

A photograph of the exterior of Manchester Essex Middle High School. The building is constructed of red brick with large windows and wooden accents. A sign on the brick wall reads "MANCHESTER ESSEX MIDDLE HIGH SCHOOL". In the background, there is a flagpole with the American flag, a paved area with benches, and trees. The sky is clear and blue.

Manchester-by-the-Sea

TOWN REPORT 2011

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ANNUAL REPORT For The Year 2011

In Memoriam

Carl A. O'Brien

John C. Hamor

Lincoln T. Richardson

Jane T. O'Brien

Virginia Campbell

John Harrison

Willard A. Olson

Jeremiah J. Noonan, Jr.

Joanne H. Graves

Beverly R. Cox

Bernice Thompson

Georgeanne Taylor

Dr. Curtis Prout

Town Report edited by Beth Heisey and Town Hall Staff

Front Cover: Manchester Essex Regional High/Middle School Building.
Photo Courtesy of Barbara Almy

Back Cover: Manchester-by-the-Sea Train Station on a Snowy Day.
Photo Courtesy of Wojtek Migdalski.

The editors are grateful to those citizens who contributed photographs to the 2011 Town Report.

The Cricket Press, Inc.
Manchester, Massachusetts

2011

MANCHESTER-BY-THE-SEA
2011-2012 ELECTED AND APPOINTED OFFICIALS
(Chairs shown in **boldface**)

1. ELECTED OFFICIALS

Assessors, Board

Jude Flynn	2012
Vacant	2013
Louis R. Logue	2011

Constables

Joseph P. Aiello	2013
G. David MacDougall	2013
Stephen T. Driscoll	2013

Housing Authority

John F. Kenney	2012
Bruce A. MacDonald	2013
Jane H. Metrano	2015
Marc A. Bliss	2016
Vacant (Governor's Appointment)	

Library Trustees

Timothy Browne (Chair)	2012
Alison Anholt-White	2013
Alida L. Bryant	2014

Moderator

Alan Wilson	2012
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Planning Board

Rebecca S.C. Jaques	2012
Kurt Melden (Co-Chair)	2012
Richard N. Blau	2013
Ronald Mastrogiacono	2013
Carroll Cabot (Co-Chair)	2013
Loren G. Coons	2014
Andrea Fish	2014

School Committee

Anton Giedt (Chair)	2012 (M)
Gregory Carroll (Vice-Chair)	2012 (E)
Linda Crosby	2013(M)
Susan Coviello	2013 (E)
Ann Harrison	2013 (M)
Caroline C. Weld	2014 (M)
Alva Ingaharro	2014 (E)

Selectmen, Board of

Thomas P. Kehoe (Chair)	2012
Susan W. Thorne	2013
Mary M. Hardwick	2013
Paul M. Barclay	2014
Margaret F. Driscoll	2014

2. APPOINTED OFFICIALS

Action, Inc. Representative

Gretchen Wood	2013
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ADA Committee

Lisa Bonneville	2012
Gretchen Wood	2012
Marion Hall	2013
Elizabeth Heisey	2013
Laurie Werle	2014
Denise Samolchuk, Coordinator	2014
Town Administrator (<i>ex officio</i>)	

Animal Control Board

Dorothy Jodice	2012
Patricia Martines	2012
Hope Watt-Bucci	2012

Animal Inspector

Robert Steach (Board of Health Appointment)

Appeals, Board of

James O'Neill	2012
Joe Demeo	2013
Tilly Pick	2013
Bridget Murray	2013
Michael Sullivan	2013
James Diedrich (1st Alternate Position)	2014
Vacant (2nd Alternate Position)	2014

Bike/Pedestrian Committee

Terry Cowman	2012
Kurt Svetaka	2013
Todd Clark	2014

Building Inspector

Paul Orlando	2013
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Cable Access Corp. Rep.

Paul Jermain	October 1, 2013
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Cape Ann Regional Planning Committee

Emergency Response Coordinator

Thomas P. Kehoe	2014
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Chebabco Woods Land Management Committee

(H) Hamilton (M) Manchester	
(M)Steve Kenney (<i>ex officio</i>)	
(H/M)Susanna McLaughlin	2012
(M)Ralph Smith	2013
(H)Rick Vancisin	2013
(M)Charles W. Kellogg, II	2014
(H)Virginia Cookson	2011

Community Preservation

Laura Dwyer (at large)	2012
Lars Swanson (Finance Committee)	2012
John F. Burke, Jr. (at large)	2012
Rebecca G. Campbell (at large)	2012
Donna Dussault (historic resources)	2013
Jane Metrano (Housing Authority)	2013
Ronald Mastrogiacono (Planning Board)	2014
Leslie Hammond (Con Com)	2014
Christopher Wood Kelly (Parks & Rec.)	2014

Conservation Commission

Leslie Hammond	2012
Frank Marangell	2012
G. Hamilton Mehlman	2012
Steve Demeter (Co-Chair)	2013
Steven Jaworski (Co-Chair)	2013
Olga Hayes	2014
Ralph Smith	2014

Council on Aging

Steven Gillespie, MD	2012
Kerianne Walsh Leonard	2012
Robert Howard, DMD	2013
Linda C. Kiley	2013
Mary Ann McGovern	2013
George Nickless	2013
Su Kwedor	2014
Marie Lopresti	2014

Cultural Council		
Sondra Bialy	2012	
Winifred Diedrich	2012	
Katerina Gates	2012	
Anne Cowman	2013	
Karen Hatch	2013	
Anna Kasabian	2013	
Robert Hoff, Jr.	2014	
Downtown Improvements Project Committee		
Carroll Cabot	2012	
Andrew Harris	2012	
Ben Rossi	2012	
Emergency Mgmt. Dir.		
Andrew Paskalis	2012	
Essex North Shore Agricultural & Technical School District Committee		
Joseph Sabella	2013	
Finance Committee		
Albert M. Creighton, III	2012	
John Croft	2012	
George Putnam, III (appt. by Town Moderator)	2012	
Sarah Mellish (appt. by Town Moderator)	2013	
Sam Martin	2013	
Morgan Evans (appt. by Town Moderator)	2014	
Sue Pick	2014	
John Kenney	2014	
Andy Oldeman	2014	
Fire Chief		
Andrew Paskalis	2012	
Gas/Plumbing Inspector		
Joseph Guzzo	2013	
Harbor Advisory Committee		
Greg Bialy	2012	
Mike MacEachern	2012	
James Hatch, Chair	2013	
Jens Kure-Jensen	2013	
John Kiley	2013	
Stuart Conant, Vice Chair	2014	
David Crosby	2014	
Acting Harbormaster		
Gabe Mongiello	2013	
Health, Board of		
Paula Polo-Filias	2012	
Beverly Melvin	2013	
Leslie Nitkiewicz	2013	
Peter B. Germond, M.D.	2014	
Vacant	2014	
Historic District/Historical Commisison		
vacant (resident)	2012	
Donald Halgren (resident)	2012	
Donna Dussault (Historical Society)	2013	
Michael Storella (resident) Chair	2013	
Robert MacNeille (architect)	2014	
Robert Hofeldt (resident)	2014	
Nancy Winslow	2014	
July 4th Committee		
Tracy Gothie	2014 (July 31st)	
Carole Mastendino	2014 (July 31st)	
Nicole Alexis Rosmarin	2014 (July 31st)	
Joe Sabella	2014 (July 31st)	
Karen Snider	2014 (July 31st)	
Parks and Recreation Director	(<i>ex officio</i>)	
Manchester Coastal Stream		
Francie Caudill	2012	
Susan Purser	2012	
Katharine Culhane	2013	
Michele Kulick	2013	
Patricia Mitchell	2013	
Lynn Atkinson	2014	
Carolyn Kelly	2014	
Jessica Lamothe	2014	
Joan Nesbit	2014	
Memorial Day Observance		
American Legion	2012	
Legion Auxiliary	2012	
M.A.P.C. Representative		
Carroll Cabot, Planning Board	2013	
Richard Blau, Planning Board (alternate)	2013	
MBTA Advisory Board		
Vacant		
North Shore HOME Consortium Representative		
Vacant	2012	
N.S. Reg. Voc. School Rep.		
Joseph Sabella (Appointed by Town Moderator)	2012	
North Shore Task Force Rep.		
Maria Menendez, Planning Board	2013	
Parking Clerk		
Denise Samolchuk	2013	
Parks and Recreation Commission		
Nancy Garvey	2012	
Christopher Thomas	2012	
Robert Coyne	2013	
Sara Levensohn	2013	
Olga Hayes	2014	
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)		
James Doucette (M/E Jr. Hornets)		
Tony Giedt – Co-Chair (School Committee)		
Tom Kehoe – Co-Chair (Manchester Selectman)		
Kelly Porcaro - (MERSD Athletic Director)		
Essex Appointees		
Vacant (Essex)		
Jeff Jones (Essex Selectman)		
Tim O'Leary (School Bldg Com.–		
Jessica Lamothe, Alternate)		
Richard Trembowicz (At Large – Essex)		
Sue Taylor (M/E Softball)		
Police Chief		
Glenn F. McKiel	2013	
Registrars, Board of		
Joanne Hoff	2012	
Eileen Buckley	2013	
Gary P. Giusto	2014	
Denise Samolchuk	(<i>ex officio</i>)	
Safety Committee		
Vacant (DPW Rep)	2012	
Allan Kirker	2012	
Jonathan Happel	2012	
Town Administrator	2012	
DPW Director	2012	

Seaside One Committee

Merritt Miller	2012
Thomas Durkin	2013
Carl Anderson	2014

Shade Tree Management & Pest Control

Mark Hammond	2012
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Shellfish Constable

Thomas Henderson	2012
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Town Accountant

Charles "Fred" Mansfield	2014
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Town Administrator

Wayne C. Melville	6/30/12
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Town Clerk

Denise Samolchuk	2013
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Treasurer/Collector

Jennifer Yaskell	2014
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Tree Warden

Thomas Henderson	2012
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Welcome to Manchester

Monika Congdon	2012
Ginny Germond	2012
Anna Kasabian	2012
Judy Shipman	2012
Stacey Lai	2013
Jen Migonis	2013
Margaret Maher	2014
Alyson O'Regan O'Hara	2014

Winthrop Field Committee

William Bonaccorso	2012
Michael Chapman	2013
James E. Moroney	2013
Gar Morse	2014
Richard Puchniak	2014

Wiring Inspector

Joseph Novello	2013
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(Seated) The 2010 Volunteer of the Year Regina Villa and 2010 Employee of the Year Paul O'Brien; (Standing left to right) Representative Brad Hill and Selectmen Bryan Gubbins, Sue Thorne, and Tom Kehoe.

ANNUAL REPORTS



Members of the Board of Selectmen (left to right): Tom Kehoe, Sue Thorne, Margaret Driscoll, Mary Hardwick and Paul Barclay.

