.00</b>	<b>8,695,830.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Essex North Shore Agricultural & Technical School		218,080.00	218,080.00			0.00
<b>NS Agric &amp; Tech Total</b>	<b>0.00</b>	<b>218,080.00</b>	<b>218,080.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Superintendent Salary		94,796.00	94,796.00			0.00
Clerical Wages		33,587.00	30,989.49	2,597.51		2,597.51
Laborer Wages		44,299.00	43,744.56	554.44		554.44
Foreman Wages		65,988.00	59,543.68	6,444.32		6,444.32
Operator Wages		143,408.00	131,780.00	11,628.00		11,628.00
Ground Maintenance		16,000.00	4,219.50	11,780.50		11,780.50
Overtime		9,334.00	8,959.42	374.58		374.58

<b>Account Description</b>	<b>FY2021 Forward</b>	<b>Final Budget</b>	<b>Transactions</b>	<b>Ending Balance</b>	<b>Encumbrance</b>	<b>Closed Balance</b>
Sick Leave Buyback		1,500.00	1,500.00			0.00
Electricity		4,800.00	3,219.16	1,580.84		1,580.84
Water Usage		1,500.00	1,063.73	436.27		436.27
Truck Maintenance		17,676.46	17,676.46			0.00
Small Equipment Repair		2,300.00	2,093.72	206.28		206.28
Bridge Inspection & Repair		3,000.00		3,000.00		3,000.00
Seminar Fees		1,000.00	363.63	636.37		636.37
Monitoring Wells		5,500.00	5,465.25	34.75		34.75
Storm water Compliance		40,000.00	7,160.00	32,840.00		32,840.00
Drug & Alcohol Testing		700.00	665.00	35.00		35.00
Tree Removal		18,500.00	18,450.00	50.00		50.00
Telephone		2,500.00	2,424.26	75.74		75.74
Building Fuel		9,106.36	9,106.36			0.00
Office Supplies		2,500.00	2,418.75	81.25		81.25
Grounds Maintenance		9,500.00	9,109.78	390.22		390.22
Playground Maintenance		8,000.00	7,900.97	99.03		99.03
Truck Fuel		17,000.00	15,497.63	1,502.37		1,502.37
Highway Maintenance		85,000.00	76,118.26	8,881.74	8,725.00	156.74
Tools & Supplies		3,100.00	3,100.00			0.00
Other Maintenance		8,139.40	7,392.19	747.21		747.21
Clothing Allowance		3,000.00	3,000.00			0.00
Dues & Memberships		800.00	759.00	41.00		41.00
Public Safety Grounds Maintenance		8,677.78	5,162.00	3,515.78		3,515.78
A20-/FTM/11-19-19 MS4 Storm water Compliance	50,000.00			50,000.00	50,000.00	0.00
A11/11-15-21/FTM Sidewalk Snow Tractor		94,600.00	94,598.10	1.90		1.90
Encumbered Highway Maintenance	9,325.00		9,325.00			0.00
<b>Highway Total</b>	<b>59,325.00</b>	<b>755,812.00</b>	<b>677,601.90</b>	<b>137,535.10</b>	<b>58,725.00</b>	<b>78,810.10</b>
Snow Removal OT		21,490.93	21,490.93			0.00
Snow Removal PSB		14,750.60	13,177.50	1,573.10		1,573.10
Snow Contractors		25,536.25	25,536.25			0.00

<u>Account Description</u>	<u>FY2021 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encumbrance</u>	<u>Closed Balance</u>
Other Expenses		59,823.22	59,823.22			0.00
<b>Snow and Ice Total</b>	<b>0.00</b>	<b>121,601.00</b>	<b>120,027.90</b>	<b>1,573.10</b>	<b>0.00</b>	<b>1,573.10</b>
Street Lighting		12,000.00	9,736.67	2,263.33		2,263.33
Maintenance & Repair		3,000.00		3,000.00		3,000.00
<b>Street Lighting Total</b>	<b>0.00</b>	<b>15,000.00</b>	<b>9,736.67</b>	<b>5,263.33</b>	<b>0.00</b>	<b>5,263.33</b>
Recycling Coordinator		27,579.00	26,348.32	1,230.68		1,230.68
Electricity		3,200.00	1,575.62	1,624.38		1,624.38
Trash Contract		105,345.52	95,703.56	9,641.96		9,641.96
Recycling Contract		46,654.48	46,654.48			0.00
Hazardous Waste Disp.		5,500.00	4,500.00	1,000.00		1,000.00
Inspection Services		4,000.00		4,000.00		4,000.00
Telephone		420.00	413.67	6.33		6.33
Sticker Printing		725.00	725.00			0.00
Maintenance		8,000.00	3,218.93	4,781.07		4,781.07
<b>Recycling Total</b>	<b>0.00</b>	<b>201,424.00</b>	<b>179,139.58</b>	<b>22,284.42</b>	<b>0.00</b>	<b>22,284.42</b>
Cemetery Wages		46,401.00	45,539.06	861.94		861.94
Clerical Wages		4,143.00	4,126.20	16.80		16.80
Part-time Wages		14,800.00	3,657.00	11,143.00		11,143.00
Overtime		2,500.00	1,097.16	1,402.84		1,402.84
Electricity		390.00	139.16	250.84		250.84
Repair & Maintenance		2,700.00	2,664.00	36.00		36.00
Gas and Fuel		2,200.00	1,124.08	1,075.92		1,075.92
Materials		2,000.00	2,000.00			0.00
Small Equipment		2,000.00	1,984.63	15.37		15.37
ATM/5//18 Art 11						
Cemetery Map	2,150.00			2,150.00	2,150.00	0.00
<b>Cemetery Total</b>	<b>2,150.00</b>	<b>77,134.00</b>	<b>62,331.29</b>	<b>16,952.71</b>	<b>2,150.00</b>	<b>14,802.71</b>
Sanitarian/Administrator		75,077.00	75,077.00			0.00
Clerical Wages		52,182.00	46,111.63	6,070.37		6,070.37
Nurse Wages		11,629.00	9,677.48	1,951.52		1,951.52
OSHA Coordinator		7,361.00	7,361.00			0.00
OSHA Training		2,300.00	449.00	1,851.00		1,851.00

<b>Account Description</b>	<b>FY2021 Forward</b>	<b>Final Budget</b>	<b>Transactions</b>	<b>Ending Balance</b>	<b>Encumbrance</b>	<b>Closed Balance</b>
Seminar Fees		1,050.00	880.00	170.00		170.00
Advertising		450.00	75.00	375.00		375.00
Contracted Services		6,650.00	5,678.00	972.00		972.00
Water Testing		700.00	527.00	173.00		173.00
OSHA Drug & Medical Screening		1,000.00	85.00	915.00		915.00
Postage		550.00	428.34	121.66		121.66
Office Supplies		1,475.00	1,210.82	264.18		264.18
OSHA General Expense		3,000.00	1,462.65	1,537.35		1,537.35
Expenses		1,150.00	1,141.61	8.39		8.39
Travel		1,900.00	567.73	1,332.27		1,332.27
Dues & Memberships		500.00	412.55	87.45		87.45
<b>Board of Health Total</b>	<b>0.00</b>	<b>166,974.00</b>	<b>151,144.81</b>	<b>15,829.19</b>	<b>0.00</b>	<b>15,829.19</b>
Social Service Agencies		2,500.00	2,500.00			0.00
<b>Social Service Total</b>	<b>0.00</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Director, Part Time		34,015.00	34,007.51	7.49		7.49
Outreach/Coordinator		20,000.00	19,989.09	10.91		10.91
Clerical Part Time		11,768.00	6,798.75	4,969.25		4,969.25
COA Transportation		4,904.00	3,664.56	1,239.44		1,239.44
Utilities		6,900.00	6,730.54	169.46		169.46
Building Maintenance		25,000.00	22,222.82	2,777.18		2,777.18
COA Expenses		8,196.00	8,195.25	0.75		0.75
A26/ATM/6/13/20 Essex Senior Center Flooring	2,840.00			2,840.00	2,840.00	0.00
<b>Council on Aging Total</b>	<b>2,840.00</b>	<b>110,783.00</b>	<b>101,608.52</b>	<b>12,014.48</b>	<b>2,840.00</b>	<b>9,174.48</b>
Regional Assessment		17,911.31	17,911.31			0.00
Ordinary Benefits		54,024.69	15,170.94	38,853.75		38,853.75
<b>Veterans Benefits Total</b>	<b>0.00</b>	<b>71,936.00</b>	<b>33,082.25</b>	<b>38,853.75</b>	<b>0.00</b>	<b>38,853.75</b>
Sanitation Facilities		3,500.00	2,610.00	890.00		890.00
Grove Maintenance		12,200.00	3,577.44	8,622.56		8,622.56

<u>Account Description</u>	<u>FY2021 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encumbrance</u>	<u>Closed Balance</u>
A23/17ATM Centennial Grove Master Plan	35,000.00			35,000.00	35,000.00	0.00
<b>Centennial Grove Total</b>	<b>35,000.00</b>	<b>15,700.00</b>	<b>6,187.44</b>	<b>44,512.56</b>	<b>35,000.00</b>	<b>9,512.56</b>
Library Director		59,503.00	59,503.00			0.00
Staff Wages		60,532.00	53,608.84	6,923.16		6,923.16
Copier		850.00	295.00	555.00		555.00
Telephone		850.00	837.40	12.60		12.60
Office Supplies		2,050.00	1,917.69	132.31		132.31
Technology		2,150.00	1,769.99	380.01		380.01
Library Programming		2,500.00	2,412.50	87.50		87.50
Materials		50,000.00	43,428.33	6,571.67		6,571.67
Travel		350.00	17.02	332.98		332.98
MVLC Membership		13,861.00	13,830.00	31.00		31.00
<b>Library Total</b>	<b>0.00</b>	<b>192,646.00</b>	<b>177,619.77</b>	<b>15,026.23</b>	<b>0.00</b>	<b>15,026.23</b>
Printing		500.00		500.00		500.00
Historical Commission						
Administrative Expenses		1,000.00		1,000.00		1,000.00
<b>Hist. Commission Total</b>	<b>0.00</b>	<b>1,500.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>0.00</b>	<b>1,500.00</b>
Memorial Day Expenses		900.00	711.37	188.63		188.63
<b>Memorial Day Total</b>	<b>0.00</b>	<b>900.00</b>	<b>711.37</b>	<b>188.63</b>	<b>0.00</b>	<b>188.63</b>
Bond Principal		60,000.00	60,000.00			0.00
Maturing Debt PSB		350,000.00	350,000.00			0.00
MERSD Debt Assessment - Principal		820,288.23	820,288.23			0.00
A5/17ATM Septic Debt		20,905.00	20,905.00			0.00
<b>Bond Principal Total</b>	<b>0.00</b>	<b>1,251,193.23</b>	<b>1,251,193.23</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Bond Interest		6,000.00	6,000.00			0.00
MERSD Debt - Interest		585,003.77	585,003.27	0.50		0.50
Interest Short Term Note		15,000.00		15,000.00		15,000.00
Maturing Debt Interest						
Public Safety Building		359,400.00	359,400.00			0.00

<u>Account Description</u>	<u>FY2021 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encumbrance</u>	<u>Closed Balance</u>
CWT-17-31 Article						0.00
<b>Bond Interest Total</b>	<b>0.00</b>	<b>965,403.77</b>	<b>950,403.27</b>	<b>15,000.50</b>	<b>0.00</b>	<b>15,000.50</b>
Retirement Bd. Assmnt.		597,946.00	587,506.00	10,440.00		10,440.00
<b>Retirement Total</b>	<b>0.00</b>	<b>597,946.00</b>	<b>587,506.00</b>	<b>10,440.00</b>	<b>0.00</b>	<b>10,440.00</b>
Workers Comp		32,449.00	15,677.00	16,772.00		16,772.00
Unemployment Claims		1,000.00	648.98	351.02		351.02
<b>Workers Comp/Unemployment Total</b>	<b>0.00</b>	<b>33,449.00</b>	<b>16,325.98</b>	<b>17,123.02</b>	<b>0.00</b>	<b>17,123.02</b>
Health Insurance		629,165.00	532,036.98	97,128.02		97,128.02
<b>Health Insurance Total</b>	<b>0.00</b>	<b>629,165.00</b>	<b>532,036.98</b>	<b>97,128.02</b>	<b>0.00</b>	<b>97,128.02</b>
FICA		93,756.00	92,901.09	854.91		854.91
<b>FICA Total</b>	<b>0.00</b>	<b>93,756.00</b>	<b>92,901.09</b>	<b>854.91</b>	<b>0.00</b>	<b>854.91</b>
<b>Sub Total General Fund</b>	<b>394,387.72</b>	<b>18,032,224.00</b>	<b>17,181,739.49</b>	<b>1,244,872.23</b>	<b>440,187.41</b>	<b>804,684.82</b>

**COMMUNITY PRESERVATION FUND**

A12/11-16-15FTM Spring						
Street Fence Add'l	3,170.00		1,362.50	1,807.50	1,807.50	0.00
A30/ATM/6-13-20 Hearse House						
Preservation Repairs	8,755.00			8,755.00	8,755.00	0.00
A22/5/15/21/ATM Historic						
Pumper Fire Shed		60,000.00	4,637.00	55,363.00	55,363.00	0.00
A30/ATM/6-13-20 Housing Authority						
Exterior Walkway	27,331.00		17,100.00	10,231.00	10,231.00	0.00
A22/5/15/21/ATM Repair Historic						
Cogswell Tomb		2,500.00		2,500.00	2,500.00	0.00
A7/FTM/11/15/21 Chebacco						
Terrace Roof		116,687.00		116,687.00	116,687.00	0.00
A30/ATM/6-13-20 School						
House Climate Control	9,000.00			9,000.00	9,000.00	0.00

