

Manchester-by-the-Sea



TOWN REPORT 2007

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ANNUAL REPORT For The Year 2007

In Memoriam

Augusta G. Doane

Charles A. Fritz, Jr.

Marjorie C. Baker

Alice E. Rice

Patrick Digby

James T. Justice

Ronald G. Kelley

Fiora “Bill” Metall

Shirley A. O’Brien

Town Report edited by Beth Heisey and Town Hall Staff

Front Cover: Winter Scene of Winthrop Field. Photo courtesy of Charlotte Wilson.

Back Cover: View of Black Cove from Harbor Street. Photo courtesy of Chris Langathianos

The editors are grateful to those citizens who contributed photographs to the 2007 Town Report.

The Cricket Press, Inc.
Manchester, Massachusetts

2007

COMMITTEE MEMBERSHIPS 2007-2008

Position/Board Members...Term Expires

(Chairs shown in **boldface**)

1. ELECTED OFFICIALS

Assessors, Board

William B. Frothingham, Jr. 2008
Jude Flynn 2008
Jeremiah J. Noonan, Jr. 2010

Constables

Joseph P. Aiello 2010
G. David MacDougall 2010
Stephen T. Driscoll 2010

Housing Authority

Bruce A. MacDonald 2008
Jane H. Metrano 2010
Marc A. Bliss 2011
John F. Kenney 2012

Library Trustees

Richard L. Rogers 2008
Timothy Browne 2009
Dorothy H. Jodice 2010

Moderator

Alan Wilson 2008

Planning Board

Carroll Cabot 2008
Loren G. Coons 2008
Maria Menendez 2008
Robert N. Atwater, Jr. 2008
Gary W. Gilbert 2009
Richard N. Blau 2010
Hope M. Watt-Bucci 2010

School Committee

Susan M. Beckmann 2008 (M)
Karen Gaudiano 2008 (E)
Anton Giedt 2009 (M)
Annie Cameron 2007 (E)
Morgan D. Evans 2010 (M)
Ann W. Harrison 2010 (M)

Selectmen, Board of

John H. Shea 2008
Bryan S. Gubbins 2008
Thomas Kehoe 2009
Susan W. Thorne 2010
Mary M. Hardwick 2010

2. APPOINTED OFFICIALS

Action, Inc. Representative

Gretchen Wood 2008

ADA Committee

Kathy Bacsik 2008
David Shankman 2008
Laurie Werle 2008
Lisa Bonneville 2009
Gretchen Wood (coordinator) 2009
Marion Hall 2010
Town Administrator (*ex officio*)

Animal Inspector

Robert Steach (Board of Health Appointment)

Appeals, Board of

Victor Koufman 2008
Timothy Walsh 2008
James T. Brown 2009

Darrell Aldrich 2010
Mary Jo Feuerbach 2010
Tom Carney (1st alternate) 2009
Vacant (2nd alternate) 2010

Bike/Pedestrian Committee

Micah Donahue 2008
Tobias Gado 2008
Terry Cowman 2009
Morgan Evans 2009
John Carlson 2010

Building Inspector

Paul Orlando 2010

Cable Access Corp. Rep.

Paul Jermain 2009

Chebacco Woods Land Management Committee

(H) Hamilton (M) Manchester
(M) Steve Kenney (*ex officio*)
(H) Virginia Cookson 2008
(M) Charles W. Kellogg, II 2008
(H/M) Susanna McLaughlin 2009
(M) Ralph Smith 2010
(H) Rick Vancisin 2010

Community Preservation

Christopher Wood Kelley (Hsing Authority) 2008
Gary Gilbert (Planning Board) 2008
Jens Kure-Jensen (Con Com) 2008
Nina Adams (at large) 2009
Lars Swanson (Finance Committee) 2009
Merry East (historic resources) 2010
Joseph Sabella (parks and recreation) 2010

Conservation Commission

Michael Dingle 2008
Jens Kure-Jensen 2008
Thomas Walker 2009
Rob Hoyle 2009
Paul Cullinane 2009
Diane Drapeau 2010
David Kahle 2010

Council on Aging

Joslyn Becker 2008
Denise Samolchuk 2008
Susana Thompson 2008
Steven Gillespie, MD 2009
Robert Howard, DMD 2009
Janet Groth Turner 2010
Linda C. Kiley 2010

Cultural Council

Donna Dussault 2009
Pamela Grady 2009
Doris Henderson 2009
Kenneth Henderson 2009
Juliet Chamberlain 2010
Michael Gates 2010
Teresa Weinheimer 2010

Downtown Improvements Project Committee

Carroll Cabot 2008
Andrew Harris 2008
Sally Louis 2008
Ben Rossi 2008

Electronic Infrastructure Committee

Vacant	2008
Dick Jewell	2008
Patrick J. Marsh	2009
Jim Starkey	2009
Jerry Jodice	2010

Emergency Management Director

Andrew Paskalis	2008
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Finance Committee

Ralph Smith	2008
John Kenney	2008
George A. Herbster (appt. by Town Moderator)	2008
James Carr	2009
John Croft	2009
George Putnam, III (appt. by Town Moderator)	2009
Jay E. Bothwick (appt. by Town Moderator)	2010
Sam Martin	2010
Lars A. Swanson	2010

Fire Chief

Andrew Paskalis	2008
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Gas/Plumbing Inspector

Joseph Guzzo	2010
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Harbor Advisory Committee

Karen Smith Crawley	2008
Douglas Heath	2008
Bruce Journey	2008
Gordon Abbott, Jr.	2009
Paul Dozier	2009
Joseph Lombardi	2010
Diane Rodier	2010

Harbormaster

Police Chief McKiel	2008
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Health, Board of

Peter B. Germond, M.D.	2008
David Przesiek	2008
John Adams, MD	2009
Beverly Beauregard	2010
Leslie Nitkiewicz	2010

Historic District

Remko Breuker (Historical Society)	2008
Teresa Weinheimer (architect)	2008
Robert Hofeldt (resident)	2008
John Graham (resident)	2009
Donald Halgren (resident)	2009
James O'Neill (realtor)	2010
Michael Storella (resident)	2010

HORN Committee

David Baer	2008
Michelle Baer	2008
Jay Bothwick	2008
Sue Geer	2008
Lynda Surdam	2008
Polly Townsend	2008
Donna Vachon	2008
William Vachon	2008
Thomas Walker	2008

Ipswich River Watershed Rep

DWP Director	2008
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July 4th Committee

Mary Hosman	2008
Joe Sabella	2008
Susan Harrington	2009
Leanne Christopher	2010
Parks and Recreation Director (<i>ex officio</i>)	

Manchester Coastal Stream Team

Carolyn Kelly	2008
Jessica Lamothe	2008
Joan Nesbit	2008
Katharine (Kate) Newhall	2008
Lotte Calnek	2009
Francie Caudill	2009
Lynda Fatalo	2009
Susan Purser	2009
Katharine Culhane	2010
Michele Kulick	2010
Patricia Mitchell	2010

Masconomo Park

Christopher Abbott	2008
Gina Beinecke	2008
Faith Emerson (co-chair)	2008
Kelly M. Blagden	2009
Lise Koufman	2009
Pauline Runkle	2009
Ellen H. Cross	2010
Jane Gardiner	2010
Sara Levensohn (co-chair)	2010
Kris Moroney	2010
Town Administrator (<i>ex officio</i>)	

Memorial Day Observance

American Legion	2008
Legion Auxiliary	2008

M.A.P.C. Representative

Gary Gilbert, Planning Board	2010
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MBTA Advisory Board

Vacant

North Shore HOME Consortium Representative

Joanne Graves	2008
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N.S. Reg. Voc. School Rep.

Joseph Sabella (Appointed by Town Moderator)	2009
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North Shore Task Force Rep.

Gary Gilbert, Planning Board	2010
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Parking Clerk

Gretchen A. Wood	2008
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Playing Fields Committee**Manchester Appointees**

Tom Arntsen (M/E Little League)	
Greg Blagden (M/E Soccer)	
Sandy Bodmer-Turner (At Large)	
Matt Casparius (Recreation Staff)	
Mike Christopher (M/E Jr. Hornets)	

Tony Giedt – Co-Chair (School Committee)**Tom Kehoe – Co-Chair (Manchester Selectman)**

Hardy Nalley (MERSD Athletic Director)

Essex Appointees

Paul Goodwin (Essex DPW Superintendent)	
Jeff Jones (Essex Selectman)	
Richard Trembowicz (School Bldg Committee)	
Jim O'Neil (At Large – Essex)	
Sue Taylor (M/E Softball)	

Registrars, Board of

Michele M. Kulick	2008
Christina Bain	2009
Eileen Buckley	2010
Gretchen Wood (<i>ex officio</i>)	

Safety Committee

Allan Kirker	2008
Ron Matthews	2008

Bill Wilson	2008	Town Clerk	
Town Administrator	2008	Gretchen Wood	2010
DPW Director	2008	Town Counsel	
Sealer of Weights/Measures		Kopelman and Paige, P.C.	2008
Richard Malaquias	2008	Labor Counsel	
Seaside One Committee		Collins, Loughran & Peloquin, P.C.	2007
James Doucette	2008	Treasurer/Collector	
John Jay Huss	2009	Caroline Johnson	2010
Thomas Durkin	2010	Tree Warden	
Sewer & Water Planning Committee		Thomas Henderson	2008
Lee Dellicker	2008	Tuck's Point Comm.	
Fred Morris	2008	Tom Pallazola	2008
Ronald S. Mastrogiacomo	2009	Elizabeth (Betsy) Winder	2009
Polly Townsend	2009	Michela Hirnak	2009
vacant		Anthony Bullock	2010
Shade Tree Management & Pest Control		Welcome to Manchester	
Mark Hammond	2008	Jenny Bernard	2008
Shellfish Constable		Alyson O'Regan O'Hara	2008
Thomas Henderson	2008	Monika Congdon	2009
Singing Beach Committee		Ginny Germond	2009
Paul Barclay	2008	Judy Shipman	2009
Robert Coyne	2008	Helen Eaton	2010
Paula F. Foley	2008	Johanna Ross	2010
Harris Komishane	2008	Winthrop Field Committee	
Carolyn O'Malley	2008	Karen Hatch	2008
Chris Shea	2008	Gar Morse	2008
Surf Park Representative		William Bonaccorso	2009
Parks and Recreation Director Casparius	10/2/09	Brenton Dickson	2009
Town Accountant		Michael Chapman	2010
Charles Lane	2010	Wiring Inspector	
Town Administrator		Joseph Novello	2010
Wayne C. Melville	3/31/09		



Selectmen Tom Kehoe, Sue Thorne, Bryan Gubbins and Dawn Grohs with 2006 Employee of the Year Ginny Thompson (2nd from left) and 2006 Volunteer of the Year Joe Wrobel (3rd from left). Photo was taken at the ceremony held at the Trask House to honor both recipients.

ANNUAL REPORTS



Members of the Board of Selectmen (left to right): Mary Hardwick, Tom Kehoe, Jack Shea, Sue Thorne and Bryan Gubbins

BOARD OF SELECTMEN

Mary Hardwick and Sue Thorne were elected to three-year terms on the Board of Selectmen. Dawn Grohs did not seek re-election. We wish to thank Dawn for her leadership and years of service to the Town. The Board re-organized and Sue Thorne was elected Chair, and Jack Shea was elected Vice-Chair.

Budget. The Board of Selectmen presented a budget of \$20,748,323, up 3.75%, to the Annual Town Meeting in April. Rising employee fringe benefits lead by group health insurance and rising energy costs continue to threaten municipal budgets in Manchester and across the Commonwealth of Massachusetts. We are looking at self-insurance and the possibility of joining the State Group Insurance Commission as ways to better manage these rising costs.

New Chief of Police and DPW Director. In January, Chief Ramos announced his retirement after 35 years of service to the Town. We received over 90 resumes from across the Country. The Board of Selectmen selected 21 candidates to interview, and selected 5 people for a

second interview. A citizen panel, a Police professional panel, and the patrolmen and superior officers of the Manchester Police Department, each of whom ranked the candidates and reported their findings to the Board, interviewed the five finalists. In July, after a visit to his community by two members of the Board and the Town Administrator, the Board unanimously selected Glenn McKiel, who held the position of Chief of Police in Warren, Massachusetts, as the new Chief of the Manchester Police Department.

After 30 years of dedicated service to Manchester, Bob Moroney announced his retirement as DPW Director in early April. The Board interviewed two of the three finalists selected by the Town Administrator with the assistance of several department heads. Steven Kenney, the DPW Director in Hamilton was hired as the next DPW Director in September.

Employee and Volunteer of the Year. The Board of Selectmen selected Principal Assessor Ginny Thompson as Employee of the Year and Joseph Wrobel, a long term volunteer at the Library, as Volunteer of the Year. A recognition

ceremony and reception was held in the Trask House in April.

Cable TV Contract. The Board signed a new 10-year cable TV contract with Comcast in July. The new contract includes provisions to support a new regional access corporation, a technology fund for the Town and support for the Institutional Network, or “I-Net” which the Town uses to link other departments to Town Hall for Internet access.

DPW Management Study. A study of the DPW was completed during the summer of 2007. The study made several recommendations for improvement, including hiring an Assistant Director/Operations Manager, changing the way we manage and pay for solid waste disposal, and improving the planning function to adequately schedule and fund necessary improvements to the sewer, water and road infrastructure. The new DPW Director will report on implementation of the report in the coming year.

Voluntary Water Restriction. Water usage peaked over the dry summer resulting in water levels that dropped in Gravelly Pond to a point that caused some concern. The Board implemented a voluntary water restriction in September. Their action included restrictions on outside use of water and every other day usage according to odd and even street addresses. Ultimately the heat wave broke, water consumption dropped, and the voluntary restriction was lifted in October.

Affordable Housing Project. The Selectmen received an application for a 40B affordable housing project at 601 Summer Street in June. After a public hearing, the Board wrote a letter to the Massachusetts Housing Partnership, who was considering funding for the project, in which we identified impacts of the project upon the Town that needed to be addressed and a list of other concerns. The project received funding support and is currently before the Zoning Board of Appeals where the applicant is seeking a Comprehensive Permit. The ZBA will specify conditions upon which the project can be built.

Wind Turbine Bylaw. The Board reviewed a model Wind Turbine Bylaw created by the Massachusetts Technology Collaborative and

with some modification submitted it to the Planning Board for review, alteration if appropriate, and public hearing. The Board hopes that the bylaw will be presented to the Annual Town Meeting for inclusion in the Zoning Bylaw of the Town.

Review of Rules, Regulations, and Policies. The Board had a busy schedule throughout the year reviewing rules, regulations and policies. We developed a Sidewalk Flag Display Policy to formalize the annual display of American Flags between Flag Day and the Fourth of July, and the relationship with the American Legion to create the display. We adopted rules and regulations for camping on Singing Beach, and the placement of memorial benches. We also revised the current regulations concerning the use of Tuck’s Point and parking at Singing Beach.

Harbor and Mooring Regulations. The Selectmen reviewed proposed mooring regulations prepared by the Harbor Advisory Committee. The proposal would introduce mooring specifications, inspections for improved harbor safety, and a method of identifying moorings and boats that have mooring permits and those that do not. The regulations, if adopted, will also support collection of mooring fees and boat excise tax. The Board requested the Harbor Committee take input from the Harbormaster prior to making their final recommendations. The Board of Selectmen will hold public hearings before formally adopting any of the regulations.

The Board of Selectmen would like to thank the many volunteers who give their time and experience in service to the Town and the employees who deliver the services. We also extend a special thank you to Beth Heisey and Denise Samolchuk for their support and the many late nights attending our meetings.

BOARD OF ASSESSORS

The Board of Assessors has established as of January 1, 2007, for Fiscal Year 2008, which begins on July 1, 2007 and ends on June 30, 2008 the following assessed values for the Town, as required by law.

FY2008 - Real Estate & Personal Property
Residential Property -

2141 parcels -	\$2,030,991,345
Commercial Property -	
103 parcels -	88,568,648
Industrial Property -	
14 parcels -	6,342,050
Personal Property -	
142 accounts -	27,124,570
Total Taxable -	
2400 par/acc. -	2,153,026,613
Exempt Property -	
338 parcels -	150,419,100
Tax Rate per \$1,000 of value -	\$7.53
Total Taxes Raised -	\$16,212,290.40

FY2007 Real Estate & Personal Property

Exemptions approved

(elderly,veterans,blind,etc.) - 42

Abatement applications filed - 56

Personal Property apps. approved - 0

Personal Property apps. denied - 2

Real Estate apps. approved - 35

Real Estate applications denied - 19

Withdrawn - 0

Deemed Denied - 0

Motor Vehicle & Boat Excise

2007 Motor Vehicle Excise abatements -

222

FY07 Boat Excise abatements - 64

We would like to remind taxpayers, if they have any questions about Motor Vehicle Excise, Boat Excise, Real Estate or Personal Property assessments to call our office at 978-526-2010 or visit our web site at www.manchester.ma.us. We have our maps and assessment records on-line. They can be accessed through the web site.

William B. Frothingham, Jr., Chairman

BICYCLE AND PEDESTRIAN COMMITTEE

As safety is our main mission, the Bike and Pedestrian Committee (BPC) continues to work with Town officials and residents to make Manchester-by-the-Sea safer for bicyclists, pedestrians and motorists.

We are concerned about students commuting to school, especially during the construction



Story High Class of 1957, standing, left to right are, Bill Melvin, Don Towle, Beverly Walker Melvin, Judy Duggan Hamilton, Clara Burgess O'Malley, Carol Pearson Powers. Members seated, left to right are; Donald Cammett, Joanne Manning Schueth, Nancy Dreiman Fitzgerald, Marie Louise Barrier Connery, Tom Andrews, Bonnie Adams Abel and Peggy Crafts Labbare.

of our new Middle/High School building, scheduled for completion in 2009. This year we worked with the School, the Police Department, and the Department of Public Works to implement pedestrian safety signs at the major crosswalks near the School, to provide a crossing guard on Lincoln Street in front of the School during non-car commuting weather, and to establish a preferred route to school which avoids the new school construction egress on Arbella Street. We thank the School, Police, DPW, and the volunteer crossing guards for their continued support and encouragement of non-car school commutes.

We look forward to working with the School Building Committee in support of biking and walking to school through non-car friendly site planning and construction.

The 7th Annual *Bike to School Week*, held in April, was another smashing success. Trek's bike donation greatly pleased Chris Bullfinch, age 11, when he won the raffle held for the Memorial School class with the highest *Bike and Walk to School Week* participation. We thank Seaside Cycle for supporting the bicycle give away by fitting the bike out for Chris. We

also thank the other *Bike and Walk to School* donators, including Beverly National Bank, Cape Ann Savings, Sports Medicine North, the Manchester Memorial PTO, Manchester Hardware and Captain Dusty's.

We again participated in the Police *Bike Rodeo* and hosted, along with the Essex County Velo cycling club, a kid's bike race at the event. This was the seventh year of youthful competition at this event which features safety lessons in a fun environment including a bicycle helmet give-away and fitting.

CHEBACCO WOODS LAND MANAGEMENT COMMITTEE

Fiscal 2008 was a busy year for the Committee. Sue McLaughlin continued to conduct monthly hikes but last fall, the Committee decided to reduce the hikes to a quarterly rotation: December, March, June, and September. Most locals who use the Woods are familiar with its trails. Sue also monitors the supply of maps and dog clean up bags at the kiosk at the main entrance.

Unfortunately, the two major encroachments



Lisa Bonneville, Manchester's 2007 Cape Ann Chamber of Commerce Small Business Person of the Year Award winner stands with past recipients: (1 to r seated) Connie Brown, Grace Hall, Patti Cohen and (1 to r standing) Chris Nahatis, Tim Logue, Lisa Bonneville, Bill Scott and David Slade. Ms. Bonneville received this award from the Cape Ann Chamber on Wednesday, June 6th at a reception held at The Landing Restaurant. She has been a member of the Chamber since 1983 and has been a long-time volunteer in Manchester and holds many professional distinctions as an Interior Designer.

to the property remain unresolved. The Committee received all prior approvals necessary before obtaining final approval for the land swaps from the Legislature. Legislative approval, however, must be sought within one year of approvals by the Towns; and due to delay at one office, this requirement was not met. Approvals by the Towns will again be sought to meet this requirement.

The trail improvement project continues with the assistance of many. Gordon College completed the section of the Red Dot Trail leading from the College to Round Pond. Following Hamilton Conservation Commission approval, Messrs. Vandy and Dolan of Hamilton replaced a damaged culvert with an easily maintained swale. R. B. Strong of Gloucester has completed approximately 3/4 of the work on the White Dot Trail, and Strong and Stendahl Tree of Ipswich have visited the eastern half of the property in anticipation of commencing work there in fiscal 2009. For the work completed to date and thru June 2008, the Committee is deeply indebted to the Hamilton Community Preservation Committee for its \$25,000 grant. The Committee also thanks The Essex County Trail Association for its contribution of \$250. The Committee is hopeful that it will receive a substantial contribution from the Manchester Community Preservation Committee to do the work on the eastern half of the property. This work includes opening an old trail that hugs the eastern coast of Round Pond.

Rick Vancisin of Hamilton agreed to fill the one remaining vacant position on the Committee.

R. C. Smith, Chairman

COASTAL STREAM TEAM

The Manchester Coastal Stream Team is a Town Committee that serves as the local task force for Salem Sound Coastwatch. We focus our efforts on maintaining and improving the water quality and habitats of Manchester's coastal waterways.

In April, we participated in the Manchester Essex Conservation Trust's Earth Day Fair at the Cox Reservation in Essex. We hosted a table with hands-on materials including live smelt,

invasive and native tidal pool organisms as well as maps and handouts to raise awareness of our group and the water around us.

Over the summer our group worked in collaboration with Salem Sound Coastwatch to continue monitoring the tidal areas of Black and White Beach for marine invasive species. We also conducted water collections biweekly in five locations that flow into Kettle Cove in order to gather information regarding possible sources of bacterial contamination. There were some elevated levels that concerned the group. We hope to work with the Board of Health to further investigate to try to improve the situation.

In 2007 we continued with several ongoing projects including our nine-year cooperation with the DPW to open the tide gate in the spring to encourage smelt runs in Sawmill Brook; joining the Community Center on their town-wide clean-up effort with a focus at Black and White Beaches; and clearing of the invasive purple loosestrife at Dexter Pond to allow native species to flourish.

We installed more of our "Save our Stream" signs along Wolf Trap Brook, Chubb Creek, and Bennett Brook.

We always welcome new members. Our meeting dates can be found on the Town calendar.

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Committee is currently in its third year since its creation by vote of the 2005 Town Meeting. The Committee recommends how funds are dispersed from the Community Preservation Trust Fund.

Applicants submit their requests for funding to our Committee. The projects must benefit one of these categories to qualify for funding: Open Space, Historic Value, Affordable Housing, or Recreation.

Our Committee invites all applicants to present their projects at any of our open meetings and at a public hearing. The Committee then recommends to Town Meeting the projects we believe fit the criteria for funding and it is their vote that will guide the monies to the specific projects.

Joe Sabella, Chairman

CONSERVATION COMMISSION

The Conservation Commission conducted 20 meetings and continued its regulatory and non-regulatory activities in the year 2007. The Commission reviewed various projects under the Massachusetts Wetlands Protection Act, the Rivers Protection Act, the Stormwater Management Regulations and the Town Wetland Bylaw. The Commission issued 15 Determinations of Applicability, 29 Order of Conditions and Permits, 2 denials, 12 Certificates of Compliance, 3 Enforcement Orders, 2 Emergency Certifications and 4 new appeals. Three previous appeals were resolved in the Commission's favor. Numerous violations were investigated and most were quickly brought into compliance through cooperation with the violators.

More than half of the Commission's 2007 meetings included matters associated with the Manchester Essex Regional School District. Over the course of 2007, the Commission deliberated over four Notices of Intent, one Request for Determination and several requests to amend existing Orders of Conditions. Many of the hearings extended for months with many members of the public speaking at each meeting. The Commission issued an Order of Conditions for parking, driveways, athletic fields, utilities, and associated stormwater management structures. The Commission also later issued Orders of Conditions for lights and extension of a drainage pipe at the Brook Street field. Both of these Orders were appealed, with the latter appeal eventually withdrawn. In October, the Commission denied an Order for tennis courts in the riverfront area. The denial has since been appealed.

The Commission commissioned Metcalf and Eddy of Wakefield to perform a hydrologic study of Millets Brook and Sawmill Brook with a focus on flooding and culvert size issues. Metcalf and Eddy began the study in June and will be issuing a final report as this Town Report goes to print. The Commission will assist Metcalf and Eddy in presenting its findings to the public.

As a result of an earlier environmental study of drainage and mosquito control, the Commission hired a contractor to clear obstructive vegetation and silt accumulation from Sawmill

Brook in from the Lincoln Street culvert to the Norwood Avenue culvert.

The Commission also hired Beaver Solutions to install a beaver deceiver at the outlet of Dexter's Pond. In December, the Commission approved a Conservation Restriction for two parcels of land off of Crooked Lane.

Last spring, the Board of Selectmen reappointed Diane Drapeau and David Kahle for second terms. Paul Cullinane continued to chair the Commission and attended the annual meeting between the Board of Selectmen and the committee chairmen. The Commission members and the administrator participate on other committees, work cooperatively with other boards, and regularly attend informational workshops and conferences to keep up with current regulations, procedures, and strategies for effective resource and conservation area management.

Paul Cullinane, Chair

Jens Kure-Jensen, Vice Chair

COUNCIL ON AGING

Manchester has a senior population of approximately 1,350; this breaks down to one out of every four people in the community being over 60 years. With this in mind, we continue our mission of developing more far-reaching programs to meet and serve the ever-increasing needs of our senior citizens.

The following are some of the highlights of the services provided in 2007:

- Monthly catered "Lunch of the Month" for 40 senior citizens.
- Delivered (by volunteers) approximately 3,200 "Meals on Wheels" to homebound seniors.
- Established the "Health Navigator Program". A volunteer program designed to help those in need of support while navigating the health system.
- Season tickets to North Shore Music Theatre for 15 senior citizens at a 35% discount.
- Sponsored several health and wellness seminars at The Community Center and The Plains.
- Weekly Yoga and Chi Gong programs

funded by the Friends of the Council on Aging.

- Continued the StrongWoman exercise program twice weekly with 40 to 50 participants for 12 week sessions.
- Annual Chicken & Rib BBQ at Tuck's Point. Over 85 senior citizens attended.
- Summer cookout at Tuck's Point funded by The Friend's of the COA. Over 100 seniors attended.
- Six week "Healthy Life with Chronic Conditions" program. A cooperative effort between the COA, the Manchester Public Library and SeniorCare.
- Overnight trip to North Conway for 28 seniors.
- The COA newsletter sent to over 1,000 senior citizens each month. The Friends of the Council on Aging fund the mailing

and volunteers fold and label the newsletters.

- Provided Tax-Aide in a partnership with AARP and SeniorCare.
- Third Annual Harvest Craft Fair and tag sale.
- Provided SHINE (Serving Health Information Needs of Elders) counseling to over 125 seniors.

A very big part of the COA growth and success goes to approximately 90 active volunteers who donated thousands of hours in 2007. It is because of their many acts of kindness and their caring attitude that the COA is able to reach a greater than ever number of senior citizens in need.

Nancy A. Hammond
Director of Senior Services/C.O.A.



Manchester volunteers traveled to Baton Rouge to complete "The House that Manchester Built". Pictured with new homeowner Loretta Walker are (from left to right seated): Pam Nelson, Elizabeth Needham, Karen Lucas, Michelle Baer (front), Loretta Walker, Betsy Brown, Teresa Silverman. Standing: Diane (a volunteer from NY), Catherine Steinhoff, Cathy Brown, Al (Loretta's boyfriend), Joan McDonald, Deb de Sherbinin.

CULTURAL COUNCIL

The Manchester Cultural Council has continued providing different cultural programs which benefit the residents of our Town groups and organizations through our Community's \$4,000 allocation of grant funds from the Massachusetts Cultural Council Program. We funded programs for: the Manchester Public Library, the Manchester Historical Society, the Council on Aging, the Pack 30 Scouts, the 4th of July Committee, the Manchester Singers, a Live Sculpture Demonstration open to all, and a Summer concert in the Park. We funded, through our local non-grant funds: a large framed print of Norman Rockwell's "Freedom of Speech" to hang at our Town Hall; the traditional cane for the Elder Sisters Annual Luncheon Meeting; and two very talented guitar players and singers, Janice Fullman and Sheila Jones, who entertained during our Arts Gala Reception in the fall, which was open to all. We held our annual Sand Sculpture Competition in the summer, the annual Arts Gala in the fall, and we continue sponsoring the bi-monthly rotating art exhibits (by local artists) at the Town Hall. Timothy Gates finished his term of six years this year and we thank him for his dedication to the Council. He served as our chair during the last year of his term, so he continues as "ex-officio" in the coming year. Two new members joined our council this year, Juliet Chamberlain and Michael Gates who, along with the rest of the members, and Council Friends, will continue the Manchester Cultural Council's mission.

Michael Gates, Chair

ELECTRONIC INFRASTRUCTURE ADVISORY COMMITTEE

The primary work of the Electronic Infrastructure Advisory Committee was the negotiation of the cable franchise with Comcast. The franchise renewal process is heavily orchestrated by both State and Federal regulations, and leaves the Town with little leverage but to deny a renewal, which no town or city has ever done successfully. The issues at stake were the PEG (public, educational, and government) access model, consumer protections, cable

installation costs, the Town's digital network, and obligation of the cable company to bury their wires in those parts of Town where other utility wires are buried.

In the past, the cable company's employees, using the company's facilities, provided PEG access. With the new contract, Comcast will subsidize an independent organization, the Cape Ann Regional Cable Television Access Corporation, which is responsible for content production. The Town has a separate contract with the Cape Ann Access, which was not reviewed by the Committee. The Committee, however, believes that an independent corporation has the greatest potential for serving the needs of the community.

We were able to continue the obligation of the cable company to maintain their underground wiring. On other issues, we lost ground on senior citizen discounts, consumer protections, cable installation costs, and the continuation of the Town's digital network. In partial compensation, however, Comcast is making a one-time contribution to a Town Technology Fund.

During the negotiations, the Committee became acutely aware of the need of a formal process to regulate above vs. underground wiring. In the past, we have largely benefited from utilities willing to work with Town to minimize the visual impact of wiring. It is clear that we cannot count on this going forward, particularly with respect to the cable company. Consequently, the Electronic Infrastructure Advisory Committee recommends that the appropriate boards consider a bylaw regulating above ground wiring.

FIRE DEPARTMENT

The 26 members of the Manchester Fire and Rescue Service include 13 Career and 13 Call Firefighters. Six are Paramedics, fourteen are EMT B's and six are First Responders. Twenty-four members are Massachusetts certified Firefighters I/II. Lt Bill Wilson retired after 32 years of service to the Town. FF James Doucette was promoted to Fire Lieutenant. Call Firefighter Jonathan McDiarmid was hired as a full time Firefighter/EMT. Stephen Buckley was hired as

a Call Firefighter.

Fire and Rescue Service: The Manchester Fire Department responded to 943 calls for emergency service in 2007. These included 46 fire incidents, 90 hazardous condition and 458 emergency medical service calls. MFD responded to the communities of Beverly, Gloucester, Essex, Hamilton, Wenham and Ipswich for mutual aid. In addition to the requests for emergency service, the Department answered 1280 calls for non-emergency service including 419 fire safety inspections and 125 child safety seat inspections. The Department continues to actively pursue and provide training opportunities to maintain the highest level of service and safety to our citizens. Captain Biggar, Lt. Clint Hatch and Lt. Jim Doucette completed the rope rescue technician course. FF Rick Curran completed EMT certification and FF Aaron Paskalis completed paramedic school. Firefighters also trained in National Incident Management, Structural Firefighting Practices, Trench Rescue, Railroad Safety, Confined Space Rescue, Ice and Water Rescue and other fire and rescue topics. FF Paramedic Jake McNeilly coordinated EMS training in Infectious Control, Triage, Epi-pen, IV Meds, Protocol changes and EMT re-certification. FF/Chaplain David Forsythe continues to represent Manchester in the MA Fire Chaplain Association.