BOARD OF SELECTMEN

Annual Town Election: Prior to the Annual Election in May, Selectmen Bryan Gubbins and Lee Spence announced that they were not going to run for re-election. At the May election, Margaret Driscoll and Paul Barclay were elected as members of the Board. At the re-organizational meeting in mid-May, Tom Kehoe was re-elected as Chair and Mary Hardwick was elected as Vice Chair. At the town election, the voters approved an operating override of \$1,250,000. This override amount was reduced by \$362,157 as the override was not supported in both town towns in the regional school district.

Annual Town Meeting: The Annual Town Meeting held in the auditorium of the MERHS auditorium and dining hall brought out over 600 voters for a very long session. After dealing with articles on dogs on the beach, Other Post-Employment Benefits, the appointment of a civilian Harbormaster, and an override of the Town and Regional School department budgets, the meeting was adjourned just after 1:00

a.m. The Board appreciates all the voters who stayed up well after their bedtime to keep the quorum until adjournment. With the moderator's agreement, the Board has decided to return the 2012 Annual Town Meeting to the Memorial School as the Memorial gymnasium holds more voters than the auditorium at the Middle/High School.

Appointments: The Board has made appointments of Selectmen liaisons to the Board of Health, Planning Board, Conservation Commission, Zoning Board of Appeals and the Harbor Advisory Committee. The Board also advertised for applicants and made appointments to a new Animal Control Board and the ad-hoc Open Space and Recreation Committee. In July the Board filled the many appointments that are made to various board, committees and commissions. The Town has 75 employees and over 150 people who serve in volunteer positions as elected or appointed officials to work to run the Town. The Board appreciates the services of these residents who volunteer to serve their community.

Civilian Harbormaster and Harbor: Article #14 at the Annual Town Meeting established a civilian Harbormaster position in Town. After the By-Law was approved by the Attorney General, the Board and Town Administrator appointed an acting Harbormaster for the summer 2011 boating season. A job description for the HM position was developed by the Harbor Advisory Committee and approved by the Board. In October and November, the Board, members of the Harbor Advisory Committee and a Citizen's Panel interviewed applicants for the Harbormaster position. In December, the Harbormaster's position was offered to Bion Pike who will assume the duties on January 15, 2012. Paul Barclay and Sue Thorne have served as liaisons between the Harbormaster/Harbor Advisory Committee and the Board. The work that they have done is appreciated by all on the Board.

A group of former Harbor Advisory Committee members and others with a strong interest in the harbor undertook and completed an on-the-water inventory of the mooring fields this summer. This information has been passed along to the Harbor Advisory Committee and the new Harbormaster for use in continuing to improve the use and management of the harbor. The Board has approved a dredging plan worked on by the Harbor Advisory Committee; the plans have gone to the permit stage. The Board and members of the Harbor Advisory Committee met with members of the Seaport Advisory Council in Town Hall to continue the process of getting all permits and obtaining funding for the harbor dredging.

Crooked Lane Sewer Extension: After receiving comments about the lack of a public sewer line on a portion of Crooked Lane in April, the Board met with affected citizens along that roadway. After researching and considering many options, the Board voted to extend the public sewer line from just beyond 0 Crooked Lane to the common driveway for # 15, #17 and #19 Crooked Lane. Many homeowners have already tied into this new line. According to the Annual Town meeting vote of 1955 the residents will pay betterments for this sewer line extension.

The thanks of the Board are extended to

DPW Director Steve Kenney and the men of the DPW for their work on this construction project. Special thanks to Dave Doucette, Dave Fitzgerald and Frank Miles for their dedication to this task.

Sweeney Park Improvements: The Board worked with the Manchester Essex Little League (MELL) in its efforts to construct a snack bar and announcers/scorekeepers booth at Sweeney Park. The Board also accepted a gift of a scoreboard for the facility donated by the Hooper Fund as a grant to the MELL. These improvements to the facility, headed up by the volunteers of the MELL, are appreciated by all the users of the facility.

Pine Street Land: The Board continues to work with our Licensed Site Professional from Woodard and Curran and our legal team to mitigate any remaining issues on the Town-owned land on upper Pine Street. We continue to make progress with this property and when the mitigation is completed, plan to discuss the future use of this land with neighbors and members of Town boards.

Tuck's Point: The Tuck's Point Railing project was completed in May prior to the start of the recreation and boating season. A contract for the second and final phase of work to the Rotunda and decking was awarded in the fall and is expected to be completed in May 2012.

Hires and Retirees: After more than 30 years serving as Town Accountant, Charlie Lane retired in July. The Board appointed then acting Manchester Town Treasurer Charles "Fred" Mansfield to the position of Town Accountant. Jennifer Yaskell was appointed as our Town Treasurer. Other new faces in Town Hall include Mary Reilly as the new Conservation Commission Administrator and Pam Thorne as Assistant to the Town Clerk and the Board of Selectmen (replacing Carole Shepard). Retirees from service to the Town include Bill Majenski, Peter Mains, and Neil Andrews (Police), Ron Matthews (DPW), and Pat Morley, Administrative Assistant to DPW.

Recognitions: The Board honored Paul O'Brien as Employee of the Year and Regina Villa as Volunteer of the Year. Darcy Babikian was awarded the Board of Selectmen Citizenship Award.

Honors: The Board is proud to have had an opportunity to recognize several men from our public safety departments. The Board presented a Public Safety Award to two of our Firefighter/Paramedics, Tim Crosbie and Bob Cavender, in recognition of their skilled and professional response in a life-saving effort. The Board hosted a Badging Ceremony in recognition of the promotion of officers Mark McCoy and David Lynn to the rank of Police Sergeant. Also recognized was Firefighter Tim Crosbie who was promoted to the rank of Lieutenant. Manchester is fortunate and proud to honor these fine young men and the departments they serve.

9/11 Memorials: The Fire Department held a service to commemorate the 10-year anniversary of the September 11 terrorist attack on the World Trade Center. The Board also voted to authorize the construction of a bench at Masconomo Park in memory of Manchester native Ralph Kershaw, who was a passenger on one of the planes.

Policy Changes: The Board responded to resident and DPW concerns about long-term parking in Town parking lots and made changes in the regulations to address those concerns. We also adopted a short-term beach cleanup policy for the Conservation Commission.

Unfunded Liabilities: Unfunded liabilities for employee pension and health care costs were a major topic for the Board in 2011. While the pension system is on a funding schedule as required by State law, the unfunded liability for retiree health insurance costs continues to grow. A new actuarial report was prepared that estimated these unfunded costs at \$13 million. The Board took several actions to reduce these future costs. An internal audit of those enrolled was conducted to be sure that all participants were entitled to be part of the plan. The Board adopted a written policy that will prevent any retiree who is not currently enrolled in the plan from enrolling at a future date which is otherwise allowed by the general laws. The Board also authorized Town Counsel to re-negotiate all current labor contracts in an effort to make changes to the plan design and employee contribution rate to drive down future health benefit costs.

Water & Sewer Rates: The Board set water and sewer rates in June that were below the prior year rates. The sewer rate dropped from \$11.75 to \$11.40 per 100 cubic feet. Reduced operating costs and debt service and a prior year surplus each contributed to the cost reduction.

Water rates are graduated in increments of up to 3,000 cubic feet, 3,000 – 6,000 cubic feet and above 6,000 cubic feet. The rates dropped from \$4.90, \$5.00 and \$5.10 to \$4.75, \$4.85, and \$4.95 respectively. The reduction was supported by a prior year surplus.

Tax Rate: In November, the Board voted a single tax for residential and commercial property based upon a tax rate of \$10.11, up from \$9.04. The change was the result of slightly declining property values and approval of an override.

The Board wishes to acknowledge their contribution and thank Beth Heisey, Carole Shepard and Pam Thorne for their support throughout the year. The work of the Board would not be possible without their efforts and dedication.

ANIMAL CONTROL BOARD

On September 19, 2011 the Board of Selectmen appointed 3 residents of the Town to serve on the Animal Control Board, with appointment through June 30, 2012. The responsibilities of the Animal Control Board are to assure that animals do not become a nuisance, that animals are treated humanely, and that the Town-by-laws concerning animals are enforced. The Animal Control Board serves as an advisory group to the Board of Selectmen on matters related to Animal Control procedures, facilities, services and programs. The Animal Control Board is also responsible for soliciting input from the community to improve animal control, to review policies, procedures, facilities, fees, and signage and make recommendations of any changes to the Board of Selectmen as needed.

The Animal Control Board will make recommendations to the Board of Selectmen for 2012 in the following areas; revision of the Animal Control by-laws; revision of the Animal Control Officer position description; FY2013 budgetary revisions; comparative regional sur-

vey of Cape Ann Animal Control by-laws and Animal Control Officer position description; revision of animal boarding options; recommendations for fee and licensing increases; and management of domestic animals in public areas. The Animal Control Board meets every two weeks.

BOARD OF ASSESSORS

The Board of Assessors has established as of January 1, 2011, for Fiscal Year 2012, which begins on July 1, 2011 and ends on June 30, 2012 the following assessed values for the Town, as required by law.

FY2012 - Real Estate & Personal Property	
Residential Property -	
2132 parcels -	\$1,949,895,980
Commercial Property -	
106 parcels -	84,497,921
Industrial Property -	
14 parcels -	6,677,800
Personal Property -	
147 accounts -	47,687,130
Total Taxable -	
2399 par/acc. -	2,088,758,831
Exempt Property -	
348 parcels -	168,868,100
Tax Rate per \$1,000 of value -	\$10.11
Total Taxes Raised -	\$21,117,351.78

FY2011

Real Estate & Personal Property

Exemptions approved (elderly,veterans,blind,etc.) -	35
Abatement applications filed -	39
Personal Property apps. approved -	0
Personal Property apps. Denied -	1
Real Estate apps. approved -	25
Real Estate applications denied -	10
Withdrawn -	0
Deemed Denied -	3
Late Filing -	0

Motor Vehicle & Boat Excise

2011 Motor Vehicle Excise abatements - 205
FY11 Boat Excise abatements - 79

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.

Thank you for your assistance and cooperation throughout the year.

Louis R. Logue, Chairman

BICYCLE AND PEDESTRIAN COMMITTEE

This Committee promotes walking and bicycling within Manchester. The physical and financial well-being of our citizens is directly related to the per capita miles we are self-propelled. Given our special location and unique attributes, Manchester is an inviting destination and rest-stop for people to explore on foot or bicycle year-round. The activities of our Committee fall mainly into three broad and intertwined areas: promotion, safety, and access. We actively solicit input from our fellow townspeople and we rely upon our public officials at the municipal and state levels for their expertise in issues related to these three areas. In addition, we work in a variety of ways with local and state groups whose agendas overlap ours.