<u>Account Description</u>	<u>FY2021 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encumbrance</u>	<u>Closed Balance</u>
A22/5/15/21/ATM Veterans Patio Memorial Park		10,425.00	10,425.00			0.00
A12/11-16-15FTM Preserve T.H. Vault Items	8,790.94		8,531.01	259.93	259.93	0.00
A5/11-15-21/FTM Tennis Courts		49,999.00		49,999.00	49,999.00	0.00
CPC Administrative		12,094.00	1,750.00	10,344.00		10,344.00
ATM05/20 ART 24 Housing Authority Painting Completion	1,911.50			1,911.50	1,911.50	0.00
ATM05/18 ART 23 School House	1,224.00			1,224.00	1,224.00	0.00
<b>Sub Total Community Preservation Act</b>	<b>60,182.44</b>	<b>251,705.00</b>	<b>43,805.51</b>	<b>268,081.93</b>	<b>257,737.93</b>	<b>10,344.00</b>
<b>CAPITAL PROJECTS</b>						
Chapter 90 Expenses Boardwalk		66,288.10	66,288.10			0.00
- DCT/Seaport Grant	23,123.37			23,123.37	23,123.37	0.00
A10/16ATM Conomo Point Waterfront Access	43,818.22			43,818.22	43,818.22	0.00
Municipal Safety Building	2,547,877.73		738,072.68	1,809,805.05	1,809,805.05	0.00
<b>Sub Total Capital Projects</b>	<b>2,614,819.32</b>	<b>66,288.10</b>	<b>804,360.78</b>	<b>1,876,746.64</b>	<b>1,876,746.64</b>	<b>0.00</b>
<b>WATER ENTERPRISE</b>						
Superintendent Salary		15,800.00	15,800.00			0.00
Chief Operator Salary		56,000.00	56,000.00			0.00
Clerical Wages		22,891.00	22,769.50	121.50		121.50
Part-time Wages		5,000.00	3,045.00	1,955.00		1,955.00
Operator/Tech Wages		41,610.00	41,530.32	79.68		79.68
Operator Wages		154,410.34	152,638.72	1,771.62		1,771.62
Overtime		22,875.66	22,875.66			0.00
Sick Leave Buyback		4,500.00	3,961.53	538.47		538.47
Health Insurance		46,565.00	34,191.61	12,373.39		12,373.39
Workers' Comp		7,032.00	4,563.48	2,468.52		2,468.52

<b>Account Description</b>	<b>FY2021 Forward</b>	<b>Final Budget</b>	<b>Transactions</b>	<b>Ending Balance</b>	<b>Encumbrance</b>	<b>Closed Balance</b>
Retirement Bd Assmnt.		70,347.00	69,118.00	1,229.00		1,229.00
FICA		5,377.00	5,038.68	338.32		338.32
Electricity		57,527.00	47,911.34	9,615.66		9,615.66
Vehicle Maintenance		2,000.00	1,571.69	428.31		428.31
Sludge Removal		12,000.00	9,255.00	2,745.00		2,745.00
Seminar Fees		3,000.00	374.19	2,625.81		2,625.81
Drug & Alcohol Testing		300.00	190.00	110.00		110.00
Well Cleaning		25,000.00	11,744.00	13,256.00	10,000.00	3,256.00
EPA & State Mand. Testing		4,846.99	4,846.99			0.00
Contracted Services		7,000.00	7,000.00			0.00
Backflow Testing		3,500.00	3,094.50	405.50		405.50
Water Well Leak Detection		3,000.00		3,000.00		3,000.00
Telephone		3,000.00	2,832.16	167.84		167.84
Fuel		17,953.01	14,550.39	3,402.62		3,402.62
Office Supplies		6,500.00	5,534.86	965.14		965.14
Vehicle Fuel		9,000.00	8,968.40	31.60		31.60
Tools & Supplies		4,500.00	4,500.00			0.00
Chemicals		79,000.00	67,388.91	11,611.09		11,611.09
Lab Supplies		4,000.00	4,000.00			0.00
Other Maintenance		95,000.00	86,055.48	8,944.52		8,944.52
Materials		3,800.00	3,768.77	31.23		31.23
Meter Reading Units		1,500.00		1,500.00		1,500.00
Pipe Fittings & Meters		9,200.00	7,560.55	1,639.45		1,639.45
Clothing Allowance		1,500.00	1,500.00			0.00
Clear Well Cleaning		5,000.00		5,000.00		5,000.00
Dues & Memberships		3,000.00	2,552.62	447.38		447.38
Liability Insurance		21,912.00	21,912.00			0.00
Bond Principal		10,000.00	10,000.00			0.00
Bond Interest		970.00	970.00			0.00
Principal and Interest on Short Term Note		12,364.00	12,363.89	0.11		0.11
A14/17ATM Water System Disinfection Study	60,067.97		37,471.91	22,596.06	22,596.06	0.00
A19/FTM/11-19-19 Water Plant Roof	14,593.35			14,593.35	14,593.35	0.00



<u>Account Description</u>	<u>FY2021 Forward</u>	<u>Final Budget</u>	<u>Transactions</u>	<u>Ending Balance</u>	<u>Encumbrance</u>	<u>Closed Balance</u>
A17/5/15/21/ATM Water						
System Engineering	20,000.00			20,000.00	20,000.00	0.00
Encumbered Prior FY						
Parts & Engineering	15,421.04		14,309.47	1,111.57		1,111.57
<b>Sub Total Water</b>						
<b>Enterprise</b>	<b>110,082.36</b>	<b>858,781.00</b>	<b>823,759.62</b>	<b>145,103.74</b>	<b>67,189.41</b>	<b>77,914.33</b>
<b>Sewer Enterprise</b>						
Superintendent Salary		15,800.00	15,800.00			0.00
Sewer Chief Operator		37,332.00	37,332.00			0.00
Clerical Wages		21,626.00	20,462.98	1,163.02		1,163.02
Plant System II/WW Tech		41,610.00	41,530.32	79.68		79.68
Operator/Tech Salary		40,899.00	39,442.88	1,456.12		1,456.12
Overtime		15,000.00	13,165.56	1,834.44		1,834.44
Sick Leave Buyback		1,800.00	1,800.00			0.00
Health Insurance		32,054.00	24,796.09	7,257.91		7,257.91
Workers Comp		2,884.00	2,468.52	415.48		415.48
Retirement Bd. Assmnt.		35,173.00	34,559.00	614.00		614.00
FICA		2,674.07	2,674.07			0.00
Electricity		39,826.93	33,515.26	6,311.67		6,311.67
Vehicle Maintenance		1,800.00	1,384.85	415.15		415.15
Seminar Fees		800.00	111.37	688.63		688.63
Drug & Alcohol Testing		240.00	25.00	215.00		215.00
City of Gloucester						
Usage Charge		497,432.00	497,431.78	0.22		0.22
Backflow Testing						0.00
Telephone		1,979.81	1,979.81			0.00
Fuel		4,970.19	4,569.62	400.57		400.57
Office Supplies						
/SCADA Software		8,200.00	7,669.93	530.07		530.07
Vehicle Fuel		3,500.00	2,262.95	1,237.05		1,237.05
Tools & Supplies		8,850.00	7,201.69	1,648.31		1,648.31
Chemicals		5,800.00	5,379.00	421.00		421.00
Other Maintenance		82,568.00	82,133.49	434.51		434.51
Materials		3,000.00		3,000.00		3,000.00

<b>Account Description</b>	<b>FY2021 Forward</b>	<b>Final Budget</b>	<b>Transactions</b>	<b>Ending Balance</b>	<b>Encumbrance</b>	<b>Closed Balance</b>
Clothing Allowance		500.00	500.00			0.00
Dues & Memberships		200.00	92.55	107.45		107.45
Liability Insurance		4,430.00	3,243.00	1,187.00		1,187.00
I/I Requirements		30,000.00	13,988.33	16,011.67	10,000.00	6,011.67
MWPAT Debt Adm & Origination Fees		7,091.00	7,090.61	0.39		0.39
Bond Principal		1,217,077.00	1,217,076.93	0.07		0.07
Bond Interest		15,451.00	15,450.59	0.41		0.41
A5/FTM/10/3/2020 Sewer System						
Repair/Upgrades	98,900.85		98,900.85			0.00
A7/5-15-21/ATM Sewer Grinder Pump Sta #4	45,000.00		45,000.00			0.00
A18/ATM/5/15/21 Sewer Grinder Pumps		100,000.00	98,956.15	1,043.85	1,043.85	0.00
A18/FTM/11/15/21 Sewer Grinder Pumps		<u>50,000.00</u>		<u>50,000.00</u>	<u>50,000.00</u>	<u>0.00</u>
<b>Sub total</b>						
<b>Sewer Enterprise</b>	<b>143,900.85</b>	<b>2,330,568.00</b>	<b>2,377,995.18</b>	<b>96,473.67</b>	<b>61,043.85</b>	<b>35,429.82</b>
 <b>GRAND TOTAL</b>						
<b>- ALL FUNDS</b>	<b><u>3,323,372.69</u></b>	<b><u>21,539,566.10</u></b>	<b><u>21,231,660.58</u></b>	<b><u>3,631,278.21</u></b>	<b><u>2,702,905.24</u></b>	<b><u>928,372.97</u></b>

**COMBINED BALANCE SHEET, JUNE 30, 2022 (UNAUDITED)**

<b>ASSETS</b>	General	Special Revenue	Capital Projects	Enterprise	Trust & Agency	Long-Term Debt	Totals
Cash and Cash							
Equivalents	4,025,325.18	7,678,518.87	1,886,564.97	2,532,868.86	2,391,912.72		18,515,190.60
Receivables:							
Pers. Pr. Taxes	3,917.27						3,917.27
Real Est. Taxes	253,220.42	3,065.20					256,285.62
Abatement Allowance & Exemptions	(199,474.37)						(199,474.37)
Tax liens	556,057.98	1,613.70		28,772.82			586,444.50
Taxes in Litig.	331,502.89	1,329.87		62,963.34			395,796.10
Deferred Taxes	7,108.77	81.51					7,190.28
MV Excise	45,965.71						45,965.71
Other Excises	4,654.00						4,654.00
User Fees				101,592.66			101,592.66
Departmental		81,537.57			52,092.01		133,629.58
Special Assmts	11,296.35	238,753.30		3,109,386.49			3,359,436.14
Forecl/Possess.	446,634.46						446,634.46
Amounts to be Provided – Payment of Bonds						15,593,934.00	15,593,934.00
<b>Total Assets</b>	<b>5,486,208.66</b>	<b>8,004,900.02</b>	<b>1,886,564.97</b>	<b>5,835,584.17</b>	<b>2,444,004.73</b>	<b>15,593,934.00</b>	<b>39,251,196.55</b>
<b>LIABILITIES</b>							
Warrants Payable	342,497.79						342,497.79
Withholdings	28,984.07						28,984.07
Other Liabilities	14,634.85						14,634.85
Deferred Revenue:							
Real & Personal Property							
Taxes	57,706.26	3,022.26					60,728.52
Tax liens	556,057.98	1,613.70		28,772.82			586,444.50
Taxes in Litigation	331,502.89	1,329.87		62,963.34			395,796.10

<b>Liabilities Cont.</b>	General	Special Revenue	Capital Projects	Enterprise	Trust & Agency	Long-Term Debt	Totals
Deferred Taxes	7,108.77	81.51					7,190.28
Foreclosures/ Possessions	446,634.46						446,634.46
MV Excise	45,964.38						45,964.38
Other excises	4,654.00						4,654.00
User Fees				101,592.79			101,592.79
Departmental					52,092.01		52,092.01
Special Assess.	11,296.35	238,753.30		3,109,386.49			3,359,436.14
Other		81,537.57					81,537.57
Agency Funds					(51,503.63)		(51,503.63)
Bonds Payable						15,593,934.00	15,593,934.00
<b>Total Liabilities</b>	<b>1,847,041.80</b>	<b>326,338.21</b>	<b>0.00</b>	<b>3,302,715.44</b>	<b>588.38</b>	<b>15,593,934.00</b>	<b>21,070,617.83</b>
<b>FUND EQUITY</b>							
Encumbrances	446,170.80	257,737.93		128,233.26			832,141.99
Expenditures	650,499.00	230,018.93		63,000.00			943,517.93
Petty Cash	795.00			50.00			845.00
Fund Balance Reserved for Debt – Sewer							
Betterments				1,749,985.00			1,749,985.00
Undesignated Fund							
Balance	2,541,702.06	7,190,804.95	1,886,564.97	591,600.47			12,210,672.45
Unreserved Retained							
Earnings					2,443,416.35		2,443,416.35
Investment in Capital							
Assets							0.00
<b>Total Fund Equity</b>	<b>3,639,166.86</b>	<b>7,678,561.81</b>	<b>1,886,564.97</b>	<b>2,532,868.73</b>	<b>2,443,416.35</b>	<b>0.00</b>	<b>18,180,578.72</b>
<b>Total Liabilities and Fund Equity</b>	<b>5,486,208.66</b>	<b>8,004,900.02</b>	<b>1,886,564.97</b>	<b>5,835,584.17</b>	<b>2,444,004.73</b>	<b>15,593,934.00</b>	<b>39,251,196.55</b>

## OFFICE OF THE TOWN CLERK, PARKING CLERK, & BOARD OF REGISTRARS

The Town Clerk's office oversaw 3 Elections and 2 Town Meetings in 2022.

The State of MA enacted the VOTES Act in 2022 which introduced permanent no excuse absentee and early voting for all elections. This law has greatly increased the work in the Town Clerk's office and made management of elections more complex. Approximately 35% of all ballots cast in the 2022 State elections were early voted ballots. We have expanded our election training for our election wardens and workers and introduced the use the Poll Pads for voter check-in which allows us to more effectively manage voter statuses during an election cycle.