The Department continues aggressive efforts in fire prevention and improving life safety. Town residents were invited to the Department's fourth annual Open House during Fire Prevention Week. The very successful event allowed residents of all ages to learn about fire safety, meet Sparky the Fire Safety Dog, tour the station, and share pizza. Lt. Grant, Lt. Doucette, and FF Driscoll held assemblies for about 400 students at the Memorial School on home evacuation and the fire safety program *Practice Your Escape Plan*. Firefighters also presented a *Fire Safety Day* at the summer playground. Firefighters instructed several classes for residents to receive American Heart Association CPR certification. The Department continues working with businesses and homeowners in the upgrade of fire detection equipment and the installation of carbon

monoxide detectors.

The Department participated in many Town events including: the Memorial Day Parade, the July 4th Celebration, Water Safety Day, Sidewalk Bazaar, Vehicle Day, the Halloween Program, Landmark School Health Fair and the Easter Bunny and Santa Claus rides. The Department held the sixth anniversary Memorial Service on September 11th to honor the victims of the 2001 attacks.

The Fire Department collected \$163,243 in fees during 2007. Through Captain Biggar's efforts, the Department received the *Federal Firefighters Assistance* grant of \$61,000 for new firefighting gear and physical fitness education and equipment. The Department also received a \$5,299 MA Fire Equipment Grant and a \$2,498 MA Insurance Association safety equipment grant.

Emergency Management: In the last two years the Town has received grants for sheltering equipment such as blankets, cots, radios, a 6KW portable generator and lighting unit, and a 250 gpm centrifugal water pump. Town employees and volunteers continue to meet and train with the other Cape Ann communities to prepare for a region wide response to man made or natural disasters. The following Town residents volunteer their time to train and be available in an emergency: Ray Biggar, Lotte Calnek, Micah and Kristen Donahue, Sven Holch, Sue Pick, Dave Ryan, Sue Thorne, Shelia Parisien, Muffin Driscoll, Cindy Aldrich and Tom Kehoe.

I would like to thank the firefighters for their hard work, dedication, commitment to excellence, and professionalism in making Manchester a safer place. Also, a special thank-you goes to our citizen volunteers for their commitment in helping their neighbors in times of crisis.

On behalf of the Department and myself, I would like to thank the Town for its continued support. We remind residents to practice emergency preparedness, make their homes safe from all hazards, have working smoke and carbon monoxide detectors, and an emergency evacuation plan. If you have any questions concerning this report or any safety issue please call or stop by the fire station.

Andrew Paskalis, Fire Chief

FOURTH OF JULY COMMITTEE

The Fourth of July Committee is dedicated to present to the Town each year the best event possible. Our festivities are mostly funded through private donations with some funding from Town funds.

Every other year additional funds are needed for a fireworks display at Singing Beach, setting our funding goal even higher. Our residents and others never disappoint us with their generosity.

This family fun event that celebrates our Nation's birth will continue each year thanks to the efforts of our volunteer staff and our dedicated Police, Fire, and Public Works Departments.

Joe Sabella, Chairman

HARBOR ADVISORY COMMITTEE

Appointed by the Board of Selectmen in early 2006, the Board met during the year 2007 on an average of every three weeks. In late 2006 and early 2007, it unanimously opposed

the establishment of an LNG (liquefied natural gas) port off Manchester primarily because of its impact on the commercial lobster and fin fish fisheries; because of its impact on marine navigation and free passage throughout a sizable body of nearby waters for both commercial and recreational craft; and because of safety consideration for residents of the Town of Manchester. The Committee also continued work on its proposals to publish a copy of the waiting list for moorings in Manchester Harbor and to charge a minimum annual fee to remain on the list. The Board of Selectmen approved both proposals. Manchester now finally joins other North Shore coastal towns which have adopted these policies related to managing the wait list for moorings.

In 2007, the Committee also met with the Board of Selectmen to discuss a partial revision of the mooring regulations which would include a mandatory inspection every three years by licensed mooring specialists of the ground tackle used by mooring permit holders. As each mooring is examined, the study would also ascertain whether boats are lying on their prop-



Members of the Memorial School kindergarten class perform with Wendy Manninen on the steps of the grand staircase at the State House.

erly assigned moorings and whether mooring permit fees have been paid by the mooring user. Thanks to Committee member Paul Dozier for producing the detailed memorandum containing the newly proposed regulations.

Meanwhile, the Committee continued its efforts to re-certify an earlier nearly approved dredging project for the inner harbor, all with the goal of initiating a formal program to dredge needy areas of Manchester Harbor in a pre-planned manner. In connection with the proposed dredging project, in 2007, Committee members met at the Commonwealth's Office of Waterways in Hingham with Director Martha C. King and Project Engineer Michael J. Driscoll.

Finally, the Committee agreed that a first priority for the Harbor must be the compilation of a comprehensive plan for the management and protection of Manchester Harbor. Rockport, for example, has just completed such a plan. Ours would include a collection of charts and maps of the harbor and its watershed areas; a diagram of moorings listing the boat owner and the size of the craft thereon; environmental considerations including water quality; charts which show areas of shoaling to enable us to agree on priorities of sections to be dredged; public access and the location of landings both public and private; open space areas including public parks, salt marshes and mud flats; oil spill response plan; storm and hurricane response plan; FEMA flood zones; and so forth. The Harbor Advisory Committee welcomes visitors interested in the harbor to its meetings. As always, the Committee is grateful to Karen Smith Crawley, its secretary.

Gordon Abbott, Jr., Chairman

BOARD OF HEALTH

The Board continues to have the health and well being of the Town's residents and employees as its primary goal. To that end, the Board partnered with the Mass. Department of Public Health and the Cape Ann Emergency Preparedness team to enhance efforts in Manchester. In 2007, Public Health Nurse Betty Benn began the distribution of potassium iodide (KI) tablets. In the unlikely event of an incident at

the nuclear facility in Seabrook, New Hampshire, we need to make sure Town residents and employees are as prepared as they can be. KI tablets, taken at time of radioactive exposure, will limit the amount of absorbed radioiodine and minimize the risk of thyroid cancer.

The Board also worked with local Eagle Scout candidate Rob Longcor to distribute emergency planning materials compiled by the Board of Health and distributed door to door to each Manchester household. These materials helped set household agendas on what to do in case of an emergency, including lists of things to have in the home and relevant tips.

The Board has also started to push relevant local public health information out via the Town's website. We encourage you to view the online information at www.manchester.ma.us.

David Przesiek, Chairperson

HISTORIC DISTRICT COMMISSION

The Historic District Commission is fulfilling its duty by reviewing building permit applications and other proposed changes to the architecture and streetscape within Manchester's Historic District.

At our monthly meetings, which are held the last Thursday of every month, we discuss any building permit applications to ensure their compliance with the Historic Guidelines.

The Commission is reviewing the current guidelines, with the goal of implementing minor amendments. In addition, we are also discussing a possible expansion of the Historic District in order to protect more of Manchester's valuable historic architecture.

We invite any comments from the Town's citizens and their attendance at our monthly meetings.

Remko Breuker, Chairman

HOUSING AUTHORITY

The Manchester Housing Authority consists of 80 units of elderly/handicapped housing (constructed in 1963 and 1974 respectively) and 4 units of family housing (scattered site family housing built in 1989). As a result of increases in utilities and insurance, we required an operat-

ing subsidy from the Commonwealth of Massachusetts for the second time in over thirty years. We do not receive funds from the Town budget (funds raised through local taxation). We operate on our rents and in 2007, with a contribution from the Commonwealth. The Authority had a turnover of 7% of its elderly/handicapped housing units and 25% (one unit) of its family housing units during 2007.

During 2007 we were granted funding for the replacement of all stoves in our elderly/disabled buildings and all construction has been completed. At the Annual Town Meeting the Authority sought and was granted \$26,500 from the Community Preservation Act Funds for assistance in the replacement of our 60 year old inefficient boilers at Newport Park. CPA funds were then leveraged so that Department of Housing and Community Development (DHCD) granted the Authority an additional \$265,000 towards the modernization. Shekar Architects/Engineers has been working hard to produce final documents for bidding in early Spring 2008 with all work to be completed by June 1, 2008. Our local legislators, Representative Brad Hill and Senator Bruce Tarr, continue to support legislation to modernize and upgrade existing public housing whenever possible.

Mr. Marc Bliss serves as our Chairman. Mr. John Kenney was elected to a five-year term at the May 2007 general election. We still await a Governor's Appointee to the Board.

We continue to manage the 21 unit rental building at Twelve Summer Street, working with a local non-profit, Manchester Affordable Housing, and its development consultant, Affirmative Investments of Boston.

Mr. Craig McCoy serves as President of the statewide maintenance professional association, Massachusetts Association of Housing Authority Maintenance Supervisors (MAHAMS). We would like to commend our staff - Executive Director, Joanne Graves; Maintenance Mechanics, Craig McCoy and Christopher Rodier; and Secretary, Carol Powers for their diligence and professionalism. Linda Katsudas, Asset Management Specialist; Bill Miller, Field Representative and Avalon McClaren, Project Manager, have provided management oversight and technical assistance

from DHCD during 2007. We thank other Town boards for their cooperation and assistance.

Manchester Housing Authority Board

INSPECTORS

(Information below is for calendar year 1/1/07-12/31/07)

BUILDING INSPECTOR

Permits Issued	242
Fees Collected	\$ 165,702

PLUMBING/GAS INSPECTOR

Plumbing Permits Issued	196
Fees Collected	\$ 12,180

Gas Permits Issued	239
Fees Collected	\$ 9,528

WIRING INSPECTOR

Permits Issued	223
Fees Collected	\$ 63,398

LIBRARY TRUSTEES

2007 was the Library's 120th anniversary (1887-2007) and the Trustees commemorated the occasion with a year-long fund raising campaign to continue interior renovations to the historic McKim building. The community contributed \$70,000 which was used for updating the reference and reading rooms. New computer carrels, study tables, and bookcases, replaced the original 1960 era furnishings. Painting and new carpeting in both rooms, along with the elimination of clutter, improved the overall appearance. Even the three large oil paintings were professionally cleaned. The Trustees will next turn their attention to the Children's Room.

Children's Librarian Sara Collins applied for and received a Library Services and Technology Act grant for \$20,000 to improve services to the young adults in the community. As part of that grant the Library hired Eileen Fitzgerald as a Young Adult Librarian. The grant will also provide programming for teens, new gaming and graphic novel collections.

The 2007 statistics indicate it was a very busy year. Staff checked out 59,833 items to local patrons, sent 18,995 items through interlibrary loan, processed 7,888 interlibrary loan

items for local patrons, added 314 new borrowers and 5,781 new titles. Library staff answered 3,275 reference questions, and held 227 programs with 4,613 in attendance. Patrons logged onto the Internet over 3,000 times. 38,740 people used the library in 2007 whether just picking up tax forms or attending a program.

In 2007 residents read *Mayflower* by Nathaniel Philbrick for Manchester Reads, a town-wide book group. Children “*Caught the Beat*” at the Library’s summer reading program. We celebrated Chinese New Year with Dottie Patch, John Greenleaf Whittier’s bicentennial with Michael Maglaras, and Teen Read Week with manga artists Andy Fish and Veronica Hebard. New services include downloadable audio books and videos to augment our audio-visual collections.

The Friends of the Library continued raising funds through annual membership and ongoing books sales, enhancing both library programs and services. The highlights of 2007 Friends’ support include the addition of the JFK Library and Museum pass, an online reservation service

for museum passes, digital download services for audio books and videos, a leased book on CD collection, new benches in the Children’s Room and new stepstools in the Reference Room. The Friends sponsored and/or provided refreshments for author Michael Tougias, internationally ranked Frisbee star Todd Brodeur, and the holiday program featuring Alexander the Jester, followed by hot cider and cookies in the Library. Without the support of the Friends Library programs and services would suffer.

Volunteers continue to help the Library provide service to the community. Volunteers process books, do data entry, weed the collection, assist with programs, contribute building and grounds advice, and most importantly, shelve returned books. Over 50 volunteers contributed a total of 1,132 hours in 2007, ranging from help with special projects such as moving books for the renovations, to summer “volunteers” helping with the children’s summer reading program. That is the equivalent of one full time employee every week.

Memorial books were added to the Library



Members of the American Legion Post #113 were given 50 and 60 year pins and certificates for their continuous years of service. Seated is Bill Metall. Standing left to right: Pat Noonan, Art Secher, John Bishop, Charles Filias and Paul Brown.

for Donald R. Anderson, Edward J. Field, Jr., Mary Martines, Alice Rice, and Julia Ware. Grants and gifts by local organizations to the Library were made by the Hooper Fund, the Mothers' Club, the Manchester Garden Club, the Seaside Garden Club, and the Winne-Egan Investment Club.

Board of Library Trustees

**MANCHESTER-ESSEX PLAYING
FIELDS COMMITTEE**

In 2007, the Manchester-Essex Playing Fields Committee held eleven meetings and hosted two public information sessions. The meetings were held in both Towns represented on the Committee. During 2007, Tim O'Leary (Essex) resigned from the Committee and the Essex Board of Selectmen, appointed Richard Trembowicz (Essex) to the vacant position representing the School Building Committee.

The members of the Manchester-Essex Playing Fields Committee worked to deal with the loss of field space due to the construction of the turf field at the Coach Ed Field site on Brook Street and Norwood Avenue and then the loss of Hyland Field due to construction of the new regional school building.

The fields were scheduled and methods to maximize the field use were discussed and settled for the Fall 2007 season and the schedule is currently being worked on for the Spring 2008 season. The cooperative efforts of the School District and Team Representatives worked to make the allotment of field space equitable. It should be noted that due to the lack of field space and available hours, a majority of the Manchester Soccer Club's fall season was moved to out of town fields.

The Manchester-Essex Playing Fields Committee has concluded that the present seasonal field use plans will need to stay in place until the second turf field is built at the end of the new school construction project. In response to that situation, the Committee has now started to focus on the long-range field plans for both communities and all sports leagues. That task will be the major task of the Committee in 2008 and beyond.

Thanks to the members of the Manchester-

Essex Playing Fields Committee for their efforts during 2007.

Thomas P Kehoe, Co-Chair

MASCONOMO PARK COMMITTEE

Over the past two years the Masconomo Park Committee has been working hard to raise the money needed to embark on some repair projects in the Park. Our biggest project has been to restore the bandstand in the Park. We are grateful to have been granted CPA funds as well as for the many generous contributions from so many people in Town. We raised the \$118,000 needed to start the renovations and put the project out for bid in July 2007. Only one bid was received and it was significantly over budget. We were advised to wait to put it out to bid again in early 2008. Currently there is a bid proposal in process and we are hopeful that it will be accepted and that construction will start this spring.

In 2007, also with the help of CPA funds, we addressed the serious erosion problem along the point caused by the drainage from the parking lot area. A major marsh grass planting and bank restoration project was undertaken that resulted in the redirection of water runoff from the parking area. The path along the outer point is now protected from further erosion.

We express our sincere thanks to everyone who has supported Masconomo Park and the projects we have undertaken there over the past few years. Our Town deserves a beautiful, well-maintained park that can be enjoyed by all and we look forward to continuing our efforts to make that happen.

PARKING CLERK:

Fees collected in 2007:

Beach Stickers	\$ 57,840
Parking Fines	62,640
Walk-on Passes	757
Business/Boater Placards	<u>2,140</u>
TOTAL	\$123,377

3418 beach and resident stickers were issued during the year.

Gretchen A. Wood, Parking Clerk

PARKS AND RECREATION DEPARTMENT

Bringing families and the community together!

It has been a busy year for the Parks & Recreation Department. Over this past year, the Parks & Recreation Department has continued to expand and grow the number of programs and services we offer.

Our brochure comes out three times per year - April, August and December. We offer over 300 different activities geared toward all ages and abilities so look for our brochure in your mailbox, to see what we can provide for you. In addition, the Parks & Recreation Department has now begun accepting registrations for programs & activities online via credit card. We hope that this added service will prove to be a benefit to Manchester residents. Please feel free to check out our website at www.manchester.ma.us/recreation. The website is constantly changing as we add new activities.

During 2007, the Parks & Recreation Department took over control of the youth basketball program from the Manchester Athletic Association, who after many years of dedicated service organizing this large program was having a difficult time finding volunteers to administer it. We thank the MAA, and in particular Bob Fulford, for all their hard work. The Parks & Recreation Department is happy to take over this successful program of over 300 children from Manchester & Essex and make it one of our own with the hope of growing this program even further.

If you were one of the participants who made leisure and recreation a part of your life in Manchester-by-the-Sea by playing a sport, going swimming, going to the Summer Playground, taking gymnastics, practicing dance, getting fit, having a cookout at Tuck's Point, or simply attending a concert, we thank you for your participation and we hope to see you again in 2008!

However, programming is not all we do. The Parks & Recreation Department manages some of the Town's greatest natural resources including Singing Beach, Tuck's Point, Masconomo Park, Sweeney Park and Coach Field among others.

We hope you will also enjoy the *Music In Masconomo* summer concert series that takes place on Tuesday nights at Masconomo Park from 6:00 – 8:00 pm in July and August. This annual concert series is now entering into its 6th year, so join us with your dinner, blankets or chairs, and your family and friends! These concerts are free, and are made possible through generous donations by individuals and many local organizations and businesses. Many thanks go out for their support!

The Parks & Recreation Department will continue to create new recreational opportunities for Manchester residents during the coming year. If you have any suggestions for activities, special events, or programs that you would like to see offered, please feel free to contact us at 978-526-2019 or by visiting us in room #7 at Town Hall.

Participate in what we do best: provide spaces and places, activities and events for you and your family to grow, laugh, play, and relax. Parks and Recreation...it's where the benefits are endless...

PLANNING BOARD

The Planning Board is responsible for administering land use regulations for the Town through its by-laws and under State laws, Chapters 40, 41, and 91 as well as for developing plans concerning land use issues. This year's 7 member Board was comprised of 4 elected members: Gary Gilbert, Robert Atwater, Richard Blau, and Hope Watt-Bucci; and 3 appointed members: Carroll Cabot, Lauren Coons, and Maria Menendez. The appointments fill uncompleted terms and those positions become open for general election in May 2008.

The Planning Board held bi-monthly meetings throughout 2007. They approved the subdivision or realignment of property boundaries on Summer St., Proctor St., Moses Hill Rd., Bridge St., Pine St., and School St.

An earth removal permit was extended for the owners of land located north of Route 128. Special permits were granted for the repair of the seawall at Masconomo Park; a new boat ramp, pier expansion, and rehab of a marina shed on Ashland Ave; a 2 ft. diameter natural

gas pipeline traveling over 3 1/2 miles of Manchester's territorial waters; construction in the Water Resource Overlay District on Forest and Lincoln Streets; and for temporary lighting for a new athletic field at Coach Ed Field Field. Numerous curb cuts were approved and a site plan review was conducted to allow the installation of a meteorological study tower to determine the viability of a wind energy system for the Manchester Athletic Club.

Gary W. Gilbert – Chairman of the Board

POLICE DEPARTMENT

It is with both pride and a great sense of honor that I submit to the citizens of Manchester-by-the-Sea what is my first report on the activities and accomplishments of your Police Department for 2007. In my short association with this Community and Department, I have come to gain an even greater sense of the quality, dedication and commitment of not only our personnel, but the strong role the Community takes in making this the best possible place to live and work. I am proud to serve alongside the dedicated individuals who comprise this Department. The talent, dedication, and spirit of service to this Community are the hallmarks on which we operate daily.

The year 2007 was one of historic change as well as the opening of a new era for our agency. Chief Ronald Ramos, who served with dedication for 35 years and as Chief for 24, started his well-deserved retirement. Chief Ramos has left behind a legacy of accomplishment, and his pride in, and passion for this Community is evident throughout our Department. I pledge to our citizens to continue the tradition of dedicated service that has made this Community the wonderful place that it is. As Chief I understand the importance of open lines of communication, and as such I will do my best to maintain availability with the public to meet and to discuss community needs. My personal goal is to put forth the very best police department possible that is committed to our Community.

The officers of the Manchester-by-the-Sea Police Department continue to serve the Community in a variety of outreach and community focused programs including our community

bicycle patrol, school safety programs, elder outreach, health and safety fairs, and the water safety commitment. As we move forward into the new year and beyond, we are seeking to further partner with our schools, seniors, residents, and business community. I would encourage any community group that would like a program or outreach from our Department to please let us know. We are always seeking new and innovative ways to serve our citizens. A hallmark of community policing is citizens working in partnership with their police, sharing information and communicating ideas. With this in mind, we have installed a voicemail system to offer citizens the ability to share information with officers at any time. I feel this simple step has increased our ability to stay in touch with the needs of our citizens.

The Department is committed to the ideals of community policing and takes a proactive approach to preventing and dealing with crime and criminal activity. In 2007, we logged a total of 7,127 incidents including 152 arrests, 1,282 incidents for follow up investigation, 136 investigations of motor vehicle crashes, and issued 545 traffic citations. The largest increase in criminal activity continues to be in the area of computer and technology related crime. We strongly urge residents to take all steps possible to protect their personal and financial information. We are expanding our training and investigative ability in this area of victimization. In 2007 the Department was able to take a significant step forward in the area of technology with the installation of two Mobile Data Terminals. These important pieces of equipment allow direct contact with the State's Criminal Justice Information System (C.J.I.S.) and Registry of Motor Vehicles records. In-car license, registration, warrant checks and missing person data can be instantly accessed. This has allowed officers to have direct and real time access to information, thus increasing officer safety and productivity. This advancement was made using a combination of grant and donated funds.

In 2007, the ability of our 911 System was greatly enhanced by the installation of the new VESTA PALLAS System. This new enhancement allows for a 911 caller's location to be traced by both telephone and by mapping soft-

ware. Callers (including cell phone callers) will have their location displayed on a screen in our dispatch center that will allow for a more efficient and rapid response to an emergency. The funding for this important advancement was provided through the 911 surcharge on local telephone bills.

The importance of training is central to the effectiveness of any police department. We remain committed to providing our officers with the best and latest training that is available. In 2007, all officers attended an annual in-service program and specialized training in firearms. Other training programs included training in the use of force, crime reporting, computer/cyber crime, investigation of drug related crimes, response to domestic violence incidents, Homeland security/I.C.S. (Incident Command System) and N.I.I.M.S. (National Interagency Incident Management System) as well as pandemic and disaster planning. All officers completed emergency medical training including Emergency Medical Technician recertification, C.P.R. and defibrillator training.

The key to effectiveness of any police department relies on the partnerships and relationships that are formed and maintained. We continue to work collaboratively with the District Attorney's office on important programs such as juvenile diversion and the community collaborative initiative. These important programs work to prevent and effectively deal with issues that face the youth of our Community. In the area of Homeland Security we must often look beyond our Town borders to identify potential threats to our Community. We have been participating in several collaboratives that would help us in the event of a large-scale incident. Planning and training remains a constant in these important areas. As a Community, please rest assured that our Department would do all that is possible to seek new and innovative ways to prevent and respond to any issue that negatively affects the quality of life. We will continue to strengthen our municipal partnerships with our partners in public safety at the Fire Department. And we will work with all Boards, Committees and aspects of Government to effectively respond to the needs of the Community.

On a personal note I would like to thank the

entire Community for the warm welcome and positive response that I have received since my arrival. The welcoming openness of the Community was one of so many ideals that made this Community so desirable to me. I would also like to thank the Board of Selectmen, Town Administrator Melville, and all members of the Manchester-by-the-Sea Police Department for helping me in my duties as your new Chief of Police. The concept of "Team" is an ideal that this Department shows each and everyday. As we move forward in service, please let me know what we can do to assist our Community in any way possible. This is a fine Community and fine Police Department that I am proud to be associated with.

Harbor Division: It is with the same sense of honor and pride that I submit what is my first report as Harbormaster for your review. The safety and security of our harbor and adjacent waterways remain our focus and highest priority. We recognize that these pristine treasures and our precious coastline are important to the character and charm of Manchester-by-the-Sea. We realize there are areas we could improve upon and pledge to make 2008 the year in which we recognize these areas and work toward improvement. We will continue to work to ensure that all moorings are properly marked and safely maintained. Working in concert with Associate Harbormaster Peter Mains, we will do all we can to identify and respond to issues important to the waterways. The harbor is staffed with police officers properly trained to assist Associate Harbormaster Mains with his duties. In 2007, the Harbor Division maintained its presence with patrol and enforcement duties working to keep our waterways safe as well as to respond to emergencies as they arose. An additional goal of the harbor division is to educate the public on the issues important to keeping our environment and shoreline safe and clean. As with our other functions of public safety, please let us know what we can do to enhance the safety and enjoyment of our harbor, waterways, and precious coastline.

Animal Control: The year 2007 was once again a year of an increase in calls for Animal Control Officer Rob Steach. Responses this year included several calls for missing and lost pets as

well as several calls for non-household pets. We have noted an increase in the coyote population and urge you to keep your small pets in a safe environment. In 2007, the Animal Control Division handled a total of 249 calls for service and coverage was maintained 24 hours per day, 7 days per week. We were fortunate to receive a grant award from the Bayer Corporation in the form of a scanner that allows us to scan recovered pets for identification microchips. This important technology allows us to retrieve a lost pet's information and potentially reunite the pet with its owners. We would urge you to consider having your pet implanted with a microchip. As a reminder, all dogs must be licensed and when walking must be on a leash or under voice control.

Glenn F. McKiel

Chief of Police/Harbormaster

PUBLIC WORKS

In August of 2007 the Director of Public Works, Robert Moroney, retired after more than 30 years of service. Though I am filing this report for 2007, Mr. Moroney should be credited for the capital projects that were completed prior to his retirement and his involvement in initiating several on-going projects through the end of the year. He was a long-standing member in the municipal community of Manchester-by-the-Sea and his departure has left a large void that will be difficult to fill. He was a hard working, dedicated employee whose perseverance, knowledge and insights will be missed.

Highway Division: The Highway personnel were very busy plowing during the winter snow season. December 2007 was the snowiest on record dropping more than 26" of snow on Manchester. We have changed our approach to cleaning up snow banks and sidewalks in the downtown areas and school routes. We are using more Town personnel working with hired equipment to get more work done for less money and to clear more sidewalks in a shorter period of time to minimize the inconvenience to the traveling public.

Through the use of our Chapter 90 funds and Town funds, generously allocated to us by the voters, we were able to pave all, or sections of: Atwater Avenue, Forest Lane, Forest Street,

Overledge Road, School Street, Hidden Ledge Road, Windemere Park, and Lincoln Avenue.

Along with road maintenance tasks, the highway personnel are also busy maintaining some of the Town's beaches and beach infrastructure, collecting Town generated refuse, repairing catch basins and maintaining the transfer station and compost facilities.

Water Division: The Water Treatment Plant ran without incident last year. There were some minor projects completed such as upgrades to the plant's computer software and repairs to the heating system. During the repair process to the heating system in November, we were able to save considerable monies by using our contracted services personnel from Woodard & Curran to disassemble and reassemble the boiler unit in conjunction with a licensed plumber. We also installed electric heating units throughout the building. This will allow us flexibility in using the least expensive source of energy to heat the plant and to have a back up should one of the systems fail.

We also made some major changes to the Lincoln Street Well in December. We changed the existing contract to include the installation of a submersible pump to replace the existing centrifugal pump and to make the size of the well casing uniform. These changes allowed the process of cleaning of the well to be more efficient, increase our pumping capability by 100 gpm over our previous gpm, and to run a more efficient pump while using less electricity thus lower maintenance costs.

Our pumpage was 230,000,000 gallons last year, 30 million gallons more than last year. This increase was due to increased usage over the unusually dry summer months and can be mostly attributed to irrigation. Given the new regulations being handed down from the Massachusetts Department of Environmental Protection we will have to start addressing the ways we use our water resources.

Wastewater Division: The Wastewater Plant functioned fine last year. There were several repairs and replacements to pumps and pumping equipment including replacement of the 900-gallon chlorine tank and flow meters and the cleaning of the influent wells. The plant processed and cleaned 146,000,000 gallons of

water last year. Though our population has little change throughout the year, the flow into the plant ranged from a low of about 250,000 gallons per day to a high of over 1 million gallons per day. This is mainly due to groundwater, tidal action and surface water making its way into the collection system. This problem has been, and remains, one of the biggest issues in running the plant efficiently.

Cemetery Division: The Cemetery employees continue to do a fine job in maintaining the various cemeteries throughout Town. They also are in charge of Town trees and some beaches. These additional tasks keep them busy throughout the year. As our Town tree population matures we are in need of more and more contractual work in maintaining them.

We thank the citizens for their previous and current support of the Public Works Department during the year and at Town Meeting. I hope I can adequately meet the Town’s needs as their new Public Works Director in the upcoming year.

Steve Kenney, DPW Director

BOARD OF REGISTRARS

Voter registration totals as of December 31, 2007:

Democrat	741
Republican	827
Unenrolled	2015
Green Party USA	3
Inter.3rd Party	3
Libertarian	5
Green-Rainbow	2
Socialist	1
Total	3597

The total population figure, gathered from the Town Census, is 5475.

The required registration sessions were held before the April Town Meeting and May Election. 208 new voters registered in 2007.

Eileen Buckley, Chairman
Gretchen Wood, Town Clerk



The Hornets After School Program had a blast on their early release day. Heather Snider and her team took 37 kiddies to the “Kids Playground” in Woburn.

MANCHESTER ESSEX REGIONAL SCHOOL DISTRICT

This is the seventh year of the Manchester Essex Regional School District as an educational entity, and the year ushered in many events and accomplishments.

Susan Beckmann of Manchester continued as the School Committee Chairperson assisted by Karen Gaudiano of Essex as the Vice Chairperson. Annie Cameron and Susan Coviello continued to represent Essex. Ann Harrison, Tony Giedt, and newly elected member Morgan Evans represented Manchester on the Board this year.

One of the major events this year was the ground breaking for the Manchester Essex Regional Middle/High School Building, a \$49 million building project supported by voters from both Essex and Manchester. Sarah Hammond Creighton continued as the Chair of the School Building Committee. On June 30, 2007 community members and children congregated on the baseball field behind the current school campus and after brief speeches, children of all ages broke ground using shovels and spades ushering in this momentous occasion, a tribute to the investment of the communities in high expectations for their children's future. The building project at year's end reflects completion of site work necessary to pour the foundations and erect the steel for the next phase of construction. Additionally, the Coach Ed Field was deemed substantially complete and approved for practice at the end of the fall season.

The District continued to build its leadership team. Elizabeth Raucci was appointed as the Middle School Principal in April. She has begun the work of establishing the Middle School with students in grades seven and eight and in anticipation of the grade six students joining next year. In July, the Committee appointed Dr. Marcia Adams O'Neil as Superintendent. Dr. O'Neil, who worked previously in Andover, joined the District this summer and subsequently appointed the Director of Pupil Services, Ms. Joan Endicott, rounding out the administrative leadership team.

The District began the school year with 1365 students. All students continue to demon-

strate strong academic performance as measured by the state assessment: Mass. Comprehensive Assessment System, MCAS. At the high school level, all students have passed the high stakes tests, one of the requirements for graduation. Additional attention for continued improvement is required at upper elementary and middle school grades in mathematics and language arts. This year ongoing work in aligning and developing the curriculum and adopting standards based textbooks and materials attest to the focus on this level.

Our schools continue to provide rich opportunities for students with high expectations and strong supports for learning. We are proud of the rigorous curricula program that is infused with instructional technology and enriching opportunities to participate in debate, music, art, journalism, independent studies in the sciences and a wide range of athletic teams. On behalf of the faculty and staff, we are grateful to serve in a district that places such high value and allocates resources to deliver exemplary educational experiences for students.

Dr. Marcia Adams O'Neil, Superintendent of Schools

ESSEX ELEMENTARY SCHOOL

As of January 2008, Essex Elementary School enrolled 300 students pre-school through grade 6. The K-6 classrooms average 20 students per class. EES maintains a wide range of support services including reading, guidance, special education and health services. Beyond the academics, all elementary students receive instruction in art, music, physical education, computer applications and Spanish. EES continues to build a modern up-to-date library, enhance technology (two wireless mobile computer labs; projection equipment in classrooms), and integrate technology into instruction throughout the building.

A School Council, consisting of parents and faculty, meets monthly to help chart direction for the School. The Council develops an annual School Improvement Plan that serves as the blueprint for the planning and focus of staff goals and training. The plan outlines academic initiatives including the introduction of the

Open Court phonic program in grades K-2 and a continued emphasis on guided reading to establish reading proficiency to primary level readers. The School District continues to use the *Everyday Math* program in grades K-5 and has provided extensive training over the past two years. The School and District adopted a new middle school math program, *Impact Math*, which has been introduced to 6th graders this year. Finally, in the academic realm, EES has devoted much attention to science. New units including *Lego Robotics*, *Pond Life*, *Catching the Wind*, and *Mixture and Solutions* have been implemented over the last two years.