First and most notable, John Carlson, a mainstay on this Committee for many years, completed his last term in 2011. John has been the force behind many of this group's initiatives and he will be missed. As he continues to be involved in many related issues, we know John will provide valuable input and time to our mission. Best wishes to Mr. Carlson.

For the seventh year, this Committee organized and ran a *Bike/Walk to School Week*. This program has achieved state-wide recognition for its success in encouraging healthy activities and safety. Despite some challenging weather, over 70% of the Manchester Memorial students participated in the program, with some individual classrooms achieving rates above 90%. Ice cream from Captain Dusty's and the awarding of two bicycles from Trek provided encouragement! The success of this week relies on parents, classroom teachers, school administration, the Manchester Police, and, especially, the volunteer crossing guards who command key intersections throughout Town during the mornings and afternoons. Not only do we seek

to increase the number of foot and bike trips to school during this targeted week, we want to springboard off the success of this program. We hope to pass the administration of this annual event to the school PTO.

As part of our safety initiative, this Committee, in conjunction with the Memorial School PE staff, replaced or refitted the bicycle helmets of over 50 children at no charge. New helmets were provided by the Manchester Police Department and vouchers for new helmets were also provided by Seaside Cycles of Manchester. Thanks to parental support and safety presentations held at Memorial, this program has helped get the "Ride a Bike/Wear a Helmet" adoption to virtually 100% of the grade school riders!

This year, with the encouragement of Middle School Principal Beth Raucci, High School Assistant Principal Paul Murphy and the Manchester Police Department, this Committee sought to increase helmet wearing amongst riders in Middle and Senior High School. Despite State law requiring helmets to age 17, approximately 20% of the riders arriving at school, on more than a dozen mornings, were bareheaded. Those that wore helmets were rewarded with ice cream certificates courtesy of Captain Dusty's or cycle headlights donated by CatEye. Helmet-less riders were offered free helmets provided by Seaside Cycles with funds donated by Manchester Hardware along with safety information. In order to increase safe ridership, each student who biked to school wearing a helmet was also entered into a drawing for an iPad purchased through donations.

With the timely cessation of downpours and the cooperation of the DPW lawn-mowing, the annual *Bike Rodeo and Races* were a huge success in front of Memorial School. The Rodeo included a safety instruction course run by the Manchester Police Department, bike inspections provided by Seaside Cycles, and the famous Sherry Proctor Bicycle Handling/Skills Challenge. Adjunct to the Rodeo, the Essex County Velo Cycling Club conducted and awarded prizes to the winners of age-group bike races. Due to construction on the school green, a new venue will be needed for 2012.

Advancing from an assessment in 2009, the

state and national *Safe Routes to School Program* has selected Manchester as a proposed site for development. Following a survey within a mile radius of Memorial School, several critical safety issues have been identified and put forward for engineering design proposal. Principal amongst the areas designated for engineering is the Lincoln/Summer Street intersection. This is part of a federally funded and state directed infrastructure safety program that works in conjunction with our Town departments. The Town has provided feedback to the program and awaits response from the State.

During the course of the year, the Committee raised donations from Essex County Velo, Cape Ann Savings, Manchester Hardware, CatEye Bicycle and the Manchester PTO to finance its programs. The Manchester Bike and Pedestrian Committee would also like to thank Seaside Cycle and Captain Dusty's Ice Cream for their continued support whenever the Committee has asked for it!

Two seats on the Committee are open on which any interested Town resident may serve.

Manchester Bicycle Pedestrian Committee

CABLE ACCESS CORPORATION REPRESENTATIVE

Cape Ann TV is a non-profit, membership-based organization dedicated to producing community and institutional programming and to providing public access for the free exchange of information and ideas which reflect the talents, skills, interests, concerns, and diversity of the Cape Ann community.

Cape Ann TV serves the City of Gloucester as well as the Towns of Essex, Rockport, and Manchester-by-the-Sea on Comcast Cable Channels 12, 20, & 67.

The organization offers a three-camera studio, portable field equipment, and editing suites. Membership and training are pre-requisites for equipment and facility use, which are available on a first-come, first-served basis.

Significant events during the 2011 calendar year: purchase of three new Canon XF105 Hard Drive Camcorder field camera kits to improve equipment availability; acquisition of Facil database software to efficiently manage mem-

bership, program, and equipment information; recruitment of over ten interns to help execute critical TV station activities; launch of a technical workshop series to support the development of quality shows; and ACM industry recognition of creative local programs. CATV covered important Manchester events and continued to produce an average of over twenty new original hours of programming each week.

Paul Jermain, CATV Board Vice President - Manchester Representative

CHEBACCO WOODS LAND MANAGEMENT COMMITTEE

The Committee continued to maintain and improve the trails. The trail network is currently in very good condition. A neighbor recently sent a note describing how pleased he was with the trails. He wrote they are in "the best condition I've seen in twenty years...there are almost no places where the trails are muddy, rutted, or eroded."

Additional gravel was spread in July where high water created a need to raise the trail bed around Round Pond. Stones were placed along the shore to prevent erosion. R.B.Strong of Gloucester did most of the trail work and when we ran short of funding, the company donated \$1,385 of labor and material

At the request of the Manchester DPW, the Committee voted to ban horses and dogs from the trails that circle Round and Gravelly Ponds. This measure was made necessary to reduce the amount of animal waste in the Manchester water supply. Enforcement of the ban remains a problem. Vandalism has led to destruction and removal of warning signs. The Committee hopes to enlist the cooperation of the Hamilton Police to help enforce the ban.

The land swaps to cure two encroachments on the property still have not been completed due to documentary issues; we continue to hope that the transactions will soon be finalized.

In October, the Committee, together with neighbors and Lake Association members, collected trash along Chebacco Road. In another joint project, the Committee and Essex County Trail Association cut a few trees and widened the trail leading to Rt. 22.

Periodically we removed the beaver dam at

the outlet of Round Pond leading to Chebacco Lake.

Ralph S. Smith, Chair

MANCHESTER COASTAL STREAM TEAM

The Manchester Coastal Stream Team is a Town Committee which 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 through various projects and educational outreach.

In 2011 we updated and republished our Organic Lawn Care brochure (available in pdf format on our page on the Town website). In conjunction with this effort, we ran several articles in the Manchester Cricket with specific organic lawn care tips for people based on the season.

In the spring we coordinated with the Manchester Essex Regional High School's SCORE program to find two seniors to work on stenciling the storm drains in Town with the message "Don't dump – drains to ocean". While the weather did not cooperate entirely with this effort, the boys were able to cover some of the downtown with this important reminder.

Over the summer our group worked in collaboration with Salem Sound Coastwatch to continue monitoring the intertidal areas of Black and White Beaches for marine invasive species. We also conducted water collections biweekly in three locations that flow into Kettle Cove in order to gather information regarding possible sources of bacterial contamination. Several members of our group participated in the Salem Sound Coastwatch *Adopt-A-Beach* program at various beaches in Town.

We continued to work on issues of mutual interest with the Board of Health including the bacterial counts in the marshes and mosquito control.

We continued our 13 year cooperation with the DPW to open the tide gate in the spring to encourage smelt runs in Sawmill Brook; joined the Community Center on their Town-wide clean-up effort with a focus at Black and White Beaches; and cleared the invasive purple loosestrife at Dexter Pond to allow native

species to flourish.

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

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Committee (CPC) has focused the majority of its resource funding over the last several years toward two of our Town's precious historic assets: Crowell Chapel and Tucks Point Rotunda. 2011 was a milestone year for both of these projects. The first phase of work on the Rotunda, the guardrail replacement, was completed before the summer season and the dinghy ramp access was also retrofitted. A large Phase 2 funding request was overwhelmingly supported at Town Meeting this year which will include a complete restoration of the roof, columns, benches, dome mast and decking. The CPC and the Town Administrator have worked quickly to get the construction contract awarded with work scheduled to begin in January, 2012. The CPC anticipates all work will be completed before mid-May, 2012.

The other focus of work this year has been Crowell Chapel. Phase 4, which was another ambitious project overwhelmingly approved at Town Meeting, involved a complete interior restoration including major plaster repair, stained glass window and sill repair, all new lighting, painting, bronze plaque restoration, piano restoration, cleaning and carpet. This Phase has been completed and the chapel is a gem. A rededication ceremony and concert have been scheduled for January, 2012.

Other CPC funded projects in 2011 were Morss Pier, work is scheduled to begin next spring; and boiler replacement at The Plains under Affordable Housing.

The CPC has set aside allocated monies for Affordable Housing and Open Space and these accounts are slowly building up. Now that the Town is moving forward with updating their Open Space Plan, grant monies could become available to help offset the cost of an open space purchase or project.

The CPC has also worked with the Manchester Historic Commission to classify his-

toric assets in Manchester and has begun research and submission of historic surveys to the Massachusetts Historic Commission which will enable the Town to apply for preservation funding grants.

CONSERVATION COMMISSION

The Manchester-by-the-Sea Conservation Commission conducted 22 meetings and continued its regulatory and non-regulatory activities in the year 2011. The Commission reviewed various projects under the Massachusetts Wetlands Protection Act and the Town Wetlands Bylaw. The Commission issued 10 Determinations of Applicability, 22 Order of Conditions under the State Wetlands Protection Act and local wetlands by-law, 13 Certificates of Compliance, 2 Enforcement Orders, 5 DeMinimis Change letters and no Emergency Certifications.

2011 brought several staff changes to the Commission. At the beginning of the year, Lisa Press who had served as Conservation Administrator for several years, left the Town of Manchester to work in Gloucester as their Conservation Agent and Barbara Lane, who had served as the Conservation Administrative Assistant, retired. The Town hired Michele Grenier as the Interim Conservation Administrator and then hired Mary Reilly in July of this year as the permanent Conservation Administrator. The Commission wishes to thank Lisa Press and Barbara Lane for their many years of service and Michele Grenier for assisting the Commission during the interim period.

In 2011, a long-time Commissioner, Jens Kure-Jensen, retired and two new members, Leslie Hammond and Ralph Smith, joined the Commission. The Commission thanks former Commissioner Jens Kure-Jensen for his many contributions and for his 12+ years of service devoted to the Town of Manchester.

The Commission members and its 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.

The Commission is also involved in restart-

ing the effort to create an Open Space and Recreation Plan for the Town with the goal of having it finalized in 2012. In addition to defining and prioritizing community goals, the plan will enable Manchester to apply for Self-Help, Land & Water Conservation Funds, and other grant programs administered by the Executive Office of Energy and Environmental Affairs. In addition, the Commission will be working on updating the current by-law regulations to be compatible with the revised wetlands by-law that was adopted by the Town in 2010.