I want to thank my Election Warden - Kathy McKinnon, Clerk – Theresa Mansfield and all my election workers who have really gone above and beyond this year in learning new systems, laws and processes for running elections and putting them into practice during the State elections this year.

Another recent new law is automatic voter registration when persons conduct certain transactions at several State agencies (the RMV, Mass Health Connector). Town Clerks must certify each voter registration which, again, has increased the work load in the Town Clerk's office.

Records Management projects performed this year include the placement of new fireproof cabinets for Planning Board and ZBA filings while also updating the files by Map and Lot, indexing streets and roads documents and plans, and digital indexing of older vital records.

Business Certificates (d/b/a registrations): 36 Certificates issued

Dog Licensing: 730 Dog Licenses issued  
3 Kennel Licenses issued

Raffle Permits: 0 Raffle Permits issued

Resident Parking Stickers Issued for 2022 cycle (valid 9/1/2021-8/31/2022)  
363 Resident Stickers issued, of those: 296 Resident  
67 Senior

Parking Tickets: 129 Tickets processed

### Shellfish Licensing

98 Commercial Shellfish Permits issued, of those: 73 Commercial Permits issued  
17 Senior Permits issued  
8 Student Permits issued  
103 Resident Annual Recreational Shellfish Permits issued: 85 Clam  
18 Oyster  
13 Non-Resident Annual Recreational Shellfish Permits issued

6 Non-Resident Daily Recreational Shellfish Permits issued  
5 Sea Worm and Eel Permits issued

Vital Records

30 Births: 15 Female  
          15 Male  
24 Deaths  
18 Marriage Certificates

Respectfully submitted,  
*TOWN CLERK; PARKING CLERK*  
*CHAIR, BOARD OF REGISTRARS*  
Pamela Thorne

*Annual Town Meeting*  
*May 2, 2022*  
*Minutes*



The May 2, 2022 Annual Town Meeting of the Town of Essex, held at the Essex Elementary School, 12 Story Street, was called to order at 7:30 p.m. by Moderator Jeffrey D. Jones. A quorum of 246 voters was present for the meeting.

The following people were appointed as Tellers: Jim McKinnon, Kathleen McKinnon, Meg Nelson, Jim Sanford, Andrew St. John, and Elle Woulfe.

*There were no objections to the Tellers appointed.*

The Moderator then called for the attendents 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: Effie M. Andrews, Barry E. Ewing, and Elizabeth Frye.

The Moderator thanked the following individuals for their service to the Town:

Robert Bradley – Constable  
Beth Cairns – Board of Library Trustees and Essex Housing Authority  
Gregory Cooper – Essex Housing Authority  
Sarah Wolf – Regional School Committee

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

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

The Finance Committee recommended approval of all monetary articles.

**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 by the Majority 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:** Peter D. Phippen 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 by the Majority declared by the Moderator*

**ARTICLE 3: FY2023 WAGE AND SALARY SCALE**

To see if the Town will amend or revise the Wage and Salary scale for fiscal year 2023 in accordance with the recommendations of the Personnel Board Report, a copy of which is on file in the Town Clerk's office and on the Town's website at <https://www.essexma.org>, and is incorporated herein by reference; or take any other action relating thereto.

**MOTION:** Guy D. Bradford moved that the Town vote to approve the Wage and Salary scale for fiscal year 2023 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: FY2023 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 2023 in accordance with the recommendations of the Personnel Board Report, a copy of which is on file in the Town Clerk's office and on the Town's website at <https://www.essexma.org>, and is incorporated herein by reference; or take any other action relating thereto.

**MOTION:** Guy D. Bradford 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 2023 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: FY2023 PAYMENTS TO MASSACHUSETTS 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 2023 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 \$25,456 for the purpose of making necessary payments to the Massachusetts Clean Water Trust during fiscal year 2023 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: POLICE – COLLECTIVE BARGAINING AGREEMENT**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow, a sufficient sum of money to fund and implement a collective bargaining agreement between the Town and the Essex Police Association, Massachusetts Coalition of Police – Local 270, International Union of Police Associations, AFL-CIO; or take any other action relating thereto.

**MOTION:** Ruth R. Pereen moved that the Town vote to raise and appropriate the sum of \$22,494 to fund the first year of and to implement a collective bargaining agreement between the Town and the Essex Police Association, Massachusetts Coalition of Police – Local 270, International Union of Police Associations, AFL-CIO. The motion was duly seconded.

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

**ARTICLE 7: FY2023 TOWN BUDGET**

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 \$8,915,100 as follows:

- a) raise by taxation the sum of \$2,255,292 for debt repayment, principal and interest;
- b) transfer from the Cemetery Sale of Lots Fund the sum of \$5,200 to the Cemetery Budget;
- c) transfer from the Cemetery Lot Care Fund the sum of \$7,600 to the Cemetery Budget;
- d) transfer from the Town Technology Fund the sum of **\$9,520** 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;
- g) transfer from Free Cash the sum of \$72,030 to the Health Insurance Budget; and
- h) to raise by taxation the sum of \$6,512,458 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. The motion was duly seconded.

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



**ARTICLE 8: FY2022 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 2022; or take any other action relating thereto.

**MOTION:** Timothy O’Leary moved that Article 8 be indefinitely postponed. The motion was duly seconded.

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

**ARTICLE 9: FY2023 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 2023; or take any other action relating thereto.

**MOTION:** Timothy O’Leary moved that the Town vote to appropriate the sum of \$2,187,056 for the Sewer fiscal year 2023 Enterprise Fund Budget as follows: a) debt repayment, principal and interest – the sum of \$903,495 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 – \$954,650 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 10: FY2022 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 2022; or take any other action relating thereto.

**MOTION:** Timothy O’Leary moved that Article 10 be indefinitely postponed. The motion was duly seconded.

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

**ARTICLE 11: FY2023 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 2023; or take any other action relating thereto.

**MOTION:** Timothy O’Leary moved that the Town vote to appropriate the sum of \$816,535 for the fiscal year 2023 Water Enterprise Fund Budget as follows:

- a) debt repayment, principal and interest – the sum of \$12,159 from water betterments and the sum of \$10,970 from departmental receipts; and
- b) funds to be allocated between the salaries and expenses of the Water Department – \$793,406 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 12: FY2023 MANCHESTER ESSEX REGIONAL SCHOOL DISTRICT BUDGET**

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-two; or take any other action relating thereto.

**MOTION #1:** Sarah Wolf moved that the Town vote to raise and appropriate the sum of \$8,911,798 and to transfer from free cash the sum of \$165,873, for a total appropriation of \$9,077,671, 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-two. The motion was duly seconded.

**MOTION #2:** Pam O'Donnell moved to conduct a secret ballot vote on Article 12 "gross operating and maintenance budget of the Manchester Essex Regional School District." The motion was duly seconded.

**Action Motion #2:** *Approved by over 20% of voters conducted by standing count (52 Yes, where 49 required)*

**Action Motion #1:** *Approved by ballot count - 185 Yes, 51 No*

Ann Cameron moved to reconsider Article 12. The motion was duly seconded.

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

**ARTICLE 13: FY2023 ESSEX NORTH SHORE AGRICULTURAL AND TECHNICAL SCHOOL DISTRICT BUDGET**

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, 2022; or take any other action relating thereto.

**MOTION:** Alva Ingharro moved that the Town vote to raise and appropriate the sum of \$245,844 and to transfer from free cash the sum of \$12,096, for a total appropriation of \$257,940 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, 2022. The motion was duly seconded.

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

**ARTICLE 14: EXTENSION OF TEMPORARY MORATORIUM ON BUSINESS AND INDUSTRIAL CONVERSIONS**

To see if the Town will vote to amend Section 6-16 of the Town's Zoning Bylaws, Temporary Moratorium on Business and Industrial Conversions, as shown below, with additions in **bold** and deletions in ~~strike through~~, with said amendments being for the purpose of extending the moratorium, which was adopted at the Annual Town Meeting on May 21, 2021, for approximately seven months to January 1, 2024, so that the Town's land use planning consultant can obtain grant funds necessary to complete its work and present its findings and recommendations to Town officials, who may then develop proposed zoning bylaw amendments for consideration by Town Meeting; or take any other action relative thereto.

**6-16 TEMPORARY MORATORIUM ON BUSINESS AND INDUSTRIAL CONVERSIONS**

No building permit shall be issued for any work and no use shall be made of land that results in a change in use from residential, open space, or vacant lot to Business, Industrial A, or Industrial B use on any land located in the Town of Essex ~~for a period of two years from the effective date of this bylaw~~ **until January 1, 2024**; provided, however, that this bylaw shall not apply in the newly-created Essex Downtown Zoning District, to any work in connection with adding a home occupation to a new or existing residential use, or to any change in use from an existing business or industrial use to another type of business or industrial use. During the moratorium period, the Planning Board, Board of Selectmen and other Town officials shall review and address the impacts of current, impending and potential business and industrial developments and they shall develop a plan to mitigate future impacts of such developments on the general health, safety, welfare and quality of life of the residents of the Town of Essex, which may include but not be limited to the presentation of suggested bylaw amendments to a future town meeting. The purpose of this bylaw is to temporarily slow the rate of business and industrial development in the Town so that there can be an opportunity to study the impacts of such development and determine how to best address it in the future. The Town of Essex is relatively unique insofar as it does not have traditional zoning districts such as residential, business, agricultural, or industrial and it does not have a use table in its zoning bylaws. While the Town has primarily been a rural residential community, in recent years there has been more interest in bringing business and industrial enterprises to the Town. While Town officials are in favor of growing the Town's business and industrial base, new business and industrial enterprises are not always in harmony with existing residential uses. This has led to an increase in complaints concerning noise, traffic and other impacts from such uses in residential neighborhoods. Given the rate at which such new business and industrial development has been occurring, time is needed to study the issue and determine whether there should be amendments to the Town's zoning bylaws to address these and other issues.

**MOTION:** Lisa O'Donnell moved that the Town vote to amend Section 6-16 of the Town's Zoning Bylaws, Temporary Moratorium on Business and Industrial Conversions, as shown in Article 14 of the Annual Town Meeting Warrant, with said amendments being for the purpose of extending the moratorium, which was adopted at the Annual Town Meeting on May 21, 2021, for approximately seven months to January 1, 2024, so that the Town's land use planning consultant can obtain grant funds necessary to complete its work and present its findings and recommendations to Town officials, who may then develop proposed zoning bylaw amendments for consideration by Town Meeting. The motion was duly seconded.

**Action:** *Approved by more than 2/3rds Majority declared by the Moderator*

**ARTICLE 15: AFFORDABLE HOUSING TRUST FORMATION**

To see if the Town will vote to accept the provisions of Section 55C of Chapter 44 of the General Laws allowing for a Municipal Affordable Housing Trust Fund and to add a new section 2-28 to the Town bylaws that will govern the formation and operation of said Trust, as follows:

**2-28 MUNICIPAL AFFORDABLE HOUSING TRUST**

There shall be a Municipal Affordable Housing Trust, the purpose of which shall be to provide for the creation and preservation of affordable housing in the Town of Essex for the benefit of low and moderate income households and for the funding of community housing in accordance with the provisions of M.G.L. Chapter 44B. The Trust shall be governed by a Board of Trustees in accordance with M.G.L. c. 44, Section 55C, as amended from time to time, and the authority granted by Town Meeting.

A. Name of the Trust

- The Trust shall be called the "Essex Municipal Affordable Housing Trust," herein referred to as the Trust.

B. Purpose

- The purpose of the Trust shall be to provide for the creation and preservation of affordable housing in the Town of Essex for the benefit of low and moderate income households and for the funding of community housing as defined in Chapter 44B.

C. Board of Trustees

- There shall be a Board of Trustees (the "Board") consisting of seven (7) Trustees who shall be appointed by the Board of Selectmen. One of the Trustees shall be a member of the Board of Selectmen, one of the Trustees shall be a member of the Planning Board, one of the Trustees shall be a member of the Housing Authority, one of the Trustees shall be a member of the Community Preservation Committee, one of the Trustees shall be a member of the Finance Committee (provided that said member is authorized to serve pursuant to a unanimous vote of the Board of Selectmen and the Finance Committee pursuant to Section 2-4.1 of the Town of Essex Bylaws) or a former member of the Finance Committee, and there shall be two Trustees at large, who, to the extent possible, shall have backgrounds or experience in affordable housing, and specifically those with financial, legal, real estate, or development expertise. An at-large member may also be any former member of the Essex Board of Selectmen.
- Only persons who are residents of the Town of Essex shall be eligible to hold the office of Trustee and the term of any Trustee who no longer resides in the Town

of Essex shall immediately expire. Trustees shall serve for a term of two years, except that three of the initial Trustee appointments shall be for a term of one year. The Board of Selectmen may reappoint Trustees for succeeding terms, and there is no limit on the number of terms that a Trustee can serve.

- Any Trustee may resign by written instrument signed and acknowledged by such Trustee and duly filed with the Town Clerk. If a Trustee shall die, resign, or for any other reason cease to fulfill the duties of a Trustee hereunder before his/her term of office expires, a successor shall be appointed by the Board of Selectmen to fill the remainder of the term of such vacancy provided that said appointment and acceptance in writing by the newly appointed Trustee are filed with the Town Clerk. Upon the appointment of any Trustee and the filing of such appointment with the Town Clerk, the title to the Trust estate shall thereupon and without the necessity of any conveyance be vested in such succeeding Trustee jointly with the remaining Trustees . Reference to the Trustee shall mean the Trustee or Trustees for the time being hereunder.
- Trustees may be removed at any time for cause by a majority vote of the Board of Selectmen following a properly noticed public hearing. Cause shall include, but not be limited to, violation of any local, state, or federal law; failure to attend three consecutive meetings of the board; incapacity to perform the duties of a Trustee; and acts of the Trustee that, in the opinion of the Board of Selectmen, are negligent or detrimental to the Town of Essex or the Trust.