EES continues to reinforce the core values of respect, responsibility, achievement, honesty and caring. Programs like *Responsive Classroom* and *REACH* guidance classes help teach social communication and conflict resolution skills. The School aims to ensure a positive school climate for all students. Monthly School meetings allow EES to address core value issues as a School while providing the opportunity for students to speak or perform before a large, supportive audience.

Recently, EES has taken specific actions to augment building safety. All staff and visitors, for example, are required to wear identification badges. Certain doors and lock systems have been upgraded. One of the ways for enhanced communication with families is the *Connect Ed* phone system for emergency and informational communications that are efficiently sent via a broadcast phone call. Additionally the District and School held Internet safety workshops for students and parents.

The School, parents and community remain closely tied. On almost a daily basis, the School provides space for community and recreational events. Meanwhile as always, EES benefits from the generosity, involvement and wisdom of its parents every single day. EES students come to school eager and ready to learn, and this is a tribute to the families that send them.

Eric Gordon, Principal

MANCHESTER MEMORIAL SCHOOL

Although we didn't break ground or start any new construction, we were still very busy

this past school year with lots of new or maturing programs. Our *Everyday Math* program, which began a year ago with our younger students, is now expanded up through grade five. Parents and community members would be amazed at just how much math students are being exposed to every day and how sophisticated their knowledge of math has become. Recently fourth grade students were introduced to lessons with decimals, place value, and scientific notation up to *quintillion* or 10^{18} ! The *Everyday Math* initiative is not only being well received by teachers, student, and parents, but also is getting great results. Our math MCAS scores for our 3rd and 4th graders were some of the very highest in the State.

We are also continuing to expand our balanced literacy program to support our students in English and Language Arts. Originally begun as a K-2 program, we will be expanding this initiative in 2008 to grades three and four. As part of our three-year *One in a Million* readers program, our students K-6 read almost two million minutes in one year. One fourth grade class read almost a quarter of a million minutes themselves or about 40 minutes a day, every day for the whole school year.

Our students as early as kindergarten are becoming eager readers. We are now also using music to help our kindergarteners learn to build their sight word vocabulary. Young students can sing through a list of 20 sight words using an army marching song to move through "can, the, I, were, but, am, see." Kindergarten teacher, Wendy Manninen, was recently recognized as one of ten statewide Literacy Champions. This honor and attendant grant will help to support and celebrate the good work going on at Memorial using music to help advance the literacy skills of our youngest students. We are very proud of our students and teachers and the good work they are doing.

Dr. Jack Mara, Principal

MANCHESTER ESSEX MIDDLE SCHOOL

Exciting things are happening in the Manchester Essex Middle School in the school year 2007-2008. The buzz of construction trucks just

outside our doors is a constant reminder that a new building is on the way. A new principal was hired to lead the School into the future through the lens of Turning Points, the Middle School researched based reform model. Currently the Middle School has 212 students in grades seven and eight and is eagerly anticipating the arrival of grade six into the Middle School Community in September of 2009.

A Steering Committee, comprised of parents, community members, teachers, administrators and students was formed last spring. Their charge is to develop a mission statement and develop the process with which grade six will transition into the Middle School. A School Council has also been formed and is currently working on goals for the 2008-2009 school year. These goals will focus on middle school literacy, school climate and the transition year into the new building.

The middle school years are complicated years of social, emotional and physical growth.

To best serve our students a number of support services are in place to facilitate this development. Social groups meet regularly with guidance staff to talk out issues that challenge our students. A PALS group is currently being organized to facilitate stronger relationships between high school and middle school students. Our high school students are a valuable resource and this will provide these students with the opportunity to exercise their budding maturity and give back to the community as mentors to younger students.

Middle School staff members are working to create more opportunities for our students to engage in meaningful activities that foster positive relationships after school. Currently, robotics, math league, journalism, and athletics are being offered to students. We are working toward a well-rounded array of activities that will engage students between the hours of 2:15 and 4:00. The eighth grade is also planning a class trip to our Nation's Capital this spring.



Members of the Memorial Elementary School chorus sing “A Song of Peace” under the direction of Director Anne Wood during the Woman’s Club Community Friendship Tree Lighting Service at the First Parish Church.

Both parents and students are actively engaged in fundraising activities to support all of our students' participation. Students are also eagerly anticipating the wreath laying ceremony at the Tomb of the Unknown Soldier where four eighth graders will have the opportunity to lay the wreath with the help of soldiers on guard at Arlington National Cemetery.

The Middle School benefits greatly from the involvement and support of parents and looks forward to the upcoming changes as the Middle School grows.

Beth Raucci, Principal MERMS

MANCHESTER ESSEX REGIONAL HIGH SCHOOL

During the 2006-2007 school year, several exciting changes took place at the Manchester Essex Regional Middle/High School. One of the major changes was the creation of a Principal's position to oversee the operations of the middle school. This separation of duties from the existing dual Middle School/High School Principal's position was designed to forward the improvement of the middle school program. Beth Raucci, former Middle School Principal from Groton/Dunstable, was hired as the Middle School Principal after a lengthy search process. Progress was also made on the new building as building plans were finalized and prepared for implementation. Starting in the late spring, work began on the Brook Street athletic field in preparation of the fall of 2007 season.

Beyond these changes, students at Manchester Essex Regional Middle/High School continued to perform at high levels of academic achievement. In May of 2007, 106 Manchester Essex students took 265 Advanced Placement exams with 80% of those students receiving passing scores. On the MCAS, 88% of MERHS students scored either advanced or proficient on the English exam and 95% of students scored either advanced or proficient in math. MERHS students also scored well above national performance levels in standardized tests including the SATs and the ACTs. The School's DECA and Debate programs continued to participate in a competitive fashion on the national level. Graduation in June saw 98 seniors receive their

diplomas with 90% continuing their education after high school.

The school year also saw the School beginning preparations for the accreditation visit by the New England Association of Schools and Colleges scheduled for the fall of 2009. This extended process will require the School to engage in a comprehensive self-study prior to the arrival of the visiting team, in which the School will identify its strengths, its weaknesses, and its current performance standards. This work will involve all members of the School staff and will also incorporate input from parents, students, and members of the Communities.

Jim Lee, Principal MERHS

NORTH SHORE REGIONAL VOCATIONAL SCHOOL

As the appointed representative to the North Shore Regional Vocational School District, I represent the Town along with 15 other communities that make up our School District.

As we enter 2008, the School Committee would like to see the merger with the Essex Agricultural and Technical Institute, a much needed reality. Our eleven-year effort to combine both schools will continue, however it is up to the Legislature of the Commonwealth to make this happen with specific funding.

Joe Sabella, North Shore Regional Vocational School Rep.

SEASIDE ONE COMMITTEE

The Seaside 1 Committee, comprised of John Huss, James Doucette and Thomas Durkin, is pleased to report that following some recent repairs to the heating system, the building appears in sound condition and no material improvements appear needed at this time.

Thomas Durkin, Secretary

SINGING BEACH COMMITTEE

Formed in 2005, the Singing Beach Committee has worked diligently to fully understand the issues and opportunities relating to one of our Town's most valuable assets. Through sev-

eral meetings, discussions with all appropriate department heads, input from concerns residents and individual research and follow-up, the Committee has worked with the Parks & Recreation Director on several projects this year including:

1. Installation of the granite steps to access the top of the seawall
2. Trimming of the locust trees on top of the seawall
3. Installation of a “Port-a-Potty” for spring, summer and fall use when the bathhouse is closed
4. Getting the parking lot lines painted.

TOWN CLERK

The following monies were collected by this office in 2007:

Marriage Licenses	\$ 440.00
Vital Certificates	1942.00
By-laws	328.00
Maps/Copies	332.00
Street Lists	704.00
Dog Licenses	9149.00
Dog Fines	1716.00
Passports	3420.00
Business Certificates	1170.00
Miscellaneous	222.50
Trash Stickers	3082.00
Harbor Fines	300.00
TOTAL	22,805.50

There were 852 dog licenses issued in 2007.

Hunting and Fishing Licenses	951.00
Town Share	45.55
TOTAL	996.55

VITAL CERTIFICATES RECORDED IN 2007

BIRTHS	41 (24 male, 17 female)
DEATHS	32
MARRIAGES	21

Corrected number of births including late filings from 2006

Total	43 (19 male, 24 female)
Gretchen A. Wood, Town Clerk	

TUCK’S POINT COMMITTEE

The Tuck’s Point Committee is an advisory group to the Board of Selectmen for the operation and maintenance of Tuck’s Point. The Committee solicits, with the approval of the Board of Selectmen, private donations to be used for small restoration, preservation, and enhancement type projects at Tuck’s Point that would probably not be funded with tax dollars.

The 2007 projects included working with the Parks & Recreation Department to install new safety surfacing underneath the swing set, repairs to the wall of the Chowder House and minor repairs to the decking leading out to the Rotunda.

The Committee will be working with the Recreation Director on some long term planning for some major renovation work to the Rotunda & decking which we will hope will be done in the Spring and Summer 2008.

Tuck’s Point Committee

VETERANS’ SERVICE OFFICER

Paul O’Brien, Veterans’ Service Officer, works part-time each weekday from 9:00 to 11:00 a.m., and is available for office visits at Room 7 in Town Hall or home visits by appointment. His telephone number is (978) 526-2014. Paul assists in providing a variety of state and federal government benefits and services for veterans and their spouses. Some services are: pension and disability claims, a very attractive prescription drug plan, military records, medal replacement, and financial assistance.

WELCOMING COMMITTEE

The Manchester-by-the-Sea Welcoming Committee is comprised of volunteers who welcome new property owners to Town by hosting welcome receptions where they can meet other new homeowners and Town officials. New residents are also given a Welcome Package on the Town with information on schools, churches, and organizations as well as a retail coupon book offering discounts and gifts from local merchants.

In 2007, the Committee hosted two receptions to greet over 50 new residents. For more

information, please visit us at www.manchester.ma.us under "Boards & Committees/Welcome Committee."

Helen Eaton, Chairman

WINTHROP FIELD COMMITTEE

The Winthrop Field Committee is an advisory committee to the Selectmen and Parks & Recreation Director in the preservation and management of Winthrop Field in accordance with the restrictions applicable to it.

The year 2007 was a busy one for the Committee. The Committee met each month and, with the assistance of its Advisors, completed the following projects: mowing the field and baling the hay, brush clearing along both Bridge Street and Jersey Lane, cleaning the extensive drainage system under the field, and restoration of the pond.

The Committee also organized the first (in recent memory) Winthrop Field day in October which was enjoyed by a small number of families who flew kites, walked their dogs, and played Frisbee.

In December, a check for \$5,000 was received from the Clara B. Winthrop Charitable Trust. All of the projects completed in 2007 were funded by donations from the Winthrop Trust.

Mike Chapman, Chairman

ZONING BOARD OF APPEALS

Forty-four applications were submitted to the Zoning Board of Appeals in 2007. There were fifty-eight public hearings held and forty-two site visits were conducted (in some instances two site visits were conducted to the same property). All decisions of the Board have been filed with the Registry of Deeds. In 2007, filing fees for applications submitted to the Zoning Board of Appeals were increased as follows: Special Permit \$240; Variance \$265; Special Permit & Variance \$290; Appeal of Administrative Decision (same fee as category being appealed) and Comprehensive Housing Permit \$500.

Darrell Aldrich, Chairman



(left to right:) Don Towle, Jerry Noonan, Tom Kehoe, Foster Ball, John "Finney" Burke and retired Fire Chief Joe O'Malley share the stage with Historical Society President Cathy Brown at a special evening program held on May 9th to commemorate the 50th anniversary of the Town's greatest forest fire.

The Annual Town Meeting of the Town of Manchester-by-the-Sea was held on Wednesday, April 4, 2007 in the Memorial School on Lincoln Street, pursuant to the warrant being duly posted and the return of the Constable being received. Registrars Eileen Buckley, Michele Kulick and Christina Bain were in charge of the check-in tables. They were assisted at the front and on the floor by Lee Simonds, Pat Plummer, Michelle Baer, Beth Heisey, Kathy Ryan, Pat Morley, Denise Samolchuk, Adele Ervin and Nancy Hammond. Two hundred and twenty-three voters checked in for the meeting. A quorum was reached at 7:00 PM, and the meeting was called to order. Moderator Alan Wilson asked that the meeting rise for the invocation given by Rev. Ann Stephenson, followed by the Pledge of Allegiance to the flag. The Moderator noted that the Town was dealing with a Special Town Meeting and the Annual Meeting in one night. He declared the Special Town Meeting in recess and proceeded to the usual preliminaries consisting of the Memorial Resolution honoring deceased Town officials and employees, and the election of traditional honorary officers.

The annual report recorded the loss of eight former Town employees and officials in 2006. The following Memorial Resolution is submitted:

RESOLUTION

Whereas the citizens of the Town of Manchester-by-the-Sea note with profound regret the deaths of several of their friends and neighbors during the past year, and seek to recognize and acknowledge their varied contributions to the Town's commonwealth and welfare and our mutual sense of community,

Said citizens hereby salute the departed, acknowledge our common indebtedness to them, extend the sympathy of the Town to their intimates and survivors, and declare that this resolution be entered in the Town archives, and a true copy sent the appropriate survivor.

The person so memorialized and their achievements are hereby proclaimed.

IN MEMORIAM

—— * ——

Margaret Gilmore

Friends of the Library
Election Worker

—— * ——

Robert C. Provost

Personnel Board

—— * ——

Ann Wood-Kelly

Friends of the Council on Aging
Manchester Housing Partnership

—— * ——

Wendell Nichols

Finance Committee

—— * ——

John W. Dickman

Finance Committee

—— * ——

Ann W. Brewer

Finance Committee

—— * ——

Fred P. Nickless

Planning Board
Teacher
School Committee

—— * ——

Charles B. Dane, Jr.

Conservation Commission

—— * ——

Selectman Thorne moved the Memorial Resolution as read, and it was unanimously adopted. The meeting rose for a moment of silence in memory of our former town citizens.

Moderator Wilson then opened the nominations for the Town's traditional and honorary offices. The following were elected by unanimous vote:

Traditional and Honorary Offices

Pound Keeper

Fence Viewers

Field Drivers

Cornelia Adams

Theresa Shomph

Axel Magnuson

Michael Gates

Michael Kulick

Ann Walker

Timothy Brown

Gretchen Willwerth

Merritt Miller

Measurers of Lumber

**Measurers of Wood
and Bark**

Christopher Gates

Charlotte Wilson

Ed Conway

John Callahan

George Smith

Kimberly Latons

The Moderator read the usual list of procedural points and announced that pink voting cards would be used for this meeting. Chairman of the Board of Selectmen Sue Thorne stated that Selectman Dawn Grohs was retiring after six years on the Board, and thanked her for her service to the town. Finance Committee Chairman Jay Bothwick presented the financial state of the town and remarks on the warrant articles. At 7:15 PM, Moderator Wilson declared the Annual Meeting in recess and returned to the Special Town Meeting.

COMMONWEALTH OF MASSACHUSETTS TOWN OF MANCHESTER-BY-THE-SEA SPECIAL TOWN MEETING WARRANT

Essex, ss.

To either of the Constables of the Town of Manchester-by-the-Sea:

To either of the Constables of the Town of Manchester-by-the-Sea:

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the inhabitants of the Town of Manchester-by-the-Sea qualified to vote in elections, to meet in the Memorial School, on Lincoln Street, in Manchester-by-the-Sea, on Wednesday, the fourth day of April two thousand and seven AD, at forty-five minutes past six o'clock in the evening, for the purpose, to wit:

ARTICLE 1. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to meet the State share of State Highway Aid with the reimbursement from the State to be restored upon receipt to unappropriated funds in the Treasury, funds from the Article to be used for road maintenance and construction, or take any other action relative thereto.

Per petition of the Board of Selectmen

Selectman Tom Kehoe moved to transfer \$113,598 from available funds for the purpose stated in the warrant. The Finance Committee and Selectmen recommended approval. **ARTICLE 1 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 2. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for emergency repairs to Tuck's Point Chowder House, or take any other action relative thereto.

Per petition of the Board of Selectmen

Selectman Sue Thorne moved that \$15,000 be transferred from Free Cash for the purpose stated in the warrant. The Finance Committee and Selectmen recommended. **ARTICLE 2 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 3. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to paint the parking space lines at Singing Beach parking lot, or take any other action relative thereto.

Per petition of the Board of Selectmen

Selectman Dawn Grohs moved that \$3,500 be transferred from Free Cash for the purpose stated in the warrant. The Finance Committee and Selectmen recommended approval. **ARTICLE 3 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 4. To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for electrical repairs and service upgrade to meet code at the Singing Beach bathhouse, or take any other action relative thereto.

Per petition of the Board of Selectmen

Selectman Jack Shea moved that \$4,600 be transferred from Free Cash for the purpose stated in the warrant. The Finance Committee and Selectmen recommended approval. **ARTICLE 4 PASSED WITH A UNANIMOUS VOTE.**

And you are directed to serve this warrant by posting attested copies thereof, one at the Town Hall, one at the Police Station, one at the Fire House, one at the Memorial School and one at the Post Office, fourteen (14) days, at least, before the time of holding said meeting. Hereof fail not to make due return of this warrant, with your doings thereon, to the Town Clerk three (3) days before the day of this meeting.

Given under our hands at Manchester-by-the-Sea, aforesaid, this 5th day of March, 2007.

BOARD OF SELECTMEN:

/S/Susan W. Thorne, Chairman	Dawn H. Grohs
/S/John H. Shea, Jr., Vice Chairman	/S/Bryan S. Gubbins
	/S/Thomas P. Kehoe

At 7:30 PM Selectman Sue Thorne moved to dissolve the Special Town Meeting and return to the Annual Town Meeting.

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF MANCHESTER-BY-THE-SEA**



ANNUAL TOWN MEETING WARRANT

Essex, ss.

To either of the Constables of the Town of Manchester-by-the-Sea:

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the inhabitants of the Town of Manchester-by-the-Sea qualified to vote in elections, to meet in the Memorial School, on Lincoln Street, in Manchester-by-the-Sea, on Wednesday, the fourth day of April, two thousand and seven AD, at seven o'clock in the evening, for the purpose, to wit:

ARTICLE 1. To see if the Town will vote to receive and place on file the reports of the Town boards and committees appearing in the Annual Report, or take any other action relative thereto.

Per petition of the Board of Selectmen

Mrs. Thorne moved the article as printed and the Selectmen recommended approval. **ARTICLE 1 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 2. To see if the Town will vote to fix the 12-month fiscal year salary and compensation of all elective officers of the Town as provided in Section 108 of Chapter 41, as amended, as follows:

Moderator	\$0.00
Chairman, Selectmen	\$0.00
Other four Selectmen	\$0.00
Chairman, Assessors	\$0.00
Other two Assessors (each)	\$0.00

Per petition of the Board of Selectmen

Selectman Tom Kehoe moved the article as written and the Board of Selectmen and Finance Committee recommended approval. **ARTICLE 2 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 3. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money as the Town's share of the North Shore Regional Vocational School District, or take any other action relative thereto.

Per petition of the Board of Selectmen

Selectman Sue Thorne moved that the town raise and appropriate \$31,507 for the purpose stated in the article. The Selectmen and Finance Committee recommended approval. **ARTICLE 3 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 4. To see what sums of money the Town will raise by taxation or otherwise to pay Town debts and charges for the ensuing 12 months, effective July 1, 2007, and appropriate the same.

Per petition of the Board of Selectmen

DEPARTMENTAL REQUESTS AND FINANCE COMMITTEE RECOMMENDATIONS

Item No.		Appropriations FY '07	Requests FY '08	Recommendations FY '08	Funding Sources
GENERAL GOVERNMENT					
15.47% OF ARTICLE 4					
SELECTMEN'S DEPARTMENT					
1	Salaries	155,455.00	162,389.00	162,389.00	TAXATION
2	Expenses	43,100.00	42,000.00	42,000.00	TAXATION
3	Audit	18,500.00	24,000.00	24,000.00	TAXATION
4	Information Technology	73,700.00	75,500.00	75,500.00	TAXATION
MODERATOR					
5	Expenses	50.00	50.00	50.00	TAXATION
FINANCE COMMITTEE					
6	Salaries	1,281.00	1,314.00	1,314.00	TAXATION
7	Expenses	250.00	345.00	345.00	TAXATION
8	Reserve Fund	150,000.00	150,000.00	150,000.00	TAXATION
					25,000
					OVERLAY
					SURPLUS
					125,000
ELECTION & REGISTRATION					
9	Salaries	4,200.00	2,200.00	2,200.00	TAXATION
10	Expenses	9,275.00	7,675.00	7,675.00	TAXATION
11	Town Reports	11,000.00	11,500.00	11,500.00	TAXATION
ACCOUNTING					
12	Salaries	96,400.00	100,824.00	100,824.00	TAXATION
13	Expenses	2,750.00	2,150.00	2,150.00	TAXATION
ASSESSORS'					
14	Salaries	107,200.00	111,133.00	111,133.00	TAXATION
15	Expenses	44,200.00	16,800.00	16,800.00	TAXATION
TREASURER/COLLECTOR					
16	Salaries	137,375.00	138,056.00	138,056.00	TAXATION
17	Expenses	21,220.00	29,670.00	29,670.00	TAXATION
TOWN CLERK					
18	Salaries	70,670.00	73,380.00	73,380.00	TAXATION
19	Expenses	2,560.00	2,480.00	2,480.00	TAXATION

LAW

20	Expenses	55,500.00	70,500.00	70,500.00	TAXATION
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PERSONNEL

21	Expenses	4,300.00	4,300.00	4,300.00	TAXATION
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APPEALS BOARD

21	Salaries	10,200.00	10,455.00	10,455.00	TAXATION
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22	Expenses	12,410.00	12,960.00	12,960.00	TAXATION
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PLANNING BOARD

23	Salaries	14,487.00	14,693.00	14,693.00	TAXATION
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24	Expenses	1,905.00	2,205.00	2,205.00	TAXATION
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25	Professional Services	8,000.00	8,000.00	8,000.00	TAXATION
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TOWN HALL & COMMON

26	Expenses	63,800.00	54,275.00	54,275.00	TAXATION
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27	Seaside One	2,075.00	2,300.00	2,300.00	TAXATION
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PENSIONS

28	Contributory	508,326.00	538,028.00	538,028.00	TAXATION 477,028 SEWER RATES 34,500 WATER RATES 26,500
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29	Non-Contributory	6,000.00	6,000.00	6,000.00	TAXATION
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INSURANCE

30	Group Health Insurance	1,155,000.00	1,286,670.00	1,286,670.00	TAXATION 1,173,670 SEWER RATES 73,000 WATER RATES 40,000
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31	Workers' Comp.	34,000.00	34,000.00	34,000.00	TAXATION 25,000 SEWER RATES 4,200 WATER RATES 4,800
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32	Fire/Auto/Liability	125,000.00	125,000.00	125,000.00	TAXATION 102,500 SEWER RATES 7,000 WATER RATES 15,500
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33	Unemployment Compensation	6,000.00	6,000.00	6,000.00	TAXATION
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34	FICA-Medicare	46,000.00	48,000.00	48,000.00	TAXATION 42,500 SEWER RATES 3,500 WATER RATES 2,000
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Total General Government	2,997,889.00	3,170,552.00	3,170,552.00	
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**PUBLIC SAFETY
11.50% OF ARTICLE 4**

POLICE

35	Salaries	1,184,776.00	1,196,398.00	1,196,398.00	TAXATION
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36	Expenses	72,744.00	73,541.00	73,541.00	TAXATION
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PARKING CLERK/RESIDENT PARKING

37	Salaries	6,590.00	7,191.00	7,191.00	TAXATION
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38	Expenses	7,850.00	8,550.00	8,550.00	TAXATION
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FIRE

39	Salaries	823,808.00	858,190.00	858,190.00	TAXATION
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40	Expenses	68,689.00	80,800.00	80,800.00	TAXATION
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HARBOR MASTER

41	Salaries	43,036.00	47,301.00	47,301.00	MOORING/FLOAT FEES
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42	Expenses	8,829.00	9,556.00	9,556.00	MOORING/FLOAT FEES	
43	Care of Floats	6,000.00	6,000.00	6,000.00	MOORING/FLOAT FEES	
BUILDING DEPARTMENT						
44	Salaries	16,746.00	17,165.00	17,165.00	TAXATION	
45	GAS/PLUMBING					
	INSPECTOR	9,887.00	10,134.00	10,134.00	TAXATION	
46	SEALER OF WGHTS					
	& MEASURES	3,000.00	3,000.00	3,000.00	TAXATION	
47	ELECTRICAL					
	INSPECTOR	9,887.00	10,134.00	10,134.00	TAXATION	
48	INSPECTORS'					
	EXPENSES	4,100.00	4,100.00	4,100.00	TAXATION	
EMERGENCY MANAGEMENT						
49	Salaries	7,500.00	8,000.00	8,000.00	TAXATION	
50	Expenses	500.00	500.00	500.00	TAXATION	
ANIMAL CONTROL						
51	Salaries	11,764.00	12,058.00	12,058.00	TAXATION	
52	Expenses	3,871.00	4,160.00	4,160.00	TAXATION	
Total Public Safety		<u>2,289,577.00</u>	<u>2,356,778.00</u>	<u>2,356,778.00</u>		

EDUCATION
45.58% OF ARTICLE 4

REGIONAL SCHOOL DISTRICT

53	Operating			9,230,164.00		
	Assessment	8,954,056.00	9,262,038.00	9,262,038.00	TAXATION	
54	Debt Service	0.00	77,878.00	77,878.00	TAXATION	
				<u>78,212.00</u>		
Total Education		8,954,056.00	9,339,916.00	9,339,916.00	9,308,376.00	

DEPARTMENT OF PUBLIC WORKS
7.20% OF ARTICLE 4

DEPARTMENT OF PUBLIC WORKS

55	Salaries	615,027.00	644,561.00	644,561.00	TAXATION	
56	Expenses	104,060.00	108,200.00	108,200.00	TAXATION	
57	Park/Beach					
	Maintenance	21,000.00	27,200.00	27,200.00	TAXATION	21,000
					PARK/BEACH	
					FEES	6,200
58	Maintenance	55,000.00	55,000.00	55,000.00	TAXATION	

SNOW REMOVAL

59	Salaries	20,000.00	20,000.00	20,000.00	TAXATION	
60	Expenses	75,700.00	75,700.00	75,700.00	TAXATION	
61	STREET					
	LIGHTING	65,000.00	67,000.00	67,000.00	TAXATION	

SANITATION

62	Salaries	19,440.00	18,850.00	18,850.00	TAXATION	
63	Expenses	16,550.00	18,800.00	18,800.00	TAXATION	
64	Rubbish/Garbage					
	Collection	390,000.00	420,000.00	420,000.00	TAXATION	300,000
					TRASH FEES	120,000

RECYCLING

65	Salaries	1,200.00	1,000.00	1,000.00	TRASH FEES
66	Expenses	3,500.00	3,500.00	3,500.00	TRASH FEES

COMPOSTING

67	Salaries	5,400.00	5,400.00	5,400.00	TAXATION
68	Expenses	10,000.00	10,000.00	10,000.00	TAXATION

Total DPW		1,401,877.00	1,475,211.00	1,475,211.00	
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OTHER ENVIRONMENTAL**0.28% OF ARTICLE 4****HISTORIC DISTRICT COMMISSION**

69	Salaries	350.00	0.00	0.00	TAXATION
70	Expenses	200.00	450.00	450.00	TAXATION

CONSERVATION COMMISSION

71	Salaries	50,493.00	53,640.00	53,640.00	TAXATION
72	Expenses	3,820.00	3,320.00	3,320.00	TAXATION

73	CHEBACCO WOODS	1,050.00	800.00	800.00	TAXATION
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Total Other Environmental		55,913.00	58,210.00	58,210.00	
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HUMAN SERVICES**1.16% OF ARTICLE 4****HEALTH**

74	Salaries	44,035.00	45,482.00	45,482.00	TAXATION
75	Expenses	51,735.00	57,480.00	57,480.00	TAXATION

76	Household Hazardous Waste Collection/ Disposal	5,000.00	5,000.00	5,000.00	TAXATION
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VETERANS' SERVICES

77	Salaries	10,285.00	10,543.00	10,543.00	TAXATION
78	Expenses	1,100.00	750.00	750.00	TAXATION

79	Vetrns' Bnfits	500.00	500.00	500.00	TAXATION
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COUNCIL ON AGING

80	Salaries	98,969.00	102,527.00	102,527.00	TAXATION
81	Expenses	10,390.00	13,300.00	13,300.00	TAXATION

82	Senior Care	2,700.00	2,200.00	2,200.00	TAXATION
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Total Human Services		224,714.00	237,782.00	237,782.00	
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CULTURE AND INFORMATIONAL SERVICES**1.65% OF ARTICLE 4****LIBRARY**

83	Salaries	210,943.00	222,711.00	222,711.00	TAXATION
84	Expenses	115,628.00	119,550.00	119,550.00	TAXATION

Total Culture/Informational Services		326,571.00	342,261.00	342,261.00	
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RECREATION**1.21% OF ARTICLE 4****RECREATION DIRECTOR**

85	Salaries	54,906.00	54,862.00	54,862.00	TAXATION	24,862
					PARK/BEACH	

86	Expenses	13,010.00	10,010.00	10,010.00	FEES 30,000 TAXATION 8,010 PARK/BEACH FEES 2,000
SINGING BEACH OPERATIONS					
87	Salaries	44,358.00	61,732.00	61,732.00	PARKING/BEACH FEES
88	Expenses	10,971.00	14,950.00	14,950.00	PARKING/BEACH FEES
LIFEGUARDS					
89	Salaries	38,500.00	48,286.00	48,286.00	PARKING/BEACH FEES
90	Expenses	2,500.00	2,950.00	2,950.00	PARKING/BEACH FEES
TUCK'S POINT					
91	Salaries	16,100.00	10,500.00	10,500.00	TAXATION
92	Expenses	8,855.00	8,730.00	8,730.00	TAXATION
93	Athletic Field Maintenance	35,000.00	30,000.00	30,000.00	TAXATION 24,000 FIELD USER FEES 6,000
94	MEMORIAL DAY	1,500.00	1,500.00	1,500.00	TAXATION
95	FOURTH OF JULY	5,000.00	5,000.00	5,000.00	TAXATION
Total Recreation		230,700.00	248,520.00	248,520.00	
DEBT SERVICE					
9.50% OF ARTICLE 4					
	PRINCIPAL ON BONDS	1,330,059.00	1,336,139.00	1,336,139.00	
	INTEREST ON BONDS	657,239.00	603,622.00	603,622.00	
	TEMPORARY LOANS/INTEREST	0.00	0.00	0.00	
	WPAT ADMINISTRATION FEES	4,110.00	7,136.00	7,136.00	
96	Total Debt Service	1,991,408.00	1,946,897.00	1,946,897.00	TAXATION 1,581,218 SEWER RATES 365,679
ENTERPRISE FUNDS					
6.42% OF ARTICLE 4					
SEWER FUND					
97	Salaries	279,020.00	281,937.00	281,937.00	SEWER RATES
98	Expenses	217,000.00	232,700.00	232,700.00	SEWER RATES
99	Maintenance	35,000.00	35,000.00	35,000.00	SEWER RATES
WATER FUND					
100	Salaries	238,848.00	241,397.00	241,397.00	WATER RATES
101	Distribution Expenses	68,450.00	77,100.00	77,100.00	WATER RATES
102	Treatment Expenses	404,300.00	412,700.00	412,700.00	WATER RATES
103	Maintenance	35,000.00	35,000.00	35,000.00	WATER RATES
Total Enterprise Funds		1,277,618.00	1,315,834.00	1,315,834.00	
TOTAL ARTICLE 4		19,750,323.00	20,491,961.00	20,491,961.00	



Members of the Youth Group gathered for a photo before leaving for Logan Airport to travel to Juarez, Mexico to build a house. Youth members: Eric Aldrich, Jordan Biggar, Amy Carpenter, Danielle Ciccone, Steven Driscoll, Jake Doue, Hannah Dumont, Scott Forsythe, Jon Griffiths, Tim Helgesen, Brenna Kelley, Jessica Lauber, Mike Lauber, Sarah Merullo, Andrew O'Brien, Annie Pates, Jamie Pates, Alicia Volpe, Erik Walder, Katerina Yee, and Leaders: Brian Carlson, Tod Biggar, Sarah Deluca, Lauren Forsythe, Kristen Helgesen, Paul Helgesen, Ryan Machain



A big pat on the back to all of the Manchester Community Center members who flipped free hot-dogs and burgers for concert goers at Masconomo Park during a Manchester Parks and Recreation sponsored Music in the Park outdoor concert.