Steve Demeter and Steve Jaworski, Co-Chairs

COUNCIL ON AGING

Manchester has a senior population of approximately 1,505; this breaks down to one out of every four people in the community being over 60 years. The focus of this department is to 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 2011:

- Monthly catered “Lunch of the Month” for 30-40 senior citizens.
- Provided 1,250 units (unduplicated) of transportation to senior and disabled citizens.
- Provided 274 units of outreach service to senior and disabled citizens.
- Delivered (by volunteers) approximately 2,200 “Meals on Wheels” to homebound seniors.
- Sponsored several health and wellness seminars at The Community Center and The Plains.
- Held monthly Low Vision Support Group.
- Held weekly Yoga Programs funded by the Friends of the Council on Aging.
- Held StrongWoman exercise program twice weekly with 55 to 60 participants for each 12-week session.
- Held the annual Chicken & Rib BBQ at Tuck’s Point with more than 60 senior citizens attending.
- Held the Summer Cookout at Tuck’s Point, funded in part by The Friends of the COA, with more than 55 seniors attending.

- Held the annual Holiday Luncheon at the American Legion Post 113 with over 70 attending.
- Distributed the COA newsletter to more than 900 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 to approximately 65 senior and disabled citizens.
- Provided SHINE (Serving Health Information Needs of Elders) counseling to over 150 seniors.
- Collected and delivered approximately 1,500 pounds of food to local food pantries.
- Collected and shipped approximately 15 boxes of food and other miscellaneous items to our overseas Military.
- Developed several TRIAD programs for senior citizens

A very big part of the COA growth and success goes to approximately 73 active volunteers who donated thousands of hours in 2011. 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 Hammond

Director of Senior Services/Council on Aging

CULTURAL COUNCIL

The Manchester Cultural Council conducted a community-wide survey in the spring of 2011 to help guide the allocation of the grant funds received annually from the Massachusetts Cultural Council and to identify the types of cultural events and programs that are of the most interest/benefit to our residents. Specifically, the survey sought to identify the most widely attended of the Town’s regularly scheduled events; the types of activities residents most like to participate in and what they consider to be the top three priorities for grant funding; how residents find out about the cultural events and activities; and how many people are aware 1) that Manchester has a Cultural Council whose mission is to allocate grant money received from the State to help fund cultural

events and 2) that individuals, schools, and community groups can apply for these grants.

Among survey respondents, Manchester's annual Fourth of July Parade received the most "votes", followed by art exhibits (e.g., in local galleries, Town Hall, and Sovereign Bank), the Arts Festival in July, the summer band concerts at Masconomo Park, and the lighting of the Friendship Tree in December. The most popular activities are visiting art exhibits, participating in natural history walks and demonstrations, and attending holiday events (such as caroling); also receiving many votes were art classes/workshops, gardening classes/workshops, and history lectures/historical reenactments. Those who completed the survey feel the top three funding priorities are community-wide gatherings; arts education in the schools; and nature, science, and environmental education projects, tied with projects celebrating local history and cultural diversity.

More than half of the survey respondents indicated they were not aware of the Council's mission to allocate grant monies, and about the same number did not know that individuals, schools, and community groups can apply for these grants. Finally, the vast majority of respondents get their information on events from *The Manchester Cricket* and by word of mouth, while many also consult *The Gloucester Daily Times* and learn about activities from notices posted around town.

With this feedback, the Council is confident that the grant monies awarded over the last two years are meeting the current cultural needs of the Town. However, the Council is concerned that so few people are aware of their activities and has established a priority of improving Town-wide communication about their mission and the availability of grant funds. The Council invites Manchester residents to contact them with questions and encourages participation in and welcomes feedback on all grant-sponsored activities.

Winifred Diedrich, Chair

DOWNTOWN IMPROVEMENTS PROJECT COMMITTEE

This year the area of sidewalk in front of the Post Office was resurfaced where tree roots had

lifted the sidewalk. The balance of funds remaining after construction has been used (in lieu of Town funds) for other maintenance and repairs in the project area. The Committee continues its research into whether or not to convert to LED for lighting, based on performance of materials and projected costs vs. existing service costs.

The initial phase of the Project was the 2005 renovation of Beach and Summer Streets in the downtown, funded by private donations and a State grant. The Committee's long-term goal is to continue the improved safety patterns, sidewalks, and lighting along Route 127 to Pine Street. The Committee thanks Rick Gibson for his invaluable assistance and is grateful for the participation and support of residents and friends and to DPW Director Steve Kenney for his cheerful help.

Ben Rossi, Chairman

FIRE DEPARTMENT

The 26 members of the Manchester Fire and Rescue Service include 13 Career and 13 Call Firefighters. Seven are Paramedics, thirteen are EMTs and six are First Responders. Twenty-five members are Massachusetts Certified Firefighters, I/II. Andrew Herendeen was hired as a full time Firefighter/Paramedic. Blake Lemke was hired as Call Firefighter.

Fire and Rescue Service: The Manchester Fire Department responded to 1,007 calls for emergency service in 2011. These included 35 fire incidents, 135 hazardous condition and 436 emergency medical service calls. MFD responded to the communities of Beverly, Gloucester, Essex, Hamilton, Wenham, Ipswich and Salem for mutual aid. In addition, the Department conducted 307 fire safety inspections, issued 408 permits and performed 54 child safety seat inspections. The Fire Department collected \$173,141 in fees during 2011 and received \$427,608.99 in Federal and State grants due to the efforts of Captain Biggar and other members of the Department.

The Department continues to actively pursue and provide training opportunities to maintain the highest level of service and safety to our citizens. Training drills were conducted as well as a rescue drill at Singing Beach with the

Parks and Recreation Department and the Police Department.

FF/P Crosbie was promoted to Fire Lieutenant; Manchester Fire's first paramedic officer. Cpt. Biggar, Lt. Hatch, FF/P Pyburn and FF/P Butler are members of the Essex County Technical Rescue Team. FF/P Happel is one of three firefighter paramedics on the Cape Ann Rapid Response Team. FF/P Herendeen completed the twelve week MA Fire Academy Recruit School. Firefighters Lucas and Campbell completed the Call/Firefighter part time six month long certification program. Firefighters Happel and Pyburn completed the Fire Safety Educator Course.

The Department continues aggressive efforts in fire prevention and improving life safety. Town residents were invited to the Department's eighth annual Open House during Fire Prevention Week. In addition to participating in the Essex County Fire Safety Trailer activity, attendees watched a demonstration of the dismantling of a vehicle using the JAWS extrication tools. Capt Biggar, Lt Hatch, Firefighters Pyburn, Happel, Crosbie, Soucy and Herendeen held school assemblies for approximately 400 students at the Memorial School on home evacuation and fire safety. Firefighters also presented Fire Safety Day at the Summer Playground Program. Firefighters instructed classes for residents to receive American Heart Association CPR certification. The Department continues to work with businesses and homeowners in the upgrade of fire detection equipment and the installation of carbon monoxide detectors.

The Department participated in many community events including: the Memorial Day Parade, the July 4th Celebration, the Playground's Water Safety Day, the Manchester Arts Festival, Vehicle Day, the Halloween Program, the Landmark School's Health Fair, the Youth Triathlon and Santa Claus rides.

The Department held the tenth annual Memorial Service to commemorate the anniversary of the September 11th terrorist attacks. Due to the recent Line of Duty deaths suffered by Massachusetts Fire departments, FF/Chaplain Forsythe has been active with the MA Corp of Fire Chaplains and the Boston

Critical Incident Stress Management teams. MFD lost one of its own with the passing of retired Call Firefighter Jerry Noonan.

Emergency Management: The Fire Department is an active participant in the Cape Ann Emergency Planning Team (CAEPT) and meets regularly with the other communities to plan and train in preparation for local and regional response to disasters. The cooperation and commitment between the communities has resulted in many successes and is critical for effective response. Cooling shelters were opened during the summer with the help of the Library personnel, the Housing Authority, the School Department and volunteers like Susan Thorne.

I would like to express my appreciation to the firefighters for their hard work, dedication and commitment to excellence and professionalism. I especially thank our citizen volunteers for their commitment to helping their neighbors in times of crisis. For myself and on behalf of the Department I would like to thank the Town for its continued support and 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 regarding this report or safety concerns please call or stop by the fire station.

Andy Paskalis, Fire Chief

FOURTH OF JULY COMMITTEE

The Fourth of July Parade Committee is working hard to present to our Town the best family-themed parade on the North Shore. Currently, six new members have volunteered their time to make this Parade a memorable one for 2012.

2012 is a fireworks year and many surprises are planned for our upcoming Fourth of July Celebrations.

Joe Sabella, Chairman

BOARD OF HEALTH

The mission of the Manchester-by-the-Sea Board of Health is to protect the public health of the citizens of Manchester through enforcement of health codes and regulations while promoting a healthy community through the use of

innovative programs. The Board continued this focus in 2010.

In 2011, the Board was successful in getting the Town's citizens, at its Annual Town Meeting, to support the Board's initiative to limit the access to dogs on the beach only during months where the temperature was low enough to reduce the public health risk and exposure to parasite born illnesses and other diseases. Thus, dogs are now only allowed from November 1st until March 31st.

The Board has actively pursued trying to determine the source(s) of pollution at both West Manchester Beach and the marsh near Black and White Beaches, as a result of several high coliform counts in these areas in the summer, in particular. So far the exact source has yet to be positively identified, but more and more systems have been upgraded which is always a step in the right direction. Approval of subsurface sewage disposal systems remains the primary source of activity and revenue for the Board of Health.

Flu Clinics were again offered to Town residents, School Teachers, Town Employees, and Fire and Police personnel. Although vaccines requested were down as compared to last year, there were still a significant number of people that took part in this service. A special thank you to all the local residents who provided volunteer nursing and clerical services to the Board, and to Betty Benn, our Public Health Nurse.

In concert with the DPW, we continued our commitment to the Town to provide a safe environment for disposal of hazardous waste with our annual collection event.

The Board wishes you all the best of health.

Leslie R. Nitkiewicz, Chairperson

HISTORIC DISTRICT COMMISSION AND HISTORICAL COMMISSION

Town Meeting 1975 gave the Historic District Commission all the powers and duties of an Historic Commission. The Commission continues to work toward surveying the Town to see what properties should be on the National Register, and after a public hearing, compiled a list of Town-owned properties which they determined are historically significant. Work

continues on the repair and restoration of Tuck's Point Rotunda and Crowell Chapel in Rosedale Cemetery, funded by money from the Community Preservation Commission and through matching grants. Work also continues on the preparation of a Town-wide Demolition Delay By-law which the Commission will bring to Town Meeting.

Certificates of Appropriateness were granted in 2011 to 38 Central Street, 26 Central Street, 5 Peele House Square, 10 Bridge Street, 4 Ashland Avenue, and 12 Bennett Street. Signs were granted to 26-B Central Street, 19 Central Street, and 25 Central Street

Historic District Commission and Historical Commission members are Donna Dussault, Martin Hahn, Don Halgren, Robert Hofeldt, Rob MacNeille, Chairman Mike Storella, and Nannie Winslow.