D. Meetings of the Trust

- The Trust shall meet at least quarterly at such time and at such place as the Trustees shall determine. Notice of all meetings of the Trust shall be given in accordance with the provisions of the Open Meeting Law, Mass. General Laws Chapter 30A, Sections 18-25. A quorum at any meeting shall be a majority of the Trustees (or remotely should the laws of the Commonwealth allow).

E. Powers of Trustees

- The Board shall have all of the powers and duties set forth in Section 55C as follows:
  - (1) to accept and receive real property, personal property or money, by gift, grant, contribution, devise or transfer from any person, firm, corporation or other public or private entity, including but not limited to money, grants of funds or other property tendered to the Trust in connection with any ordinance or by-law or any general or special law or any other source, including money from chapter 44B; provided, however, that any such money received from chapter 44B shall be used exclusively for community housing and shall remain subject to all the rules, regulations and limitations of that chapter when expended by the Trust, and such funds shall be accounted for separately by the Trust; and provided further, that at the end of each fiscal year, the Trust shall ensure that all expenditures of funds received from said chapter 44B are reported to the community preservation committee of the Town for inclusion in the community preservation initiatives report, form CP-3, to the department of revenue;
  - (2) to purchase and retain real or personal property, including without restriction investments that yield a high rate of income or no income;

- (3) to sell, lease, exchange, transfer or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to trust property as the board deems advisable notwithstanding the length of any such lease or contract;
  - (4) to execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases, grant agreements and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the Trustees engage for the accomplishment of the purposes of the trust;
  - (5) to employ advisors and agents, such as accountants, appraisers and lawyers as the board deems necessary;
  - (6) to pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the board deems advisable;
  - (7) to apportion receipts and charges between incomes and principal as the board deems advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;
  - (8) to participate in any reorganization, recapitalization, merger or similar transactions; and to give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person;
  - (9) to deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the board may deem proper and to pay, out of trust property, such portion of expenses and compensation of such committee as the board may deem necessary and appropriate;
  - (10) to carry property for accounting purposes other than acquisition date values;
  - (11) to borrow money on such terms and conditions and from such sources as the board deems advisable, to mortgage and pledge trust assets as collateral, with the following limitations;
  - (12) to make distributions or divisions of principal in kind;
  - (13) to compromise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of this act, to continue to hold the same for such period of time as the board may deem appropriate;
  - (14) to manage or improve real property; and to abandon any property which the board determined not to be worth retaining;
  - (15) to hold all or part of the trust property uninvested for such purposes and for such time as the board may deem appropriate; and
  - (16) to extend the time for payment of any obligation to the trust.
- Notwithstanding anything to the contrary herein, Board of Selectmen approval shall be required for the following actions:
    - (a) To expend in excess of \$200,000.00, singly or in the aggregate; or

- (b) To borrow money, or to mortgage or pledge Trust assets as collateral in excess of 80% of the Trust's assets.
- F. Funds Paid to the Trust
  - Notwithstanding any general or special law to the contrary, all monies paid to the Trust in accordance with any Town of Essex zoning bylaw, exaction fee, or private contribution shall be paid directly into the Trust and need not be appropriated or accepted and approved into the Trust. Funds appropriated by the Town of Essex Town Meeting for payment into the Trust become Trust property and these funds need not be further appropriated to be expended. All monies remaining in the Trust at the end of any fiscal year, whether or not expended by the Trust, remain Trust property. The Trust shall comply with any conditions stipulated in the article's motion for monies appropriated by the Essex Town Meeting.
- G. Acts of Trustees
  - A majority of Trustees may exercise any or all of the powers of the Trustees hereunder, unless otherwise provided, and may execute on behalf of the Trustees any and all instruments with the same effect as though executed by all the Trustees. No Trustee shall be required to give bond. No license of court shall be required to confirm the validity of any transaction entered into by the Trustees with respect to a Trust asset. No person dealing with the Trustees need inquire concerning the validity of anything the Trustees purport to do or see to the application of anything paid to or upon the order of the Trustees.
- H. Liability
  - Neither the Trustees nor any agent or office of the Trust shall have the authority to bind the Town of Essex, except in the manner specifically authorized herein.
- I. Public Employer
  - The Trust is a public employer and the Trustees are public employees for the purposes of General Laws Chapter 258.
- J. Municipal Agency
  - The Trust shall be deemed a municipal agency and the Trustees special municipal employees for the purposes of General Laws Chapter 268A.
- K. Insurance
  - The Trustees shall be provided the same scope and degree of municipal insurance coverage as is provided to other appointed board and commission members within the Town of Essex.
- L. Custodian of Funds
  - The Town of Essex Treasurer shall be the custodian of the funds of the Trust. The books and records of the Trust shall be audited annually by an independent auditor in accordance with accepted accounting practices for municipalities. Costs associated with the independent audit shall be borne by the Trust.
- M. Duration of the Trust
  - This Trust shall be of indefinite duration. However, the Trust may be terminated by a vote of the Essex Town Meeting. Upon termination of the Trust, subject to the payment of or making provisions for the payment of all obligations and liabilities of the Trust and the Trustees, the net assets of the Trust shall be transferred to the Town of Essex and held by the Board of Selectmen for

affordable housing purposes. In making any such distribution, the Trustees may, subject to the approval of the Board of Selectmen, sell all or any portion of the Trust property and distribute the net proceeds thereof to the Town of Essex. The powers of the Trustees shall continue until the affairs of the Trust are concluded. Once the Essex Town Meeting has voted to terminate the Trust, the Board of Selectmen shall approve all financial transactions made on behalf of the Trust.

N. Titles

- The titles to the various Articles herein are for convenience only and are not to be considered part of said Articles nor shall they affect the meaning or the language of any such Article.

O. Compensation of Trustees

- Trustees shall not receive a salary, stipend, bonus or other means of compensation for their service as a Trustee, nor shall they be eligible for any benefits from the Town of Essex. Trustees may be compensated for reasonable out-of-pocket expenses for travel and other Trust-related expenses. All such out-of-pocket expenses shall be fully documented with receipts for expenses prior to payment by the Trust.

P. Amendments

- The provisions of this Trust can only be amended by a vote of the Essex Town Meeting.

Q. Conflicts of Interest

- The Trust shall be considered a public employer and the Trustees shall be subject to the conflict of interest provisions of General Laws Chapter 268A.

R. Annual Report

- The Trustees shall prepare an annual report describing the activities of the Trust on a calendar year basis. The annual report shall be submitted to the Essex Board of Selectmen by February 28 of each year. The annual report shall list all financial transactions conducted by the Trust including all revenues and costs, provide a balance sheet of liabilities and assets of the Trust, list an inventory of all affordable housing units created, sold, and/or managed by the Trust, and any other pertinent information related to the business of the Trust.

or take any other action relating thereto.

**MOTION #1:** Ann Cameron moved that the Town vote to accept the provisions of Section 55C of Chapter 44 of the General Laws allowing for a Municipal Affordable Housing Trust Fund and to add a new section 2-28 to the Town bylaws that will govern the formation and operation of said Trust, as shown in Article 15 in the Annual Town Meeting Warrant. The motion was duly seconded.

**MOTION #2:** Ann Cameron moved that the Town vote to amend Section C of the proposed bylaw so as to allow either current or former members of the Planning Board, Housing Authority and Community Preservation Committee to serve on the Board of Trustees, so that the second sentence of that section reads as follows: One of the Trustees shall be a member of the Board of Selectmen, one of the Trustees shall be a current or former member of the Planning Board, one of the Trustees shall be a current or former member of the Housing Authority, one of the Trustees shall be a current or former member of the Community Preservation Committee, one of the Trustees shall be a



member of the Finance Committee (provided that said member is authorized to serve pursuant to a unanimous vote of the Board of Selectmen and the Finance Committee pursuant to Section 2-4.1 of the Town of Essex Bylaws) or a former member of the Finance Committee, and there shall be two Trustees at large, who, to the extent possible, shall have backgrounds or experience in affordable housing, and specifically those with financial, legal, real estate or development expertise. An at-large member may also be any former member of the Essex Board of Selectmen. The motion was duly seconded.

**MOTION #3:** Westley Burnham moved that Article 15 be indefinitely postponed. The motion was duly seconded.

**Action Motion #3:** *Failed by Majority declared by the Moderator*

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

**Action Motion #1:** *Approved, as amended, by the Majority declared by the Moderator*

#### **ARTICLE 16: ELECTED TERM OF CONSTABLE AND MODERATOR**

To see if the Town will vote to increase the terms of office for Moderator and Constable from one to three years, said increase to take effect on the ballot for the 2023 Annual Town Election; or take any other action relative thereto.

**MOTION:** Peter D. Phippen moved that the Town vote to increase the terms of office for Moderator and Constable from one to three years, said increase to take effect on the ballot for the 2023 Annual Town Election. The motion was duly seconded. The current elected Moderator, Jeffrey Jones, recused himself for this article and acting Moderator Mark Lynch conducted the discussion and vote.

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

#### **ARTICLE 17: WINTER PARKING BAN**

To see if the Town will vote to amend subsection 1. of Section 1 of Article 4 of the Town's general bylaws, which currently reads:

1. Winter parking ban goes into effect December 1 to April 1: No parking on any street, midnight to dawn with the exception of Pickering Street, (easterly side).

By adding the following **bolded words** as shown below:

1. Winter parking ban goes into effect December 1 to April 1: No parking on any street, midnight to dawn, with the exception of Pickering Street (easterly side), **or any time of the day, in any month of the year on any street, if the Chairman of the Board of Selectmen, in consultation with the Emergency Management Director, has declared a State of Emergency as a result of snow or ice.**

or take any other action relating thereto.

**MOTION:** Guy D. Bradford moved that the Town vote to amend subsection 1. of Section 1 of Article 4 of the Town's general bylaws, as shown in Article 17 of the Annual Town Meeting Warrant. Said subsection will therefore read:

“Winter parking ban goes into effect December 1 to April 1: No parking on any street, midnight to dawn, with the exception of Pickering Street (easterly side), or any time of the day, in any month of the year on any street if the Chairman of the Board of Selectmen, in consultation with the Emergency Management Director, has declared a State of Emergency as a result of snow or ice.” The motion was duly seconded.

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

**ARTICLE 18: PLASTICS BYLAW - SECTION 7-9.10 EFFECTIVE DATE**

To see if the Town will vote to amend or suspend via moratorium Chapter 7-9 of the Town bylaws BYLAW REGULATING THE USE OF CERTAIN PLASTICS BY COMMERCIAL ESTABLISHMENTS IN THE TOWN OF ESSEX, in whole or in part; or take any other action relating thereto.

**MOTION:** Peter D. Phippen moved that the Town vote to amend the regulation of plastics bylaw (Section 7-9 of the Town’s General Bylaws) by adding the following clause to subsection 7-9.10 “provided, however, that the prohibition on the use of plastic bowls, cups, and lids as set forth in Section 7-9.4 is suspended until January 1, 2023.”

Said subsection will therefore read:

**7-9.10 EFFECTIVE DATE**

This bylaw shall take effect on January 1, 2021; provided, however, that the prohibition on the use of plastic bowls, cups, and lids as set forth in Section 7-9.4 is suspended until January 1, 2023.

The motion was duly seconded.

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

**ARTICLE 19: TOWN DUMP REGULATIONS**

To see if the Town will vote to amend the Town of Essex General Bylaws by deleting the words “the Annual” and adding the word “any” in the second sentence in Section 7-2 TOWN DUMP REGULATIONS, as shown below, with additions shown in **bold** and deletions shown in ~~strikethrough~~:

“The power to impose user fees shall be reserved to ~~the Annual~~ **any** Town Meeting.”

or take any other action relating thereto.

**MOTION:** Paul Rullo moved that the Town vote to amend the Town of Essex General Bylaws by deleting the words “the Annual” and adding the word “any” in the second sentence in Section 7-2 TOWN DUMP REGULATIONS, as shown in Article 19 of the Annual Town Meeting Warrant. The motion was duly seconded.

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

**ARTICLE 20: TRANSFER STATION STICKER FEES**

To see if the Town will vote to increase the fee for a transfer station sticker from \$180 to some higher amount for those under the age of 65 and from \$90 to some higher amount for those 65 years

of age and older; said fee increase to take place immediately; or take any other action relating thereto.

**MOTION:** Paul Rullo moved that Article 20 be indefinitely postponed. The motion was duly seconded.

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

**ARTICLE 21: TOWN COMPUTER SERVER**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the purchase, installation, and configuration of a computer server that will replace the server that currently provides primary Windows domain control for the Town's computer network, and anything incidental or related thereto; or take any other action relating thereto.

**MOTION:** Peter D. Phippen moved that the Town vote to transfer from free cash the sum of \$10,000 for the purchase, installation, and configuration of a computer server that will replace the server that currently provides primary Windows domain control for the Town's computer network, and anything incidental or related thereto. The motion was duly seconded.

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

**ARTICLE 22: DUMP TRUCK**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to purchase a new, fully-equipped dump truck with snowplow, and anything incidental or related thereto; or take any other action relating thereto.

**MOTION:** Paul Rullo moved that the Town vote to transfer from free cash the sum of \$100,000 to purchase a new, fully-equipped dump truck with snowplow, and anything incidental or related thereto. The motion was duly seconded.

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

**ARTICLE 23: WATER AND SEWER METER READING UNIT AND SOFTWARE**

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 a replacement water and sewer meter reading unit and associated water and sewer meter reading software, and anything incidental or related thereto; or take any other action relating thereto.