Daisy Scout troop #6297 received their uniforms and tried them on for the first time.



Manchester Troop #3 Boy Scouts with 1st West Leigh Scouts from Havant, England during their summer exchange in July 2007.

ARTICLE 4 SUMMARY

GENERAL GOVERNMENT	2,997,889.00	3,170,552.00	3,170,552.00
PUBLIC SAFETY	2,289,577.00	2,356,778.00	2,356,778.00
EDUCATION	8,954,056.00	9,339,916.00	9,308,376.00
DPT. PUBLIC WORKS	1,401,877.00	1,475,211.00	1,475,211.00
OTHER ENVIRONMENTAL	55,913.00	58,210.00	58,210.00
HUMAN SERVICES	224,714.00	237,782.00	237,782.00
CULTURE AND INFORMATIONAL			
SERVICES	326,571.00	342,261.00	342,261.00
RECREATION	230,700.00	248,520.00	248,520.00
DEBT SERVICE	1,991,408.00	1,946,897.00	1,946,897.00
ENTERPRISE FUNDS	1,277,618.00	1,315,834.00	1,315,834.00
TOTAL	<u>19,750,323.00</u>	<u>20,491,961.00</u>	<u>20,460,421.00</u>

The Finance Committee and Selectmen recommended approval and that items 1 - 53 and 55 - 103 be funded as indicated in the column "funding source". Selectman Sue Thorne moved the non-hold items 1-19, 21-52, 55-84,86-92 and 94-103. **THOSE NON-HOLD ITEMS PASSED WITH A UNANIMOUS VOTE.**

HOLD ITEMS:

#20. MRS. THORNE MOVED THE AMOUNT AS PRINTED IN THE WARRANT AND IT PASSED WITH A UNANIMOUS VOTE.

#53. MRS. THORNE MOVED THE AMOUNT OF \$9,230,164 AND IT PASSED WITH A UNANIMOUS VOTE.

#54. MRS. THORNE MOVED THE AMOUNT OF \$77,212 AND IT PASSED WITH A UNANIMOUS VOTE.

#85. MRS. THORNE MOVED TO CORRECT THE AMOUNT FROM TAXATION TO \$24,862 AND IT PASSED WITH A UNANIMOUS VOTE.

#93. MRS. THORNE MOVED THE AMOUNT AS PRINTED IN THE WARRANT AND IT PASSED WITH A UNANIMOUS VOTE.

ARTICLE 5. To see if the Town will vote to raise and appropriate the sums of money called for under the following items, or any other sums, for the purposes indicated, and to determine whether the money shall be provided by taxation, by appropriation from available funds in the Treasury, or by borrowing, or take any other action relative thereto.

	<u>Department-</u>	<u>Item</u>	<u>Requested</u>	<u>Recommended</u>
1.	Assessors	Duplex Printer	4,000	4,000
2.	Police	Patrol Car	30,000	30,000
3.	Police	(3) Portable Radios	3,000	3,000
4.	Fire	Patient Care Data Collection System	15,000	9,600
5.	Public Works	Dump Truck Replacement (Unit 16)	80,000	80,000
6.	Public Works	Pickup Truck Replacement	32,500	32,500
7.	Public Works	Reline Sewer Mains	125,000	125,000
8.	Public Works	Redevelop Lincoln St. Well	25,000	25,000
9.	Public Works	Road Improvements	TBD	150,000
10.	Public Works	Mosquito Control/Drainage	10,000	10,000
11.	Public Works	Water Meter Reader		
		Replacement / Technology	125,000	17,000
12.	Public works	Water Plant Computer Upgrade	20,000	20,000

13.	Public Works	Preparation of Water Quality Sampling Plans	10,000	10,000
14.	Public Works	Harbor Dredging	20,000	20,000
15.	Public Works	Wastewater Lift Station Wash System	15,000	15,000
TOTAL			\$514,500	\$401,100
				\$551,100

Per petition of the Board of Selectmen

The Finance Committee recommended approval as indicated in the "recommended column", and that item 6 be funded by sale of lots and perpetual care interest funds; items 8 and 12 be funded by water surplus funds; items 11 and 13 be funded by water rates; item 14 be funded by harbor improvement funds, item 15 be funded by sewer rates, and that all other items be funded by taxation. They also recommended the amount of \$150,000 for item #9. The Board of Selectmen recommended the advice of the Finance Committee.

SELECTMAN THORNE MOVED NON-HOLD ITEMS 1-7 AND 10-15 WHICH PASSED WITH A UNANIMOUS VOTE.

SHE ALSO MOVED THE FOLLOWING HOLD ITEMS:

HOLD ITEM #8 PASSED WITH A UNANIMOUS VOTE.

HOLD ITEM #9 PASSED WITH A UNANIMOUS VOTE.

ARTICLE 6. Stormwater Management Special Permit

To see if the Town will vote to amend the Zoning By-law by ADDING NEW SECTION 6.15 which shall read as follows:

6.15 STORMWATER MANAGEMENT SPECIAL PERMIT

6.15.1 PURPOSE AND INTENT

A.Regulation of discharges to the municipal separate storm sewer system (MS4)is necessary for the protection of the Town of Manchester-by-the-Sea's water bodies and groundwater, and to safeguard the public health, safety, welfare and the environment. Increased and contaminated stormwater runoff associated with developed land uses and the accompanying increase in impervious surface are major causes of impairment of water quality and flow and contamination of drinking water supplies, erosion of stream channels, alteration or destruction of aquatic and wildlife habitat, and flooding.

B.This By-Law establishes stormwater management standards for the final conditions that result from development and redevelopment projects, as well as construction activities, to minimize adverse impacts offsite and downstream which would be borne by abutters to development projects and the general public.

C.The goals and objectives of this By-law are:

1. To require practices to control the flow of stormwater from new and redeveloped sites into the Town storm drainage system in order to prevent flooding and erosion;
2. To protect groundwater and surface water from degradation;
3. To promote groundwater recharge;
4. To prevent pollutants from entering the Town's municipal separate storm sewer system (MS4) and to minimize discharge of pollutants from the MS4;
5. To ensure adequate long-term operation and maintenance of structural stormwater best management practices so that they work as designed;
6. To comply with state and federal statutes and regulations relating to stormwater discharges; and
7. To establish the Town's legal authority to ensure compliance with the provisions of this By-law through inspection, monitoring, and enforcement.

6.15.2 DEFINITIONS

ALTERATION OF DRAINAGE CHARACTERISTICS: Any activity on an area of land that changes the water quality, force, direction, timing or location of runoff flowing from the area. Such

changes include: change from distributed runoff to confined, discrete discharge; change in the volume of runoff from the area; change in the peak rate of runoff from the area; and change in the recharge to groundwater on the area.

BEST MANAGEMENT PRACTICE (BMP): An activity, procedure, restraint, or structural improvement that helps to reduce the quantity or improve the quality of stormwater runoff.

CLEARING: Any activity that removes the vegetative surface cover.

DEVELOPMENT: The modification of land to accommodate a new use or expansion of use, usually involving construction.

DISTURBANCE OF LAND: Any action that causes a change in the position, location, or arrangement of soil, sand, rock, gravel or similar earth materials.

GRADING: Changing the level or shape of the ground surface.

GRUBBING: The act of clearing land surface by digging up roots and stumps.

IMPERVIOUS SURFACE: Any material or structure on or above the ground that prevents water infiltrating the underlying soil. Impervious surface includes (without limitation) roads, paved parking lots, sidewalks, and rooftops.

MASSACHUSETTS STORMWATER MANAGEMENT POLICY: The Policy issued by the Department of Environmental Protection, and as amended, that coordinates the requirements prescribed by state regulations promulgated under the authority of the Massachusetts Wetlands Protection Act G.L. c. 131 § 40 and Massachusetts Clean Waters Act G.L. c. 21 §. 23-56. The Policy addresses stormwater impacts through implementation of performance standards to reduce or prevent pollutants from reaching water bodies and control the quantity of runoff from a site.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) or MUNICIPAL STORM DRAIN SYSTEM: The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, reservoir, and other drainage structure that together comprise the storm drainage system owned or operated by the Town of Manchester-by-the-Sea.

OPERATION AND MAINTENANCE PLAN: A plan setting up the functional, financial and organizational mechanisms for the ongoing operation and maintenance of a stormwater management system to insure that it continues to function as designed.

OUTFALL: The point at which stormwater flows out from a point source that is a discernible, confined and discrete conveyance into waters of the Commonwealth.

OUTSTANDING RESOURCE WATERS (ORWs): Waters designated by Massachusetts Department of Environmental Protection as ORWs. These waters have exceptional sociologic, recreational, ecological and/or aesthetic values and are subject to more stringent requirements under both the Massachusetts Water Quality Standards (314 CMR 4.00) and the Massachusetts Stormwater Management Standards. ORWs include vernal pools certified by the Natural Heritage Program of the Massachusetts Department of Fisheries and Wildlife and Environmental Law Enforcement, all Class A designated public water supplies with their bordering vegetated wetlands, and other waters specifically designated.

OWNER: A person with a legal or equitable interest in property.

PERSON: An individual, partnership, association, firm, company, trust, corporation, agency, authority, department or political subdivision of the Commonwealth or the federal government, to the extent permitted by law, and any officer, employee, or agent of such person.

POINT SOURCE: Any discernible, confined, and discrete stormwater conveyance, including but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, or container from which pollutants are or may be discharged.

REDEVELOPMENT: Development, rehabilitation, expansion, demolition or phased projects that disturb the ground surface or increase the impervious area on previously developed sites.

RUNOFF: Rainfall, snowmelt, or irrigation water flowing over the ground surface.

STORMWATER MANAGEMENT PLAN: A plan required as part of the application for a Stormwater Management Permit. See Section 6.15.7.

STORMWATER: Storm water runoff, snow melt runoff, and surface water runoff and drainage.

TSS: Total Suspended Solids.

6.15.3 AUTHORITY

This By-Law is adopted under authority granted by the Home Rule Amendment of the Massachusetts Constitution, the Home Rule statutes and pursuant to the regulations of the federal Clean Water Act found at 40 CFR 122.34.

6.15.4 APPLICABILITY

A. No person may undertake a construction activity, including clearing, grading and excavation that results in a land disturbance that will disturb equal to or greater than one acre of land or will disturb less than one acre of land but is part of a larger common plan of development that will ultimately disturb equal to or greater than one acre of land draining to the Town's municipal separate storm sewer system without a special permit from the Planning Board.

B. Activities or land uses that otherwise require a special permit from the Planning Board shall not be required to obtain an independent special permit under to this Section 6.15 provided that the applicable terms, conditions and requirements of this Section 6.15 are imposed within the special permit issued by the Planning Board.

C. Exemptions:

1. Normal maintenance and improvement of land in agricultural use as defined by the Wetlands Protection Act regulation 310 CMR 10.04;
2. Maintenance of existing landscaping, gardens or lawn areas associated with a single family dwelling;
3. The construction of fencing that will not substantially alter existing terrain or drainage patterns;
4. Construction and installation of utilities other than drainage (gas, water, electric, telephone, etc.) which will not alter terrain or drainage patterns;
5. As authorized in the Phase II Small MS4 General Permit for Massachusetts, storm water discharges resulting from the activities identified in Section 6.15.4 that are wholly subject to jurisdiction under the Wetlands Protection Act and demonstrate compliance with the Massachusetts Storm Water Management Policy as reflected in an Order of Conditions issued by the Conservation Commission are exempt from compliance with this Section 6.15.

6.15.5 ADMINISTRATION

A. The Planning Board shall administer, implement and enforce this By-Law pursuant to G.L. c.40A s.9 and Section 7.5 of the Zoning By-Law.

6.15.6 PERMITS AND PROCEDURE

A. Filing Application. The site owner or his agent shall file a completed application package for a Stormwater Management Special Permit (SMSP) as follows: one copy (with the filing fee) with the Town Clerk and ten (10) additional copies with the Planning Board (by delivery with the above copy to the Town Clerk). Permit issuance is required prior to any site altering activity. While the applicant can be a representative, the permittee must be the owner of the site. Each copy of the SMSP Application package shall include:

1. a completed Application Form with original signatures of all owners;
2. a list of abutters, certified by the Assessors Office;
3. the Stormwater Management Plan and project description as specified in Section 6.15.7 of this By-law;
4. the Operation and Maintenance Plan as required by Section 6.15.8 of this By-Law;

B. Entry. Filing an application for a special permit grants the Planning Board, or its agent, permission to enter the site to verify the information in the application and to inspect for compliance with the resulting special permit.

C. Other Boards. The applicant for a Stormwater Management Special Permit shall deliver a copy of the application package, within three (3) business days of filing the application with the Planning

Board, to each of the Board of Health, Conservation Commission and Department of Public Works, and shall file a certificate of such delivery with the Planning Board.

D. Fee Structure. The Planning Board is authorized to establish an application form and filing fees, and to retain, at the applicant's expense, Registered Professional Engineers or other professional consultants to review and advise the Board on any or all aspects of these plans.

E. Public Hearing. The Planning Board shall hold a public hearing in accordance with G.L. c.40A ss. 9 and 11.

F. Actions. The Planning Board's action, rendered in writing, shall consist of either:

1. Approval of the Stormwater Management Special Permit Application based upon determination that the proposed plan meets the Standards in Section 6.15.7 and Section 7.5 of this By-law and will adequately protect the water resources of the Town and is in compliance with the requirements set forth in this Section 6.15;
2. Approval of the Stormwater Management Special Permit Application subject to any conditions, modifications or restrictions required by the Planning Board which will ensure that the project meets the Standards in Section 6.15.7 and Section 7.5 of this By-law and adequately protects water resources, set forth in this Section 6.15;
3. Disapproval of the Stormwater Management Special Permit Application based upon a determination that the proposed plan, as submitted, does not meet the Standards in Section 6.15.7, Section 7.5 of this By-Law or adequately protect water resources, as required herein.

G. Project Completion. At completion of the project the permittee shall submit as-built record drawings of all structural stormwater controls and best management treatment practices required for the site. The as-built drawing shall show deviations from the approved plans, if any, and be certified by a Registered Professional Engineer.

6.15.7 STORMWATER MANAGEMENT PLAN

A. The Stormwater Management Plan shall contain sufficient information for the Planning Board to evaluate the environmental impact, effectiveness, and acceptability of the measures proposed by the applicant for reducing adverse impacts from stormwater. The Plan shall be designed to meet the Massachusetts Stormwater Management Standards as set forth in Part B of this section and DEP Stormwater Management Handbook Volumes I and II. The Stormwater Management Plan shall fully describe the project in drawings, and narrative.

B. The Plan shall include:

1. A locus map,
2. The existing zoning, and land use at the site,
3. The proposed land use,
4. The location(s) of existing and proposed easements,
5. The location of existing and proposed utilities,
6. The site's existing and proposed topography with contours at 2 foot intervals,
7. The existing site hydrology,
8. A description and delineation of existing stormwater conveyances, impoundments, and wetlands on or adjacent to the site or into which stormwater flows,
9. A delineation of 100-year flood plains, if applicable,
10. Estimated seasonal high groundwater elevation (November to April) in areas to be used for stormwater retention, detention, or infiltration,
11. The existing and proposed vegetation and ground surfaces with runoff coefficient for each,
12. A drainage area map showing pre-construction and post-construction watershed boundaries, drainage area and stormwater flow paths,
13. A description and drawings of all components of the proposed drainage system including:
 - a. locations, cross sections, and profiles of all brooks, streams, drainage swales and their method of stabilization,
 - b. all measures for the detention, retention or infiltration of water,

- c. all measures for the protection of water quality,
 - d. the structural details for all components of the proposed drainage systems and stormwater management facilities,
 - e. notes on drawings specifying materials to be used, construction specifications and
 - f. expected hydrology with supporting calculations.
14. Proposed improvements including location of buildings or other structures, impervious surfaces, and drainage facilities, if applicable,
 15. Timing, schedules, and sequence of development including clearing, stripping, rough grading, construction, final grading, and vegetative stabilization,
 16. A maintenance schedule for the period of construction, and
 17. Any other information requested by the Planning Board.

C. Standards

Projects shall meet the Standards of the Massachusetts Stormwater Management Policy, which are as follows:

1. No new stormwater conveyances (e.g. outfalls) may discharge untreated stormwater directly to or cause erosion in wetlands or water of the Commonwealth.
2. Stormwater management systems must be designed so that post-development peak discharge rates do not exceed pre-development peak discharge rates.
3. Loss of annual recharge to groundwater should be minimized through the use of infiltration measures to the maximum extent practicable. The annual recharge from the post-development site should approximate the annual recharge rate from the pre-development or existing site conditions, based on soil types.
4. For new development, stormwater management systems must be designed to remove 80% of the average annual load (post development conditions) of Total Suspended Solids (TSS). It is presumed that this standard is met when:
 - a. suitable nonstructural practices for source control and pollution prevention are implemented;
 - b. stormwater management best management practices (BMPs) are sized to capture the prescribed runoff volume; and
 - c. stormwater management BMPs are maintained as designed.
5. Stormwater discharges from areas with higher potential pollutant loads require the use of specific stormwater management BMPs (see Stormwater Management Volume I: Stormwater Policy Handbook). The use of infiltration practices without pretreatment is prohibited.
6. Stormwater discharges to critical areas must utilize certain stormwater management BMPs approved for critical areas (see Stormwater Management Volume I: Stormwater Policy Handbook). Critical areas are Outstanding Resource Waters (ORWs), swimming beaches, cold water fisheries and recharge areas for public water supplies.
7. Redevelopment of previously developed sites must meet the Stormwater Management Standards to the maximum extent practicable. However, if it is not practicable to meet all the Standards, new (retrofitted or expanded) stormwater management systems must be designed to improve existing conditions.
8. Erosion and sediment controls must be implemented to prevent impacts during disturbance and construction activities.
9. All stormwater management systems must have an Operation and Maintenance Plan to ensure that systems function as designed.
10. Appropriate stormwater management controls shall be in place and operative throughout the construction phase of the project.

When one or more of the Standards cannot be met, an applicant may demonstrate that an equivalent level of environmental protection will be provided.

D. Reporting Requirements

The applicant shall prepare and submit semi-annual reports to the Planning Board for the first two (2) years after issuance of the Certificate of Completion, and annual reports thereafter demonstrating compliance with the terms and conditions of the special permit received from the Planning Board.

6.15.8 OPERATION AND MAINTENANCE PLANS

A. An Operation and Maintenance Plan (O&M Plan) is required at the time of application for all projects. The O&M Plan shall be designed to ensure that compliance with the Permit, this By-Law and the Massachusetts Surface Water Quality Standards, 314 CMR 4.00 are met in all seasons and throughout the life of the system. The Planning Board shall make the final decision of what maintenance option is appropriate in a given situation. The Planning Board will consider natural features, proximity of site to water bodies and wetlands, extent of impervious surfaces, size of the site, the types of stormwater management structures, and potential need for ongoing maintenance activities when making this decision. The O&M Plan shall remain on file with the Planning Board and shall be an ongoing requirement. The O&M Plan shall include:

1. The name(s) of the owner(s) for all components of the system.
2. Maintenance agreements that specify:
 - a. The names and addresses of the person(s) responsible for operation and maintenance;
 - b. The person(s) responsible for financing maintenance and emergency repairs;
 - c. A Maintenance Schedule for all drainage structures, including swales and ponds;
 - d. A list of easements with the purpose and location of each; and
 - e. The signature(s) of the owner(s).
3. Stormwater Management Easement(s):
 - a. Stormwater management easements shall be provided by the property owner(s) as necessary for:
 - (i). access for facility inspections and maintenance,
 - (ii) preservation of stormwater runoff conveyance, infiltration, and detention areas and facilities, including flood routes for the 100-year storm event, and
 - (iii) direct maintenance access by heavy equipment to structures requiring regular cleanout.
 - b. The purpose of each easement shall be specified in the maintenance agreement signed by the property owner(s).
 - c. Stormwater management easements are required for all areas used for off-site stormwater control, unless a waiver is granted by the Planning Board.
 - d. Easements shall be recorded with the Essex County South Registry of Deeds prior to issuance of a Certificate of Completion by the Planning Board.
4. Changes to Operation and Maintenance Plans
 - a. The owner(s) of the stormwater management system must notify the Planning Board of changes in ownership or assignment of financial responsibility.
 - b. The maintenance schedule in the Maintenance Agreement may be amended to achieve the purposes of this by-law by mutual agreement of the Planning Board and the Responsible Parties. Amendments must be in writing and signed by all Responsible Parties. Responsible Parties shall include owner(s), persons with financial responsibility, and persons with operational responsibility.

6.15.9 SURETY

The Planning Board may require the permittee to post before the start of land disturbance or construction activity, a surety bond, irrevocable letter of credit, cash, or other acceptable security. The bond shall be in an amount deemed sufficient by the Planning Board to ensure that the work will be completed in accordance with the permit. If the project is phased, the Planning Board may release part of the bond as each phase is completed in compliance with the permit but the bond may not be fully released until the Board has received the final inspection report as required below and issued a Certificate of Completion. Where the applicant is simultaneously seeking approval from the Planning

Board pursuant to the Subdivision Control Law, the performance bond provisions of G.L. c.41 s.81-U shall supersede the requirements of Section 6.15.9 provided that in the opinion of the Planning Board the performance bond so executed includes sufficient protections to the Town for work to be completed pursuant to this Section 6.15.

6.15.10 INSPECTIONS

The Planning Board shall cause the project site to be inspected by its representative at the following stages:

1. Initial Site Inspection: prior to approval of any plan.
2. Erosion Control Inspection: to ensure erosion control practices are in accord with the filed plan.
3. Bury Inspection: prior to backfilling of any underground drainage or stormwater conveyance structures.
4. Final Inspection: After the stormwater management system has been constructed and before the surety has been released, the applicant must submit a record plan detailing the actual stormwater management system as installed. The Planning Board shall cause the system to be inspected by its representative to confirm its "as-built" features. This inspection shall also evaluate the effectiveness of the system in an actual storm. If the inspection finds the system to be adequate, the Planning Board shall issue a Certificate of Completion.

If the system is found to be inadequate by virtue of physical evidence or operational failure, even though it was built as called for in the Stormwater Management Plan, it shall be corrected by the permittee before the performance guarantee is released. If the permittee fails to act the Town may use the surety bond to complete the work.

6.15.11 CERTIFICATE OF COMPLETION

The Planning Board will issue a letter certifying completion upon receipt and approval of the final inspection reports and/or upon otherwise determining that all work of the special permit has been satisfactorily completed in conformance with the special permit and this Section 6.15.

6.15.12 SEVERABILITY

If any provision, paragraph, sentence, or clause of this By-law shall be held invalid for any reason, all other provisions shall continue in full force and effect.

Per petition of the Planning Board

Chairman of the Planning Board, John Newhall, moved the article as printed in the warrant. The Planning Board recommended approval. The Finance Committee and Selectmen recommended the advice of the Planning Board. **ARTICLE 6 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 7. Lot Width. To see if the Town will vote to amend the Zoning By-law by DELETING (prior to the diagram) the text portion of Section 2.10 and by ADDING A NEW TEXT PORTION (prior to the diagram) of Section 2.10 to read as follows:

"2.10 Lot Width

"Lot Width" shall mean the length between the side lot lines of a straight line as measured parallel to the lot's street frontage (See Line "A"). If such lot width so measured at any point beginning at and moving from the street frontage toward the rear lot line ceases to be more than the length specified in the column headed "Minimum Lot Width" in Section 5.4, the area bounded by the lot front line (inclusive of the street frontage), side lot lines and the line representing the initial occurrence of the length specified in such Minimum Lot Width column shall not be less than eighty (80) percent of the lot's required area (as specified in the column headed "Minimum Lot Area" in Section 5.4.)"

Per petition of the Planning Board

Mr. Newhall moved the article as printed in the warrant. The Board of Selectmen recommended the advice of the Planning Board, and the Planning Board recommended approval. **ARTICLE 7 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 8. Accessory Structure Height Limitation. To see if the Town will vote to amend the Zoning By-law by ADDING the words "or twenty-five (25) feet, whichever is lesser" at the end

of the first sentence of Section 5.6 "Accessory Structure". No changes are made to the second sentence. CORRECTED first sentence in Section 5.6 to read as follows:

"Notwithstanding the foregoing provisions of this Section 5.0, no accessory structure shall be erected or altered so that it exceeds one and one-half (1 1/2) story as defined in Section 5.5 above or twenty-five (25) feet, whichever is lesser."

Per petition of the Planning Board

Mr. Newhall moved the article as printed in the warrant. The Board of Selectmen and Finance Committee recommended the advice of the Planning Board, and the Planning Board recommended approval. **ARTICLE 8 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 9. Junk Cars

(1) To see if the Town will vote to amend the Zoning By-law by DELETING Section 6.3 "Junk Cars".

(2) To see if the Town will vote to amend the General By-law, by ADDING NEW SECTION 39 within Article X. "Police and Other Regulations", to read as follows:

"39. Junk Cars

No person in charge or control of any real estate within the Town, whether as owner, tenant, occupant, lessee or otherwise, shall allow any partially dismantled, non-operating, wrecked or junked motor vehicles to remain on such property longer than 60 days without a valid windshield sticker, so-called, issued and displayed in accordance with the requirements of Chapter 90, Section 7A of the General Laws as amended, and the rules and regulations of the Registrar of Motor Vehicles, unless a permit therefor has been obtained from the Zoning Board of Appeals. The Board shall not issue a permit unless it finds that such vehicle on said premises will not constitute a hazard to the safety or welfare of the inhabitants of the Town nor will otherwise nullify or substantially derogate from the intent or purpose of this By-Law. No such permit shall be required for a vehicle in an enclosed building nor for a vehicle on the property of a lawful business or farming enterprise necessary to such operation, or for motor vehicles at the place of business of a holder of a class license under Sections 58 and 59 of Chapter 140 of the General Laws."

Per petition of the Planning Board

Mr. Newhall of the Planning Board moved to Pass Over Article 9. The Finance Committee, Board of Selectmen and Planning Board recommended passing over this article. **IT WAS A UNANIMOUS VOTE TO PASS OVER ARTICLE 9.**

ARTICLE 10. Lot Frontage. To see if the Town will vote to amend the Zoning By-law by:

- (1) ADDING the DEFINITION OF LOT FRONTAGE as Section 2.11;
- (2) DELETING the first two (2) sentences in Section 5.1 "Frontage", and
- (3) RENAMING Section 5.1 so that it is TITLED "Adequate Frontage".

NEW DEFINITION OF LOT FRONTAGE to read as follows:

"2.11 Lot Frontage

The frontage of a lot is the unbroken distance measured along the street line perimeter of the lot (also referred to as "street frontage") and constitutes all or a portion of the front lot line which runs between one side line of the lot to the other side line.

For purposes of determining whether a lot has the applicable frontage specified in the column headed "Minimum Frontage" in Section 5.4, the frontage of a lot shall be the lesser of (1) its unbroken street frontage, or (2) the unbroken distance measured along a line which marks the required front setback from the front lot line as specified in the column headed "Minimum Front Setback" in Section 5.4. In the case of a lot abutting on more than one street, such lot shall be required to have such applicable minimum frontage on only one street."

Per petition of the Planning Board

John Newhall of the Planning Board moved the article as printed in the warrant. The Planning Board recommended approval and the Board of Selectmen recommended the advice of the Planning Board. The Finance Committee did not take a position on this article. **ARTICLE 10 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 11. To see if the Town will vote to raise and appropriate the sum of \$1,500 to support Action, Inc., or take any other action relative thereto.

Per petition of Gretchen A. Wood, et al

Gretchen Wood moved that the Town raise and appropriate the sum of \$1500 to be expended under the direction of the Board of Selectmen to fund a grant to Action, Inc., 180 Main Street, Gloucester, MA to maximize available resources to meet human services programming needs identified by the community by providing services to local residents particularly those of low and moderate income. The Board of Selectmen and Finance Committee did not recommend approval.

ARTICLE 11 PASSED, THE MOTION PREVAILING BY A MAJORITY.

ARTICLE 12. To see if the Town will vote to raise and appropriate the sum of \$2,500 for Help for Abused Women and their Children (HAWC), or take any other action relative thereto.

Per petition of Charlotte Bensdorp Wilson, et al

Charlotte Wilson moved that the Town raise and appropriate the sum of \$2,500 to be expended by the Board of Selectmen for HAWC, Help for Abused Women and Their Children, in order to provide services to local residents at risk of abuse and to educate local students in order to prevent bullying and teen dating violence. The Board of Selectmen and Finance Committee did not recommend approval. **ARTICLE 12 PASSED, THE MOTION PREVAILING BY A MAJORITY.**

ARTICLE 13. To see if the Town will vote, pursuant to the provisions of G.L. c. 40, section 4A, to authorize the Board of Health to enter into an intermunicipal agreement with one or more governmental units to provide public health services which the Board of Health is authorized to perform, in accordance with an Intermunicipal Mutual Aid Agreement to be entered into between the Town and various governmental units, or to take any other action relative thereto.

Per petition of the Board of Selectmen

Selectman Jack Shea moved the article as written with the addition of the words “at no additional cost to the town”. The Board of Selectmen and the Finance Committee recommended approval at no additional cost to the town. **ARTICLE 13 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 14. To see if the Town will vote to adopt a resolution supporting the concept of establishing a Regional Operations Center (ROC) for Essex County; and further to authorize the Town Administrator to appoint an individual to serve as the Town’s representative to a committee of similar representatives from other municipalities in Essex County that adopt a similar resolution, or take any action relative thereto.

Per petition of the Board of Selectmen

Selectman Jack Shea moved the article as written and the Board of Selectmen and Finance Committee recommended approval. **ARTICLE 14 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 15. To see if the Town will vote to accept, for all boards, committees or commissions holding adjudicatory hearings in the Town, the provisions of G.L. c.39,section 23D, which provide that a member of a board, committee, or commission holding an adjudicatory hearing shall not be disqualified from voting in the matter solely due to the member’s absence from one session of such hearing, provided that certain conditions are met, or take any other action relative thereto.

Per petition of the Board of Selectmen

Selectman Bryan Gubbins moved the article as printed in the warrant and the Board of Selectmen and Planning Board recommended approval. **ARTICLE 15 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 16. To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, or eminent domain, a perpetual sidewalk easement on land located on Summer Street being a part of the Summer Street Condominium under Master Deed dated July 23, 2004 and filed with Essex South Registry District of the Land Court as Document No. 448423 and shown as “Proposed Easement Area = 289 +/- Square Feet” on plan entitled “Easement Plan 4 Summer Street Manchester-by-the-Sea Prepared for: Town of Manchester-by-the-Sea” made by Judith Nitsch Engineering Inc. dated June 14, 2006 to be filed with Essex South Registry District of the Land Court, or take any action relative thereto.

Per petition of the Board of Selectmen

Selectman Tom Kehoe moved the article as printed in the warrant. The Selectmen, Finance Committee and Planning Board all recommended approval. **ARTICLE 16 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 17. To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, or eminent domain, an easement from the Manchester Housing Authority on property at 12 Summer Street as shown on a sketch entitled "PROPOSED EASEMENT TO TOWN OF MANCHESTER-BY-THE-SEA, MA FOR ELECTRICAL CONDUIT AND ELECTRIC METER, DATED NOVEMBER 1, 2006", and to raise and appropriate \$1.00 for acquisition of said easement. Said easement is necessary for the electrical conduit, wire and electric meter for the street lights installed as part of the Downtown Improvements Project, or take any other action relative thereto.

Per petition of the Board of Selectmen

Selectman Sue Thorne moved the article as printed. The Finance Committee, Selectmen and Planning Board all recommended approval. **ARTICLE 17 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 18. To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to fund and implement the new Contract between the Town of Manchester-by-the-Sea and the American Federation of State, County, and Municipal Employees, AFL-CIO, Local 687, State Council 93, Department of Public Works Employees, or take any other action relative thereto.

Per petition of the Board of Selectmen

Selectman Jack Shea moved that the Town vote to appropriate \$25,244 to fund and implement the new Contract between the Town of Manchester-by-the-Sea and the American Federation of State, County and Municipal Employees, AFL-CIO, Local 687, State Council 93, Department of Public Works Employees as follows:

DPW Salaries \$14,065 to be funded from taxation

Sewer Salaries \$6,300 to be funded from Sewer Rates

Water Salaries \$4,879 to be funded from Water Rates

The Selectmen and Finance Committee recommended approval. **ARTICLE 18, THE MOTION PREVAILED BY A MAJORITY VOTE.**

ARTICLE 19. To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to fund and implement the new Contract between the Town of Manchester-by-the-Sea and the Manchester-by-the-Sea Firefighters, Local 2912, or take any other action relative thereto.