HOUSING AUTHORITY

The Manchester Housing Authority (MHA) consist of 80 elderly/handicapped housing units, located at Newport Park (constructed in 1963) and The Plains (constructed in 1974) as well as a 4-family housing unit located on Loading Place Road (constructed in 1989).

With deep regret, The Manchester Housing Authority lost its long-time Executive Director Joanne Graves (of 28 years) who passed away this past September. Mr. Allen C. McCoy was appointed Interim Director.

As the result of the increase in utility rates, the decrease in rents, and increasing health cost to the tenants, we now require an operating subsidy from the Commonwealth of MA for the sixth time in the past thirty years.

We do not receive any funds from the Town budget other than from the Community Preservation Act (CPA) funding. We operate on our own rental system and with contribution from the Commonwealth of Massachusetts.

The Authority had turned over 15% of its elderly/handicapped housing units, with one turn-over in the family units during 2011.

During the 2011 period the MHA managed and maintained the 21 unit rental building at Twelve Summer Street for the Twelve Summer Street Partnership LTD.

In 2011, The Authority was granted Federal

Stimulus Funding for boiler replacement at The Plains and our family site. This was completed this past summer by Crowley Engineering, Architect, and Plumbing Contractor Robert Irvine and Sons. The Town of Manchester provided \$15,000 of CPA funding for the installation of a new boiler at the Plains Community Hall and office area.

In 2011, National Grid provided funds for an energy grant. This provided replacements of refrigerators, up-grade of insulation at Newport Park, and also the purchase of water saving devices and new energy lighting.

Senator Bruce Tarr and Representative Brad Hill continue to support legislation for modernization and upgrading of public housing.

Mr. Marc Bliss continues to serve as chairman of the MHA Board. We await an appointment by the Governor to fill the fifth position.

Allen C. McCoy continues to serve on the statewide maintenance professional association of Maintenance Supervisors as Past President. We would like to commend our staff, Maintenance Mechanic, Mr. Chris Rodier; Secretary, Carol Powers; and part time employees Mark McCoy and Tom Andrews; for their performance and professionalism.

Ms. Laura Carreiro, Asset Management Specialist; Bill Miller, Office of Construction Service; and Avalon McLaren, Project Manager, have provided great oversight and technical assistance from DHCD during 2011. We thank all the Town boards for their assistance.

Manchester Housing Authority Board of Commissioners

Marc Bliss, Chairman; Bruce MacDonald, Jane Metrano and John Kenney

INSPECTORS

Information below is for the calendar year 1/1/11-12/31/11

Building Inspector

Permits Issued	229
Fees Collected	\$102,587

Plumbing/Gas Inspector

Plumbing Permits Issued	196
Fees Collected	\$ 11,580
Gas Permits Issued	206
Fees Collected	\$ 8,132

Wiring Inspector

Permits Issued	174
Fees Collected	\$ 56,707

LIBRARY TRUSTEES

The Board of Library Trustees oversees operations, sets policy, secures funding, and manages the assets of the Town's Library. The Board said good-bye to Ric Rogers (2005-2011) and welcomed Alida L. Bryant.

The major changes to the Library in 2011 were the introduction of a new integrated library system named Evergreen. Merrimack Valley Library Consortium, the network that Manchester belongs to, was the first in the State to switch to the open source system, which is expected to save public libraries statewide expensive licensing fees. The Boy Scouts, led by Eagle Scout candidate Connor Howlett, accomplished a major reorganization of the Children's and Reference rooms last winter.

In all, 46,820 people visited the Library last year, including 300+ wireless users and 100+ tutors and students. An average of 350 people used the public computers every month. 73,315 items were checked out locally, of which 12,000 were to patrons of neighboring communities. Librarians processed 29,000 interlibrary loan items, both for our patrons and filling requests at other libraries. Three thousand reference questions were answered. There are 4,550 registered borrowers and the Library owns 81,674 items in print and digital format.

In 2011 the Trustees raised \$5,000 for the Young Adult Program and the Friends of the Library matched that amount. Circulation to teens, ages 12-18 was 7.9% of overall circulation. Our Young Adult Librarian, Anne Cowman, held 13 programs with 128 teens in attendance on topics such as cartooning, making hand-made ice cream, and Christmas ornaments. There were 16 members of the Teen Advisory Board, who volunteered their services selecting materials, helping with programs, and assisting with other library duties. The Library sponsored young adult author Mitali Perkins at the middle school.

Head of Youth Services, Sara Collins, presented a total of 212 programs for children with 4,351 in attendance. There were 253 children

participating in the Summer Reading Program. The Library sponsored three book groups for children, chess and cribbage programs, musical events, crafts, hands-on science experiments, and seasonal poetry nights. The Library offered an afterschool homework center and supplied multiple copies of the School's summer reading books.

The Friends of the Library are a private organization that raises funds through membership and book sales to supplement the Library's programs and services. Income from the Friends allows the Library to offer extras such as museum memberships, programs such as the summer reading program, refreshments, holiday wreaths, and digital content. The Friends continue to sponsor online services such as Freegal and Mango, Ebook content and Ebook Readers, and microfilming of the *Manchester Cricket*. The Friends sponsored a technology night last fall and raffled off a Nook Reader; Candy Bergquist was the winner.

Volunteers continue to supplement the Library staff by performing the many tasks necessary for day-to-day operations. Sixty-eight volunteers helped by processing books, inputting data, weeding the collection, and most importantly, shelving returned books. Volunteer hours totaled over 1,300, an average of 25 hours per week.

Board of Library Trustees

**MANCHESTER ESSEX PLAYING
FIELDS COMMITTEE**

During 2011, the Manchester-Essex Playing Fields Committee (MEPFC) focused on upgrades to Sweeney Park and continued to explore new field space.

A sub-committee developed an improvement plan for Sweeney Park in the beginning of the year. The MEPFC presented their recommendations to the Board of Selectmen on February 22, 2011. The back softball field would be redone to create a "skinned infield" reflective of the current standards for youth and HS girls softball. Home plate would be moved further away from the backstop. A new concessions stand would be built behind the backstop of the front Little League baseball field to provide light food including hot dogs, pizza,

and beverages during games. The "skinned infield" work would be funded by existing budget from the Parks and Recreation Department. The concessions stand would be named in honor of Bill Burgess and would be funded through private donations of time and money. Future proceeds from the concessions stand would be used to fund youth baseball and softball programs and to establish a HS scholarship in Bill Burgess' name. The Selectmen suggested that Manchester-Essex Little League (MELL) perform the fund raising drive through their organization and voted to support allowing the proposal to proceed to the various Town boards needing to approve.

The back softball field upgrades were completed in time for the spring 2011 softball season. After securing the appropriate Town approvals, the construction of the concessions stand began in the late fall of 2011.

Improved watering and fertilizing of the grasses at Sweeney Park dramatically improved the playing surfaces for baseball, softball, and soccer programs. Private support from local contractors and MELL enhanced the quality of the baseball infield.

The MEPFC continued to investigate new potential field space for one full-sized baseball field and one full-sized multi-purpose field.

Tom Arntsen and Greg Blagden, Co-Chairs

PARKING CLERK

Fees collected in 2011:

Beach Stickers	\$60,772.00
Parking Fines	43,604.25
Walk-on Passes	537.50
Business/Boater Placards	2,080.00
TOTAL	\$106,993.75

3662 beach and resident stickers were issued during the year.

C. Denise Samolchuk, Parking Clerk

**PARKS AND RECREATION
DEPARTMENT**

Bringing families and the community together!

It has been another busy year for the Parks & Recreation Department. Despite the tough economic conditions over the past few years, participation in Parks & Recreation Department

programs has continued to increase every year, particularly in the *Hornets after School Program* and the *Summer Playground Program*.

The Parks & Recreation Department offers over 250 different activities geared toward all ages and abilities each season. New schedules are released three times per year; in April, August, and December, so come and see what recreational opportunities we can provide for you. In addition, the Parks & Recreation Department has a page on Facebook and is also on the web at www.manchester.ma.us/recreation.

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, swimming at the beach, attending summer playground, playing tennis, 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 2012!

However, that 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.

We hope you have also enjoyed the *Music in Masconomo Summer Concert Series* which takes place on Tuesday nights at Masconomo Park from 6:00 – 8:00 p.m. during July and August. This annual concert series will be entering into its 10th year in 2012 so join us this coming summer 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 local organizations and businesses. Many thanks go out to them for their support!

The Parks & Recreation Department will continue to create new recreational opportunities for Manchester residents in the coming year. If you have any suggestions for activities, special events, or programs 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 is where the benefits are endless...

MANCHESTER PARKS & RECREATION COMMISSION

Our five-member Commission oversees some of our Town's greatest natural resources including Singing Beach, Masconomo Park and Tuck's Point. We are the sole advisory group to the Board of Selectmen on matters related to Parks & Recreation programs, services, and facilities; and work closely with the Director of Parks & Recreation to manage those areas. We look for input from our community on ways to improve these services; review facility policies and procedures; review signage and fees and make recommendations to the Board of Selectmen as needed.

PLANNING BOARD

The Planning Board consists of seven elected volunteers who are charged with making decisions on divisions of land, granting special permits, developing planning policies and amending the Zoning By-Law. The Board meets twice monthly and occasionally makes site visits in connection with applications. In the past year the Board endorsed nine *Approvals Not Required (ANR)* for minor transfers of land between abutters or for new lots. Four *Driveway/Curb Cuts* were approved and three *Special Permits* were granted under the Personal Wireless Telecommunications Service Facilities By-Law. The Board held meetings for a 4.9.5 (Restrictions within Ground and Surface Water Resource Overlay Protection Districts) determination and a Residential Conservation Cluster. The Board continued its discussion of wind energy and passed the Wind Energy Conversion By-Law at Town Meeting.

We thank all members for their effort: Richard Blau, Loren Coons, Andrea Fish, Becky Jaques, and Ron Mastrogiacomo and are ever appreciative of the wise and able assistance of Administrative Assistant, Helene Shaw-Kwasie.

Carroll Cabot and Kurt Melden, Co-Chairmen

POLICE DEPARTMENT

It remains both an honor and privilege to serve as your Chief and to offer the citizens of Manchester-by-the-Sea this annual report on

the accomplishments and activities of your Police Department for 2011. We operate with a consistent mission and mandate: to serve and protect our citizens and all those we encounter in the most efficient, effective and courteous manner. This is a consistent hallmark that guides us and we are pleased that, as a result of embracing this mandate, we are one of the safest, service oriented communities in the Commonwealth. We operate with the knowledge that the challenges facing all aspects of government are significant and we will continue to do all we can to deliver service in a manner that is fair, compassionate, and cost effective. I remain proud to lead a group of knowledgeable, committed, and motivated officers and civilians who understand that excellence in service and the ideals of fairness and compassion guide us.