**MOTION:** Paul Rullo moved that the Town vote to transfer from Water Enterprise free cash the sum of \$6,500 and from Sewer Enterprise Free Cash the sum of \$6,500, for a total appropriation of \$13,000, to purchase and install a replacement water and sewer meter reading unit and associated water and sewer meter reading software, and anything incidental or related thereto. 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 and engineer repairs, improvements and/or replacements to any aspect of

the municipal water system in connection with the upgrade of the Essex Water Filtration Plant, and anything incidental or related thereto; or take any other action relating thereto.

**MOTION:** Paul Rullo moved that the Town vote to transfer from free cash the sum of \$200,000 to design and engineer repairs, improvements and/or replacements to any aspect of the municipal water system in connection with the upgrade of the Essex Water Filtration Plant, and anything incidental or related thereto. The motion was duly seconded.

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

**ARTICLE 25: 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 construct, and oversee repairs, improvements and/or replacements to any aspect of the municipal water system in connection with the upgrade of the Essex Water Filtration Plant, and all costs incidental or related thereto, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow such sum and issue bonds or notes therefore under Chapter 44 of the General Laws and/or Chapter 29C of the General Laws, as amended or any other enabling authority; that the Treasurer with the approval of the Board of Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Clean Water Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any Federal or State aid available for the project or for the financing thereof; that the Board of Selectmen and the Board of Public Works be and are authorized to apply for, accept, and expend any State and/or Federal grants and loans or other public or private funds that may be available; that the Board of Selectmen and Town officers are authorized to enter into all agreements and execute any and all instruments and take all related actions necessary or appropriate to effect the foregoing; and although such bonds and notes shall be general obligations of the Town, it is anticipated that the annual debt service required as a result of such bonds or notes be repaid 30% through the property tax levy and 70% through water supply rates and charges paid by users connected to the municipal water system; or take any other action relating thereto.

**MOTION:** Paul Rullo moved that the Town vote to appropriate \$2,600,000 to construct and oversee repairs, improvements and/or replacements to any aspect of the municipal water system in connection with the upgrade of the Essex Water Filtration Plant, and all costs incidental or related thereto, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow such sum and issue bonds or notes therefore under Chapter 44 of the General Laws and/or Chapter 29C of the General Laws, as amended or any other enabling authority; that the Treasurer with the approval of the Board of Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Clean Water Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Board of Selectmen and the Board of Public Works be and are authorized to apply for, accept, and expend any state and/or federal grants and loans or other public

or private funds that may be available; that the Board of Selectmen and Town officers are authorized to enter into all agreements and execute any and all instruments and take all related actions necessary or appropriate to effect the foregoing; and although such bonds and notes shall be general obligations of the Town, it is anticipated that the annual debt service required as a result of such bonds or notes be repaid 30% through the property tax levy and 70% through water supply rates and charges paid by users connected to the municipal water system. The motion was duly seconded.

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

**ARTICLE 26: MUNICIPL 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, and/or engineer and/or 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:** Paul Rullo moved that the Town vote to transfer from Sewer Enterprise Free Cash the sum of \$50,000 to design, and/or engineer and/or construct repairs, upgrades, improvements and/or replacements to any aspect of the municipal sewer system and anything incidental or related thereto. The motion was duly seconded.

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

**ARTICLE 27: CENTENNIAL GROVE COTTAGE ROOF REPLACEMENT**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for materials and/or labor to replace the roof at the Centennial Grove Cottage, its associated garage, and the Grove Concession Stand and anything incidental or related thereto; or take any other action relating thereto.

**MOTION:** Guy D. Bradford moved that the Town vote to transfer from the Recreational Area Stabilization Fund the sum of \$12,000 for materials to replace the roof at the Centennial Grove Cottage, its associated garage, and the Grove Concession Stand and anything incidental or related thereto. The motion was duly seconded.

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

**ARTICLE 28: FIREFIGHTER AIRPACK REPLACEMENT**

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 grant for the replacement of firefighter air packs and anything incidental or related thereto; or take any other action relating thereto.

**MOTION:** Daniel Doucette moved that the Town vote to transfer from free cash the sum of \$14,500 to be used as a match to a grant for the replacement of firefighter air packs and anything incidental or related thereto. The motion was duly seconded.

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

**ARTICLE 29: CLIMATE CHANGE STABILIZATION FUND**

To see if the Town will vote, pursuant to Massachusetts General Laws, Chapter 40, Section 5B, to create a stabilization fund for the accumulation of local funding necessary for climate change-

related projects, 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 for the accumulation of local funding necessary for climate change-related projects, 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 2/3rds Majority declared by the Moderator*

**ARTICLE 30: APPLE STREET ROAD BED ELEVATION**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for a match to a State or Federal grant for the design and/or construction of a roadbed elevation project along a section of Apple Street on the Southern Avenue end that is prone to flooding during coastal storm surge events; or take any other action relating thereto.

**MOTION:** Peter D. Phippen moved that the Town vote to transfer from free cash the sum of \$80,000 for a match to a State or Federal grant for the design and/or construction of a roadbed elevation project, which includes a culvert replacement, along a section of Apple Street on the Southern Avenue end that is prone to flooding during coastal storm surge events, and anything incidental or related thereto. The motion was duly seconded.

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

**ARTICLE 31: GREEN CRAB TRAPPING**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to hire duly-licensed private parties to trap green crabs within Essex and dispose of said green crabs and anything incidental and related thereto; said appropriation being in addition to any grant or gift funds that may be received in connection with this activity; or take any other action relating thereto.

**MOTION:** Peter D. Phippen moved that the Town vote to transfer from free cash the sum of \$5,000 to hire duly-licensed private parties to trap green crabs within Essex and dispose of said green crabs and anything incidental and related thereto; said appropriation being in addition to any grant or gift funds that may be received in connection with this activity. The motion was duly seconded.

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

**ARTICLE 32: FY2023 COMMUNITY PRESERVATION FUND**

To see if the Town will vote to appropriate or reserve from the Community Preservation Fund, including fiscal year 2023 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:** Jay Tetzloff moved that the Town appropriate or reserve from Fiscal Year 2023 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, and administrative expenses.

**COMMUNITY PRESERVATION ACT TOWN MEETING HANDOUT  
RESERVES**

To transfer from Community Preservation Fund FY2023 Estimated Annual Revenues and reserve the following sums:

Open Space – FY2023	\$ 28,307
Historic Resources – FY2023	\$ 28,307
Community Housing – FY2023	\$ 28,307
Budgeted Reserve – FY2023	<u>\$183,997</u>
 Total – FY2023	 \$268,918

**APPROPRIATIONS:**

To appropriate from Community Preservation Fund FY2023 Estimated Annual Revenues as follows:

Administrative Expenses – FY2023	\$14,154
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The motion was duly seconded.

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

**ARTICLE 33: FY2022 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 2022; or take any other action relating thereto.

**MOTION:** Benjamin Buttrick moved that Article 33 be indefinitely postponed. The motion was duly seconded.

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

**ARTICLE 34: FY2022 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 2022; or take any other action relating thereto.

**MOTION:** Benjamin Buttrick moved that Article 34 be indefinitely postponed. The motion was duly seconded.

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

**ARTICLE 35: FY2021 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:** Jeffrey Soulard moved that the Town vote to transfer from free cash the sum of \$34,200 to pay bills from fiscal year 2021. The motion was duly seconded.

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

Motion made by the Moderator at 10:42 pm to dissolve the meeting. The motion was duly seconded.

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

A True Copy, Attest  
Pamela B. Thorne, Town Clerk

OFFICIAL ELECTION RESULTS  
ANNUAL TOWN ELECTION  
MONDAY, MAY 9, 2022

Total Registered Voters: 2865  
Total Votes Cast: 555  
Percent Voted: 19.37%

*Assessor, for 3 years*

**MICHAEL F. ANTELL** 444  
WRITE-INS 1  
BLANKS 110  
TOTAL 555

*Regional School Committee, for 3 years*

**JACOB G. FOSTER** 429  
WRITE-INS 2  
BLANKS 124  
TOTAL 555

*Moderator, for 1 year*

**JEFFREY D. JONES** 458  
WRITE-INS 1  
BLANKS 96  
TOTAL 555

*Board of Library Trustees, for 3 years*

**ROBERT S. FITZGIBBON** 442  
WRITE-INS 1  
BLANKS 112  
TOTAL 555

*Selectman, for 3 years*

**RUTH R. PEREEN** 461  
WRITE-INS 6  
BLANKS 88  
TOTAL 555

*Housing Authority, for 5 years*

**MICHELE M. FRENCH** 488  
WRITE-INS 0  
BLANKS 67  
TOTAL 555

*Board of Health, for 3 years*

**FARES G. MOUCHANTAF** 444  
WRITE-INS 1  
BLANKS 110  
TOTAL 555

*Planning Board, for 5 years*

**MATTHEW P. GRECO** 345  
BRETT A. PRINCE 206  
WRITE-INS 0  
BLANKS 4  
TOTAL 555



*Two Constables, for 1 year*  
**WILLIAM J.S. KNOVAK** 435  
 AARON CIULLA (WRITE-IN) 7  
 WRITE-INS - SCATTERED 13  
 BLANKS 655  
 TOTAL 1110

A True Copy  
 Attest:  
 Town Clerk, Essex, MA  
 Friday, May 13, 2022

**STATE PRIMARY ELECTION**  
**DEMOCRATIC RESULTS**

Tuesday, September 6, 2022

Total Registered Voters: 2894  
 Percent Voted: 25.7%

Total Votes Cast: all Parties: 744

**Governor**

Sonia Rosa Chang-Diaz 45  
**Maura Healy** 450  
 Write-Ins 0  
 Blanks 6  
 Total 501

**Representative in Congress**

**Seth Moulton** 446  
 Write-Ins 1  
 Blanks 54  
 Total 501

**Lieutenant Governor**

**Kimberley Driscoll** 339  
 Tami Gouveia 46  
 Eric P. Lesser 94  
 Write-Ins 0  
 Blanks 22  
 Total 501

**Councillor**

**Eileen R. Duff** 407  
 Write-Ins 0  
 Blanks 94  
 Total 501

**Attorney General**

**Andrea Joy Campbell** 260  
 Shannon Erika Liss-Riordan 143  
 Quentin Palfrey 72  
 Write-Ins 0  
 Blanks 26  
 Total 501

**Senator in General Court**

Write-Ins 18  
 Blanks 483  
 Total 501

**Secretary of State**

**William Francis Galvin** 346  
 Tanisha M. Sullivan 137  
 Write-Ins 0  
 Blanks 18  
 Total 501

**Representative in General Court**

**Ann-Margaret Ferrante** 369  
 D. Nathaniel Mulcahy 110  
 Write-Ins 0  
 Blanks 22  
 Total 501

**Treasurer**

**Deborah B. Goldberg** 407  
 Write-Ins 0  
 Blanks 94  
 Total 501

**District Attorney**

James P. O'Shea 209  
**Paul F. Tucker** 227  
 Write-Ins 0  
 Blanks 65  
 Total 501

<u><b>Auditor</b></u>		<u><b>Sheriff</b></u>	
Christopher S. Dempsey	190	Kevin F. Coppinger	187
<b>Diana Dizoglio</b>	247	<b>Virginia Leigh</b>	270
Write-Ins	0	Write-Ins	0
Blanks	<u>64</u>	Blanks	<u>44</u>
Total	501	Total	501

**STATE PRIMARY ELECTION**  
**REPUBLICAN RESULTS**

Total Registered Voters: 2894      Tuesday, September 6, 2022  
Total Votes Cast-All Parties: 744      Percent Voted: 25.7%

<u><b>Governor</b></u>		<u><b>Representative in Congress</b></u>	
<b>Geoff Diehl</b>	129	<b>Bob May</b>	178
Chris Doughy	113	Write-Ins	5
Write-Ins	0	Blanks	<u>60</u>
Blanks	<u>1</u>	Total	243
Total	243		

<u><b>Lieutenant Governor</b></u>		<u><b>Councillor</b></u>	
<b>Leah V. Allen</b>	150	<b>Michael C. Walsh</b>	177
Kate Campanale	70	Write-Ins	1
Write-Ins	1	Blanks	<u>65</u>
Blanks	<u>22</u>	Total	243
Total	243		

<u><b>Attorney General</b></u>		<u><b>Senator in General Court</b></u>	
<b>James R. McMahon</b>	189	<b>Bruce E. TarR</b>	215
Write-Ins	2	Write-Ins	1
Blanks	<u>52</u>	Blanks	<u>27</u>
Total	243	Total	243

<u><b>Secretary of State</b></u>		<u><b>Representative in General Court</b></u>	
<b>Rayla Campbell</b>	184	<b>Ashley Sullivan (Write-In)</b>	21
Write-Ins	2	Write-Ins All Others	11
Blanks	<u>57</u>	Blanks	<u>211</u>
Total	243	Total	243

<u><b>Treasurer</b></u>		<u><b>District Attorney</b></u>	
Write-Ins	12	Write-Ins	8
Blanks	<u>231</u>	Blanks	<u>235</u>
Total	243	Total	243

<u><b>Auditor</b></u>		<u><b>Sheriff</b></u>	
<b>Anthony Amore</b>	184	<b>Eric Renda, Jr. (Write-In)</b>	7
Write-Ins	1	Write-Ins All Others	10
Blanks	<u>58</u>	Blanks	<u>226</u>
Total	243	Total	243