Per petition of the Board of Selectmen

Selectman Dawn Grohs moved to pass over Article 19. The Selectmen and Finance Committee recommended passing over this article. **IT WAS A UNANIMOUS VOTE TO PASS OVER ARTICLE 19.**

ARTICLE 20. To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to fund and implement the new Contract between the Town of Manchester-by-the-Sea and the International Brotherhood of Teamsters Local 42 for Manchester Police Officers, or take any other action relative thereto.

Per petition of the Board of Selectmen

Selectman Tom Kehoe moved to pass over Article 20. The Selectmen and Finance Committee recommended passing over this article. **IT WAS A UNANIMOUS VOTE TO PASS OVER ARTICLE 20.**

ARTICLE 21. Correction to Section 4.1.10

To see if the Town will vote to amend the Zoning By-law by DELETING the words "in paragraphs (a) through (h)" in the first sentence in Section 4.1.10. CORRECTED first sentence of Section 4.1.10 to read: "Any of the following uses, if authorized by special permit issued by the Zoning Board of Appeals or by the Planning Board, as specified below, ...".

Per petition of the Planning Board

Dan Halgren of the Planning Board moved the article as printed. The Planning Board recom-

mended approval. The Selectmen and Finance Committee recommended the advice of the Planning Board. **ARTICLE 21 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 22. Correction to Section 4.1.2

To see if the Town will vote to amend the Zoning By-law by ADDING the words, “except those requiring a special permit pursuant to Section 4.1.10(i)” at the end of Section 4.1.2. CORRECTED Section 4.1.2 to read as follows:

“4.1.2 Non-nuisance agricultural, horticultural and floricultural uses, except those requiring a special permit pursuant to Section 4.1.10(i).”

Per petition of the Planning Board

Don Halgren of the Planning Board moved the article as printed. The Planning Board recommended approval. The Selectmen and Finance Committee recommended the advice of the Planning Board. **ARTICLE 22 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 23. Backing Onto a Public Way, Section 6.2.4.

To see if the Town will vote to amend the Zoning By-law by DELETING Section 6.2.4 “Backing” as currently written and SUBSTITUTING as follows:

“6.2.4 Backing:

Parking areas and driveways shall be designed and located so that their use does not involve or require vehicles backing onto a public way or way utilized for public access.”

Per petition of the Planning Board

Don Halgren of the Planning Board moved the article as printed. The Planning Board recommended approval. The Selectmen and Finance Committee recommended the advice of the Planning Board. **ARTICLE 23 FAILED TO GET THE NEEDED 2/3 VOTE AND DID NOT PASS.**

ARTICLE 24. Curb Cut Notification. To see if the Town will vote to amend Section 6.2.7 “Driveways/Curb Cuts” of the Zoning By-law by ADDING the following two sentences after the first sentence in Section 6.2.7:

“The applicant shall: (a), at least seven days prior to filing the application, mail a notice (in the form specified by the Planning Board) to all property owners within one hundred feet of the locus for which a driveway/curb cut is sought as such property is identified in the most recent information available at the Assessor’s Office, (b) certify in such application that such notice has been mailed, (c) attach to such application a list of the names and addresses of those notified, and file the application (with the filing fee, as established by the Planning Board) with the Planning Board by submission to the Town Clerk.”

Per petition of the Planning Board

Don Halgren of the Planning Board moved the article as printed. The Planning Board recommended approval. The Selectmen and Finance Committee recommended the advice of the Planning Board. **ARTICLE 24 PASSED WITH 134 AFFIRMATIVE VOTES AND 41 NEGATIVE VOTES.**

ARTICLE 25. AMEND Section 4.3.11. To see if the Town will vote to AMEND Section 4.3.11 of the Zoning By-law by DELETING Section 4.3.11.2 in its ENTIRETY; STRIKING OUT, in Section 4.3.11.3, the words “nor above the second story”, so that it reads “No living quarters shall be located so that the floor elevation is more than 36 inches below the finished exterior grade.” and RENUMBERING current Sections 4.3.11.3 through 4.3.11.6 such that they become Sections 4.3.11.2; 4.3.11.3; 4.3.11.4 and 4.3.11.5.

Per petition of the Planning Board

Don Halgren of the Planning Board moved the article as printed. The Planning Board recommended approval. The Selectmen and Finance Committee recommended the advice of the Planning Board. **ARTICLE 25 PREVAILED BY MORE THAN THE REQUIRED 2/3 VOTE.**

ARTICLE 26. To see if the Town will vote to amend the Manchester-Essex Regional School District Agreement by:

making clarifying and other non-substantive changes to the Agreement;
changing the timing of the presentation of budgets;

requiring an annual report from the School Committee to the Boards of Selectmen and Finance Committees;
changing the timing and method of filling vacancies;
including a method of resolving disputes between the Towns over the Agreement; and
adopting amended and restated subsections 4 (b), 4(c), and 4(d) of the agreement with changes shown in the following blackline document.

SECTION 4. APPORTIONMENT AND PAYMENT OF COSTS

(b) Apportionment of Capital Costs

Capital costs shall be apportioned as follows:

(1) Fifty percent (50%) on the basis ~~of that the~~ equalized valuation of ~~the each~~ member towns pursuant to the latest equalized valuation of such town, as set forth in Chapter 559 of the Acts of 1945 entitled "An Act Establishing the Basis of Apportionment of State and County Taxes" (**"Chapter 559"**), or any later equalized valuations as may be enacted by the Commonwealth next preceding each bond issue, bears to the sum of all such equalized valuations of all member towns; and

(2) Fifty percent (50%) on the basis ~~of that the~~ respective populations of each member town ~~on October 1 of the year in which the apportionment is determined~~ based on the most recent decennial U.S. Census (or any official census prepared by the U.S. Census bureau that calculates the populations of each member town, such census being referred to herein as the "Federal Census") bears to the total combined populations of all member towns ~~on the same date in that same Federal Census.~~

(c) Apportionment of Special Operating Costs

Special operating costs shall be apportioned to the member towns on the basis ~~of that~~ the enrollment of pupil hours of residents of each member town in courses described in paragraph 2 of ~~Ssub~~ section 4 (a) above for the fiscal year next preceding the fiscal year for which the apportionment is determined bears to the total enrollment of pupil hours in such courses from residents of both member towns on such date. Enrollment in such courses shall be determined on the basis of those pupils enrolled in each of said courses as of the first Tuesday after the first Monday of the week that said courses commence.

(d) Apportionment of Operating Costs

Operating costs shall be expressed as "instructional costs" and "non-instructional costs", and the categorization of costs into either of these sub-categories are to be determined by the Regional District School Committee, in accordance with any definitions that may be promulgated from time to time by the Massachusetts Department of Education.

A. Non-instructional operating costs shall be apportioned to the member towns as follows:

(i) Twenty-five percent (25%) on the basis ~~of equalized valuation of the member towns pursuant to the latest equalized valuation of such town, as set forth in Chapter 559 of the Acts of 1945 entitled "An Act Establishing the Basis of Apportionment of State and County Taxes," or any later equalized valuations as may be enacted by the Commonwealth next preceding each bond issue~~ that the "Average Equalized Valuation" (as defined below) of each member town bears to the "Total Equalized Valuation" (as defined below) of all member towns; and

(ii) Seventy-five percent (75%) on the basis ~~of their respective populations that the population of each member town according to the most recent Federal Census on October 1 of the year in which the apportionment is determined~~ bears to the combined populations of all member towns on the same date member towns according to the same Federal Census.

(B) Instructional operating costs shall be apportioned to the member towns as follows:

(i) Twenty-five percent (25%) on the basis ~~of equalized valuation of the member towns pursuant to the latest equalized valuation of such town, as set forth in Chapter 559 of the Acts of 1945 entitled "An Act Establishing the Basis of Apportionment of State and County Taxes", or any~~

~~later equalized valuations as may be enacted by the Commonwealth next preceding each bond issue that the Average Equalized Valuation of each member town bears to the Total Equalized Valuation of all member towns; and~~

~~(ii) Seventy-five percent (75%) on the basis of the respective pupil enrollments that the "Average Respective Pupil Enrollments" (as defined below) of each member town in all Regional School District schools bears to the "Total Pupil Enrollment" (as defined below). The share of each member town for each fiscal year shall be determined by computing the ratio of each town's pupil enrollment in the Regional School District on October 1 of the year in which the apportionment is determined bears to the total pupil enrollment from all member towns in the Regional School District on the same date.~~

C. For purposes of this Agreement:

(i) the Average Equalized Valuation of each member town for fiscal year 2008 shall mean the "Latest Equalized Valuation of such Member Town" (as defined below);

(ii) the Average Equalized Valuation of each member town for fiscal year 2009 shall mean the arithmetic average of the Latest Equalized Valuation of such Member Town for fiscal year 2008 and fiscal year 2009;

(iii) the Average Equalized Valuation of each member town for fiscal year 2010 and each fiscal year thereafter shall mean the arithmetic average of the Latest Equalized Valuation of such Member Town for such fiscal year and the two immediately preceding fiscal years;

(iv) the Latest Equalized Valuation of such Member Town shall mean, with respect to any fiscal year, the equalized valuation of such member town as set forth in Chapter 559 most recently made publicly available prior to the beginning of such fiscal year;

(v) the Total Equalized Valuation of the member towns for any fiscal year shall mean the sum of the Latest Equalized Valuations of all member towns used in computing the Average Equalized Valuation for any member town for such fiscal year;

(vi) the Average Respective Pupil Enrollment of each member town for fiscal year 2008 shall mean such member town's pupil enrollment in the Regional School District on October 1, 2006;

(vii) the Average Respective Pupil Enrollment of each member town for fiscal year 2009 shall mean the arithmetic average of such member town's pupil enrollment in the Regional School District on October 1, 2007 and October 1, 2006;

(viii) the Average Respective Pupil Enrollment of each member town for fiscal year 2010 and each fiscal year thereafter shall mean the arithmetic average of such member town's pupil enrollment in the Regional School District on October 1 within each of the three (3) most recently ended fiscal years immediately prior to the fiscal year for which the determination is to be made; and

(ix) the Total Pupil Enrollment for any fiscal year shall mean the sum of the total pupil enrollments in the Regional School District on each October 1 used in computing the Average Respective Pupil Enrollment for any member town for such fiscal year.

Per petition of the Manchester-Essex Regional School Committee

Susan Beckmann of the School Committee moved that the Town accept the proposed AGREEMENT BETWEEN THE TOWNS OF ESSEX AND MANCHESTER-BY-THE-SEA, MASSACHUSETTS WITH RESPECT TO THE FORMATION OF A REGIONAL SCHOOL DISTRICT RESTATING THE PROVISIONS OF SAID AGREEMENT, AS AMENDED dated October 14, 2003 and draft 03 March 2007, approved by the Regional School Committee on March 6, 2007 and distributed to the meeting. (see below)

Summary of Proposed Changes to the Agreement Between the Towns of Essex And Manchester-By-The-Sea, Massachusetts with Respect to the Formation of a Regional School District

The Town Meetings in Manchester-by-the-Sea and Essex will consider an amended Regional School District Agreement between the two towns that includes several changes to the agreement that



Tasha Frank, Allison Hogan, Hannah Dumont, Danielle Ciccone, Molly Osborne, Jessica Lauber and Amy Pasquarello were the recipients of the Varsity girls soccer awards presented at the annual fall sports banquet.



(seated): Seniors Joe Roy, Rob Longcor and Jamie Pates and (standing): Max Dyer, John Pries, Giuseppe Guerriero, Steve Driscoll, Connor Girvan, Adrian King and Ashton Davis gather after their final soccer banquet in the lobby of the high school. These boys have played soccer together since the seventh grade.



Members of Cub Scout Pack 30 following their annual Sweeney and Skateboard Park Cleanup. Believe it or not the Scouts managed to fill 5 bags with trash left behind by local litterbugs.



In June, 15 girls from the Manchester-Essex Daisy Girl Scout Troop ended their year with a pizza party, fly-up ceremony and received their 1 year pin at the First Parish Chapel Hall. Girls (from left to right) Belle Grave, Tori Potter, Ava Glass, Livvy Rodier, Kyah Wallimann, Colleen Murphy, Jia Li Mulvey, Lizzy Klebart, Emma Cochand, Isabella Pomeray, Sofia Puchniak, Sarah Burke, Judy Johnson, Savannah Reilly, Libby Graves.

were recommended by the Regionalization Steering Committee. Some are substantial; others are clarifications and corrections to the language of the agreement.

The most substantial change introduces a method of resolving disputes between the towns over the agreement. It is proposed that if the School Committee is unable to resolve a dispute between the towns within 15 days, the Chairs of the School Committee and the two Boards of Selectmen will attempt a resolution. If that committee has not reached resolution within 60 days, a committee comprised of one member of each Board of Selectmen, one member of each Finance Committee, and a non-voting facilitator will attempt to resolve the issue within 30 days. If that fails, the dispute will be subject to formal mediation with a professional mediator agreeable to both Boards of Selectmen, or by a mediator supplied by JAMS, if such agreement cannot be reached. The towns further agree not to initiate litigation until these measures have been followed, and that statements made during dispute resolution do not constitute admissions or waivers of rights.

A second substantial change affects the method used to apportion school costs between the two towns. It is proposed that instructional operating costs be apportioned based on a rolling average of the Equalized Valuation and Student Population over three years. Non-instructional costs will be based on a rolling average of Equalized Valuation and town population based on the most recent decennial Federal Census. The rolling average will be introduced over three years, with no average used in FY2008, a two-year average used in FY09, and a three-year average used in FY2010. Capital costs will be apportioned based on Equalized Valuation and the town population figures from the most recent decennial Federal Census.

It is proposed that the 30-day time limit on filling vacancies be dropped and that vacancies be filled by a roll call vote of the Board of Selectmen and remaining School Committee members from the town from which the member vacating office was elected.

It is also proposed that the timing of presentation of the tentative budget be changed from 45 days to 15 days before the adoption of a final budget, and that a public hearing on the tentative budget be held at least 7 days and at most 15 days later.

The last substantive change would require that by October 1st, the School Committee submit an annual report containing a detailed financial statement and other information.

Other changes include renumbering sections of the agreement, specifying cross-references within the document more precisely, qualifying references with specific chapters and sections of Massachusetts General Laws, clarifying language, and inserting the odd missing word.

The Selectmen and Finance Committee recommended approval. **ARTICLE 26 PREVAILED BY A MAJORITY VOTE.**

AGREEMENT BETWEEN THE TOWNS OF ESSEX AND MANCHESTER-BY-THE-SEA, MASSACHUSETTS WITH RESPECT TO THE FORMATION OF A REGIONAL SCHOOL DISTRICT RESTATING THE PROVISIONS OF SAID AGREEMENT, AS AMENDED

This Agreement is entered into pursuant to Chapter 71 of the General Laws of the Commonwealth of Massachusetts, as amended, between the towns of Essex and Manchester-by-the-Sea ("MANCHESTER"), hereinafter sometimes referred to as member towns. In consideration of the mutual promises herein contained, it is hereby agreed as follows:

SECTION 1. THE REGIONAL SCHOOL COMMITTEE

(a) Composition

The powers and duties of the Regional School District shall be vested in and exercised by a Regional School Committee, hereinafter called the "Committee", which shall consist of seven (7) members, four (4) of whom shall be residents of Manchester and three (3) of whom shall be residents of Essex. All members shall serve until their respective successors are elected and qualified.

(b) Interim Committee

All members of the present Essex School Committee and the Manchester School Committee, acting jointly, shall serve as an Interim Committee until the next annual town elections

held in the year following the year in which this Agreement is accepted by the member towns.

(c) Election of Members

Members of the Committee shall be elected by the voters of the member towns at each member town's annual town election.

At the next succeeding annual town elections of the member towns to be held in the year following the year in which this Agreement is accepted by the member towns, there shall be elected seven (7) members of the Committee, four (4) of whom shall be residents of and elected by Manchester and three (3) of whom shall be residents of and elected by Essex, as follows:

- (1) One (1) member who is a resident of and elected by Manchester and one member who is a resident of and elected by Essex, for a term of one (1) year;
- (2) One (1) member who is a resident of and elected by Manchester and one member who is a resident of and elected by Essex, for a term of two (2) years;
- (3) Two (2) residents who are residents of and elected by Manchester and one member who is a resident of and elected by Essex, for a term of three (3) years.

A candidate for membership on the Committee shall file nomination papers for the particular Committee position with the term such candidate is seeking as set forth in subparagraphs (i), (ii) or (iii) set forth above with the Town Clerk of the member town in which such candidate resides within the time allowed by the General Laws relating to filing nomination papers for town elections. Following the expiration of the original terms set forth in subparagraphs (i), (ii) and (iii) above, all members will be elected for a term of three (3) years at all succeeding elections.

Any registered voter of any member town may be a candidate and the method of his or her nomination shall be the same as if he or she were a candidate for elected town office in the member town in which he or she is a registered voter.

Promptly after their election, members of the Committee shall be sworn to the faithful discharge of their duties by the Town Clerk of the town in which they reside and a record of such oath shall be made and kept by the Town Clerk and a copy thereof delivered to the Secretary of the Committee.

Notwithstanding any other provision of this Agreement to the contrary, on February first immediately following the official publication of the most recently conducted state or federal census, the Committee shall determine, on the basis of such census figures, the total population of each member town and the total population of the District. (For the purposes of this provision, "official publication" means publication by the Secretary of the Commonwealth in the case of the state census and transmittal to Congress by the President in the case of the federal census.) Membership on the Committee shall be adjusted at that time, as hereinafter provided, so that the town having the larger population as indicated in the official publication will have four (4) members on the Committee.

If a member town is entitled to an additional member of the Committee, as hereinabove provided, such additional member from such town shall be elected to the Committee at the annual town election next following the February first on which the determination of population must be made. If the population of a member town shall at any time cause its membership on the Committee to be reduced by one (1) member, such town shall at its next annual town election elect one less than the number of members of the Committee from that town whose terms expire.

The term of office of members of the Committee shall commence on the day following their election.

If there is a failure to nominate or a failure to elect a candidate, then the Board of Selectmen of the member town in which such failure to nominate or elect occurs shall appoint a member as though there were a vacancy under the provisions of subsection 1(e) of this Agreement.

(d) Organization

At the first regular meeting of the Committee following the acceptance of this Agreement by the member towns, and, thereafter at the first regular meeting of the Committee following the latter of the annual town elections of the member towns in each year, the Committee shall organize and choose by ballot a chairperson and vice-chairperson from its own membership. At the same meet-

ing or at any other meeting, the Committee shall appoint a treasurer and a secretary who may be the same person but who need not be members of the Committee.

(e) Vacancies

If a vacancy occurs on the Committee, such vacancy shall be filled by a roll call vote of the Board of Selectmen and acting in concert with the remaining members of the Committee of the member town in which the member vacating office resided at the time of his or her election. The person so appointed shall be a resident of the town from which the vacancy occurred, and shall serve until the next town annual election, at which election a successor shall be elected to serve the balance of the unexpired term, if any.

(f) Quorum

A majority of the Committee shall constitute a quorum, at least one (1) of whom shall represent each member town.

(g) Powers and Duties

The Committee shall have all of the powers and duties conferred and imposed upon regional school district committees by law and by this Agreement and any amendment or additions thereto or as may be conferred and imposed upon it by any applicable general or special law.

SECTION 2. TYPE OF REGIONAL SCHOOL DISTRICT

The Regional School District shall include all grades, kindergarten through twelve (12). The Committee may establish and maintain vocational educational courses, acting as trustees therefore, in accordance with the provisions of Chapter 74 of the General Laws and any amendments or additions thereto.

SECTION 3. LOCATION AND LEASING OF SCHOOL FACILITIES

(a) Location

Any facility constructed to accommodate pupils in one or more grades from both member towns shall be located within the geographical limits of the District. The District shall at all times maintain at least one (1) elementary school facility in each member town. For purposes of this Agreement, an "elementary school facility" shall mean a facility used for elementary school grades as set forth in Section 13 below.

(b) Leasing

The Town of Essex is hereby authorized to lease to the Regional School District all the premises and buildings presently known as the

Essex Elementary and Middle School.

The Town of Manchester is hereby authorized to lease to the Regional School District all the premises and buildings presently known as the

Manchester Memorial School

Manchester Junior Senior High School

Each of the leases authorized above shall be for a term of twenty (20) years and the term shall commence on the date when the Committee assumes jurisdiction of the pupils in the grades served by said schools. Each of the leases shall contain a provision for the extension of the term thereof for a renewal term not in excess of twenty (20) years, renewable at any time during the term, at the option of the Committee. Each such lease shall automatically terminate, and the use of the building so leased shall revert back to the town from which it was leased in the event that the Committee decides that such building is no longer needed for the education program of the District. Each of the leases shall contain provisions authorizing the District to insure, repair, improve, alter or remodel any of the leased buildings. No rental shall be charged to the District by any of the member towns. Each lease shall contain identical warranties from the respective member towns warranting that the buildings shall be in good condition at the time of leasing to the District, on the terms as set forth in the leases. Each lease involving a member town shall be on such other terms and conditions as may be determined by the Selectmen thereof and the Committee, who shall execute the lease for the member town and the District, respectively.

The unpaid balance on the outstanding bonds (school bonds authorized for the purpose of constructing or improving the above-reference facilities) at the time of leasing of said buildings and facilities shall remain the obligation of the member town.

SECTION 4. APPORTIONMENT AND PAYMENT OF COSTS

(a) Definition of Costs

For the purpose of apportioning assessments levied by the District against the member towns, costs shall be divided into three (3) categories, as follows:

(1) Capital costs, which shall consist of the costs of: acquiring land and constructing, reconstructing, adding to, and equipping a school building or buildings; remodeling and making extraordinary repairs to a school building or buildings; constructing sewerage systems and sewerage treatment and disposal facilities; purchasing or using such sewerage systems with municipalities; leasing, with an option to purchase, equipment for educational purposes; any other projects or acquisitions of a capital nature which the District is or may be authorized to finance by borrowing; and debt service on bonds or notes of the District issued to finance capital costs.

(2) Special operating costs, which shall consist of the cost of evening, graduate, and extension courses or any other types of courses, including vocational educational programs but excluding summer school programs, that are offered by the District to persons other than pupils attending a regular District comprehensive school program in any of the grades kindergarten through twelve, inclusive.

(3) Operating costs, which shall consist of all costs of the District other than capital costs and special operating costs. Operating costs shall consist of "instructional costs" and "non-instructional costs", and the categorization of all operating costs into these two sub-categories shall be determined by the Regional District School Committee in accordance with any definitions that may be promulgated from time to time by the Massachusetts Department of Education.

(b) Apportionment of Capital Costs

Capital costs shall be apportioned as follows:

(1) Fifty percent (50%) on the basis that the equalized valuation of each member town pursuant to the latest equalized valuation of such town, as set forth in Chapter 559 of the Acts of 1945 entitled "An Act Establishing the Basis of Apportionment of State and County Taxes" ("Chapter 559"), or any later equalized valuations as may be enacted by the Commonwealth next preceding each bond issue, bears to the sum of all such equalized valuations of all member towns; and

(2) Fifty percent (50%) on the basis that the respective populations of each member town based on the most recent decennial U.S. Census (or any official census prepared by the U.S. Census bureau that calculates the populations of each member town, such census being referred to herein as the "Federal Census") bears to the total combined populations of all member towns in that same Federal Census.

(c) Apportionment of Special Operating Costs

Special operating costs shall be apportioned to the member towns on the basis that the enrollment of pupil hours of residents of each member town in courses described in paragraph 2 of subsection 4 (a) above for the fiscal year next preceding the fiscal year for which the apportionment is determined bears to the total enrollment of pupil hours in such courses from residents of both member towns on such date. Enrollment in such courses shall be determined on the basis of those pupils enrolled in each of said courses as of the first Tuesday after the first Monday of the week that said courses commence.

(d) Apportionment of Operating Costs

Operating costs shall be expressed as "instructional costs" and "non-instructional costs", and the categorization of costs into either of these sub-categories are to be determined by the

Regional District School Committee, in accordance with any definitions that may be promulgated from time to time by the Massachusetts Department of Education.

(1) Non-instructional operating costs shall be apportioned to the member towns as follows:

(i) Twenty-five percent (25%) on the basis that the "Average Equalized Valuation" (as defined below) of each member town bears to the "Total Equalized Valuation" (as defined below) of all member towns; and

(ii) Seventy-five percent (75%) on the basis that the population of each member town according to the most recent Federal Census bears to the combined populations of all member towns according to the same Federal Census.

(2) Instructional operating costs shall be apportioned to the member towns as follows:

(i) Twenty-five percent (25%) on the basis that the Average Equalized Valuation of each member town bears to the Total Equalized Valuation of all member towns; and

(ii) Seventy-five percent (75%) on the basis that the "Average Respective Pupil Enrollments" (as defined below) of each member town in all Regional School District schools bears to the "Total Pupil Enrollment" (as defined below).

(3) For purposes of this Agreement:

(i) the Average Equalized Valuation of each member town for fiscal year 2008 shall mean the "Latest Equalized Valuation of such Member Town" (as defined below);

(ii) the Average Equalized Valuation of each member town for fiscal year 2009 shall mean the arithmetic average of the Latest Equalized Valuation of such Member Town for fiscal year 2008 and fiscal year 2009;

(iii) the Average Equalized Valuation of each member town for fiscal year 2010 and each fiscal year thereafter shall mean the arithmetic average of the Latest Equalized Valuation of such Member Town for such fiscal year and the two immediately preceding fiscal years;

(iv) the Latest Equalized Valuation of such Member Town shall mean, with respect to any fiscal year, the equalized valuation of such member town as set forth in Chapter 559 most recently made publicly available prior to the beginning of such fiscal year;

(v) the Total Equalized Valuation of the member towns for any fiscal year shall mean the sum of the Latest Equalized Valuations of all member towns used in computing the Average Equalized Valuation for any member town for such fiscal year;

(vi) the Average Respective Pupil Enrollment of each member town for fiscal year 2008 shall mean such member town's pupil enrollment in the Regional School District on October 1, 2006;

(vii) the Average Respective Pupil Enrollment of each member town for fiscal year 2009 shall mean the arithmetic average of such member town's pupil enrollment in the Regional School District on October 1, 2007 and October 1, **2006**;

(viii) the Average Respective Pupil Enrollment of each member town for fiscal year 2010 and each fiscal year thereafter shall mean the arithmetic average of such member town's pupil enrollment in the Regional School District on October 1 within each of the three (3) most recently ended fiscal years immediately prior to the fiscal year for which the determination is to be made; and

(ix) the Total Pupil Enrollment for any fiscal year shall mean the sum of the total pupil enrollments in the Regional School District on each October 1 used in computing the Average Respective Pupil Enrollment for any member town for such fiscal year.

(e) Times of Payments of Apportioned Costs

(1) Capital costs. At least fifteen (15) days prior to the date on which any indebtedness (consisting of interest or principal and interest on bonds and notes) incurred by the District to finance capital costs is payable, each member town shall pay to the District its respective share of the amount that is so payable by the District on said date. All other capital costs incurred by the District

not consisting of payments on account of indebtedness as aforesaid shall be paid in the same manner as operating costs.

- (2) Special Operating Costs and Operating Costs. Each member town shall pay to the District in each fiscal year its proportionate share, determined as provided in subsections 4 (c) and 4(d) above, of the special operating costs and operating costs. The annual share of each member town shall be paid in twelve (12) equal installments at such times that each installment except the first shall be paid on or before the first day of each month of the fiscal year, and the first such installment shall be paid on or before the fifteenth (15th) day of the first month of the first fiscal year.

SECTION 5. TRANSPORTATION

School transportation shall be provided by the District and the cost thereof shall be apportioned to the member towns as an operating cost.

SECTION 6. AMENDMENTS

This Agreement may be amended from time to time in the manner hereinafter provided, but no amendment shall be made that shall substantially impair the rights of the holders of the bonds or notes or other evidence of indebtedness of the District then outstanding, or the rights of the District to procure the means for payment thereof, provided nothing in this provision shall prevent the admission of a new town or towns to the District and the reapportionment accordingly of capital costs of the District represented by bonds or notes of the District then outstanding and of interest thereon.

Any proposal for amendment, except for a proposal for amendment providing for the withdrawal of a member town (which shall be acted upon as provided in Section 8), may be initiated by a majority vote of the Committee or by a petition signed by ten percent (10%) of the registered voters in said town according to the most recent voting list and the number of signatures on the petition which appear to be the names of registered voters of said town and said petition shall be presented to the Secretary of the Committee. In either case, the Secretary shall mail a notice in writing to the Board of Selectmen of each member town that a proposal to amend this Agreement has been made and shall enclose a copy of such proposal (without the signatures in the case of a proposal by petition). The Selectmen of each member town shall include in the warrant for the next annual town meeting or a special town meeting called for the purpose an article stating the proposal or the substance thereof. Such amendment shall take effect upon its acceptance by each of the member towns, acceptance by each member town to be by a majority vote at a town meeting as aforesaid.

SECTION 7. ADMISSION OF ADDITIONAL TOWNS

By an amendment to this Agreement adopted under and in accordance with Section 6 above, any other town or towns may be admitted to the District upon adoption as therein provided of such amendment and upon acceptance by the town or towns seeking admission of the Agreement as so amended and also upon compliance with such provisions of law as may be applicable and upon such terms as may be set forth in such amendment.

SECTION 8. WITHDRAWAL

The withdrawal of a member town from the District may be affected by an amendment to this agreement in the manner hereinafter provided by this section. Any member seeking to withdraw shall, by vote at an annual or special town meeting, request the Committee to draw up an amendment to this Agreement setting forth the terms by which such town may withdraw from the District, provided:

- (a) that the town seeking to withdraw shall remain liable for any unpaid operating costs which have been certified by the District treasurer to the treasurer of the withdrawing town, including the full amount so certified for the fiscal year in which such withdrawal takes effect; and

- (b) that said town shall remain liable to the District for its share of the indebtedness, other than temporary debt in anticipation of revenue, of the District outstanding at the time of such withdrawal, and for interest thereon, to the same extent and in the same manner as though the town had not withdrawn from the District, except that such liability shall be reduced by any amount that such town has

paid over at the time of withdrawal and which has been applied to the payment of indebtedness. The clerk of the town seeking to withdraw shall notify in writing the Committee that such town has voted to request the Committee to draw up an amendment to the Agreement (enclosing a certified copy of such vote). Thereupon, the Committee shall draw up an amendment to the Agreement setting forth such terms of withdrawal as it deems advisable, subject to the limitations contained in the first paragraph of Section 6. The Secretary shall mail or deliver a notice in writing to the Board of Selectmen of each member town that the Committee has proposed an amendment (enclosing a copy of the proposed amendment). The Selectmen of each member town shall include in the warrant for the next annual town meeting or a special town meeting called for the purpose, an article stating the amendment or the substance thereof. Such amendment shall take effect upon its acceptance by all of the member towns, acceptance by each member town to be a majority vote at a town meeting as aforesaid. The withdrawing town's annual share of any future installment of principal and interest on bonds or notes outstanding on the effective date of its withdrawal shall be fixed at the percentage prevailing for such town at the last annual apportionment made next prior to the effective date of withdrawal. Upon the effective date of withdrawal, the terms of office of all members serving on the Committee who reside in the withdrawing town shall terminate.

(c) Money received by the District from the withdrawing town for payment of funded indebtedness or interest thereon shall be used only for such purpose and until so used shall be deposited in trust in the name of the District in the manner provided by law for the deposit of funds of regional school districts.

SECTION 9. AUTHORIZATION OF DEBT

The incurring of indebtedness, except temporary indebtedness in anticipation of revenue, by the District, shall be subject to disapproval by the registered voters in the member towns pursuant to the provisions of clause (d) of Section sixteen of chapter seventy-one of the General Law, as from time to time it may be amended. No such debt shall be incurred unless written notice of the amount of the debt and the general purpose for which it was authorized shall be given to the Board of Selectmen of each member town, nor until the expiration of sixty (60) days from the date on which the Committee votes to authorize said debt. Notwithstanding any provision of applicable law, it shall be the Regional School District's practice that such debt shall not actually be incurred until the amount of the proposed debt has been specifically approved by a two-thirds vote at the next annual or special town meeting of each member town, to be held within the sixty (60) day notice period set forth in this provision.