The face of our agency continues to change and evolve. Retiring this year were Leonard Andrews and William Majjenski. We wish them well in retirement. An interesting statistic; since 2007 seven members of the Department have retired. This represents a 50% change in personnel in 5 years. This is not uncommon as many of those who retired were hired at approximately the same time, and became eligible for retirement around the same time. As a result of this shift, I often will have citizens say to me they don't recognize or know many of the officers. It is my goal to change that and I am planning a "meet and greet" this year so that citizens can get a chance to meet our new officers. The details of this will be forthcoming and we hope to see many of our citizens at this event.

As a result of the retirements, Officer Mark McCoy was promoted to the rank of Sergeant. Sergeant McCoy has faithfully served the Town since 1996 and previously held the position of Detective and Court Prosecutor. As a result of this promotion, Mark now commands the day shift. Reserve Officer/Dispatcher Steven Fiore was promoted to the rank of full-time Patrolman. Steven is a graduate of the Massachusetts Municipal Police Training Committee Academy in Reading. Steven served as a member of our successful volunteer Auxiliary Officer Program prior to being both part-time and full-

time. Joining us as Reserve Officers are Kevin Gordon and Katie LaChance. Both of these dedicated and well-trained individuals also previously served in our Auxiliary Officer Program.

Although patrol and investigations remain the core of our duties and responsibilities, we understand and value the concept of community service and community policing functions. This citizen and police collaboration brings us together and working collaboratively and effectively. We remain active in many programs and initiatives including the TRIAD program. This is a productive and collaborative partnership between our senior citizens, representatives of the Essex County Sheriff's Department, Essex County District Attorney's Office, the Manchester Council on Aging, and the public safety agencies of our Community. In this program important work is done that strives to keep seniors safe in their homes, on the roads, and on the information superhighway. In 2011 we continued our partnership in education by continuing with our Community Collaborative Initiative, the District Attorney's Juvenile Diversion programs, and safety presentations at the Elementary and Middle/High School. As a continued part of our patrol function we continued with our motorcycle patrol, bicycle patrol program, and A.T.V. Beach patrol. The off road A.T.V. continues to be proven a valuable tool in safety not only at the beach but has been used in different search and rescue capacities in areas otherwise inaccessible. We continue to be an active member and participant in the Cape Ann Regional Response Team. This team works not only on tactical situations and service missions in the member communities, but also on search and rescue missions and ensures public safety at many different events. Remaining as an important program that helps ensure our adequate training ground for new police officers is our highly successful Auxiliary Officer Program. In this program, individuals who have an interest in the police profession, many of whom are working toward a degree in Criminal Justice, get valuable training and experience. These volunteers attend training, which is the first step in advancing to a part-time police position. These dedicated individuals

work many of the events, including the Fourth of July parade, and, in the years that we have them, the fireworks. In 2011 these dedicated volunteers contributed nearly 1,000 hours of dedicated, no cost service to our Community.

Municipal fiscal challenges remain consistent and, like all communities in the Commonwealth, the need is great to seek alternative funding sources in the form of grant funding. As such, I am pleased that we were able to receive funding grants that allowed us to obtain equipment outside of the Town's budget. We applied for, and were awarded, a Commonwealth of Massachusetts Executive Office of Public Safety and Security E-911 Grant that allowed for an update to our dispatching capability. This grant allows for the purchase and installation of a new console radio interface. This state of the art equipment replaced one that was over 20 years old and had recently failed. This equipment enhances our dispatch function and will serve us well and for a long time to come. In addition I have applied for, and we have been awarded, a funding grant from the Massachusetts Executive Office of Public Safety and Security – State E-911 Department to train all personnel in Emergency Medical Dispatching. Once trained, any person taking a 911 call for a medical emergency will be able to offer potentially life saving medical instruction over the phone to those at the scene. This award of nearly \$39,000 will allow us to train all personnel and to purchase all related computer software which will allow us to deliver these life saving instructions. Training will commence in January of 2012 and will be completed by June of 2012. This award will allow us to deliver the highest level of dispatch service and safety to our citizens. We have one of the best dispatch services in the area. Our dispatchers have the local knowledge and are here in our community ready to get emergency services to our citizens quickly when needed. The Department also was awarded a funding grant from the Office of Alcohol Testing that allowed us to replace our department's breathalyzer machine. As our fiscal challenges continue, I renew my pledge to be pro-active in seeking out all outside grant-funding opportunities that are available.

Ongoing and regular training of our police

officers remains central to the effective delivery of quality service to our citizens. As such, officers completed annual in-service and emergency medical training as well as firearms re-qualifications. There were many specialized training classes officers attended including classes on anti-bullying, school safety, and advanced investigative techniques and technologies. We continue to expand and develop our expertise in the areas of fingerprint recovery, homeland security, identity theft, and cyber-related crimes as well as state-wide information sharing.

In 2011 the Manchester-by-the-Sea Police Department logged 9,374 calls for service. This represents an increase of 18.6 % over 2010. Included in this number are 111 arrests, 986 calls for follow up/investigation, 164 motor vehicle crashes, and issuance of 561 traffic citations. The ever increasing instances of cyber-crime and identity theft continues to be the largest area of growth in criminal activity we are experiencing. The complexity of our investigations is increasing as well. Detective Newton is continually training to keep pace in this changing world. Please take all steps possible to protect your personal information and identity and I again urge our citizens to destroy/shred personal papers and documents before discarding. We continue to remind citizens to lock their homes and cars, and to report all suspicious persons and vehicles immediately. It is never an inconvenience to respond to a call of a suspicious person or vehicle; you may be preventing a crime.

We remain committed to our partnership with our community and local government. The challenges that currently face us are not insurmountable and I remain confident in our ability to meet our challenges and respond effectively. I remain grateful for the opportunity to serve as your Chief of Police.

Glenn F. McKiel, Chief of Police

Animal Control

In 2011 Animal Control Officer Steach responded to a total of 312 calls for service. This included: 141 dog calls and 171 calls classified as "other animals". These responses reflected a consistent call volume as compared to calendar year 2010. Calls for service are han-

dled 24 hours a day, 7 days per week and officers of the Police Department assist in this function when A.C.O. Steach is unavailable. Messages can be left via voice mail for A.C.O. Steach at the Police Department. Again this year many of the calls in 2011 dealt with missing or injured pets. We urge you to help maintain your pet's safety by keeping it on a leash and keeping it secure in your home, on your property, or while traveling, in your vehicle. Many lost pets came to us without identification or without being properly licensed. Additionally, having a pet I.D. tag will help us to return your pet quickly and safely to you. We again remind pet owners that the Animal Control Officer has a hand-held microchip scanner available to check lost pets for implanted identification. We are pleased to offer service to the many responsible pet owners in our community, and we remind you that in addition to licensing, all dogs must be under control via voice control or on a leash.

Chief Glenn F. McKiel on behalf of A.C.O. Steach

PUBLIC WORKS

Public Works Division

Snow season was very busy and we had all we could do with both the Town's equipment and manpower and sub-contractors to keep up with the accumulations. We actually had so much snow being removed from street intersections, sidewalks, and the downtown areas, that we ran out of places to store the snow and had to use areas never used before for stock piling the snow removed from those areas. We were able to secure permission from the Mass DEP to dump snow into the harbor but it had to be only in well circulated, ice free areas...which we had none. We used more in-house labor and equipment than hired equipment to help keep the costs down. The clearing of sidewalks; when we clear them, should we clear them, and how we clear them, seems to be the most challenging part of the snow season. Hopefully, with the help of the Selectmen, School, and Townsfolk we can arrive at a workable sidewalk/snow policy. Private roads also tend to be a problem; their narrowness, winding directions and layouts tend to make it difficult to plow and

sand without causing property damage or filling in driveways. We do our best with these challenging situations and thank our citizens for their understanding and patience.

Through the use of Town funds and Chapter 90 funding, we were able to reclaim, pave, and install curbing where warranted on Church Street, Old Essex Road (from Pleasant St. to Andrews Ave), and a base coat on Crooked Lane.

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, maintaining parks and the Transfer Station and compost facilities.

Public Works employees continue to do a fine job in maintaining our 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 appreciate the continued support we receive from Town Meeting in approving our Tree budget line item.

Efforts to get a handle on the escalating costs of sanitation handling, and to more fairly distribute them across the taxpaying population by charging additional fees to users, seem to be working. We have taken in \$223,800 in revenues to help offset the \$423,000 in collection and disposal costs. The Town has increased its recycling tonnage by 4 tons and reduced its refuse tonnage by 37 tons which translate to a savings of \$2,590.00 that we didn't have to pay for disposal.

Water Division

The contracted services for operations of the Water Treatment Facility continue to move forward in a favorable motion. Though some bumps in the road have occurred with the change over in personnel, we find our working relationship with Woodard & Curran to be a very positive and productive one. We continue to work together to introduce new and innovative ideas to decrease the rise in chemical and utility costs and to make operations more efficient.

Our pumpage was 268,000,000 gallons last

year; this is a decrease of 35 million less than last year. This is due to conservation measures as people become more aware of how expensive it is to water outdoors. Outdoor watering and leaky toilets are the biggest cause of increase in water bills. This decrease in usage is a good step toward keeping our per capita pumpage below the State's DEP threshold of 65 gallons per day per person. Given the new regulations being handed down from the Mass. Department of Environmental Protection we will have to start addressing more efficient ways we use our water resources.

Converting our old style of reading meters with a new radio read system is continuing this year. The process has been slow due to manpower constraints but we hope to have it completed by the end of next year. To keep costs down we are using in-house labor to install new readers on all our customers' homes, replacing the old ones. We have installed approximately 500 thus far.

Along with meter reading, the Water Department employees continue their maintenance and repairs of the water distribution system's hydrants, valves and pipes.

Wastewater Division

The Wastewater Plant saw a lot of maintenance last year that has been deferred for several years. We installed a new sewer main on Crooked Lane. We also performed several small, but substantial repairs to reduce I & I to limit the flow of groundwater into the plant. The plant processed and cleaned 206,000,000 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 210,000 per day to a high of over 2.5 million gallons per day. This is due mainly to groundwater and surface water making its way into the collection system through breaks in the system. This problem has been, and remains, one of the biggest issues in running the plant efficiently and allowing us to tie more customers into the system.

BOARD OF REGISTRARS

Voter registration totals as of December 31, 2011:

Democrat	818
Republican	778
Unenrolled	2,190
Constitution	1
Inter 3rd Party	2
Green Party USA	2
Green Rainbow	4
Libertarian	11
Socialist	<u>1</u>
TOTAL	3,807

The total population figure, gathered from the town census is 5,655.

The required registration sessions were held before the April Town Meeting and the May Town Election. 198 new voters registered in 2011.