**STATE ELECTION**

Tuesday, November 8, 2022

Total Registered Voters: 2907

Total Votes Cast: 1844

Percent Voted: 63.4%

<u><b>Governor and Lt. Governor</b></u>		<u><b>Representative in Congress</b></u>		<u><b>Sheriff</b></u>	
Diehl and Allen	623	<b>Seth Moulton</b>	<b>1214</b>	<b>Kevin F. Coppinger</b>	<b>1305</b>
<b>Healey and Driscoll</b>	<b>1179</b>	Bob May	561	Write-Ins	19
Reed and Everett	34	Mark T. Tashjian	45	Blanks	<u>520</u>
Write-Ins	0	Write-Ins	0	Total	1844
Blanks	<u>8</u>	Blanks	<u>24</u>		
Total	1844	Total	1844		

<u><b>Attorney General</b></u>		<u><b>Councillor</b></u>		<u><b>Quest. 1: 4% Income Tax</b></u>	
<b>Andrea Joy Campbell</b>	<b>1138</b>	<b>Eileen R. Duff</b>	<b>1152</b>	Yes	797
James R. McMahon, III	675	Michael C. Walsh	639	<b>No</b>	<b>991</b>
Write-Ins	0	Write-Ins	0	Blanks	<u>56</u>
Blanks	<u>31</u>	Blanks	<u>53</u>	Total	1844
Total	1844	Total	1844		

<u><b>Secretary of State</b></u>		<u><b>Senator in General Court Quest. 2: Dental Insurance</b></u>	
<b>William Francis Galvin</b>	<b>1248</b>	Bruce E. Tarr	1312
Rayla Campbell	537	Terence William Cudney	427
Juan Sanchez	41	Write-Ins	2
Write-Ins	0	Blanks	<u>103</u>
Blanks	<u>18</u>	Total	1844
Total	1844		

<u><b>Treasurer</b></u>		<u><b>Representative in General Court Quest. 3: Alcohol Licenses</b></u>	
<b>Deborah B. Goldberg</b>	<b>1252</b>	<b>Ann-Margaret Ferrante</b>	<b>1158</b>
Christina Crawford	399	Ashley Sullivan	629
Write-Ins	9	Write-Ins	3
Blanks	<u>184</u>	Blanks	<u>54</u>
Total	1844	Total	1844

<u><b>Auditor</b></u>		<u><b>District Attorney</b></u>		<u><b>Quest. 4: Drivers Licenses</b></u>	
Anthony Amore	717	<b>Paul F. Tucker</b>	<b>1320</b>	<b>Yes</b>	<b>1001</b>
<b>Diana Dizoglio</b>	<b>932</b>	Write-Ins	18	No	789
Gloria A. Caballero-Roca	45	Blanks	<u>506</u>	Blanks	<u>54</u>
Dominic Giannone, III	25	Total	1844	Total	1844
Daniel Riek	39				
Write-Ins	0				
Blanks	<u>86</u>				
Total	1844				

*Special Town Meeting  
November 14, 2022  
Minutes*



The November 14, 2022 Special Fall Town Meeting of the Town of Essex, held at the Essex Elementary School, 12 Story Street, was called to order at 7:30 p.m. by Moderator Jeffrey D. Jones. A quorum of 162 voters was present for the meeting.

The following people were appointed as Tellers: Ann Buckley, Ann Cameron, Mary Heeney, Michael McConnell, Meg Nelson, and Patricia Rogers.

*There were no objections to the Tellers appointed.*

The Moderator then called for the attendants 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:

Mary J. Buckley  
Warren J. Grant, Jr.  
Joyce A. Perkins  
Morley L. Piper  
Alfred K. Stanton

The following awards were presented:

- Employee of the Year: Jeffrey Soulard (Town Accountant)
- Volunteer of the Year: Ruth R. Perea (Chair, Board of Selectmen)
- Years of Service Awards:
  - Mary Elinor Dagle (20 Years)
  - Daniel Ball (25 Years)
  - Paul Francis (25 Years)
  - Brendhan Zubricki (25 Years)

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

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

The Finance Committee recommended approval of all monetary articles.

**ARTICLE 1: COLLECTIVE BARGAINING AGREEMENT**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow, a sufficient sum of money to fund and implement a collective bargaining agreement between the Town and the American Federation of State, County, and Municipal Employees, Local 2905, AFL-CIO; or take any other action relating thereto.

**MOTION:** Ruth R. Pereen moved that the Town transfer from free cash the sum of \$6,500 to fund and implement a collective bargaining agreement between the Town and the American Federation of State, County, and Municipal Employees, Local 2905, AFL-CIO; or take any other action relating thereto. The motion was duly seconded.

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

**ARTICLE 2: TRANSFER STATION STICKER FEES**

To see if the Town will vote to increase the existing sticker fees for use of the Town’s Transfer Station, for the period between February 1, 2022 (after the existing stickers expire) and June 30, 2022 (the end of fiscal year 2023); or take any other action relative thereto.

**MOTION:** Paul Rullo moved that the Town vote to increase the existing sticker fees for use of the Town’s Transfer Station, for the period between February 1, 2023 (after the existing stickers expire) and June 30, 2023 (the end of fiscal year 2023) to \$250 for a non-senior sticker and \$125 for a senior sticker (age 65 or older). The motion was duly seconded.

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

**ARTICLE 3: FY2023 TRANSFER STATION BUDGET**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to increase existing fiscal year 2023 appropriations for transfer station budget (Department 430), said appropriation to be distributed amongst only the expense line items in said budget; provided that no portion of said appropriation shall be used to increase the Recycling Coordinator Wages line; or take any other action relating thereto.

**MOTION:** Paul Rullo moved that the Town raise and appropriate the sum of \$60,000 to increase existing fiscal year 2023 appropriations for transfer station budget (Department 430), said appropriation to be distributed amongst only the expense line items in said budget, as shown below:

430 Transfer Station/Recycling Dept.	Voted at ATM	Increase Amt	New Budget
Trash Contract	\$110,000	\$55,000	\$165,000
Maintenance	\$7,500	\$5,000	\$12,500

The motion was duly seconded.

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

**ARTICLE 4: TOWN TRANSFER STATION IMPROVEMENTS AND REPAIRS**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to make improvements and repairs to the Town transfer station, including but not limited to: the replacement of the current trash compactor with new equipment; the purchase and installation of new recycling handling equipment; the replacement of perimeter fencing; the repair or replacement of any element of the transfer station building; and/or any other matter relating thereto; or take any other action relating thereto.

**MOTION:** Paul Rullo moved that the Town vote to transfer from free cash the sum of \$280,000 to make improvements and repairs to the Town transfer station, including but not limited to: the

replacement of the current trash compactor with new equipment; the purchase and installation of new recycling handling equipment; the replacement of perimeter fencing; the repair or replacement of any element of the transfer station building; and/or any other matter relating thereto. The motion was duly seconded.

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

**ARTICLE 5: CONVEYANCE OF TOWN-OWNED LOTS**

To see if the Town will vote to transfer the following Town-owned lots from the Board of Selectmen for general municipal purposes to the Board of Selectmen for the purpose of conveyance, and further, to authorize the Board of Selectmen to convey any or all of said lots, and to authorize the Board of Selectmen to enter into all agreements and to execute any and all instruments as may be necessary or convenient on behalf of the Town to effect said conveyance, on such terms and conditions as the Board of Selectmen deems appropriate;

0 Gregory Island Road, Map 155, Lot 16

0 Gregory Island Road, Map 155, Lot 19

0 Gregory Island Road, Map 155, Lot 21

0 Gregory Island Road, Map 155, Lot 24

0 Caldwell Drive, Map 155, Lot 25

0 Gregory Island, Map 155, Lot 26

0 Gregory Island, Map 155, Lot 29

0 Gregory Island, Map 155, Lot 31

0 Gregory Island, Map 155, Lot 32

0 Gregory Island, Map 155, Lot 41

0 Gregory Island, Map 155, Lot 42

0 Gregory Island, Map 155, Lot 44

or take any other action relating thereto.

**MOTION:** Ryan Madrigal moved that the Town vote to transfer the Town-owned lots listed in Article 5 of the Town Meeting warrant from the Board of Selectmen for general municipal purposes to the Board of Selectmen for the purpose of conveyance, and further, to authorize the Board of Selectmen to convey any or all of said lots, and to authorize the Board of Selectmen to enter into all agreements and to execute any and all instruments as may be necessary or convenient on behalf of the Town to effect said conveyance, on such terms and conditions as the Board of Selectmen deems appropriate. The motion was duly seconded.

**Action:** *Approved by more than 2/3rds Majority declared by the Moderator*

**ARTICLE 6: STABILIZATION FUND – PLACEMAKING OF TOWN CONTROLLED AREAS**

To see if the Town will vote, pursuant to Massachusetts General Laws, Chapter 40, Section 5B, to create a stabilization fund for the establishment, maintenance, and beautification of areas under the Town's ownership or control that contribute to placemaking, such as pocket parks, streetscape improvements, plantings, banners, and the like, 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:** Jodi Harris moved that the Town vote, pursuant to Massachusetts General Laws, Chapter 40, Section 5B, to create a stabilization fund for the establishment, maintenance, and beautification of areas under the Town's ownership or control that contribute to placemaking, such as pocket parks, streetscape improvements, plantings, banners, and the like, 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 more than 2/3rds Majority declared by the Moderator*

**ARTICLE 7: BEAUTIFICATION OF TOWN-OWNED AREAS**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to improve, maintain, and beautify certain areas under the Town's ownership or control, including any necessary design services, or anything incidental thereto; or take any other action relating thereto.

**MOTION:** Shelly Bradbury moved that the Town vote to transfer from free cash the sum of \$20,000 to improve, maintain, and beautify certain areas under the Town's ownership or control, including any necessary design services, or anything incidental thereto. The motion was duly seconded.

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

**ARTICLE 8: STREET LIGHTING ON MAIN STREET**

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 State grant and/or State Legislative earmark, and/or private gift funds for the design and construction of decorative street lighting along Main Street in downtown Essex, including the purchase and installation of new street lights and anything incidental or related thereto; or take any other action relating thereto.

**MOTION:** Martha Mazzarino moved that the Town vote to transfer from free cash the sum of \$100,000 to be used as a match to State grant and/or State Legislative earmark, and/or private gift funds for the design and construction of decorative street lighting along Main Street in downtown Essex, including the purchase and installation of new street lights and anything incidental or related thereto. The motion was duly seconded.

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

**ARTICLE 9: FIRE DEPT VEHICLES AND APPARATUS – DIGITAL RADIOS**

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 radios in Essex Fire Department vehicles and apparatus, and anything incidental thereto; or take any other action relating thereto.

**MOTION:** Ruth R. Pereen moved that the Town vote to transfer from free cash the sum of \$30,000 to purchase and install new, digital radios in Essex Fire Department vehicles and apparatus, and anything incidental thereto. The motion was duly seconded.

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

**ARTICLE 10: HISTORICAL COMMISSION – HISTORICAL PROPERTY SURVEYS**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to retain the services of a consultant or consultants to perform historical property

surveys, to perform research data collection for said surveys, and to perform historical planning work; all to inform and advise the Essex Historical Commission; or take any other action relating thereto.

**MOTION:** Nat Crosby moved that the Town vote to transfer from free cash the sum of \$20,000 to retain the services of a consultant or consultants to perform historical property surveys, to perform research data collection for said surveys, and to perform historical planning work; all to inform and advise the Essex Historical Commission. The motion was duly seconded.

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

**ARTICLE 11: PURCHASE OF 30 APPLE STREET PROPERTY**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to purchase the property at 30 Apple Street, Assessors' Map 142, Lot 8, which has been held in Chapter 61A status, giving the Town a right of first refusal on its purchase, and, further, to authorize the Board of Selectmen to enter into all agreements and to execute any and all instruments as may be necessary or convenient on behalf of the Town to effect said acquisition, on such terms and conditions as the Board of Selectmen deems appropriate; or take any other action relating thereto.

**MOTION:** Lisa O'Donnell moved that the Town vote to transfer from the Sale of Real Estate Fund the sum of \$1,150,000 to purchase the property at 30 Apple Street, Assessors' Map 142, Lot 8, which has been held in Chapter 61A status, giving the Town a right of first refusal on its purchase, and, further, to authorize the Board of Selectmen to enter into all agreements and to execute any and all instruments as may be necessary or convenient on behalf of the Town to effect said acquisition, on such terms and conditions as the Board of Selectmen deems appropriate. The motion was duly seconded.

**Action:** *Approved by more than 2/3rds Majority declared by the Moderator*

**Reconsideration of Article 11**

Ruth R. Pereen moved that Article 11 be reconsidered. The motion was duly seconded.

**Action:** *Failed by more than 2/3rds Majority declared by the Moderator*

**ARTICLE 12: CAPITAL PURCHASES FUNDING**

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; and/or school apportionment fund; and/or climate change fund; or take any other action relating thereto.

**MOTION:** Benjamin Buttrick, move that the Town vote to transfer from free cash the following sum to be added to the following fund: \$200,000 to the purchase of vehicles and major equipment that qualify as capital purchases fund. The motion was duly seconded.

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



**ARTICLE 13: REVOLVING FUND – BOARD OF HEALTH**

To see if the Town will vote pursuant to Massachusetts General Laws chapter 44, section 53E ½, to amend Section 2-26 of the Town’s General Bylaws to change the purpose of an existing revolving fund for the Board of Health from “Purchasing supplies and pharmaceuticals for the Public Health Nurse and for Public Health nurse labor” to “Expenses, supplies, and contractual services necessary for the operation of emergency dispensing sites and clinics, including medical and non-medical/ancillary personnel”; and to increase the present spending limit of \$10,000 for fiscal year 2023 to \$50,000, with such spending limit to be applicable for each fiscal year until such time as Town Meeting votes, prior to July 1 for the ensuing fiscal year, to increase the same; or take any action thereto.