SECTION 10. BUDGET

(a) Tentative Budget

No less than fifteen (15) days prior to the date on which the Committee adopts, or is required to adopt, whichever event occurs first, its final budget for the ensuing fiscal year, the Committee shall prepare a tentative operating and maintenance budget including therein provision for any installment of principal or interest to become due in such fiscal year on any bonds, notes or other evidence of indebtedness of the District. Said budget shall be in reasonable detail, including the amounts payable under the classification of expenses recommended by the Massachusetts Department of Education. Copies of such tentative budget shall be mailed to the Chairperson of the Finance Committee and the Board of Selectmen of each member town.

No less than seven (7) or more than fifteen (15) days following the date on which copies of the tentative budget are mailed to the Chairperson of the Finance Committee and the Board of Selectmen of the member towns as aforesaid, the Committee shall hold a public hearing within the District, after posting in at least two (2) public places in each member town at least seven (7) days in advance of the hearing, a notice stating the time, place, and purpose of the hearing, and giving such further notice as may be required by law. At such hearing, the Committee shall present the tentative budget and shall answer any reasonable inquiries with respect thereto.

Nothing in this Section 10 shall limit the ability of the Committee from preparing, reviewing or revising, alone or together with the one or more members of the Boards of Selectmen or Finance Com-

mittees of any member town, any preliminary budget in such form as the Committee may deem appropriate.

(b) Annual Budget

The Committee shall adopt an annual operating and maintenance budget on or before the latest date permitted by law therefore. Said budget shall include debt and interest charges as a separate item, and the Committee shall apportion the amount necessary to be raised in order to meet said budget in accordance with the provisions of subsections 4(b), (c) and (d). The amount so apportioned to each member town shall, not later than thirty (30) days following the adoption of the final annual budget, be certified by the district treasurer to the treasurer of each member town, and each member town shall, at its next annual town meeting, appropriate the amounts so certified to it.

(c) Annual Report

The Committee shall, on or before October 1 of each year, submit an annual report to the Chair of the Board of Selectmen and Finance Committee in each of the member towns, containing a detailed financial statement, and a statement showing the method of computing the annual charges assessed against each member town, together with such additional information relating to the operation and maintenance of the District as may be deemed necessary by the Committee or the selectmen of any member town.

SECTION 11. EMPLOYMENT OF TEACHERS

Any teacher who has professional teacher status or other rights under Chapter 71, Section 41, whose position is superseded by reason of the establishment and operation of the District shall be employed with the same status by the Committee. Any teacher without status in a city or town in the district whose position is superseded by reason of the establishment and operation of the District shall be elected to serve in such District by the Committee; provided, however, that there is an available position which such person is certified to fill. All teachers employed by the District will be entitled to all of the rights set forth in Chapter 71, Section 42B.

SECTION 12. DISPUTE RESOLUTION

Any dispute by a member town or among member towns regarding the provisions of this Agreement or the performance of any member town under this Agreement shall be resolved as follows:

(a) Such dispute shall initially be submitted to the Committee in writing, specifying the dispute.

(b) If the Committee is unable to resolve the dispute within thirty (30) days of the receipt of the written referral to it, the dispute shall be referred to a committee comprised of the Chairs of the Committee and the Boards of Selectmen of each member town.

(c) If this committee is unable to resolve the dispute by unanimous action within fifteen (15) days of the submission of the dispute to it, the dispute shall be referred to a committee comprised of one (1) member of the Board of Selectmen and one (1) member of the Finance Committee of each member town designated by the respective Board of Selectmen of each member town and a non-voting facilitator, chosen by the Committee, who will chair such committee.

(d) If this committee is unable to resolve the dispute by majority action within sixty (60) days of the submission of the dispute to it, the member towns shall submit such dispute to formal mediation with a professional mediator mutually agreeable to the Board of Selectmen of each member town; provided that if such mutual agreement is not obtained within thirty (30) days of the date the dispute is required to be submitted to formal mediation, the mediator shall be supplied by the nearest office of JAMS (www.jamsadr.com) or any successor organization upon the request of the Board of Selectmen of any member town or the Committee.

(e) The member towns agree not to initiate any litigation relating to a dispute prior to seeking resolution pursuant to the foregoing provisions. Written or oral statements or offers of settlement made in the course of this dispute resolution process will not be offered into evidence or used for any purpose other than this dispute resolution process and shall not constitute any admission or waiver of rights.

SECTION 13. ASSIGNMENT OF PUPILS

All pupils in grades designated by the Committee as elementary school grades, which shall at least be grades Kindergarten through Four (4) in both member towns, shall be guaranteed the opportunity to receive their education in facilities that are located in the respective towns in which the pupils reside, except that in the case of children with special needs, the Committee may provide for appropriate arrangements. For the purposes of this provision, the term "children with special needs" shall have the same meaning as the term "school-age child with special needs" as defined in section one of chapter seventy-one B of the General Laws. Any pupil who has been accepted to attend a public school in either member town other than the one in which he resides pursuant to Chapter 76, Section 12, as of the date that the Regional School District is formed shall be permitted to remain in the District until his high school graduation.

SECTION 14. EFFECTIVE DATE AND JURISDICTION

This Agreement shall take effect upon its acceptance by each of the Towns of Essex and Manchester.

SECTION 15. SEVERABILITY OF SECTIONS

According to Chapter 71. Section 16 (I), in the event that any provision of this Regional School District Agreement is held invalid in any circumstance, such invalidity shall not affect any other provisions or circumstances.)

ARTICLE 27. To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money for design, construction and construction supervision for modifications to the plant water system in the Wastewater Treatment Plant, or take any other action relative thereto.

Per petition of the Board of Selectmen

Selectman Jack Shea moved that the town raise and appropriate from taxation the sum of \$25,000 for the purpose stated in the article. The Board of Selectmen and Finance Committee recommended approval. **ARTICLE 27 PREVAILED WITH MORE THAN A MAJORITY VOTE.**

ARTICLE 28. To see if the Town will raise and appropriate, transfer from available funds or borrow a sum of money for a hydrologic study of the Millets Brook and Sawmill Brook Watersheds to include determining the 100 year floodplain, blockages and impacts of culvert sizes, or take any other action relative hereto.

Per petition of the Conservation Commission

Paul Cullinane of the Conservation Commission moved that the sum of \$25,000 be raised and appropriated from taxation for the purpose stated in the article. The Selectmen and Finance Committee recommended approval. **ARTICLE 28 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 29. To see if the Town will raise and appropriate, transfer from available funds or borrow the sum of \$30,000 to cut and remove brush, remove sand, silt and other blockages from the Norwood Avenue culvert to the Lincoln Street culvert within Sawmill Brook, or take any other action relative hereto.

Per petition of the Conservation Commission

Paul Cullinane of the Conservation Commission moved that the sum of \$30,000 be raised and appropriated from taxation for the purpose stated in the article. The Selectmen and Finance Committee recommended approval. **ARTICLE 29 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 30. To see if the Town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$1,000 to be used for an annual stipend for the professional services of the Town Tree Warden, or take any other action relative thereto.

Per petition of Llewellyn Smith, et al.

The Board of Selectmen and Finance Committee did not recommend approval. George Smith of the Friends of Trees moved to Pass Over Article 30. **IT WAS A UNANIMOUS VOTE TO PASS OVER ARTICLE 30.**

ARTICLE 31. To see if the Town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$5,000 to be used for the yearly maintenance of trees that are on Town land, or take any other action relative thereto.

Per petition of Llewellyn Smith, et al.

The Board of Selectmen and Finance Committee did not recommend approval. George Smith of the Friends of Trees moved to Pass Over Article 31. **IT WAS A UNANIMOUS VOTE TO PASS OVER ARTICLE 31.**

ARTICLE 32. Width of Common Driveway. To see if the Town will vote to amend standard 1 for longer common driveways in Section 6.2.8 of the Zoning By-law to increase the minimum residential driveway width for driveways over 100 feet in length (now 16') by 2 feet to 18' (the minimum width of a fire lane under state regulations), so that standard 1 reads as follows: "1. Minimum driveway width: 16' (18' if over 100' in length) residential use; 24' all other uses."

Per petition of the Planning Board

John Newhall, Chairman of the Planning Board, moved the article as printed in the warrant. The Planning Board recommended approval. The Selectmen and Finance Committee recommended the advice of the Planning Board. **ARTICLE 32 PREVAILED BY MORE THAN THE REQUIRED 2/3 VOTE.**

ARTICLE 33. To see if the Town will vote to amend Section 2 "Exemptions" of Article XII "Earth Removal" of the General By-law by **LIMITING THE EXEMPTION** in Clause 1 of Subsection (a) of Section 2 for earth removal in connection with the construction of residential buildings and incidental structures if such construction will excavate deeper than 15 feet from the pre-construction grade, so that clause 1 of Subsection (a) shall read as follows (words added in italics):

SECTION 2 Exemptions

"(a) Notwithstanding the provisions hereof, no permit shall be required for removal of earth from:

"1. any parcel in connection with the lawful construction of a residential building or structure thereon or the lawful construction of a driveway, sidewalk, path, septic system or swimming pool incidental to any such building or structure, provided that (i) the quantity of material removed does not exceed that actually displaced by the portion of the building, structure, driveway, sidewalk or path below finished grade, *and (ii) such construction does not excavate deeper than fifteen (15) feet from the pre-construction grade;*".

Per petition of the Planning Board

Mr. Newhall of the planning Board moved the article as printed in the warrant. The Planning Board recommended approval and the Selectmen recommended the advice of the Planning Board. The Finance Committee did not take a position on this article. **ARTICLE 33 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 34. To see if the Town will vote to amend the Zoning By-Law by adding the following new Section 6.16:

6.16 Topographical Changes and Land Clearing Special Permit [Residential Districts]

6.16.1 Purpose:

It is intended to encourage the conservation of open space, and the general topographical layout of the land, promote less land clearing, grading and excavation - especially in rocky, hilly terrain, preserve existing wetlands, recharge areas, rivers, streams, marshes, historic sites, unique geological and botanical areas or features, trails, paths and open-space links, specimen trees, wildlife habitat and contiguous forested areas, and preserve natural vegetative buffer zones abutting neighboring parcels. The object is to enhance the quality of life for the residents of the lot, the immediate neighborhood, and the Town generally, and to discourage unnecessary or excessive removal of rock. It is intended that the site plan will be prepared with due consideration for the foregoing and for protection of adjacent areas against detrimental or offensive uses on the site by provisions for adequate surface water drainage, buffers against lighting, sight, sound, dust, vibration, and the allowance of sun, light and air.



Members of the MERHS DECA team that traveled to the National Competition in Orlando, Florida from April 28th-May 2nd.



MERHS Golf team members Alex Porter, Erik Fern, Sean Golden, Ally Howlett, Mike Dodge and Zeke Gillette were honored at the annual fall sports banquet last week.



Current Woman's Club president, Sarah Mack (second from right) stands with (from left) Past President's Otilie Floyd, Doris Parish, Lorraine Graham, Anne Stanley, Shirley Preston and Carole Schanley at their October meeting. The beautifully carved pumpkin honoring the 100th year of the Woman's Club was designed and carved by club member Pam Carroll. (missing from photo were Past Presidents Del Brady, Sue Mirak and Kathy Ryan)



Manchester Brownie Troop 249 gives a big thumbs up on their successful Holiday Food Drive. These 2nd grade girls were able to collect over 300 pounds of food for the Cape Ann Food Pantry. The troop wishes to extend their thanks to those who made donations.

6.16.2 Applicability:

6.16.2(a) Definitions (for purposes of this Section 6.16):

Each lot within the Single Residence Districts A, B, C, and E, and Residence District D, consists of two parts. One part [the “Setback Area”] is that portion of the lot from its exterior boundaries to the lines delimiting its minimum front, side and rear building setbacks as prescribed by Section 5.4. The other part [the “Interior Area”] is the rest of the lot. That portion of the Setback Area of a lot between the lines delimiting its minimum side building setbacks from its front exterior boundaries to the line delimiting its minimum front building setback, all as so prescribed, is the “Central Front Setback Area”; and the remaining portion of the Setback Area is the “Side/Rear Setback Area”.

“Green Activities” means planting, trimming, harvesting, additions, subtractions or other changes of, in or to the trees, shrubs, grass, plants, vegetation or other non-nuisance agricultural, horticultural, floricultural or silvicultural products.

“Ledge” means a boulder or rock formation, whether or not cracked or broken into contiguous pieces, (1) which has a volume of three or more cubic yards, or (2) the removal of all or any part of which, in the opinion of the Building Inspector or as proposed by the lot owner, normally would involve either blasting or hoe-ramming.

“Topographical changes” and “disturbance” do not include:

(i) construction, maintenance or other changes (A) within the layout of any street, or sidelines of any easement for any common driveway on which the lot has frontage, or (B) under the Subdivision Rules and Regulations or this Zoning By-Law within the footprint of buildings and other structures, and sidelines of driveways and turnarounds, authorized (with specific reference to any ledge removal permitted) by either the Planning Board or the Zoning Board of Appeals [the “Authorized Structures/Drives Activities”]; and/or

(ii) construction, maintenance or other changes in a septic system authorized (with specific reference to any ledge removal permitted) after a public hearing by the Board of Health [the “Septic Activities”]; and/or

(iii) construction, maintenance or other changes in water, gas, sewer, electric, telephone, cable and other utilities installed underground within one or more trenches each not exceeding 4 feet in width (the number and location of such trenches to be as determined by the Planning Board under the Subdivision Rules and Regulations, otherwise by the Building Inspector) extending (a) from the front exterior boundary of the lot through the Center Front Setback Area to structures within the Interior Area, and/or (b) between structures within the lot [the “Utilities Activities”]; and/or

Green Activities.

6.16.2(b) General.

As described in this Section 6.16.2, and except for certain de minimus or excluded activities, a special permit is required from the Planning Board for certain ledge removal and/or other topographical changes or disturbances within the Setback Area or (different criteria) the Interior Area of a lot in the residential zoning districts [Single Residence Districts A, B, C, and E, and Residence District D].

6.16.2(c) Exclusions:

No such special permit under this Section 6.12 is required for any or all of the following (collectively, the “Excluded Activities”):

- (i) Authorized Structures/Drives Activities; and/or
- (ii) Septic Activities; and/or
- (iii) Utilities Activities; and/or
- (iv) Green Activities.

6.16.2(d) Setback Area Special Permits:

Topographical changes (other than Excluded Activities) within the Setback Area for any lot in Single Residence Districts A, B, C, and E, and in Residence District D, may not be made without

a special permit from the Planning Board if such changes:

- (1) Involve within the Setback Area removal of either any portion of any pre-construction exposed ledges or more than 5 feet vertically or horizontally of other ledges; and/or
- (2) Result in a change in elevation (from the pre-construction elevation) of more than 5 feet at any point (otherwise than within the footprint of any structure) within the Setback Area; and/or
- (3) Result in the excavation, deposit or removal of more than 20 cubic yards of earth, clay, sand, gravel and rock within the Setback Area, whether or not any such material so excavated, deposited or removed is relocated elsewhere either within the Setback Area or the lot; and/or
- (4) Disturb more than 10% of the Setback Area.

6.16.2(e) Interior Area Special Permits:

Topographical changes (other than Excluded Activities) within the Interior Area for any lot in Single Residence Districts A, B, C, and E, and in Residence District D, may not be made without a special permit from the Planning Board (in addition to any Earth Removal Permit which may be required under Article XII of the Town's General By-Law) if such changes:

- (1) Involve within the Interior Area removal of any portion of any pre-construction exposed ledges; and/or
- (2) Result in a change in elevation (from the pre-construction elevation) of more than 10 feet at any point (otherwise than within the footprint of any structure) within the Interior Area; and/or
- (3) Result in the excavation, deposit or removal of more than 100 cubic yards of earth, clay, sand, gravel and rock within the Interior Area, whether or not any such material so excavated, deposited or removed is relocated elsewhere either within the Interior Area or the lot; and/or
- (4) Disturb more than 30% of the Interior Area.

6.16.3 Procedure

Special Permits under this Section 6.16 shall be granted only if the Planning Board finds that it is consistent with the purpose and intent outlined in Section 6.16.1 of this By-Law and in conformance with this Section 6.16 generally and Section 7.5 of the Manchester-by-the-Sea Zoning By-Law and the requirements of MGL Chapter 40A, Section 9. Each application shall be in the form and number of copies prescribed by the Planning Board, and shall be filed [each with a site plan as proposed for the lot] with the Planning Board by submission to the Town Clerk, together with such filing fee as the Planning Board shall determine. Applicants are encouraged to discuss their proposals informally with the Planning Board prior to filing.

6.16.4 Application Requirements:

Plans subject to Special Permit approval under this Section 6.16 shall be prepared by a Registered Architect, Landscape Architect, or Professional Engineer. The lot identification shall include its Assessors Map and Lot numbers. The site plan for the lot shall be prepared at a scale no greater than 1"=40', and shall show (except as waived by the Planning Board) all existing and proposed contour elevations (at contour line intervals of not less than two feet), structures, parking spaces, driveway openings, service areas, facilities for sewage, refuse and other waste disposal and for surface water drainage, wetlands, vernal pools, streams, ponds and other surface water, areas subject to the 100-year flood, and landscape features such as exposed ledges, fences, walls, trees (having a diameter, 4 1/2 feet from the ground, exceeding 6 inches), planting areas, walks and lighting, both existing and proposed. The site plan also shall show the relation of locus map at a scale not greater than 1"=2,000'. The site plan also shall show all contiguous land owned by the applicant or by the owner of the property, and shall identify all abutters, by name and Assessors Map and Lot numbers. The applicant shall submit such material as may be required by the Planning Board regarding measures proposed to prevent pollution of surface or ground water, soil erosion, increased runoff, changes in

groundwater level, and flooding, and regarding design features intended to integrate the proposal into the existing landscape, to preserve the same, to enhance aesthetic, and to screen objectionable features from neighbors.

6.16.5 Expenses Incurred:

Expenses incurred by the Planning Board in connection with an application under this Section 6.16, including the reasonable fees and expenses of any consultants retained by the Planning Board, shall be paid by the applicant for such Special Permit.

Per petition of the Planning Board

John Newhall of the Planning Board moved Article 34 as contained in the Warrant with the changes as set forth in the Planning Board handout beginning on page 5 and running to page 6.

The motion being presented to Town Meeting was the same as that printed in the Warrant with the following two changes:

Replace 6.16.2(a) with the following [material omitted shown with strike-out, material added in italics]:

6.16.2 Applicability:

6.16.2(a) Definitions (for purposes of this Section 6.16):

Each lot within the Single Residence Districts A, B, C, and E, and Residence District D, consists of two parts. One part [the "Setback Area"] is that portion of the lot from its exterior boundaries to the lines delimiting its minimum front, side and rear building setbacks as prescribed by Section 5.4. The other part [the "Interior Area"] is the rest of the lot. That portion of the Setback Area of a lot between the lines delimiting its minimum side building setbacks, from its front exterior boundaries to the line delimiting its minimum front building setback, all as so prescribed, is the "Central Front Setback Area"; and the remaining portion of the Setback Area is the "Side/Rear Setback Area".

"Green Activities" means planting, trimming, harvesting, additions, subtractions or other changes of, in or to the trees, shrubs, grass, plants, gardens, vegetation or other non-nuisance agricultural, horticultural, floricultural or silvicultural products. *Without limitation of the generality of the foregoing, "Green Activities" include the annual addition of up to twelve (12) inches of soil or other material to any area.*

"Ledge" means a boulder or rock formation, whether or not cracked or broken into contiguous pieces, (1) which has a volume of three (3) or more cubic yards, or (2) the removal of all or any part of which, in the opinion of the Building Inspector or as proposed by the lot owner, normally would involve either blasting or hoe-ramming. *Such Ledge is an exposed ledge if its uncovered surface area is fifty (50) or more square feet.*

~~"Topographical changes" and "disturbance" do not include: (i)~~

"Authorized Structures/Drives Activities" means construction, maintenance or other changes (A) within the layout of any street, or (B) under the Subdivision Rules and Regulations or this Zoning By-Law within the footprint of buildings and other structures, and sidelines of driveways and turnarounds, authorized (with specific reference to any ledge removal permitted) by either the Planning Board or the Zoning Board of Appeals- [the "Authorized Structures/ Drives Activities"]; and/or, or (C) within the footprint of a residential building, provided that any excavation does not exceed a depth of fifteen (15) feet from the pre-construction grade and is authorized by a building permit issued by the Building Inspector.

~~(ii) "Septic Activities" means construction, maintenance or other changes in a septic system authorized (with specific reference to any ledge removal permitted) after a public hearing by the Board of Health. [the "Septic Activities"]; and/or~~

~~(iii) "Utilities Activities" means construction, maintenance or other changes in water, gas, sewer, electric, telephone, cable and other utilities installed underground within one or more trenches each not exceeding four (4) feet in width (the number and location of such trenches to be as deter-~~

mined by the Planning Board under the Subdivision Rules and Regulations, otherwise by the Building Inspector) extending (a) from the front exterior boundary of the lot through the Center Front Setback Area to structures within the Interior Area, and/or (b) between structures within the lot. ~~the “utilities Activities”]; and/or~~
~~(iv) Green Activities.~~

Alter the second sentence of Section 6.16.4, prior to the word “structures”, to read [material omitted shown with strike-out, material added in italics]:

The site plan for the lot shall be prepared at a scale no greater than 1”=40’, and shall show (except as *otherwise prescribed or waived* by the Planning Board) all existing and proposed contour elevations (at two (2) foot contour line intervals ~~of not less than two feet~~),

The Planning Board recommended approval and the Board of Selectmen recommended the advice of the Planning Board. **ARTICLE 34 PREVAILED BY MORE THAN THE REQUIRED 2/3 VOTE.**

ARTICLE 35. If Section 6.16 of the Zoning By-law shall have been adopted, to see if the Town will vote to amend the Zoning By-Law by amending Section 6.16 (in order to require a special permit thereunder for certain “Green Activities”), and Section 4.1.2, as follows:

(1) By DELETING, from Section 6.16.2(a) [which specifies activities not included within the terms “topographical changes” and “disturbances”], the portion at the end thereof “; and/or (iv) “Green Activities”]; by DELETING from Section 6.16.2(c) [which lists “Excluded Activities”], clause (iv) at the end thereof which reads: “(iv) Green Activities”; and by SUBSTITUTING, in Section 6.16.2(c), at the end thereof, a new clause (iv) which reads: “(iv) normal pruning and removal of diseased trees.”

(2) By further CHANGING Section 6.16.2 by ADDING in Section 6.16.2(d) a new subsection (5) which reads: “(5) clearing of vegetation of 3 feet or more in height and totaling 25% or more of the Setback Area.” and by ADDING, in Section 6.16.2(e), a new subsection (5) which reads: “(5) clearing of vegetation of 3 feet or more in height and totaling 35% or more of the Interior Area.”

(3) By ADDING, at the end of Section 4.1.2 [which Section authorizes, as of right, “non-nuisance agricultural, horticultural and floricultural uses”], the following: “(See also Section 6.16.)”

Per petition of the Planning Board

Mr. Newhall of the Planning Board moved to pass over Article 35. the Planning Board and Selectmen recommended passing over this article. **THE VOTE TO PASS OVER ARTICLE 35 WAS UNANIMOUS.**

ARTICLE 36. To see if the Town will vote to amend the Zoning By-Law by adding the following new Section 7.9 (and, in that event, to delete foregoing Section 6.16.5 as surplusage):

“7.9 Planning Board Fees and Expenses

7.9.1 Scope:

Section 7.9 applies to each application or request [“Application”] filed with or otherwise submitted to the Planning Board for determination, approval, consent, grant, permit, special permit or other decision by the Planning Board [“Permit”].

7.9.2 Filing Fees:

The Planning Board shall determine the filing fee for Applications for which a fee is not otherwise provided or specified, which filing fee in its discretion the Board may waive or reduce in any particular matter when appropriate.

7.9.3 Expenses:

In connection with any such Application to the Planning Board, all expenses for advertising, recording and filing of documents, and for the reasonable fees (and expenses) for the employment of outside consultants as the Planning Board shall select, if and when it shall determine to do so, shall be borne by the applicant. The applicant shall be advised of the selection of an outside consultant, and of the sum to be deposited with the Town in a special account for the reasonable fees for the employment of the same. Such special account shall be established and dealt with ~~in accordance~~

consistent with MGL c.44 Section 53G.

The applicant may make an administrative appeal from the Planning Board's selection of any such outside consultant, such appeal to be made to the Town's Board of Selectmen and limited to claims that the consultant selected has a conflict of interest or does not possess the minimum required statutory qualifications (which, as specified in MGL c.44 Section 53G are either an educational degree in or related to the field at issue or 3 or more years of practice in the field at issue or a related field). ~~As provided by MGL c.44 Section 53G, the~~ *To the extent permitted by law and consistent with MGL c.44 Section 53G, any* required time limits for action on an Application by the Planning Board shall be extended by the duration of such administrative appeal, and if no decision is made by the Town's Board of Selectmen within one month following the filing of such administrative appeal, the selection made by the Planning Board shall stand."

Per petition of the Planning Board

Mr. Newhall of the Planning Board moved Article 36 as contained in the Warrant with the following changes:

In the last line of the first paragraph of section 7.9.3, change "in accordance with" to "consistent", and in the last sentence of the second paragraph, change "As provided by MGL c.44 Section 53G, the required time limits" to "To the extent permitted by law and consistent with MGL c.44 Section 53G, any required time limits".

The Planning Board recommended approval and the Selectmen and Finance Committee recommended the advice of the Planning Board. **ARTICLE 36 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 37. To see if the town will vote to transfer or reserve from the community preservation fund fiscal year 2007 annual revenues the amounts recommended by the community preservation act committee for committee administrative expenses, community preservation projects, and other expenses, with each item to be considered as a separate appropriation:

Per petition of the Community Preservation Committee

Gary Gilbert of the Community Preservation Committee moved that the town transfer from the Community Preservation Fund fiscal year 2006 revenues the amount of:

- 1 - \$13,470 to be deposited into a Community Preservation Open Space Reserve Fund for use in fiscal year 2008 or thereafter;
- 2 - \$13,470 to be deposited into a Community Preservation Affordable Housing Reserve Fund for use in fiscal year 2008 or thereafter;
- 3 - \$13,470 to be deposited into a Community Preservation Historic Resources Reserve Fund for use in fiscal year 2008 or thereafter;
- 4 - \$158,846 to be deposited into a Community Preservation General Reserve Fund for use in fiscal year 2008 or thereafter.

The Board of Selectmen and Finance Committee recommended approval. **ARTICLE 37 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 38. To see if the town will vote to provide funds for historic preservation, affordable housing, open space or administrative purposes under the community preservation act, and to appropriate or transfer from the community preservation fund, annual revenues or available funds, a sum of money to fund such work, or take any other action relative thereto.

Per petition of the Community Preservation Committee

Gary Gilbert of the Community Preservation Committee moved that the Town appropriate the following sums of money under the Community Preservation Act for the following purposes:

- 1 - \$17,750 from the Community Preservation General Reserve Fund for shelving and dehumidification systems for historic Town records for the purposes of historic resource preservation; **#1 PASSED WITH A UNANIMOUS VOTE**
- 2 - \$12,803 from the Community Preservation General Reserve Fund for the archival restoration of historic Town documents for the purposes of historic resource preservation;

#2 PASSED WITH A UNANIMOUS VOTE

- 3 - \$26,640 from the Community Preservation Affordable Housing Reserve Fund to contribute to the project by the Manchester Housing Authority to replace heating boilers at the Newport Park Housing project for the purpose of supporting affordable housing;

#3 PASSED WITH A UNANIMOUS VOTE

- 4 - \$26,640 from the Community Preservation Open Space Reserve Fund and \$3,360 from the Community Preservation General Reserve Fund for a total of \$30,000 for repairs and restoration of the Masconomo Park bandstand for the purpose of open space preservation;

#4 PASSED WITH A UNANIMOUS VOTE

- 5 - \$23,400 from the Community Preservation General Reserve Fund for coastal bank restoration at Masconomo Park for the purposes of open space preservation;

#5 PASSED WITH A UNANIMOUS VOTE

- 6 - \$13,470 from the Community Preservation Historic Resources Reserve Fund and \$88,530 from the Community Preservation General Reserve Fund for a total of \$102,000 for masonry repointing, roofing repairs, and heating equipment for the historic Crowell Chapel for the purpose of historic resource preservation;

#6 PASSED WITH A UNANIMOUS VOTE

- 7 - \$14,000 from the Community Preservation General Reserve Fund to contribute to the project by the First Parish Church to repair their first floor structural system for the purposes of historic resource preservation;

#7 PASSED WITH A UNANIMOUS VOTE

- 8 - \$2,000 from the Community Preservation General Reserve Fund for administrative costs of the Community Preservation Committee.

#8 PASSED WITH A UNANIMOUS VOTE

ARTICLE 39. To see if the Town will vote to accept the provisions of c.59, sec 5L , which provide for the deferral of all personal and property taxes due under G.L. c. 59 for National Guardsmen and reservists deployed outside the state, or their dependents, during the period of active service, and further, that National Guardsmen and reservists shall have up to 180 days after that service to pay their personal and property taxes without interest or penalties, or to take any other action relative thereto.

Per petition of the Board of Selectmen

Selectman Tom Kehoe moved the article as printed in the warrant. The Selectmen and Finance Committee recommended approval. **ARTICLE 39 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 40. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to the Stabilization Fund, or take any other action relative thereto.

Per petition of the Board of Selectmen

Selectman Sue Thorne moved that the town raise and appropriate the amount of \$100,000 for the purpose stated in the warrant. The Board of Selectmen and Finance Committee recommended approval. **ARTICLE 40 PASSED WITH A UNANIMOUS VOTE.**

ARTICLE 41. To see what sum of money the Town will vote to appropriate or transfer from Free Cash for the purpose of reducing the tax rate, or take any other action relative thereto.

Per petition of the Board of Selectmen

Selectman Dawn Grohs moved that the town transfer the sum on \$600,000 from free cash for the purpose stated in the warrant. The Board of Selectmen and Finance Committee recommended approval. **ARTICLE 41 PASSED WITH A UNANIMOUS VOTE.**

And you are directed to serve this warrant by posting attested copies thereof, one at the Town Hall Building, one at the Police Station, one at the Fire House, one at the Memorial School, and one at the Post Office, twenty-one (21) days, at least, before the time of holding said meeting.

Hereof fail not to make due return of this warrant, with your doings thereon, to the Town Clerk three (3) days before the day of this meeting.
Given under our hands at Manchester-by-the-Sea, aforesaid, this 5th day of March, 2007.

BOARD OF SELECTMEN:

/s/Susan W. Thorne, Chairman	Dawn H. Grohs
/s/John H. Shea, Vice Chairman	/s/Bryan Gubbins
/s/Thomas Kehoe	

To the Town Clerk:

I have served the foregoing Warrant by posting attested copies thereof as directed by the By-Law of the Town and the Commonwealth.

/s/ Joseph P. Aiello	03/07/07	/s/ Gretchen A. Wood 3/7/07
Constable	Date of Posting	Received by Town Clerk

At 11:00 PM Selectman Sue Thorne moved to dissolve the meeting and it was a unanimous vote to do so.



Retiring Police Chief Ronald “Ron” W. Ramos surrounded by the members of Board of Selectmen following the presentation of a town chair engraved with his name. Ron was honored for his many years of service to the town of Manchester-by-the-Sea.

Photo by Dick Towle

ANNUAL TOWN ELECTON MANCHESTER-BY-THE-SEA MAY 15, 2007

The ballot box was checked and found to be empty by Town Clerk Gretchen Wood, Warden Lee Simonds, and Sergeant Alan Gilson. A tape showing a zero balance for each office was run before voting began. The Town Clerk gave the oath of office to the following officers throughout the day: Wardens-Lee Simonds and Kay McDonough, Clerks-Peggy Pallazola and Adele Ervin, Tellers- Jane Pomeroy, Pat Plummer, Kathy Ryan, Mary Jane Brown, Eleanor Hatcher, and Sheila McCarthy, Carolyn Kelly, and Wendy Hiller-Clark; Ballot Box Attendants-Shep Brown and Frank Wood.

Moderator Alan Wilson declared the polls open at 7:00 AM and closed at 8:00 PM. He announced the result of the voting at 8:15, and the workers were dismissed at 8:10.

400 votes were cast, which represented 11% of the 3535 registered voters at the close of registration.