Eileen Buckley, Chairman
C. Denise Samolchuk, Town Clerk

MANCHESTER ESSEX REGIONAL SCHOOL DISTRICT

The Manchester Essex Regional School District is a high achieving community committed to educating all students, inspiring passion, instilling a love of learning, and developing local and global citizenship. We continue to experience enrollment growth with the student population growing to 1550 in the fall 2011. The general economic climate and our continued growth have presented significant financial challenges for the system. The District has committed to a collaborative approach to budget planning working cooperatively with the Boards of Selectmen and Finance Committees in both Essex and Manchester in order to provide one another with ongoing progress reports of our planning process and working to find mutual solutions. In February 2011 the School Committee for the Manchester-Essex Regional School District approved an operating budget of \$20,456,476. Essex and Manchester accepted this budget and voted to authorize tax assessments for their respective Towns to fund this budget based on the apportionment formula in the Regional Agreement. A portion of each Town's appropriation was contingent on overrides in each

Town. Failure of the override put the District's available funding for FY12 under the approved budget at \$19,984,981 [\$16,815,635 (Town funding) + \$3,169,346 (real and projected revenue direct to the District)]. At its June 28, 2011 meeting the School Committee voted to amend its original operational spending budget to \$20,238,446. The budget spending amount was adjusted down by half of the projected Chapter 70 funding (approximately \$250,000). This is consistent with the District's practice during the budget season as more information on the Chapter 70 picture was learned from DESE and other reports. Prior to Town Meetings and in anticipation of the possible increase in Chapter 70 funding due to enrollment, the District had increased revenue to reduce the original assessments to the Towns to help facilitate an override vote. In keeping with this approach, the District split the projected Chapter 70 revenues between spending and reserves as outlined prior to the Town Meetings. This results in a total budget of \$20,238,446, an increase of only 1% over FY11 spending.

The district continues to receive accolades for student performance in academics, the arts, and athletics. MERSD students performed strongly on state and national assessments. Our NCLB accountability report cards can be viewed on our website – www.mersd.org. Manchester Essex Regional School District was ranked 6th on Boston Magazine's list of top fifty public school districts in Massachusetts. Manchester Essex High School Drama Club won the Massachusetts Educational Theater Guild, Festival 2011. In the fall of 2011, the MERHS Girls' Tennis Team won the Division 3 State Championship. Essex Elementary students were invited performed at the launch of the Essex Schooner Ardelles.

In July of 2011, the MERSD administrative team welcomed two new members Allison Collins, Director of Student Services and John Willis, Principal of the Memorial Elementary School. The leadership team and faculty take a proactive team approach. The MERSD team works to educate each child from his/her own readiness level in order to facilitate the intellectual, social and emotional growth process. We look at the whole child when determining stu-

dent academic, social and emotional needs. There are many measures of success, and we are committed to helping each individual child achieve his/her potential.

The Manchester Essex Regional School District is a high achieving community of learners committed to educating all students, inspiring passion, instilling a love of learning, and developing local and global citizenship. Its success is a community effort! On behalf of the faculty and staff of MERSD, I extend my sincere appreciation to the residents of the communities of Manchester and Essex for their unwavering support of our student and our schools.

Pamela Beaudoin, Superintendent of Schools

CURRICULUM AND TECHNOLOGY

It has been another busy year in the Curriculum and Technology Office. The 2011-2012 school year marks an important school year for districts all across our state. This is the year that school districts begin to transition to the Common Core State Standards (CCSS) in both Language Arts and Mathematics. According to the Common Core website, "The Common Core State Standards are designed to be robust and relevant to the real world, reflecting the knowledge and skills that our young people need for success in college and careers. With American students fully prepared for the future, our communities will be best positioned to compete successfully in the global economy." Locally, we have established two PreK-12 committees to begin the work of transitioning to these standards and we are taking a thorough look at our current ELA and Math programming to determine our future direction. In conjunction with the curriculum review process, an elementary time audit task force has been developed to study our current school day in order to determine if there any efficiencies in our current schedule and to ensure continuity between both schools.

On the technology front a team from MERSD has been heavily involved in the conversion of our Student Management System from a program called MMS to a program called X2 Aspen, a state-of-the-art data plat-

form from Follett Software. With Aspen we will be able to house all of our student data, so we can easily find it, report on it, analyze it, and use it to the fullest extent. The goal of our Aspen Conversion Team is to “go-live” in the spring and be fully operational by September 2012. In other technology news, through a variety of local grants, the District is beginning to pilot tablet computers, most notably, the I-Pad. The teachers who are utilizing this technology will be reporting to the administration at the end of this school year on how they have effectively utilized these amazing devices and what the effect has been on student achievement.

Lastly, on June 28, 2011, the Department of Elementary and Secondary Education (DESE) adopted new regulations for the evaluation of all Massachusetts educators. According to the DESE website, these regulations will: 1) Promote growth and development amongst leaders and teachers; 2) Place student learning at the center using multiple measures of student learning, growth, and achievement; 3) Recognize excellence in teaching and leading; 4) Set a high bar for professional teaching status; and 5) Shorten timelines for improvement. In order to begin the implementation of these new requirements here at MERSD, a multi-school task force has been established to undergo training at the State level and to bring that information back to the MERSD staff.

It has certainly has been a busy year in the Curriculum and Technology Office and that trend is sure to continue in the coming years with common core standards for other subject areas on the horizon and the continued growth and development of new technology products for education.

Scott Morrison, Director of Curriculum & Technology

ESSEX ELEMENTARY SCHOOL

Essex Elementary School enrolled 280 students in pre-school through grade 5. The K-5 classrooms average nearly 21 students per class. EES maintains a wide range of support services including reading, guidance, special education and health services. Beyond the academics, elementary students receive instruction

in art, music, physical education, computer applications, and Spanish. EES continues to support and utilize a modern, up-to-date library and integrates technology into instruction throughout the building each and every day. The computer lab is used on a daily basis and there are two wireless mobile computer labs and classroom based projectors. The total number of interactive white boards is seven including the Smartboard™ in the computer lab. Funding came from both the Spaulding Foundation and the Enrichment Fund. The Activboards™ are located in first, fourth, and fifth grade classrooms and are used throughout the entire school day. These Activboards™ are also equipped with an Activote™ system. Students use a remote to give instant feedback to the classroom teacher, and this assessment system provides immediate information for the teacher to adjust the lesson as needed. Grades two and three are slated to receive Activboards™ pending funding from grants.

The School Council develops an annual School Improvement Plan that serves as the connection to the District Improvement Plan and as a blueprint for planning at the building level. School and District goals help determine individual teacher and administrator goals so that the faculty addresses the same priorities. The staff at EES spent last year implementing Response to Intervention (RTI). This is a three tiered model of instruction that provides support to students who are struggling in specific skill areas.

Student safety is a top priority for the District. The students’ Bill of Rights Handbook has greatly clarified expectations regarding parents, students, and staff rights and responsibilities. Many workshops have been held regarding the bullying law and a program known as MARC (Massachusetts Aggression Reduction Center) that has provided schools with tools needed to define behaviors, aggression and education about behaviors that are not acceptable in or out of school. We have also developed a lockdown procedure to ensure safety for students and staff should dangerous situations arise during the school day. All staff have been trained in this procedure and a practice drill was held.

EES has seen steady improvement in MCAS scores in language arts and a marked improvement in math over the past three years. Currently nearly 69% of third grade students are proficient or above in ELA and 76% in Math. In 2010, 78% of fourth grade students scored proficient or above in ELA and 68% in Math, and in fifth grade 79% scored proficient or above in ELA with 84% proficient or above in Math, all scores above the State average.

In closing, the sense of community that exists at EES is second to none. Our PTO does an outstanding job in raising monies for our school. The school meetings we hold reinforce the school's core values of caring, respect, responsibility, honesty, and achievement that carry beyond school walls into the community. Special important experiences for our fifth grade students, including Project Adventure and ballroom dancing, help to make their final year at EES one to be remembered. EES provides an excellent quality of education for our students and I encourage residents to visit.

Jennifer M. Roberts, Principal Essex Elementary School

MEMORIAL ELEMENTARY SCHOOL

Manchester Memorial Elementary School has 441 students enrolled in pre-school through grade 5 this school year. The K-5 classrooms average roughly 21 students per class. MMES offers all of its students a wide range of activities and academics in our effort to educate the "whole" child. These activities include Spanish instruction at the upper grades, ballroom dancing, instrumental music, a mathematicians club, and a marine biology club.

The changes that are most noticeable this year are improvements to the physical plant and grounds at MMES. New playground activities (mini basketball court and funnel ball) have been installed thanks to the generosity of the MMPTO. In addition, new fencing has been installed on the PK-2 playground and the structure connecting the main building from the PK building has been removed. As a final portion of the MERMHS building project, work has begun to install three tennis courts in front of the School. This, combined with our new vegetable gardens, have given the front of the

building a facelift and will provide our staff with new instructional options.

Inside the building, a new saltwater aquarium greets students, staff, and visitors everyday. This not only has improved the welcoming feel of the building, but it has also provided a unique learning experience for our students. Teachers have incorporated science, mathematics, art and other disciplines into learning about this marine environment. An after-school marine biology club has been established for scholars who are particularly interested in learning more about sea life.

Also inside the building, one will notice that many teaching spaces have been reconfigured due to increased enrollment and programmatic changes. The former library space now houses a comprehensive Pre-K program consisting of a classroom space, indoor motor and therapy area, and an outdoor motor area. The library is now located adjacent to the technology lab which allows our library and technology staff to collaborate on projects including the implementation of new iPads for research and academic skill development.

Instructionally, MMES has begun the process to lay the groundwork for implementing a Response to Intervention (RTI) model to support students in the areas of reading, mathematics, and behaviors. Our focus this year has been on studying different models of RTI while working to implement strong tier one instruction through differentiated instruction. We are also in the process of identifying universal screening and progress monitoring assessments to implement as a part of this instructional model.

The School Council is working toward developing a School Improvement Plan that follows a new format to demonstrate consistency between Manchester Memorial Elementary School and Essex Elementary School. The two schools have been working to arrive at a consistent academic and social experience to prepare their students for a common middle school experience. The School Councils and Administration will be developing a common student handbook, student placement process, etc. as we strive for equity and excellence for the two elementary schools.

Lastly, we are thankful and appreciative of the parent involvement in our school. As a result of PTO support and efforts we have maintained many Memorial School traditions and have raised money that contributes to the enrichment of our school.

John Willis, Principal Memorial Elementary Schools

MANCHESTER ESSEX REGIONAL MIDDLE SCHOOL

The Manchester Essex Regional Middle School currently houses 354 students in grades 6, 7, and 8 in the Middle/High School building. The middle school years are complicated years of social, emotional, and physical growth. To best serve our students each grade is set up with a team of teachers and support personnel that understands the developmental stages of adolescence to support their growth in each of these areas.