**MOTION:** Dr. David Driscoll moved that the Town vote pursuant to Massachusetts General Laws chapter 44, section 53E ½, to amend Section 2-26 of the Town’s General Bylaws to change the purpose of an existing revolving fund for the Board of Health from “Purchasing supplies and pharmaceuticals for the Public Health Nurse and for Public Health nurse labor” to “Expenses, supplies, and contractual services necessary for the operation of emergency dispensing sites and clinics, including medical and non-medical/ancillary personnel”; and to increase the present spending limit of \$10,000 for fiscal year 2023 to \$50,000, with such spending limit to be applicable for each fiscal year until such time as Town Meeting votes, prior to July 1 for the ensuing fiscal year, to increase the same. The motion was duly seconded.

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

**ARTICLE 14: FY2023 SEWER ENTERPRISE FUND BUDGET**

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 2023; or take any other action relating thereto.

**MOTION:** Paul Rullo moved that Article 14 be indefinitely postponed. The motion was duly seconded.

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

**ARTICLE 15: FY2023 WATER ENTERPRISE FUND BUDGET**

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to replenish the Water Maintenance line item in the Water Enterprise fund budget for fiscal year 2023; or take any other action relating thereto.

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

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

**ARTICLE 16: MUNICIPAL SEWER SYSTEM FUNDING**

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, including but not limited to

replacement of grinder pumps and related equipment, and anything incidental or related thereto; or take any other action relating thereto.

**MOTION:** Paul Rullo moved that the Town vote to transfer from Sewer Enterprise Free Cash the sum of \$150,000 to design, engineer and construct repairs, upgrades, improvements and/or replacements to any aspect of the municipal sewer system, including but not limited to replacement of grinder pumps and related equipment, and anything incidental or related thereto. The motion was duly seconded.

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

**ARTICLE 17: FY2023 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 2023; or take any other action relating thereto.

**MOTION:** Christopher Wolf moved that the Town vote to transfer from free cash the sum of \$42,550 to replenish the Finance Committee's Reserve Fund for fiscal year 2023. The motion was duly seconded.

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

**ARTICLE 18: OPEB TRUST FUND**

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

**MOTION:** Jeffrey Soulard moved that the Town vote to transfer from free cash the sum of \$200,000 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 19: FY2023 DEPARTMENTAL BUDGET TRANSFERS**

To see if the Town will vote to amend any aspect of the fiscal year 2023 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:** Nina McKinnon moved that the Town vote to transfer from free cash the following sums, all within the fiscal year 2023 Police Department budget:

- \$9,496 to the Part Time Salaries line item
- \$9,603 to the Police Officer Salaries line item
- \$6,479 to the Educational Stipend line item
- \$2,333 to the Night Differential line item
- \$900 to the Firearms Training line item
- \$750 to the Police Technology Pay line item
- \$975 to the Police Uniforms, Allowance/Vest line item

\$3,900 to the Shift Coverage Overtime line item  
\$3,799 to the In-service Training Wages line item;  
for a Police Department total of \$38,235;

and further, to transfer from free cash the sum of \$6,100 to the Senior Clerk line item in the Assessors' budget; the grand total of transfers facilitated by this article therefore being \$44,335. The motion was duly seconded.

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

#### **ARTICLE 20: 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 past fiscal years; or take any other action relating thereto.

**MOTION:** Nina McKinnon moved that the Town vote to transfer from free cash the sum of \$500 for unpaid bills from fiscal year 2022. The motion was duly seconded.

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

Motion made by the Moderator at 8:46 pm to dissolve the meeting. The motion was duly seconded.

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

A True Copy, Attest: Pamela Thorne, Town Clerk

## TOWN PLANNER

The Town Planner's responsibilities over the past year have been facilitating the efforts of the Strategic Planning Committee, the Economic Development Committee, the Essex Housing Coalition, and the Essex River Cultural District; following up on the recommendations of the Local Rapid Recovery Plan; and exploring energy- and cost- saving initiatives.

The Strategic Planning Committee continued the process of creating an updated 2023-2028 Strategic Plan, which was completed in December 2022 following review by the public and by Town boards, committees, and departments. The updated Plan builds upon the Goals of the 2015-2020 Strategic Plan, and will guide the Town in identifying and prioritizing initiatives over the next 5 years. The Strategic Plan can be found on the Town's website.

In 2021, the Town of Essex and the Town of Manchester-by-the-Sea jointly participated in the Rapid Recovery Plan (RRP) Program. The RRP Program was a State-funded grant program providing municipalities the opportunity to develop actionable, project-based recovery plans tailored to the unique economic challenges and COVID-19 related impacts to town centers and commercial areas. The RRP Final Report (available on the Town webpage) details key findings and identifies priority projects. The Town Planner has secured grant funding for several of these priority projects:

- Downtown Pedestrian Lighting, awarded \$160,743 through the MassDOT Shared Streets and Spaces program (anticipated completion in Fall 2023)
- Placemaking Plan, awarded \$25,000 in technical assistance through the DHCD Mass Downtown Initiative funding (Dec 2022-Jun 2023)

- Off-Season Event, awarded \$51,000 through the EOHED Urban Agenda FY2022 funding (Dec 2022-Jun 2023)

The Town Planner is working with the Town Administrator, the Board of Selectmen, the Economic Development Committee, and the project consultants in advancing these projects.

The Essex Housing Coalition worked with the Citizens' Housing and Planning Association to draft an Affordable Housing Trust bylaw as an important tool for addressing the housing needs of Essex. Creation of this bylaw was approved at the May 2022 Annual Town Meeting. The Affordable Housing Trust (AHT) has been fully appointed, and held its first meeting in January 2023. AHT meetings are open to the public and are posted on the Town's website.

The Essex River Cultural District (ERCD) renewed its State designation through the Mass Cultural Council in June 2022. Following COVID and reorganization of some of the key partner organizations, the ERCD has been working to revitalize its presence and activities. The Town Planner has been assisting in this work, and serving as a liaison with other Town committees. By supporting artists and cultural enterprises, Cultural Districts attract tourists and entrepreneurs, which encourages business and job development and fosters the local cultural sector.

The Town of Essex was designated as a Green Community in 2015. Since then, the Town has undertaken several energy efficiency projects funded through the Green Communities program and National Grid rebates and incentives. The Town Planner is responsible for completing an Annual Report on energy and fuel usage by Town buildings and vehicles in order to maintain the Town's Green Community status, and its eligibility for future Green Community grant funding. This year, the Town Planner also worked with a consultant to successfully apply for \$109,499 of funding through the MassDEP GAP III Energy Grant program for various energy efficiency upgrades to the water and wastewater facilities.

Dana is available to meet by appointment.

Respectfully submitted,  
*TOWN PLANNER*  
Dana Menon

## 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 50 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, 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](http://www.essexma.org) and clicking on the Online Payments button.

Respectfully submitted,  
*TREASURER/TAX COLLECTOR*  
 Brooke Friedrich

**BANK BALANCES**

**GENERAL FUND:**

Petty Cash (All Departments)	\$	845.00
Bank Gloucester	\$	2,139,150.13
Brookline Bank - Investment	\$	2,581,415.89
Brookline Bank – Online Payment Account	\$	25,743.41
Brookline Bank – Payroll	\$	6,735.09
Eastern Bank	\$	288,584.67
Mass Municipal Depository Trust	\$	128,397.78
Newburyport Bank	\$	7,629.36
Unibank – Money Market	\$	409,954.54
Unibank – Online Payment Account	\$	84,218.28
Unibank – Vendor Account	\$	<u>0.00</u>
Sub-total	\$	5,672,674.15

**OTHER FUNDS:**

Bank Gloucester - Stabilization	\$	449,499.69
Brookline Bank - Clerk of Works/Tara Road	\$	1,777.12
Brookline Bank - CPA Fund	\$	384,571.54
Brookline Bank - Sewer Fund	\$	751,801.60
Brookline Bank - Water Fund	\$	238,676.80
Newburyport Bank - Robbins Island	\$	3,584,461.59
Newburyport Bank - Southern Conomo Point	\$	1,315,585.58
Unibank - Ambulance Fund	\$	630,118.84
Unibank - American Rescue Plan	\$	534,784.79

Unibank – Bond 64 Spring St	\$	38,552.51
Unibank - Conservation Fund	\$	21,907.47
Unibank - Conservation Escrow	\$	4,000.23
Unibank - CPA Fund	\$	434,190.56
Unibank - Cultural Council	\$	6,049.13
Unibank – Frederick Little 64 Spring St	\$	280.24
Unibank - Sewer Money Market	\$	419,243.33
Unibank – Stabilization	\$	593,961.66
Unibank – Stabilization Conomo Point	\$	151,149.87
Unibank – Stabilization Essex River	\$	41,010.60
Unibank – Stabilization MERSD Apportionment	\$	50,003.56
Unibank – Stabilization Public Safety Building	\$	41,010.60
Unibank – Stabilization Recreational Capital Improv Fund	\$	127,244.22
Unibank – Stabilization Street Light Maintenance	\$	15,082.26
Unibank – Stabilization Town Building Capital Improv.Fund	\$	120,203.77
Unibank – Stabilization Town Celebrations	\$	45,013.72
Unibank – Stabilization Town Hall/Library Repair & Maintenance	\$	90,572.42
Unibank – Stabilization Vehicle & Major Equip Capital Improv Fund	\$	245,076.43
Unibank – Tower North 73 Eastern Ave	\$	2,000.48
Unibank - Water Money Market	\$	<u>55,373.20</u>
Sub-total	\$	10,393,203.81

**TOTAL GENERAL AND OTHER FUNDS** **\$ 16,065,877.96**

**TRUST FUND BALANCES**

**Bartholomew – OPEB Trust**

Balance 07/01/21	\$	1,608,753.17
Contribution – Article 21 FTM 11/15/21	\$	500,000.00
Earnings	(\$)	<u>266,610.12</u>
Balance 06/30/22	\$	<b>1,842,143.05</b>

**Unibank - L.T. Burnham**

Balance 07/01/21	\$	93,892.41
Earnings	\$	<u>14.11</u>
Balance 06/30/22	\$	<b>93,906.52</b>

**Unibank - Albert E. Cogswell**

Balance 07/01/21	\$	73,825.51
Earnings	\$	<u>11.11</u>
Balance 06/30/22	\$	<b>73,836.62</b>

**Unibank – Jefferson Coolidge**

Balance 07/01/21	\$	36,245.15
Earnings	\$	<u>5.46</u>
Balance 06/30/22	\$	<b>36,250.61</b>

**Unibank – Municipal Building Insurance**

Balance 07/01/21	\$	25,502.81
Earnings	\$	<u>3.83</u>
Balance 06/30/22	\$	<b>25,506.64</b>

**Unibank – Selectmen/WWII Memorial**

Balance 07/01/21	\$	2,630.34
Earnings	\$	<u>0.38</u>
Balance 06/30/22	\$	<b>2,630.72</b>

**TOTAL TRUST FUNDS** \$ **2,074,274.16**

**CEMETERY FUNDS**

**Unibank - Lot Care**

Balance 07/01/21	\$	73,911.92
Income	\$	9,825.00
Cemetery Budget Vote Transfer	(\$	5,425.00)
Earnings	\$	<u>11.13</u>
Balance 06/30/22	\$	<b>78,323.05</b>

**Unibank - Perpetual Care**

Balance 07/01/21	\$	249,699.61
Income	\$	9,200.00
Earnings	\$	<u>37.96</u>
Balance 06/30/22	\$	<b>258,937.57</b>

**Unibank - Sale of Lots**

Balance 07/01/21	\$	33,373.03
Income	\$	9,200.00
Cemetery Budget Vote Transfer	(\$	4,800.00)
Earnings	\$	<u>4.83</u>
Balance 06/30/22	\$	<b>37,777.86</b>

**TOTAL CEMETERY FUNDS** \$ **375,038.48**

**GRAND TOTAL – ALL FUNDS** \$ **18,515,190.60**

**TOWN OF ESSEX PAYROLL FY 2022**

**AMBULANCE:**

McNeilly, Amy	\$	1,359.50
Woodman, Eian	\$	<u>12,090.84</u>
<b>Total Ambulance</b>	\$	<b>13,450.34</b>

ANIMAL CONTROL:	
Corliss, Dianne	\$ 1,744.00
Reilly, Amelia	\$ 14,527.00
<b>Total Animal Control</b>	<b>\$ 16,271.00</b>
ANIMAL HEALTH:	
Stone, Pamela	\$ 6,380.00
<b>Total Animal Health</b>	<b>\$ 6,380.00</b>
BOARD OF APPEALS:	
Palumbo, Gillian	\$ 165.34
<b>Total Board of Appeals</b>	<b>\$ 165.34</b>
BOARD OF ASSESSORS:	
Antell, Michael	\$ 5,031.00
Cairns, Richard	\$ 3,730.29
Cataldo, Charles M	\$ 5,031.00
Harrell, Brenda	\$ 49,034.07
Poulos, Stephen	\$ 7,182.00
Wright, Patricia	\$ 672.00
<b>Total Board of Assessors</b>	<b>\$ 70,680.36</b>
BOARD OF HEALTH:	
Keenan, Kellie	\$ 11,754.11
Kirchner, Erin	\$ 84,994.21
Larrabee, Danielle	\$ 2,379.00
White, Ann	\$ 44,828.65
<b>Total Board of Health</b>	<b>\$ 143,955.97</b>
BOARD OF REGISTRARS:	
Cataldo, Vickie	\$ 600.00
Rogers, Patricia	\$ 400.00
Woulfe, Eleanor	\$ 600.00
<b>Total Board of Registrars</b>	<b>\$ 1,600.00</b>
BOARD OF SELECTMEN:	
Bradford, Guy	\$ 1,050.00
Coogan, Matthew	\$ 1,464.46
Menon, Dana	\$ 20,927.51
Pereen, Ruth	\$ 1,050.00
Phippen, Peter	\$ 1,050.00
Witham, Pamela	\$ 72,462.67
<b>Total Board of Selectmen</b>	<b>\$ 98,004.64</b>
BUILDING INSPECTORS:	
Fiore, Natalie	\$ 2,690.82