TOWN ELECTION RESULTS

*Elected

Two three-year terms for Assessor	*Jeremiah J. Noonan	272
	*Jude T. Flynn, Jr.	254
Three three-year terms for Constable	*Joseph P. Aiello	293
	*Stephen T. Driscoll	273
	*G. David MacDougall	298
One five-year term for Housing Authority	*John F. Kenney	320
One three-year term for Library Trustee	*Dorothy H. Jodice	315
One one-year term for Moderator	*Alan Wilson	337
Three three-year terms for Planning Board	*Theodore P. Brown	256
	*Richard N. Blau	214
	*Hope M. Watt-Bucci	246
Two three-year terms for School Committee	*Ann W. Harrison	188
	*Morgan D. Evans	178
	Alison Gamble	149
	Rebecca Jaques	173
Two three-year terms for Selectmen	*Susan W. Thorne	301
	*Mary M. Hardwick	280

A True Copy, Attest:
/s/Gretchen A. Wood
Town Clerk

**TAX COLLECTOR'S REPORT
FISCAL YEAR 2007**

REAL ESTATE

FISCAL YEAR 1995

OUTSTANDING 6/30/06	2,320.61
OUTSTANDING 6/30/07	2,320.61

FISCAL YEAR 1996

OUTSTANDING 6/30/06	2,350.90
OUTSTANDING 6/30/07	2,350.90

FISCAL YEAR 1997

OUTSTANDING 6/30/06	2,462.35
OUTSTANDING 6/30/07	2,462.35

FISCAL YEAR 1998

OUTSTANDING 6/30/06	813.90
OUTSTANDING 6/30/07	813.90

FISCAL YEAR 1999

OUTSTANDING 6/30/06	1,678.08
OUTSTANDING 6/30/07	1,678.08

FISCAL YEAR 2000

OUTSTANDING 6/30/06	1,817.67
OUTSTANDING 6/30/07	1,817.67

FISCAL YEAR 2001

OUTSTANDING 6/30/06	1,730.92
OUTSTANDING 6/30/07	1,730.92

FISCAL YEAR 2002

OUTSTANDING 6/30/06	1,745.52
ABATEMENT	(48.72)
OUTSTANDING 6/30/07	1,696.80

FISCAL YEAR 2003

OUTSTANDING 6/30/06	1,830.18
RECEIPTS	(51.12)
OUTSTANDING 6/30/07	1,779.06

FISCAL YEAR 2004

OUTSTANDING 6/30/06	1,693.01
ABATEMENT	(44.29)
OUTSTANDING 6/30/07	1,648.72

FISCAL YEAR 2005

OUTSTANDING 6/30/06	36,376.07
RECEIPTS	(20,296.00)
ABATEMENTS	(47.21)
DEFERRALS	(10,879.22)
OUTSTANDING 6/30/07	5,153.64

FISCAL YEAR 2006

OUTSTANDING 6/30/06	323,355.34
RECEIPTS	(175,180.40)
TAX TITLE	(139,100.46)
ABATEMENTS	(37.75)
DEFERRALS	(3,654.96)
OUTSTANDING 6/30/07	7,079.71

FISCAL YEAR 2007

COMMITTED	15,417,978.38
RECEIPTS	(15,099,469.49)
TAX TITLE	(11,878.30)
ABATEMENTS	(64,674.69)
REFUNDS	73,377.58
WRITE-OFFS	(21.31)
OUTSTANDING 6/30/07	250,236.95

PERSONAL PROPERTY

FISCAL YEAR 1989

OUTSTANDING 6/30/06	4,086.21
OUTSTANDING 6/30/07	4,086.21

FISCAL YEAR 1990

OUTSTANDING 6/30/06	4,461.94
OUTSTANDING 6/30/07	4,461.94

FISCAL YEAR 1991

OUTSTANDING 6/30/06	5,119.11
OUTSTANDING 6/30/07	5,119.11

FISCAL YEAR 1992

OUTSTANDING 6/30/06	6,053.49
OUTSTANDING 6/30/07	6,053.49

FISCAL YEAR 1993

OUTSTANDING 6/30/07	5,866.22
OUTSTANDING 6/30/07	5,866.22

FISCAL YEAR 1994

OUTSTANDING 6/30/06	5,538.68
OUTSTANDING 6/30/07	5,538.68

FISCAL YEAR 1995

OUTSTANDING 6/30/06	5,739.35
OUTSTANDING 6/30/07	5,739.35

FISCAL YEAR 1996

OUTSTANDING 6/30/06	115.47
OUTSTANDING 6/30/07	115.47

FISCAL YEAR 1997

OUTSTANDING 6/30/05	604.96
OUTSTANDING 6/30/06	604.96

FISCAL YEAR 1998

OUTSTANDING 6/30/06	575.94
OUTSTANDING 6/30/07	575.94

FISCAL YEAR 1999

OUTSTANDING 6/30/06	441.15
OUTSTANDING 6/30/07	441.15

FISCAL YEAR 2000

OUTSTANDING 6/30/06	341.51
OUTSTANDING 6/30/07	341.51

FISCAL YEAR 2001

OUTSTANDING 6/30/06	74.66
OUTSTANDING 6/30/07	74.66

FISCAL YEAR 2002

OUTSTANDING 6/30/06	172.02
OUTSTANDING 6/30/07	172.02

FISCAL YEAR 2003

OUTSTANDING 6/30/06	598.08
RECEIPTS	-16.09
OUTSTANDING 6/30/07	581.99

FISCAL YEAR 2004

OUTSTANDING 6/30/06	168.57
RECEIPTS	(35.55)
OUTSTANDING 6/30/07	133.02

FISCAL YEAR 2005

OUTSTANDING 6/30/06	1,689.39
RECEIPTS	(172.43)
OUTSTANDING 6/30/07	1,516.96

FISCAL YEAR 2006

OUTSTANDING 6/30/07	2,672.76
RECEIPTS	(392.15)
REFUNDS	22.00
OUTSTANDING 6/30/07	2,306.61

FISCAL YEAR 2007

COMMITTED	192,099.85
RECEIPTS	(190,374.02)
ABATEMENTS	(326.59)
REFUNDS	796.92
OUTSTANDING 6/30/07	1,999.09

BOAT EXCISE**FISCAL YEAR 1993**

OUTSTANDING 6/30/06	889.00
OUTSTANDING 6/30/07	889.00

FISCAL YEAR 1994

OUTSTANDING 6/30/06	1,767.00
OUTSTANDING 6/30/07	1,767.00

FISCAL YEAR 1995

OUTSTANDING 6/30/06	1,216.00
OUTSTANDING 6/30/07	1,216.00

FISCAL YEAR 1996

OUTSTANDING 6/30/06	682.00
OUTSTANDING 6/30/07	682.00

FISCAL YEAR 1997

OUTSTANDING 6/30/06	875.00
OUTSTANDING 6/30/07	875.00

FISCAL YEAR 1998

OUTSTANDING 6/30/06	654.00
OUTSTANDING 6/30/07	654.00

FISCAL YEAR 1999

OUTSTANDING 6/30/06	241.00
OUTSTANDING 6/30/07	241.00

FISCAL YEAR 2000

OUTSTANDING 6/30/06	153.00
OUTSTANDING 6/30/07	153.00

FISCAL YEAR 2001

OUTSTANDING 6/30/06	118.00
OUTSTANDING 6/30/07	118.00

FISCAL YEAR 2002

OUTSTANDING 6/30/06	40.00
OUTSTANDING 6/30/07	40.00

FISCAL YEAR 2003

OUTSTANDING 6/30/06	184.00
OUTSTANDING 6/30/07	184.00

FISCAL YEAR 2004

OUTSTANDING 6/30/06	81.75
OUTSTANDING 6/30/07	81.75

FISCAL YEAR 2005

OUTSTANDING 6/30/06	957.00
ABATEMENTS	(25.00)
OUTSTANDING 6/30/07	932.00

FISCAL YEAR 2006

OUTSTANDING 6/30/06	1,087.00
RECEIPTS	(143.00)
ABATEMENTS	(186.00)
OUTSTANDING 6/30/07	758.00

MOTOR VEHICLE**FISCAL YEAR 1996**

OUTSTANDING 6/30/05	2,856.98
OUTSTANDING 6/30/06	2,856.98

FISCAL YEAR 1997

OUTSTANDING 6/30/05	1,881.78
OUTSTANDING 6/30/06	1,881.78

FISCAL YEAR 1998

OUTSTANDING 6/30/05	7.50
OUTSTANDING 6/30/06	7.50

FISCAL YEAR 1999

OUTSTANDING 6/30/05	30.63
OUTSTANDING 6/30/06	30.63

FISCAL YEAR 2000

OUTSTANDING 6/30/05	1,417.31
OUTSTANDING 6/30/06	1,417.31

FISCAL YEAR 2001

OUTSTANDING 6/30/06	2,907.00
RECEIPTS	(49.06)
OUTSTANDING 6/30/06	2,857.94

FISCAL YEAR 2002

OUTSTANDING 6/30/05	3,407.51
RECEIPTS	(138.23)
OUTSTANDING 6/30/06	3,274.28

FISCAL YEAR 2003

OUTSTANDING 6/30/05	5,863.44
RECEIPTS	(1,099.79)
ABATEMENTS	(351.46)
REFUNDS	418.96
OUTSTANDING 6/30/06	4,831.15

FISCAL YEAR 2004

OUTSTANDING 6/30/05	12,830.30
COMMITMENTS	2,985.73
RECEIPTS	(9,860.04)
ABATEMENTS	(986.76)
REFUNDS	1,184.59
OUTSTANDING 6/30/06	6,153.82

FISCAL YEAR 2005

OUTSTANDING 6/30/05	57,632.31
COMMITMENTS	99,998.55
RECEIPTS	(160,911.18)
ABATEMENTS	(7,670.43)
REFUNDS	5,958.87
OUTSTANDING 6/30/06	12,874.95

FISCAL YEAR 2006

COMMITTED	754,934.99
RECEIPTS	(689,697.32)
ABATEMENTS	(19,541.79)
REFUNDS	3,205.65
OUTSTANDING 6/30/06	40,935.99

WATER

OUTSTANDING 6/30/06	17,715.83
COMMITTED	743,691.58
RECEIPTS	(724,320.27)
ABATEMENTS	(23,129.69)
REFUNDS	444.36
OUTSTANDING 6/30/06	18,401.81

SEWER

OUTSTANDING 6/30/05	34,817.00
COMMITTED	1,077,272.78
RECEIPTS	(1,026,243.78)
ABATEMENTS	(48,133.50)
REFUNDS	116.90
OUTSTANDING 6/30/06	37,829.40

CPA 2006

OUTSTANDING 6/30/06	1,452.96
RECEIPTS	(678.64)
REFUNDS	1.02
ABATEMENTS	(752.95)
OUTSTANDING 6/30/07	22.39

CPA 2007

COMMITTED	36,711.07
RECEIPTS	(68,325.07)
REFUNDS	94.93
ABATEMENTS	(322.03)
OUTSTANDING 6/30/07	1,062.46

**TREASURER'S TRUST FUND REPORT
FISCAL YEAR 2007**

CEMETERY PERPETUAL CARE FUND

Balance June 30, 2006		245,448.02
Income from perpetual care	14,650.00	
Interest Earned	13,790.23	
Withdrawals	1,259.28	
Due from		
Due To		
Balance June 30, 2007		<u>272,628.97</u>

CEMETERY SALE OF LOTS FUND

Balance June 30, 2006		<u>20,063.61</u>
Income from sale of lots	11,650.00	
Interest Earned	1,064.90	
Withdrawals		
Due To		
Due From		
Balance June 30, 2007		<u>32,778.51</u>

MISCELLANEOUS FUNDS

	-	+				
<u>BALANCE</u>	<u>INCOME</u>	<u>DEPOSITS</u>	<u>WITHDRAWALS</u>	<u>BALANCE</u>	<u>DUE TO</u>	<u>DUE FROM</u>
POST WAR REHAB						
4,063.32	181.34			4,244.66		4,244.66
TUCK'S POINT INVEST						
7,731.88	334.89			8,066.77		8,066.77
SUSAN CROWELL						
9,679.09	431.87			10,110.96		10,110.96
KNIGHT CEMETERY						
6,319.21	282.01			6,601.22		6,601.22
B.L. ALLEN FUND						
1,332.09	55.29		80.00	1,307.38		1,307.38
ARTS COUNCIL GIFT						
1,037.50	56.62	981.25	47.00	2,028.37	853.71	1,174.66
ARTS COUNCIL GRANT						
10,385.18	726.07	4,000.00		15,111.25	12,423.10	2,688.15
C.A. REGIONAL DRUG						
48,869.68			49,660.85	(791.17)		791.17
CONSERVATION FUND						
12,509.16	516.22			13,025.38		13,025.38
DRUG FORFEITURE ACCT						
6,440.24	287.93		100.00	6,628.17		949.48
ESSEX WOODS PARK						
13,065.91	578.06			13,643.97		13,643.97
ODD FELLOWS						
3,224.72	224.72			3,449.44		3,449.44
STABILIZATION FUND						
775,554.45	88891.55	50,000.00		914,446.00		914,446.00
TREATMENT PLANT						
4,345.93	193.52			4,539.45		4,539.45
HARRIOT CURTIS						
38,641.95	1219.68			39,861.63		39,861.63
RUTH A HOARE						
563.77	18.92			582.69		582.69

ELIZABETH PUTNAM						
48,104.07	1614.55		49,718.62			49,718.62
K. WOOD MEM BOOK FD						
1,406.71	74.10		1,480.81			1,480.81
CLARA WINTHROP						
82,837.74	5204.63	6,995.24	81,047.13	1,092.91	10,000.00	89,954.22
JULIA WARE FUND						
10,383.57	321.60		10,705.17	125.40		10,579.77
AARON SIERADZKI						
21,114.00	739.63		21,853.63	30.97		21,822.66

F/YR 2007 due to Trust fund H. Curtis 2,305.05

**DEBT SERVICE SCHEDULE 2007
MUNICIPAL PURPOSE LOAN 1992**

1,800,000.00

ISSUE DATE 2/15/92

EXEMPT-YES

Date	Principal Balance	Principal Payment	Interest Payment	Principal & Interest
8/15/07	300,000.00		9,581.25	9,581.25
2/15/08	225,000.00	75,000.00	9,581.25	84,581.25
8/15/08	225,000.00		7,200.00	7,200.00
2/15/09	150,000.00	75,000.00	7,200.00	82,200.00
8/15/09	150,000.00		4,800.00	4,800.00
2/15/10	75,000.00	75,000.00	4,800.00	79,800.00
8/15/10	75,000.00		2,400.00	2,400.00
2/15/11	-	75,000.00	2,400.00	77,400.00
TOTAL		\$300,000.00	\$47,962.50	\$347,962.50

**SCHEDULE OF LOAN REPAYMENT
1999**

INITIAL LOAN OBLIGATIONS: \$7,104,626.00

Date	Scheduled Loan Repayments			Net Loan Repayments		
	Principal	Interest	Total	Principal	Interest	Total
8/1/07		110,745.66	110,745.66		49,561.69	49,561.69
2/1/08	354,143.00	108,360.58	462,503.58	267,055.39		267,055.39
8/1/08		101,449.41	101,449.41		45,050.45	45,050.45
2/1/09	363,696.00	99,275.80	462,971.80	272,308.62		272,308.62
8/1/09		91,811.46	91,811.46		40,326.57	40,326.57
2/1/10	373,690.00	89,514.49	463,204.49	277,455.39		277,455.39
8/1/10		81,721.83	81,721.83		35,286.06	35,286.06
2/1/11	384,331.00	79,113.82	463,444.82	282,744.83		282,744.83
8/1/11		71,344.90	71,344.90		30,102.02	30,102.02
2/1/12	395,276.00	68,912.24	464,188.24	288,681.13		288,681.13
8/1/12		60,474.81	60,474.81		24,572.70	24,572.70
2/1/13	406,927.00	57,993.69	464,920.69	294,754.35		294,754.35
8/1/13		49,284.31	49,284.31		18,880.39	18,880.39
2/1/14	418,922.00	46,601.99	465,523.99	300,855.85		300,855.85
8/1/14		37,554.50	37,554.50		12,810.85	12,810.85
2/1/15	431,690.00	34,911.84	466,601.84	307,593.96		307,593.96
8/1/15		25,413.22	25,413.22		6,502.35	6,502.35
2/1/16	444,954.00	22,632.33	467,586.33	314,411.23		314,411.23
8/1/16		12,898.88	12,898.88			
2/1/17	458,627.00	10,068.42	468,695.42	321,532.32		321,532.32
TOTAL	\$4,032,256.00	\$1,260,084.18	\$5,292,340.18	\$2,927,393.07	\$263,093.08	\$3,190,486.15

SCHEDULE OF LOAN REPAYMENT

2000

INITIAL LOAN OBLIGATIONS: \$1,026,694.00

Date	Scheduled Loan Repayments			Net Loan Repayments		
	Principal	Interest	Total	Principal	Interest	Total
8/1/07	46,996.00	17,477.21	64,473.21	34,828.65		34,828.65
2/1/08		20,102.13	20,102.13		10,157.12	10,157.12
8/1/08	48,197.00	14,361.16	62,558.16	34,126.41		34,126.41
2/1/09		19,653.75	19,653.75		10,350.50	10,350.50
8/1/09	49,436.00	13,675.12	63,111.12	34,686.95		34,686.95
2/1/10		19,153.72	19,153.72		10,508.74	10,508.74
8/1/10	50,000.00	8,553.59	58,553.59	32,815.52		32,815.52
2/1/11		17,671.88	17,671.88		9,692.68	9,692.68
8/1/11	50,000.00	8,564.09	58,564.09	32,529.80		32,529.80
2/1/12		16,991.63	16,991.63		9,678.20	9,678.20
8/1/12	55,000.00	9,362.27	64,362.27	38,487.64		38,487.64
2/1/13		14,349.42	14,349.42		7,768.35	7,768.35
8/1/13	55,000.00	8,487.47	63,487.47	37,863.23		37,863.23
2/1/14		13,163.16	13,163.16		7,314.44	7,314.44
8/1/14	55,000.00	7,628.51	62,628.51	38,184.09		38,184.09
2/1/15		10,102.18	10,102.18		4,985.81	4,985.81
8/1/15	60,000.00	6,626.77	66,626.77	42,967.91		42,967.91
2/1/16		7,910.00	7,910.00		3,592.55	3,592.55
8/1/16	60,000.00	5,783.18	65,783.18	42,837.87		42,837.87
2/1/17		5,624.35	5,624.35		2,105.84	2,105.84
8/1/17	65,000.00	4,655.28	69,655.28	47,260.03		47,260.03
2/1/18		3,170.13	3,170.13		760.19	760.19
8/1/18	65,000.00	3,524.30	68,524.30	46,391.62		46,391.62
2/1/19		1,319.39	1,319.39		-	-
8/1/19	65,000.00	1,787.50	66,787.50	45,688.40		45,688.40
TOTAL	\$724,629.00	\$259,698.19	984,327.19	\$508,668.12	\$76,914.42	\$585,582.54



Members of Troop 3 trek across the Sangre de Cristo Mountains during a ten day wilderness adventure at Philmont Scout Ranch in New Mexico.

MUNICIPAL PURPOSE LOAN

\$5,094,000.00

DATE OF ISSUE 2/15/03

Date	Principal Balance	Principal Payment	Interest Payment	Principal & Interest
8/15/07	3,845,000.00		73,665.00	73,665.00
2/15/08	3,550,000.00	295,000.00	73,665.00	368,665.00
8/15/08	3,550,000.00		69,608.75	69,608.75
2/15/09	3,255,000.00	295,000.00	69,608.75	364,608.75
8/15/09	3,255,000.00		63,708.75	63,708.75
2/15/10	2,965,000.00	290,000.00	63,708.75	353,708.75
8/15/10	2,965,000.00		58,996.25	58,996.25
2/15/11	2,675,000.00	290,000.00	58,996.25	348,996.25
8/15/11	2,675,000.00		53,921.25	53,921.25
2/15/12	2,385,000.00	290,000.00	53,921.25	343,921.25
8/15/12	2,385,000.00		48,483.75	48,483.75
2/15/13	2,105,000.00	280,000.00	48,483.75	328,483.75
8/15/13	2,105,000.00		43,233.75	43,233.75
2/15/14	1,825,000.00	280,000.00	43,233.75	323,233.75
8/15/14	1,825,000.00		37,633.75	37,633.75
2/15/15	1,545,000.00	280,000.00	37,633.75	317,633.75
8/15/15	1,545,000.00		32,313.75	32,313.75
2/15/16	1,325,000.00	220,000.00	32,313.75	252,313.75
8/15/16	1,325,000.00		28,023.75	28,023.75
2/15/17	1,105,000.00	220,000.00	28,023.75	248,023.75
8/15/17	1,105,000.00		23,623.75	23,623.75
2/15/18	895,000.00	210,000.00	23,623.75	233,623.75
8/15/18	895,000.00		19,318.75	19,318.75
2/15/19	695,000.00	200,000.00	19,318.75	219,318.75
2/15/19	695,000.00		15,118.75	15,118.75
8/15/20	500,000.00	195,000.00	15,118.75	210,118.75
2/15/20	500,000.00		10,975.00	10,975.00
2/15/21	305,000.00	195,000.00	10,975.00	205,975.00
8/15/21	305,000.00		6,782.50	6,782.50
2/15/22	145,000.00	160,000.00	6,782.50	166,782.50
8/15/22	145,000.00		3,262.50	3,262.50
2/15/23	<u>145,000.00</u>		<u>3,262.50</u>	<u>148,262.50</u>
	3,845,000.00		1,177,340.00	5,022,340.00



Maryjane Brown, Dolly Herrick, Teresa Shomphe, Paulette Grimaldi, Gert O'Hanley and Ann Carbone spent the day volunteering at the COA Fall Craft Fair held last Saturday at the Legion Hall.

ACCOUNTANT'S REPORT
FISCAL YEAR ENDING JUNE 30, 2007
RECEIPTS (NET)

Taxes:		Departmental:	
Personal:		Ambulance	145,667.14
Levy of Fiscal 2003	16.09	Cemetery Foundations	2,980.00
Levy of Fiscal 2004	35.55	Burials and Cremations	17,600.00
Levy of Fiscal 2005	172.43		<hr/>
Levy of Fiscal 2006	366.15		166,247.14
Levy of Fiscal 2007	18,9597.41	Licenses and Permits:	
Levy of Fiscal 2008	276.29	Building Permits	139,295.50
Refunds	(816.21)	Stove Permits	35.00
	<hr/>	Electrical Permits	57,381.94
	189,647.71	Gas Permits	8,536.00
Real Estate:		Plumbing Permits	11,424.00
Levy of Fiscal 2005	20,296.00	Perc Tests	6,150.00
Levy of Fiscal 2006	178,836.38	Lodging House Permits	150.00
Levy of Fiscal 2007	15,032,453.88	Used Car Dealer Licenses	200.00
Levy of Fiscal 2008	167,108.57	Hunting/Fishing Licenses	65.50
Refunds	(76,525.04)	Road Opening Permits	1,500.00
	<hr/>	Liquor Licenses	12,250.00
	15,322,169.79	Tobacco Licenses	100.00
Real Estate-Community Preservation:		Business/Boater Parking Placards	1,865.00
Levy of Fiscal 2006	763.17	Parking Permits-Non-Resident	23,725.00
Levy of Fiscal 2007	67,976.51	Parking Permits	58,640.00
Levy of Fiscal 2008	774.22	Beach Passes	80,949.50
Refunds	(94.93)	Mooring fees	71,157.97
	<hr/>	Float Permits	4,620.00
	69,513.90	Fire Arms Licenses	200.00
Tax Liens		Taxi and Livery Licenses	25.00
	43,120.31	Rubbish Stickers	81,168.50
Motor Vehicle Excise:		Transfer Station Stickers	51,935.00
Levy of Fiscal 1994	195.79	Sunday Entertainment Licenses	100.00
Levy of Fiscal 1995	151.01	Common Victualers Licenses	625.00
Levy of Fiscal 2000	35.00	Massage Licenses	350.00
Levy of Fiscal 2001	228.54	Food Service Permits	6,195.00
Levy of Fiscal 2002	348.33	Keeping of Animals Permit	20.00
Levy of Fiscal 2003	98.75	Camp Licenses	405.00
Levy of Fiscal 2004	518.34	Swimming Pool Licenses	475.00
Levy of Fiscal 2005	5,145.24	Well Permits	330.00
Levy of Fiscal 2006	135,117.83	Plan Review Fee	10,540.00
Levy of Fiscal 2007	706,406.80	Title V Inspection Review	3,500.00
Refunds	(14,967.41)	Septic Pump Licenses	220.00
	<hr/>	Septic System Licenses	3,280.00
	833,278.22	Disposal Works	
Boat Tax:		Construction Permits	9,405.00
Levy of Fiscal 2006	143.00	Gas Storage Permits	10.00
Levy of Fiscal 2007	37,871.50	Smoke Alarm Inspections	6,815.00
Refunds	(123.29)	Misc. Fees-DPW	1,184.00
	<hr/>	Misc. Fees-Town Clerk	588.00
	37,891.21	Passport Fees	3,090.00
		Business Certificates	1,390.00



DPW Director Robert Moroney's retirement party, given by his co-workers, was held at Tuck's Point on Sunday, September 9th. Bob is pictured here with his family, wife Barbara, daughter Kellie, son-in-law Alan Chavero and grandchildren Julianna and Austin.

Courtesy of Sylvia Hidden Kirker



A view from the Tuck's Point Rotunda.

Photo courtesy of Paul Dozier

Dog Licenses	8,882.00	Moorinh Waiting List	2,925.00
Marriage Intentions	600.00	Snow Plowing Reimburse.-School	3,932.00
UCC's	19.24	School Street Antenna	62,349.45
Vital Certificates	2,085.00	Transfer Station Cell Tower	26,524.06
Appeals Board Fees	8,440.00	Canteen Rental	19,751.00
Planning Board Fees	5,065.00	Film/Photo Fees	100.00
Conservation Commission Fees	325.00	Insurance Reports	205.00
Historic District Fees	350.00	Copies-Zoning By-Laws	354.00
Inn holders Licenses	25.00	Special Duty-Administration Fees	8,391.40
LPG Permits	400.00	Fire Expenses '06 Overpayment	229.92
Blasting Permits	475.00	Insurance Reimbursements	10,381.30
Misc. Fees-Fire Department	865.00	Special Duty	234,408.81
Demolition Permits	155.00	Playground	48,866.31
Oil Burner Inspections	880.00	Library Gifts	4,952.00
Tank Removal Permits	1,100.00	Library Gifts-Children's Room	4,480.79
Underground Storage Permits	240.00	Library 120th Anniversary	71,180.00
Open Burning Permits	1,780.00	Council on Aging Gifts	15,612.00
	691,582.15	Winthrop Field	5,000.00
Fines:		Tuck's Point Int./Gifts	3,525.00
Court	44,490.00	Tuck's Point Deposits	6,750.00
Building Permit	15.00	4th of July Gifts	29,038.26
Parking	58,174.60	Crowell Chapel Fees	150.00
Library	1,640.00	Coastal Stream Team Gifts	183.00
Dog	1,175.00	Recreation Fees/Gifts	88,305.53
Bad Checks	125.00	Police Cell Block Fees	6,336.00
Harbor Violations	225.00	Bike Rodeo Gifts	900.00
Mooring/Float	440.00	Police Drug Fund	1,853.11
School Smoking	100.00	Cape Ann Drug Strike Force	8,873.63
	106,384.60	Wetlands Protection	12,716.70
Interest/Charges:		Conservation Fund	516.22
Interest on Investments	151,067.04	Downtown Improvement Gifts	62,259.00
Interest/Charges on Taxes/Fees	27,455.18	Cultural Council Gifts/Int.	897.88
	178,522.22	Masconomo Park Gifts	26,441.37
FICA	8.75	Fire Gifts	1,140.00
County Retirement Redeposit	10,527.05	CPR Gifts	1,777.00
Group Insurance	162,066.49	Fire Knox Box Gifts	4,757.95
Cashier's Overages	(63.71)	Concerts	4,314.00
Due to Comm.-Gun Fees	5,275.00	Field Maintenance	6,913.49
Due to State-Fish & Game Licenses	1,339.25	Water Meters	9,776.00
Unclassified		ConCom-Landsvik	2,500.00
Payments in Lieu of Taxes	4,664.25	Marina Antenna Bond-Terrasearch	51.54
Municipal Liens	6,475.00	First Parish Church Cell Tower	30.73
Sale of Maps	317.00	LNG Pipeline Consulting	25,900.00
Sale of Surplus Property	250.00	7 Eaglehead Road Consulting	3,000.00
Cable Fees	857.50	Planning Board-Athletic Club	101.59
Copying Fees	1,126.13	Planning Board-Bialek	885.93
Street Lists	678.83	Planning bBoard-MERSD Project	5,000.00
Tuck's Point Rentals	14,725.00	Planning Board-TMobile	550.00
		Appeals Board- Windover	2,500.00
		Appeals Board-Kimball	1,500.00
		Appeals Board-Johnson	2,000.00
		Neptune LNG Special Permit	3,800.00
			873,980.68

Federal, State and County Aid

Loss of Taxes-Elderly	5,020.00
Loss of Taxes-Blind	6,797.00
Police Career Incentive	47,545.74
Extra Polling Hours	473.00
Lottery	273,033.00
Medicare Subsidy	14,950.21
FEMA Snow Removal	41,960.44
Flu Clinic	3,433.16
Library Children's Room Grant	1,430.00
State Aid for Libraries	8,199.11
Readers Advisory Grant	10,000.00
Downtown Improvement	647,763.73
Community Preservation	65,575.00
Sewer Rate Relief	2,786.00
Mass Technology Grant	2,163.00
Community Policing Grant	11,299.00
Ambulance Task Force Grant	4,000.00
Fire Equipment Grant	5,299.00
Federal Fire Grant	61,179.00
Cultural Council	4,726.07
Council on Aging Grant	7,132.00
Senior Home Care Grant	1,942.60
Assessments Deducted from Aid	(112,096.00)
	<u>1,114,611.06</u>

Trust Funds

Post War Rehabilitation	181.34
Cemetery Sale of Lots	12,714.90
Cemetery Perpetual Care	14,650.00
Cemetery Perpetual Care Interest	13,790.23
Crowell Cemetery Fund	431.87
Knight Cemetery Fund	282.01
Odd Fellows Cemetery Fund	188.44
B.L. Allen Fund	55.29
Winthrop Library Trust Fund	5,204.63
Putnam Library Fund	1,614.55
Curtis Library Fund	1,219.68
Hoare Library Fund	18.92
Ware Library Trust Fund	321.60
Wood Library Fund	74.10
Sieradski Library Fund	708.66
Tuck's Point	335.09
Essex Woods Park Fund	578.06
Stabilization Fund	<u>37,240.12</u>
	89,609.49

Sewer Fund

User Charges	1,026,126.88
Sewer Hookups	300.00
Interest and Charges	2,668.84
Interest on Investments	<u>193.52</u>
	1,029,289.24

Water Fund:

User Charges:	720,331.49
User Charges-Service:	7,166.68
Water Hookups	400.00
Interest and Charges	<u>5,971.53</u>
	733,869.70

Refunds:

Property Taxes	77,496.64
Motor Vehicle Excise	14,972.41
Boat Tax	123.29
Ambulance	499.31
Interest and Charges	205.09
Licenses and Permits	885.00
Tuck's Point Rentals	200.00
Fines	85.00
Water	4,488.61
Sewer	116.90
Departmental	<u>21,745.78</u>
	120,818.03

Total Receipts

21,710,174.38

CHARLES F. LANE
Town Accountant

**RECAPITULATION
FISCAL YEAR ENDING JUNE 30, 2007**

	BALANCE JULY 1, 2006	APPROPRIATIONS RECEIPTS AND TRANSFERS	NET EXPENDITURES	TRANSFERRED TO UNRESERVED FUND BALANCE	RESERVED FOR JULY 1, 2007
EXECUTIVE/LEGISLATIVE					
Selectmen's Department					
Salaries		155,455.00	155,443.26	11.74	
Expenses		37,800.00	23,914.31	21.73	13,863.96
Expenses '06	1,050.58		1,046.00	4.58	
Audit		20,100.00	19,100.00		1,000.00
GIS Consultant/Implimentation	47,503.61		22,051.41		25,452.20
Town Hall Computer System		73,700.00	72,984.98	715.02	
Moderator					
Expenses		50.00	25.00	25.00	
Finance Committee					
Salaries					
Expenses					
Reserve Fund		150,000.00	148,181.94	1,818.06	
Election & Registration					
Salaries		4,200.00	3,206.00	994.00	
Expenses		9,275.00	8,149.21	1,125.79	
Town Reports		11,000.00	10,008.00	992.00	
FINANCIAL ADMINISTRATION					
Accounting Department					
Salaries		96,400.00	95,941.30	458.70	
Expenses		2,750.00	2,592.24	7.76	150.00
Expenses '06	133.17		33.17	100.00	
Assessors' Department					
Salaries		107,200.00	106,509.18	490.82	200.00
Expenses		42,900.00	38,435.79	3,924.24	539.97
Expenses '06	198.54		188.54	10.00	
Treasurer and Collector's Department					
Salaries		133,375.00	132,885.98	489.02	

Expenses						
Expenses '06						
Town Clerk's Department						
Salaries	26.62	21,220.00	21,083.20	136.80		
Expenses						
Expenses '06						
Legal Services	19.12	70,670.00	70,400.29	269.71		
Expenses						
Expenses '06		2,560.00	2,529.65	30.35		
Personnel			19.12			
Expenses						
Zoning Board of Appeals						
Salaries	132.18	103,000.00	102,372.26	461.55		166.19
Expenses			132.18			
Personnel						
Expenses						
Zoning Board of Appeals						
Salaries		4,500.00	1,832.43	2,282.57		385.00
Expenses						
Planning Board						
Salaries		10,200.00	9,596.34	603.66		
Expenses		12,410.00	10,930.47	801.56		677.97
Professional Services						
Town Hall & Common						
Expenses						
Expenses '06		15,908.71	15,691.32	217.39		
Front Steps Repairs		11,158.17	8,710.49	2,303.68		144.00
Interior Painting		9,500.00	8,162.50	1,337.50		
Fire Alarm System Upgrade						
Seaside One						
Expenses		69,385.00	66,994.12	2,390.88		
Expenses '06			747.85			
Front Steps Repairs						
Interior Painting						
Fire Alarm System Upgrade			4,180.00	45.00		
Seaside One						
Expenses						
Expenses '06		2,075.00	1,172.32	658.38		244.30
MISCELLANEOUS			53.24			
Contributory Pensions						
Non-Contributory Pensions		508,326.00	508,326.00	1,144.66		
Workers' Compensation		6,000.00	4,855.34	1,499.22		
Unemployment Compensation		33,000.00	31,500.78	6,000.00		
FICA		6,000.00		2,141.86		
Group Insurance-Town's Share		46,000.00	43,858.14	13,671.77		
Insurance-Liability, Fire, Auto		1,150,000.00	1,136,328.23	4,252.83		
Insurance Deductible Fund		121,250.00	116,997.17			
		879.93	879.93			

PUBLIC SAFETY					
Police Department					
Salaries		1,123,945.76	7,834.24		48,000.00
Salaries '06	57,807.67	17,171.72			40,635.95
Expenses		94,716.14	28.66		3,434.20
Expenses '06	2,883.03	2,883.03			
Police Radio Upgrade		22,685.80	314.20		
Police Cars	19,931.00	26,754.10			23,176.90
Parking Clerk					
Salaries		6,590.00			
Expenses		8,798.65	257.87		493.48
Fire Department					
Salaries		831,308.00	442.13		2,656.87
Expenses		71,689.00	352.79		
Expenses '06	1,537.16	1,537.16			
Fire Station-Settlement Cracks					
Radio Communication Upgrade	18.00	18.00		2,442.05	
Fire Station Roof Replacement	2,442.05			34,711.17	201.83
Fire Pick-up Truck	40.05	34,913.00	40.05		
Fire Station Boiler Replacement					
Fire Alarm Monitoring System	6,895.00				2,294.38
Federal Fire Grant Match		4,600.62			3,396.00
Building Inspector		3,396.00			
Gas/Plumbing Inspector		16,746.00			
Scaler of Weights and Measures		9,887.00			
Electrical Inspector		3,000.00			
Inspectors' Expenses		9,887.00			
Inspectors' Expenses '06	325.00	3,135.06	964.94		
Emergency Management		325.00			
Salaries					
Expenses		7,500.00	7,500.00		
Expenses '05	500.00	493.08	6.92		
Expenses '06	52.58		500.00		
			52.58		

Animal Control					
Salaries	11,765.00	11,763.40	1.60		
Expenses	3,871.00	1,889.94	1,866.64		114.42
Expenses '06	650.51	650.51			
EDUCATION					
School Land Survey					
Tennis Courts	20,693.72	15,963.00			4,730.72
N.S. Regional Vocational School Dist.		60,989.00	671.00		
Manchester Essex Regional Schjool		8,902,970.96	51,085.04		
DEPARTMENT OF PUBLIC WORKS					
Salaries					
Expenses		570,123.12	39,903.88 "		
Expenses '06	345.71	115,511.44	4,901.39		3,647.17
Misc. Maintenance/Repairs		341.75			3.96
Old Essex Raod Drainage		64,766.09	233.91		
Road Maintenance & Construction		22,773.62	4,226.38		
Brook Clearance	6,606.50				
Railroad Safety Education	3,500.00	152,250.00			158,856.50
Cemetery Office Roof	1,272.98				3,500.00
Drainage Easement	1.00	284.07	288.00		988.91
DPW Sander		5,962.00			1.00
Snow Removal Salaries		15,025.00	975.00		
Snow Removal Expenses		18,947.50	1,052.50		
Street Lighting		90,445.82	(15,765.82)'		1,020.00
Street Lighting '06	72.52	61,762.26	562.11		2,675.63
Sanitary Landfill Salaries		72.52			
Sanitary Landfill Expenses		17,179.09	2,260.91		
Sanitary Landfill Expenses '06	1,318.66	12,147.49	4,402.51		
Rubbish and Garbage Collection		1,318.66			
Rubbish and Garbage Collection '06	5,814.74	389,808.14	191.86		
Land Acquisition-McCall	313.00	5,814.74			313.00
Composting Salaries		5,365.59	34.41		
Composting Expenses		7,989.46	2,010.54		

LAND USE				
Community Preservation				
Expenses		1,927.04	706.96	
Historic District Commission				
Salaries			350.00	
Expenses		137.00	63.00	
Conservation Commission				
Salaries		43,733.52	6,759.48	670.00
Expenses		2,834.12	315.88	
Expenses '06	33.66	33.66		
Gordon Woods Expenses			1,050.00	
Gordon Woods Parking/Maps	1,768.03			1,768.03
Mosquito Control	22,744.27	17,861.32		14,882.95
HUMAN SERVICES				
Health Department				
Salaries		38,808.48	5,226.52	
Expenses		48,577.30	3,157.70	
Expenses '06	4,655.26	4,355.78	299.48	
Hazardous Waste Collection Day	3,238.00	6,953.28	884.72	400.00
Council on Aging				
Salaries		96,788.00	84,880.91	11,907.09
Expenses		13,090.00	11,537.89	1,088.93
3463.18				394.96
Expenses '06	394.96			
Veterans' Services				
Salaries		10,285.00		
Expenses		572.62		527.38
Expenses '06		14.76		
Benefits			500.00	
"Action, Inc."		1,500.00		
H.A.W.C.		2,500.00		

CULTURE AND INFORMATIONAL SERVICES

Public Library					
Salaries		210,943.00	210,444.60	498.40	
Salaries '06	17.22		17.22		
Expenses		116,872.72	116,871.78	0.94	
Repainting Building	2,076.00	55,000.00	41,550.00		15,526.00
RECREATION					
Salaries		54,906.00	52,796.36	2,109.64	
Expenses		13,010.00	12,999.48	10.52	
Expenses '06	500.00		22.84	477.16	
Harbor Improvement					
Tuck's Point	141,185.79	20,000.00	3,763.26		157,422.53
Salaries		16,100.00	5,381.89	10,718.11	
Expenses		8,855.00	6,533.99	2,321.01	
Tuck's Point Chowder House Repairs		15,000.00	9,750.00		5,250.00
Athletic Field Maintenance		35,000.00	31,046.80	3,953.20	
Park/Beach Maintenance	1,508.00	21,000.00	15,377.88	5,960.12	1,170.00
Seawall Engineering		33,000.00	20,922.76		12,077.24
Masconomo Park Restoration		50,000.00			50,000.00
Singing Beach Parking Lot Lining		3,500.00	795.00	2,705.00	
Singing Beach Bathhouse Electric Repairs		5,071.54	3,405.71	1,665.83	
Playground Surfaces		6,400.00	2,612.00		
Van	5,555.00			5,555.00	3,788.00
Memorial Day		1,500.00	1,500.00		
Fourth of July		5,000.00	5,000.00		

INTEREST AND MATURING DEBT

Principal on Bonds	1,330,059.00	1,237,220.65	92,838.35	
WPAT Administration Fees	4,110.00	7,683.15	(3,573.15)"	
Interest on Bonds	652,239.00	443,960.50	208,278.50	
Interest on Temporary Loans				

STATE ASSESSMENTS/OTHER USES

State Assessments	115,896.00	112,096.00	3,800.00²	
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WITHHOLDINGS			
Federal Income Tax	481,256.46	481,256.46	
FICA	43,858.14	43,858.14	
Federal Garnishments	1,692.44	1,692.44	
State Income Tax	204,048.41	204,048.41	
Essex County Retirement	307,550.33	307,550.33	
Group Insurance	321,969.76	321,969.76	
MedCap/DeCap	18,257.50	18,257.50	
Deferred Compensation	176,539.22	176,539.22	
Union Dues	20,850.00	20,850.00	
Credit Union	477,146.39	477,146.39	
Due to Probation	21,426.08	21,426.08	
UNCLASSIFIED			
Fish and Game Licenses Due State	1,338.75	1,338.75	
Gun Fees Due State	5,500.00	5,500.00	
SPECIAL REVENUE FUNDS			
Harbor Master			
Salaries	43,036.00	43,036.00	1,875.61
Expenses	8,829.00	6,953.39	810.66
Care of Floats	6,000.00	5,189.34	5,500.00
Masconomo Park Ramps	5,500.00		96,760.90
Community Preservation Fund	64,558.54		18,721.80
Highway Improvements	18,889.80		
Recycling			
	134,836.36	168.00	102,634.00 ³
	124,700.00	3,654.19	121,045.81 ⁴
Playground	48,866.31	70,237.32	16,586.77
Recreation Gifts/Fees	88,305.53	87,648.97	30,991.91
4th of July Gifts	29,038.26	20,129.35	8,908.91
Library Gifts	7,304.82	4,892.20	7,364.62
Library Children's Room Gifts	489.68	3,797.02	1,173.45
Library 120th Anniversary Gifts		24,931.60	46,248.40
Police Computer Gift	1,042.40	1,042.40	
Police Boat Gift	1,763.07	1,763.07	
Bike Rodeo Gifts	911.57	746.37	1,065.20
	900.00		

Law Enforcement Grant	1,250.00		1,100.00	150.00
Police Community Policing Grant	11,299.00	11,299.00	11,299.00	11,299.00
Winthrop Field	66,086.50	5,000.00	2,900.00	68,186.50
Mass, Technology Grant		2,163.00	2,163.00	
Old Essex Road Repairs	38,000.00		38,000.00	
Crowell Chapel	3,980.00	150.00	1,750.00	2,380.00
Coastal Stream Team Gifts		183.00		183.00
Tuck's Point Interest/Gift Account	13,098.03	3,525.00	9,162.30	7,460.73
Tuck's Point Deposits	7,176.39	6,750.00	5,500.00	8,426.39
Conservation Fund	12,509.16	516.22	980.00	12,045.38
Wetlands Protection Fund	47,114.11	12,716.70	2,021.30	57,809.51
Dexter's Pond Fund	400.20			400.20
State Aid for Libraries	10,075.99	8,199.11	7,922.89	10,352.21
Library Children's Room Grant	1,136.06	1,430.00	1,111.02	1,455.04
Readers Advisory Grant		10,000.00	4,364.20	5,635.80
Fire Alarm Damage Reimbursement	3,119.72			3,119.72
Sale of Real Estate	4,118.45			4,118.45
Water Meters	347.91	9,776.00	8,939.63	1,184.28
Adopt-a-Bench Gifts	780.87			780.87
Masconomo Playground Gifts	2,373.77			2,373.77
Masconomo Park Gifts	25,555.31	26,441.37	16,664.56	35,332.12
Cultural Council Gifts	1,037.50	1,597.88	1,460.72	1,174.66
Cultural Council-State Grant	10,385.18	4,726.07	11,550.00	2,688.14
Cultural Council-State Grant Interest		173.11		173.11
Selectmen's Gifts	1,957.91		1,361.00	596.91
Film Production-Tuck's Point	2,981.79			2,981.79
Police Cell Block Fees	27,293.18	6,336.00	640.98	28,675.00 ⁶
Open Space Gifts		243.26		243.26
Fire Gifts	1,358.41	1,140.00	1,892.36	606.05
Fire CPR Gifts	242.71	1,777.00	1,172.44	847.27
Fire Knox Box Gifts	(1,016.41)	4,757.95	5,077.20	(1,335.66)
FEMA Fire Damage			751.42	346.58
NESWC	90,000.00		90,000.00 ⁷	
Field Maintenance Gifts/Fees	9,217.44	6,913.49	1,401.09	8,729.84
Concert Gifts	4,287.15	4,314.00	6,615.00	1,986.15
Bike Rack Grant	1,910.00			1,910.00

Cape Ann Regional Drug Strike Force	13,482.74	8,673.63	22,047.41	108.96
Police Drug Fund Gift-Macdonald	11,276.08		784.00	10,492.08
Police Narcotic Fund	6,440.24	1,853.11	715.70	7,577.65
Fire Safety Grant	1,281.25		690.76	590.49
Fire Equipment Grant	1,709.47	5,299.00		7,008.47
Fire Emergency Grant	1,241.54			1,241.54
Fire Certification Grant	(175.60)			(175.60)
Fire Local Preparedness Grant	0.50			0.50
Ambulance Task Force Grant		4,000.00	3,356.97	643.03
Federal Fire Grant	1,204.94	61,179.00	10,034.35	51,144.65
Health Emergency Grant			992.60	212.34
Fire Insurance Reimbursement	96.00			96.00
DPW Damage Reimbursement	36.65			36.65
Friends of COA	1,763.61	15,612.00	10,384.95	6,990.66
COA State Formula Grant	995.79	7,132.00	7,559.51	568.28
Senior Home Care Grant	139.20	1,803.40	1,252.00	690.60
Conservation Commission-Landsvik		2,500.00	2,500.00	
Planning Board-Gilmore	1,000.00			1,000.00
Planning Board-Athletic Club	21,856.52	101.59	876.48	21,081.63
Planning Board-Bialek	67,165.58	885.93	52,769.57	15,281.94
Planning Board-Windover Development		2,500.00		2,500.00
Planning Board-MERSD Building Project		5,000.00	2,790.27	2,209.73
Planning Board-T Mobile		550.00	550.00	
Planning Board-Advertising		192.00		192.00
Marina Antenna-Terrasearch	5,117.53	51.54		5,169.07
First Parish Church Antenna-T Mobile	3,058.57	30.73		3,089.30
Appeals Board-Omnipoint	964.20			964.20
Appeals Board-Eisgrau	750.00			750.00
Appeals Board-Kimball		1,500.00		1,500.00
Appeals Board-Crooked Lane		2,000.00	1,900.00	100.00
LNG Pipeline Consulting		25,900.00	25,738.50	161.50
Neptune LNG Special Permit		3,800.00	2,890.09	909.91
7 Eaglehead Road Consulting		3,000.00	3,000.00	
Singing Beach Operations				0.00
Salaries	58,258.00		57,154.86	1,103.14
Expenses	16,941.80		10,424.47	256.84
				6,260.49

Expenses '06	1,953.71		1,953.71		
Waterways Improvement Fund	53,492.08			53,000.00 ⁹	33,779.80
Lifeguards					
Salaries				38,500.00	
Expenses				2,500.00	
CAPITAL PROJECT FUNDS					
Memorial Heating System	33.36				33.36
School Capital Projects '94	335.54				335.54
Field Renovations	5,108.14				5,108.14
School Repairs STM '04	17,656.00				17,656.00
Rotunda Repairs '04	599.66				599.66
Library Climate Control '04	268.96				268.96
Water Resource Protection	31.69				31.69
Fire Department Ladder Truck	553.39				553.39
Highway Garage Roof Repairs	188.00				188.00
Multi-Purpose Municipal Loan '94	1,346.24				1,346.24
Town Hall Parking Lot Paving	51.70				51.70
Landfill Closure Plan	38.51				38.51
Landfill Closure Construction	6,000.12				6,000.12
Morse Pier Repairs	6,028.41				6,028.41
Downtown Improvement Project	476,070.30		709,563.73	1,081,919.66	103,714.37
ENTERPRISE FUNDS					
Sewer Fund					
Salaries					
Expenses					
Misc. Maintenance/Repairs	124.17	279,020.00	272,483.43	6,536.57 ¹⁰	18.87
Sewer System Extension Study		217,000.00	207,758.77	9,241.23 ¹⁰	
Sewerage Facilities Study			105.30		
Masonic Land Purchase		35,000.00	34,493.86	506.14	
Mason Easement		55.45			55.45
Townwide Sewerage Study		1,413.59			1,413.59
Infiltration/Inflow Analysis		1.00			1.00
Infiltration/Inflow Design		4,000.00			4,000.00
Infiltration/Inflow Improvements		13,145.68			13,145.68
		564.47			564.47
		751.52			751.52
		17,156.25			17,156.25

Wastewater Project-EPA					
Water Fund	12,140.00				12,140.00
Salaries	238,848.00	227,480.81	11,367.19 ¹⁰		
Expenses '06	68,450.00	66,845.96	1,506.79	97.25	
Maintenance		300.85	108.83 ¹⁰		
Treatment Expenses	35,000.00	59,200.94	1,802.52 ¹⁰		2,959.26
Treatment Expenses '06	404,300.00	380,604.97	20,735.77 ¹⁰		967.00
Standpipe Replacement Design					3,003.24
Safe Yield Study					23,100.00
Water Treatment Plant	32,500.00	9,400.00			34,083.67
Water instrumentation	17,500.00	17,500.00			
Water Line-Highland Avenue	6,000.00	6,000.00			
TRUST FUNDS					
Non-Expendable Trust Funds					
B.L. Allen Fund	1,300.00				1,300.00
Tuck's Point Fund	6,000.00				6,000.00
Post War Rehabilitation Fund	3,692.46	181.34 ¹¹			3,873.80
Perpetual Care Fund	231,545.75	14,650.00		360.00 ¹¹	245,835.75
Perpetual Care Fund-Odd Fellows	3,000.00				3,000.00
Crowell Cemetery Fund	3,000.00				3,000.00
Knight Cemetery Fund	1,800.00				1,800.00
Expendable Trust Funds					
B.L. Allen Interest Fund	32.09	55.29		80.00	7.38
Tuck's Point Interest Fund	1,731.68	335.09			2,066.77
Post War Rehabilitation Fund	370.86				370.86
Essex Woods Park Fund	13,065.91	578.06			13,643.97
Perpetual Care Interest Fund	13,902.27	13,790.23		899.28	26,793.22
Sale of Lots Fund	20,063.61	12,714.90			32,778.51
Crowell Cemetery Interest Fund	6,679.09	530.31		98.44	7,110.96
Knight Cemetery Fund	4,519.21	282.01			4,801.22
Odd Fellows Cemetery Fund	224.72	188.44			413.16
Winthrop Library Fund	91,744.83	5,204.63		6,995.24	89,954.22
Putnam Library Fund	48,104.07	1,754.51		139.96	49,718.62
Curtis Library Fund	38,641.95	1,325.41		105.73	39,861.63
Hoare Library Fund	563.77	18.92			582.69
Wood Library Fund	1,406.71	74.10			1,480.81
Sieradski Library Fund	21,114.00	739.63		30.97	21,822.66

Ware Library Fund	10,383.57	321.60	125.40	10,579.77
Other Trust Funds				
Stabilization Fund	827,205.88	87,240.12		914,446.00
AGENCY ACCOUNTS				
Special Detail	(17,010.42)	234,408.81	215,945.33	1,453.06
REFUNDS				
Property Taxes		77,496.64	77,496.64	
Motor Vehicle Excise Taxes		14,972.41	14,972.41	
Boat Taxes		123.29	123.29	
Ambulance		499.31	499.31	
Interest and Charges on Taxes		205.09	205.09	
Licenses and Permits		885.00	885.00	
Tuck's Point Rentals		200.00	200.00	
Fines		85.00	85.00	
Water		4,488.61	4,488.61	
Sewer		116.90	116.90	
Departmental		21,745.78	21,745.78	
Less Transfers from Reserve fund	3,055,118.81	24,751,959.27 (148,181.94)	23,787,480.42 (148,181.94)	3,025,139.05
TOTAL	3,055,118.81	24,603,777.33	23,639,298.48	3,025,139.05

¹ Transferred to Fund Balance Designated for Appropriation Deficits

² Transferred to Fund Balance Designated for Over/Under Assessments

³ Transferred as follows: \$50,000.00 to Masconomo Park Restoration; \$50,000.00 to Library Repointing; \$2,634.00 to Community Preservation Committee Expenses

⁴ Transferred as follows: \$120,000.00 to General Fund-Rubbish/Garbage Collection; \$1,045.81 to Unreserved Fund Balance

⁵ Transferred as follows: \$173.11 to F.B.-Cultural Council Grant Interest and \$700.00 to Cultural Council Gifts

⁶ Transferred as follows: \$26,250.00 to F.B. Special Duty; \$2,250 to General Fund-Police Professional Services

⁷ Transferred \$90,000 to General Fund-Rubbish/Garbage Collection

⁸ Transferred to General Fund-Athletic Field Maintenance

⁹ Transferred to General Fund as follows: \$20,000.00 to Harbor Dredging; \$33,000.00 to Seawall Engineering

¹⁰ Transferred to Unreserved Retained Earnings

¹¹ Booked to Non-Expendable Trust Funds in error, will adjust to Expendible Trust Fund in Fiscal 2008

CHARLES F. LANE-TOWN ACCOUNTANT

TOWN OF MANCHESTER **COMBINED BALANCE SHEET-ALL FUND TYPES AND ACCOUNT GROUPS** **JUNE 30, 2007**

	GOVERNMENTAL FUND TYPES			PROPRIETARY FUND TYPES	FIDUCIARY FUND TYPES	ACCOUNT GROUPS	TOTALS
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	ENTERPRISE	TRUST AND AGENCY	LONG-TERM DEBT GROUP	
CASH/INVESTMENTS RECEIVABLES:	3,233,349.89	744,023.26	142,413.09	119,257.03	1,481,241.00		5,720,284.27
TAXES	333,219.63	1,229.36					334,448.99
EXCISE	73,292.22						73,292.22
BOAT	10,784.75						10,784.75
USER CHARGES AND LIENS				56,456.31			56,456.31
TAX LIENS	401,634.29	752.95					402,387.24
DEPARTMENTAL	66,517.86						66,517.86
ACCRUED INTEREST	20,503.72						20,503.72
DUE FROM COMMONWEALTH		113,598.00					113,598.00
AMOUNTS TO BE PROVIDED-BOND PAYMENTS						14,131,885.00	14,131,885.00
BONDS AUTHORIZED						40,000.00	40,000.00
TOTAL ASSETS	4,139,302.36	859,603.57	142,413.09	175,713.34	1,481,241.00	14,171,885.00	20,970,158.36
LIABILITIES AND FUND EQUITY							
PROVISION-ABATEMENTS & EXEMPTIONS	356,359.97						356,359.97
PREPAID TAXES	167,384.86	774.22					168,159.08
DEFERRED REVENUE	476,672.14	1,985.35					478,657.49
DUE TO COMMONWEALTH	8,064.70	113,598.00					121,662.70
WARRANTS PAYABLE	224,802.19	65,654.57					332,170.06
PAYROLL WITHHOLDINGS	34,062.84			41,713.30			34,062.84
OTHER LIABILITIES	29,279.41						29,279.41
BONDS PAYABLE						14,131,885.00	14,131,885.00
BONDS AUTHORIZED-UNISSUED						40,000.00	40,000.00
TOTAL LIABILITIES	1,296,626.11	182,012.14	-	41,713.30	-	14,171,885.00	15,692,236.55

TOWN OF MANCHESTER
COMBINED BALANCE SHEET-ALL FUND TYPES AND ACCOUNT GROUPS
JUNE 30, 2007
continued

	PROPRIETARY GOVERNMENTAL FUND TYPES		FIDUCIARY FUND TYPES	ACCOUNT FUND TYPES		TOTALS
	GENERAL	SPECIAL REVENUE		CAPITAL PROJECTS	ENTERPRISE	
LIABILITIES AND FUND EQUITY (CONT.)						
FUND EQUITY:						
RETAINED EARNINGS						
FUND BALANCES:						
RESERVED-ENCUMBRANCES	611,880.15	14,446.76	104,173.37	(26,409.73)		(26,409.73)
RESERVED-EXPENDITURES	600,000.00			115,409.77		845,910.05
RESERVED-PETTY CASH	385.00			45,000.00		645,000.00
RESERVED-OPEN SPACE		26,640.00				385.00
RESERVED-HISTORIC RESOURCES		13,470.00				6,640.00
RESERVED-COMMUNITY HOUSING		26,640.00				13,470.00
DESIGNATED-ABATEMENTS						26,640.00
& EXEMPTIONS SURPLUS	125,000.00					
DESIGNATED-						125,000.00
APPROPRIATION DEFICITS	(13,693.32)					(13,693.32)
DESIGNATED-UNPROVIDED						
ABATEMENTS	(1,005.80)					(1,005.80)
UNDESIGNATED	1,520,110.22	596,394.67	38,239.72		1,481,241.00	3,635,985.61
TOTAL FUND EQUITY	2,842,676.25	677,591.43	142,413.09	134,000.04	1,481,241.00	5,277,921.81
TOTAL LIABILITIES AND						
FUND EQUITY	4,139,302.36	859,603.57	142,413.09	175,713.34	1,481,241.00	20,970,158.36

CHARLES F. LANE
TOWN ACCOUNTANT

DEPARTMENTAL COSTS-APPROPRIATION ACCOUNTS

FISCAL 2007

GENERAL GOV. INCLUDES HISTORIC & CONCOM	POLICE		OTHER		SCHOOL	SEWER	WATER	LIBRARY	HUMAN SERVICES	RECREATION	TOTALS
	INCLUDES HARBOR MASTER	FIRE	PUBLIC SAFETY	DPW							
SALARIES	634,599	1,166,982	830,866	61,895	612,327	272,483	227,481	210,445	133,974	153,833	4,304,885
EXPENSES	427,452	109,742	70,217	18,292	292,525	242,358	507,920	116,872	76,406	89,143	1,950,927
STREET LIGHTS				61,835							61,835
RUBBISH COLLECTION				395,623							395,623
MANCHESTER ESSEX REGIONAL SCHOOL					8,902,971						8,902,971
N.S. REGIONAL SCHOOL					60,989						60,989
FICA	6,190	10,829	8,464	589	5,293	3,453	2,161	2,928	1,515	2,437	43,859
HEALTH/LIFE INS. ¹	120,689	134,544	163,744		134,717	68,688	39,549	31,340	13,213	6,561	713,045
WORKERS' COMP/POLICE & FIRE											0
MEDICAL	890	5,798	8,894		19,416	4,864	4,550	290	473	1,735	46,910
UNEMPLOYMENT COMP											0
PENSIONS	80,500	148,500	99,500		72,800	35,500	27,500	24,500	12,000	7,500	508,300
LIABILITY/AUTO	12,500	10,000	13,000	500	23,000	11,000	11,000	10,500	2,500	4,000	98,000
ADMINISTRATION											0
(ACCT/TREAS/SEL)	(153,000)	26,000	26,000		30,000	22,000	22,000	17,000	4,000	6,000	0
TOWN HALL EXP.	(45,100)	28,700			5,700	1,000	1,000		5,700	3,000	0
POLICE/FIRE/DPW	20,000	(28,000)	(2,000)		(15,000)	(3,000)	(3,000)	4,000		15,000	0
REGULAR OPERATING											
EXPENSES	1,104,720	1,613,095	1,218,685	81,276	1,638,236	658,346	840,161	417,875	249,781	289,209	17,087,344
CAPITAL OUTLAY											
BONDS/INTEREST		49,440	39,330		44,045		32,900	41,550		29,476	236,741
		4,368	82,355		152,243	502,717	779,894	21,672		111,743	1,688,864
TOTAL OPERATING EXP.	1,104,720	1,666,903	1,340,370	81,276	1,834,524	1,161,063	1,652,955	481,097	249,781	430,428	19,012,949

¹ DOES NOT INCLUDE RETIREES

CHARLES F. LANE
TOWN ACCOUNTANT



Members of the First Parish Church Congregational youth group participated in the Gloucester Pride Stride. The group walked to raise money for the Cape Ann Food Pantry. Pictured here are (Front L-R) Harriet Cheshire and Allyson Conway, (Back L-R) Kirsten Coale, Kim Hayden, Carolyn Heslop, Pam Scarafoni, Greta Hayden-Pless, Olivia Hayden-Pless, Nat Hughes, Rev. Beth Horne and Ann Heslop.



New Police Chief Glenn McKiel with the members of the Manchester Police Department.



Penny Campbell, Dolly Hull, Michelle Baer, Judy Bullard, Shirley Scully, Terry Henderson and Jane Smith-Pearson take a break after serving lunch to almost 100 veterans who were the guests of the Amara Bailey Post #113 and the Legion Auxiliary. This was the 63rd consecutive summer that the veterans have visited Manchester for the day.



Ducks enjoy Black Beach Cove on a winter's day.

Photo courtesy of Paul Dozier

KEY TELEPHONE NUMBERS

Police 911 (526-1212 for regular business)

Fire 911 (526-4040 for regular business)

Ambulance 911 (526-4040 for billing information)

Board of Selectmen.....	526-2000
Accountant	526-2020
Assessors.....	526-2010
Building Department	526-2000
Clerk/Voter Registration	526-2040
Conservation	526-4397
Council On Aging	526-7500
Harbormaster	526-7832
Health	526-7385
Library	526-7711
Parks and Recreation	526-2019
Public Works	526-1242
School Superintendent	526-4919
Memorial School.....	526-1908
Jr.-Sr. High School	526-4412
Treasurer/Collector	526-2030
Veterans' Agent	526-2014
Water/Sewer	526-4450

**MANCHESTER-BY-THE-SEA
TOWN ALMANAC**

Incorporated:	1645
Size:	7.73 square miles
Shore Line:	12.8 miles
Population:	5447
Registered Voters:	3597
Dogs:	852
Government:	Board of Selectmen (meets the first and third Mondays of the month with default to Tuesday in the event of a Monday holiday) Open Town Meeting (normally held the first Monday in April) Annual Election (second Monday in May)
Voter Registration:	Town Clerk's Office during normal Town Hall hours. Special evening sessions before each election and Town Meeting.
Official Notices:	All official Town board and committee meeting notices are posted on the Town Hall bulletin board. Meeting notices are also posted on the Town's website. Published notices can be found in the <i>Manchester Cricket</i> or <i>Gloucester Daily Times</i> or <i>Salem Evening News</i> .
Tax Rate:	\$7.53 per thousand of assessed valuation.
Taxes Due:	August 1st, November 1st, February 1st, and May 1st.
Trash Removal:	Weekly curbside service (Monday and Tuesday) Transfer Station hours: Wednesday, 8:00 a.m. – 11:15 a.m. 12:45 p.m. – 3:00 p.m. Saturday, 10:00 a.m. – 3:00 p.m. (Refer to the Town's website for Holiday Hours) Recycling: Every other week (Monday and Tuesday) Compost: 10:00 a.m. – 2:00 p.m. Saturdays seasonally
Town Hall Hours:	Monday-Wednesday, 9 a.m. – 5 p.m. Thursday, 9 a.m – 8 p.m.; Friday, CLOSED
Library Hours:	Monday and Wednesday, 10 a.m. – 8 p.m. Tuesday and Thursday, 1 p.m. – 8 p.m. Friday & Saturday, 10 a.m. – 5 p.m. Closed Saturdays – July through Labor Day Closed Sundays and Holidays
Post Office Hours:	Window Service: Monday-Friday, 9:00 a.m. – 5 p.m. Saturday, 9:00 a.m. – 12 noon Lobby Hours: Monday-Friday, 5:00 a.m. – 5:45 p.m. Saturday, 5:00 a.m. – 4:00 p.m.
Town Website:	www.manchester.ma.us