Orlando, Paul	\$ 9,811.00
Sanborn, William	\$ 14,986.00
<b>Total Building Inspectors</b>	<b>\$ 27,487.82</b>
CEMETERY DEPARTMENT:	
Smith, Luke	\$ 3,277.00
Souza, John	\$ 60,185.24
<b>Total Cemetery Department</b>	<b>\$ 63,462.24</b>
CONSERVATION COMMISSION:	
Cunningham, Deborah	\$ 21,181.90
Whittaker, Kenneth	\$ 5,071.57
<b>Total Conservation Commission</b>	<b>\$ 26,253.47</b>
COUNCIL ON AGING:	
Crockett, Kristin	\$ 34,695.15
Leary, Theresa	\$ 20,218.66
Williams, Kimberley	\$ 6,716.25
<b>Total Council on Aging</b>	<b>\$ 61,630.06</b>
ELECTION WORKERS:	
McKinnon, Kathleen	\$ 225.00
Palm, Jessica	\$ 29.00
Smith, Robert	\$ 58.00
<b>Total Election Workers</b>	<b>\$ 312.00</b>
ELECTRICAL INSPECTOR:	
Shields, John	\$ 6,582.00
<b>Total Electrical Inspector</b>	<b>\$ 6,582.00</b>
FIRE DEPARTMENT:	
Ball, Daniel	\$ 3,845.67
Bateman, John R	\$ 5,352.83
Brewer, Mark	\$ 20,200.79
Carter, Craig	\$ 46.54
Carter, Keith	\$ 2,563.84
Cavender, Robert	\$ 23.27
Cicala, Philip	\$ 38,927.14
Crocker, Samuel	\$ 1,379.51
Donahue, Colt	\$ 302.51
Dort, Richard	\$ 598.58
Doucette, Dan	\$ 11,676.32
Ellis, Cameron	\$ 20,494.93
French, Michael	\$ 23.27
Good, Travis	\$ 2,318.26
Hammer, Jason	\$ 1,892.83

Hassel, Christian	\$	10,006.23
Heath, Jason	\$	2,175.88
Hoare, Henry Peter	\$	3,936.59
Jackson, Corey	\$	22.81
Lafata, Joseph	\$	2,779.53
Leeds, Barron	\$	5,705.83
McNeilly, James	\$	1,347.33
Neal, Edward S	\$	359.77
Nieberle, Ernest Jr	\$	10,329.11
O'Bryan, Jonathan	\$	54.12
Ouellette, Nicholas	\$	462.64
Parsons, Kent	\$	8,440.28
Pereen, David	\$	5,585.55
Perrigo, Joan	\$	5,700.73
Pike, Benjamin	\$	1,286.89
Pinstein, Matthew	\$	814.45
Pizzo, Anthony	\$	3,545.86
Puopolo, Michael	\$	4,917.16
Reader, Ramie	\$	19,550.70
Reed, Sean	\$	297.45
Roddy, Patrick	\$	26,176.20
Santos, Ryan	\$	7,042.50
Soucy, Michael	\$	7,374.75
Stavros, George	\$	1,648.49
Thompson, David	\$	9,459.53
<b>Total Fire Department</b>	<b>\$</b>	<b>248,666.67</b>

**HARBORMASTER:**

Espinola, Mickael	\$	488.72
Fackre, Casey	\$	1,208.95
Fialho, Daniel	\$	6,336.64
Harrell, Michael	\$	1,135.19
Karr, Theodore	\$	1,379.55
Meagher, Kevin	\$	1,917.15
Mears, Walter	\$	388.40
Perry, Troy	\$	610.88
Wilson, Kenneth	\$	1,397.12
<b>Total Harbormaster</b>	<b>\$</b>	<b>14,862.60</b>

**HIGHWAY DEPARTMENT:**

Augustine, Anthony	\$	46,997.58
Burnham, Dennis	\$	65,459.56
Ciluffo, Nicholas	\$	14,206.60
Crompton, Jack	\$	5,062.00
Davis, Amanda	\$	61,659.28
Galli, Michael	\$	130,870.77

Mahoney, Sean	\$ 64,175.37
Merrithew, Benjamin	\$ 33,762.66
<b>Total Highway Department</b>	<b>\$ 422,193.82</b>

LIBRARY:

French, Deborah	\$ 60,602.21
James, Lauren	\$ 3,087.53
Kelly, Carolyn	\$ 11,847.08
Shea, Rebecca	\$ 13,455.00
Wanner, April	\$ 25,652.06
<b>Total Library</b>	<b>\$ 114,643.88</b>

PLANNING BOARD:

Heeney, Mary	\$ 12,258.52
<b>Total Planning Board</b>	<b>\$ 12,258.52</b>

PLUMBING INSPECTOR:

Corriere, Richard	\$ 6,582.00
<b>Total Plumbing Inspector</b>	<b>\$ 6,582.00</b>

POLICE DEPARTMENT:

Bruce, Daniel	\$ 127,296.23
Chuilli, Katelynn	\$ 1,210.04
Dagle, Mary Elinor	\$ 54,906.35
Davis, Ryan	\$ 135,206.67
Devaney, Ryan	\$ 5,410.30
Edwards, Alexander	\$ 98,216.78
Francis, Paul	\$ 139,101.57
Izidoro, Wesley	\$ 547.44
Juliano, Michael	\$ 123,943.78
Lazarides, Brittney	\$ 50,387.03
Lipinski, Matthew	\$ 837.76
Morris, Daniel	\$ 4,956.51
Munoz, Victor	\$ 32,263.55
Romeos, James	\$ 98,039.12
Shamshak, Thomas	\$ 134,233.59
Vangelist, David	\$ 85,288.20
Wheway, Robert	\$ 91,727.44
Wonson, Meaghan	\$ 31,449.33
<b>Total Police Department</b>	<b>\$ 1,215,021.69</b>

POLICE DEPARTMENT – PRIVATE DUTY:

Bruce, Daniel	\$ 3,369.77
Davis, Ryan	\$ 12,049.30
Devaney, Ryan	\$ 880.00
Edwards, Alexander	\$ 220.00

Juliano, Michael	\$ 9,684.24
Lazarides, Brittney	\$ 37,104.96
Morris, Daniel	\$ 1,265.00
Munoz, Victor	\$ 18,515.56
Romeos, James	\$ 2,736.80
Shamshak, Thomas	\$ 4,072.80
Vangelist, David	\$ 26,124.50
Wheway, Robert	\$ 24,294.00
Wonson, Meaghan	\$ 16,147.00
<b>Total Police Department - Private Duty</b>	<b>\$ 156,463.93</b>
RECYCLING DEPARTMENT:	
Good, Brandon	\$ 48,579.31
<b>Total Recycling Department</b>	<b>\$ 48,579.31</b>
SHELLFISH DEPARTMENT:	
Knovak, William	\$ 49,137.78
Seminara, Jude	\$ 3,799.06
Wilson, Peter	\$ 4,952.16
<b>Total Shellfish Department</b>	<b>\$ 57,889.00</b>
TOWN ACCOUNTANT:	
Antell, Virginia	\$ 42,195.21
Soulard, Jeffrey	\$ 86,172.94
<b>Total Town Accountant</b>	<b>\$ 128,368.15</b>
TOWN ADMINISTRATOR/PERSONNEL OFFICER:	
Zubricki, Brendhan	\$ 172,453.85
<b>Total Town Administrator/Personnel Officer</b>	<b>\$ 172,453.85</b>
TOWN CLERK:	
Mansfield, Theresa	\$ 12,489.00
Thorne, Pamela	\$ 62,447.13
<b>Total Town Clerk</b>	<b>\$ 74,936.13</b>
TOWN CUSTODIAN:	
Bateman, John L	\$ 21,920.22
King, Edward	\$ 21,667.14
Muise, Gerald	\$ 22,342.02
<b>Total Town Custodian</b>	<b>\$ 65,929.38</b>
TOWN MODERATOR:	
Jones, Jeffrey	\$ 100.00
<b>Total Town Moderator</b>	<b>\$ 100.00</b>

TREASURER/TAX COLLECTOR:	
Elwell, Dorothy	\$ 50,935.40
Friedrich, Brooke	\$ 58,341.50
<b>Total Treasurer/Tax Collector</b>	<b>\$ 109,276.90</b>
WATER/SEWER DEPARTMENT:	
Bruce, John	\$ 83,519.53
Doane, Colby	\$ 3,494.50
Federico, Jason	\$ 75,328.04
Frithsen, David	\$ 95,762.91
Heitz, Eric	\$ 96,774.86
Muise, Ivan	\$ 70,856.04
Nangle, Gayle	\$ 14,053.07
Wright, Laura	\$ 8,966.25
<b>Total Water/Sewer Department</b>	<b>\$ 448,755.20</b>
<b>GRAND TOTAL – All Departments:</b>	<b><u>\$ 3,833,216.27</u></b>

## EASTERN ESSEX DISTRICT DEPARTMENT OF VETERANS' SERVICES

Veterans Services is charged under Massachusetts General Laws Chapter 115 with providing services to Veterans/Surviving Spouses. 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.

Essex is a member of Eastern Essex District Department of Veteran Services. The District consists of six towns: Essex, Georgetown, Ipswich, Newbury, Rowley, and West Newbury

### **Some of the highlights of the past year:**

Veteran Services Department has been very successful in obtaining benefits and answering questions to Veterans, Surviving Spouses, and families. I am a Certified Veteran Service Officer and Essex has received their full 75% allowed reimbursement from the State Department of Veteran Services for the local Chapter 115 Benefit. This benefit is for low-income Veterans/Surviving Spouses who live in the Town. Our office ensures that the beneficiaries of the benefit meet the eligibility requirements by auditing every month and certifying twice a year. We also work with the Veteran/Surviving Spouse to get alternative ways of receiving other benefits or to obtain gainful employment to reduce the burden on the Town.

We are here to help Veterans navigate and assist with Veteran Administration claims. These claims are very cumbersome and can be very overwhelming for Veterans and their families. In just

two appeals, I helped get \$75,000 in retro payments to Disabled Veterans. The national average of Veterans receiving disability compensation is 19.5%; 21% of Veterans in the Town of Essex are receiving tax-free Disability Compensation. This is a result of going above and beyond to get as much evidence to support the claim, such as medical notes, research studies, and previous legal claims.

In addition to benefits assistance and distribution, we are a source of social services. We assist Veterans and their families get resources to help them with personal needs and difficult situations. For some Veterans, we are all that they have. We prevented two Veterans from becoming homeless. We did this by reaching out to different sources, both government and non-profit organizations. We were relentless in making sure they were able to find a permanent place to live, and in addition, we got them connected to wrap-around services. We had a Veteran who was suffering from an opioid addiction. I was able to find her a residential program at the VA and ensured that she got admitted. There was also a Veteran who was suffering from suicidal ideation. I sought out and screened different programs, then I followed up to feel confident that the Veteran's need would be appropriately addressed.

**Significant statistics:**

VA Awarded Benefits to Essex Veterans and/or Surviving Spouses:

Veteran Service-Connected Disability:	31 Veterans, totaling	\$ 458,377.20
Veteran Pension:	1 Veteran, totaling	\$ 5,136.00
Dependency & Indemnity Compensation:	3 Veterans, totaling	\$ 55,419.12

District Total: 531 Veterans, totaling \$ 8,783,485.08

% of Veterans in Essex receiving VA Service Connected Disability Compensation: 21%

% of Veterans within the District receiving VA Service Connected Disability Compensation: 26%

Essex paid out \$15,170.94 in Chapter 115 Benefits. The Town will get 75% of it reimbursed by the State.

The Veteran Services Department plays an important role in the community and without it, Veterans, Surviving Spouses, and their families would be at a severe disadvantage in obtaining the benefits that they earned. Also, Veterans in distress would not be able to access the resources they are in desperate need of. The consistent support that the Town gives these Veterans is recognized and appreciated by both the Veterans and this Department.

**Department staff:**

Karen Tyler, District Director/Veteran Service Officer

Karen Bell, Part-Time Assistant to the Director

**Board of Directors:**

**Michael Flynn, Board Member, Essex;** Robert Snow, Board Member, Chairman, Rowley; Doug Dawes, Board Member, Georgetown; Linda Alexson, Board Member, Ipswich; Michael Doyle,

Board Member, Newbury; Robert Janes, Board Member, West Newbury; Karen Summit, Treasurer, Rowley.

Respectfully submitted,  
*EASTERN ESSEX DISTRICT DEPT OF VETERAN SERVICES*  
Karen Tyler, District Director

## ZONING BOARD OF APPEALS

The following summarizes the Zoning Board of Appeals (ZBA) hearings and business for the period July 1, 2021 to June 30, 2022:

The ZBA held hearings on ten (10) applications for variances for proposed residential and business projects. In addition to this work, the ZBA finalized requests submitted in connection with the proposed cell phone tower installation at 73 Eastern Avenue.

The ZBA has had an unprecedented number of applications filed for review and continues work with property owners to allow projects to move forward.

The ZBA would like to thank Ms. Natalie Fiore for her work as Administrative Clerk through October of 2021.

Respectfully submitted,  
*ESSEX ZONING BOARD OF APPEALS*  
Edwin Perkins, Chairman  
Keith Carter  
Michael Davis  
Meg Nelson, Alternate  
Lisa O'Donnell, Alternate

Staff: Deborah Cunningham  
Administrative Clerk