Our challenging curriculum provides our students with an intellectual stretch that is developmentally appropriate. Our faculty maintains a high standard of academic excellence supporting students of varying abilities striving to reach their fullest potential. As a school, we focus on helping each child develop a “tool-box” of studying and thinking skills. Our middle school students are encouraged to become risk takers and to accept frustration and failure as a normal part of the learning process. As measured by MCAS the Manchester Essex Middle School was among the most improved middle schools in the Commonwealth of Massachusetts as reported in *Boston Magazine*.

Additionally, our after school programs have grown in the past two years and include an array of activities that all students can enjoy. These activities, between the hours of 2:15 and 4:00, help our students make connections by forging new friendships with students from different grades and building relationships with trusted adults outside of the classroom. Currently, robotics, math league, journalism, cooking, chess, and athletics are being offered to students. We are working toward a well rounded array of activities that encourage children to try new things and discover or nourish a passion through a variety of enthusiastically

supported opportunities. Our eighth graders are also working hard to organize a class trip to our Nation’s Capital this April. Both parents and students are actively engaged in fundraising activities to support all of our students’ participation.

The Middle School values and encourages a close partnership with families through open and frequent communication. Parents are valued as members of our School Council, as chaperones, and as supporters of enrichment activities that provide our students with experiences that support what we are doing in the classroom. The Parents of Manchester Essex Middle School is an organization of parents that meets monthly to support the Middle School staff and students through fundraising and the organization of activities that address the challenges our Middle School meets in our changing society. Working hand in hand with parents is a vital component to the success of our Middle School and is valued by all of us.

If you would like to learn more about our Middle School we invite you to our website at www.mersd.org or to follow us on our blog at www.msprincipal.mersd.org.

Elizabeth Raucci, Principal Manchester Essex Middle School

MANCHESTER ESSEX REGIONAL HIGH SCHOOL

The 2011 school year saw the continued growth of the High School’s student population. From a population of 465 in January, the School opened its doors in September with a population of over 475. The building project in essence completed, the 2011 graduation was held on Hyland Field, in front of the finished building. One hundred and nine seniors received their high school diplomas in June.

MERHS continued to be recognized as an outstanding educational institution, and was ranked 13th in Boston Magazine’s list of the 50 Best Public High Schools. In the spring of 2011, 124 MERHS students took 234 AP exams, with 84% scoring above the passing score of 3. MERHS students continued to score well above the national averages on the SAT and the ACT exams. In the spring, the School’s Dramafest Team won the statewide competi-

tion, which complemented the successful work of the School's nationally recognized debate, DECA, and journalism classes.

In the spring, seniors completed the first year of the School's revised SCORE program. This program allowed students to engage in a six-week internship in an area of career interest. Students were required to extensively research the area of interest, provide a comprehensive research paper, and make a presentation about their findings to a panel of faculty. This improved program is another example of the School's efforts to make learning authentic and meaningful in the lives of its students. MERHS remains a positive educational environment with caring staff, motivated students, and engaged parents.

James Lee, Principal Manchester Essex High School

NORTH SHORE REGIONAL VOCATIONAL SCHOOL

As of this writing, the merger of the North Shore Technical High School and the Essex Agricultural School is moving forward with an expected opening in the fall of 2014.

The School Building Committee is working with site planners on classroom size and other components of the School's make-up. Many corporations are also involved in their suggestions for state-of-the-art educational tools that will serve our students for their future.

Joe Sabella, N.S. Regional Vocational School Rep.

SEASIDE ONE COMMITTEE

The Seaside 1 Committee, comprised of Merritt Miller, Carl Anderson and Thomas Durkin, is pleased to report that Seaside 1 is in excellent condition. Significant repairs to the building were made in 2010, and further maintenance in 2011, under the guidance and supervision of Stan Magnuson. The work included carpentry repairs to the exterior walls and gutters, as well as painting the entire exterior, all at no expense to the Town. In addition, the second floor tenant, at his own expense, replaced the door to the second floor office. The first floor museum enjoyed considerable activity throughout the year, in particular during the summer,

and was used extensively by Town committees and groups.

TOWN CLERK

The following monies were collected by this office in 2011.

Marriage Licenses	\$ 945.00
Vital certificates	2,533.00
By-Laws	36.00
Map/Copies	115.40
Street Lists	636.00
Dog Licenses	18,611.00
Dog Fines	2,131.00
Business Certificates	2,400.00
Miscellaneous	60.00
Court Fines	150.00
Harbor Fines	365.00
Smoking Fines	50.00
Marijuana Fines	<u>800.00</u>
TOTAL	\$28,832.40

There were 923 dog licenses issued in 2011.

Hunting and Fishing Licenses	\$715.50
Town Share	<u>33.85</u>
TOTAL	\$749.35

VITAL CERTIFICATES RECORDED IN 2011

Births	35 (22 male, 13 female)
Deaths	49
Marriages	25

C. Denise Samolchuk, Town Clerk

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, Veteran's Hospital Services, 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 that includes information about the Town, schools, churches, and organizations as well as retail coupons offering discounts and gifts from local merchants.

In 2011, the Committee hosted a reception to greet new residents. For more information, please visit us at www.manchester.ma.us under "Boards & Committees/Welcome Committee."

Anna Kasabian & Margaret Maher- Sheahan, Co-chairs

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 Committee met each month in 2011. Due to the wetter than normal weather, fewer projects were completed this year than in past years.

In August, the eastern half of the field was mowed but the hay could not be baled because

of excessive rain. Partial rotary mowing of the western side of the field was done in November this year; several areas were not mowed because of damp areas due to heavy rains. In November, the Committee cleared brush near the northern end of the Jersey Lane wall and spread wood chips to keep weeds from growing back.

With the heavier than usual snow fall in late 2010 and early 2011, many Town residents enjoyed snow shoeing and cross-country skiing in Winthrop Field. Also, based on Committee observation, Winthrop Field was used by Town residents for activities such as dog walking, kite flying, model rocket launching, and radio-controlled airplane flying in 2011. The Committee plans to mow the field in 2012 in accordance with the Audubon Society's guidelines for the conservation of the habitats of grassland birds which should continue to enhance opportunities for bird watching

All projects completed in 2011 were funded by donations from the Clara Winthrop Charitable Trust and the members of the Winthrop Field Committee.



Members of the Downtown Improvement Project Committee, past & present, gather in downtown Manchester to mark the fifth year since the project's completion. Back row from left: Former Chairmen Rick Gibson, Andy Harris and David Slade. Front row: Sally Louis, Carroll Cabot. At right: Ernst von Metzsch, and current Chair Ben Rossi.



Members of the Elder Brethren Executive Board following a meeting to discuss this year's annual outing on July 9th at Tuck's Point. The group celebrated the event's 134th anniversary. Pictured front (l to r): John Bishop, George Nickless, and Tim Logue. Back (l to r): President Chris Nahatis, Jerry Noonan, Ed Parsons, Vin Terrill, David Slade, Tom Kehoe and Bill "Jesse" James.



The fifth grade cast of Vaudeville Tonight: A Musical Revue take a break during a rehearsal prior to their performances which received rave reviews at Memorial School.

ANNUAL TOWN MEETING AND ELECTIONS

The Annual Town Meeting of the Town of Manchester-by-the-Sea was held on Monday, April 4, 2011 in the Manchester-Essex Regional Middle/High School on Lincoln Street, pursuant to the warrant being duly posted and the return of the Constable being received. Registrars Eileen Buckley, Gary Guisto and Joanne Hoff were in charge of the check-in tables. They were assisted at the front and on the floor in the Auditorium by Cyndie Manos, Nancy Hammond, Linda Wheelock, Michelle Baer, Kathy Ryan Beth Heisey, Pamela Thorne and Carole Shephard. Judge Samuel Adams served as the Moderator in the Dining Hall and Lee Simonds served as Clerk. Tellers in the Dining Hall were Wendy Hiller-Clark, Carolyn Kelly and Kathy Filias-Burroughs. Six Hundred Ten voters checked in for the meeting. A quorum was reached at 6:45 PM, and the meeting was called to order at 7:08 PM. Moderator Alan Wilson asked that the meeting rise for the invocation given by Pastor David Forsythe from the First Baptist Church, followed by the Pledge of Allegiance to the flag. Moderator Wilson then 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 seventeen former town employees and officials in 2010. 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 persons so memorialized and their achievements are hereby proclaimed.

IN MEMORIAM

— * —

GEOFFREY M. WOODING
Historic District Commission

— * —

DAVID MARION NOTMAN
Library Trustee
Lifeguard

— * —

FRANCIS P. LEHAR
Library Volunteer

— * —

MARION BURGESS
School Cafeteria Worker

— * —

GLORIA N. MADRUGA
School Cafeteria Worker

— * —

ROBERT M. FINLAY
Library Trustee

— * —

FLORENCE M. CROCKER
School Cafeteria Worker

— * —

MARY M. "MAE" SACO
School Cafeteria Worker

— * —

RALPH H. HALL
Treasurer / Collector

— * —

JOSEPH P. O'MALLEY, JR.
Fire Chief, Finance Committee

— * —

CHARLES B. EVERITT
Zoning Board of Appeals
Planning Board

— * —

MADLINE CRANE
Library Volunteer
Board Member Friends
of the Library

— * —

BARBARA O'BRIEN
School Cafeteria Worker

— * —

ZOE NAHATIS
Council on Aging

Friends of the Council on Aging
Poll Worker

— * —

BERTHA E. CURRAN
School Cafeteria Worker
Tucks Point Bath House Attendant

— * —

DAVID A RYAN
Teacher
Conservation Commission
Manchester Coastal Stream
Team

Council on Aging Triad
Committee

— * —

LOIS NAGLE
Council on Aging
Police Department Volunteer
Tucks Point Committee

— * —

Selectman Kehoe moved the Memorial Resolution as read, Selectmen Gubbins seconded the motion 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	Cornelia Adams	Measurers of Lumber	Samuel B. Martin
	Susan Lyons		Denny Hall
	Doug Machain		Scott Milne
	Ed Parsons	Measurers of Wood and Bark	Gretchen Wood
Fence Viewers	Alison Anholt-White		Adele Q. Ervin
	Michael Gates		Helena Turner
	Becky Pacone		
	Scott Davis		
Field Drivers	Sally Curry		

The Moderator read the usual list of procedural points and announced that green voting cards would be used for this meeting. He thanked the volunteers who were assisting in conduct of the meeting. Chairman of the Board of Selectmen Tom Kehoe presented opening remarks. Chairman of the Finance Committee Jay Bothwick presented comments on the Town’s finances.



In the Spotlight: Cast and Crew of the MERHS Drama Fest winning entry pose after accepting their award. CAST: Alden Burnham, Matt Corwin, Maura Driscoll, Katerina Eichenberger, Allie Freed, Ian Gillis, Connor Hoff, Morgan Kennedy, Nabila Mahmud, Jared LaFontaine, Olivia Peterson, Emmett Snyder. ENSEMBLE: Laurel Barrie, Nicole D’Ambrosio, Tierney McTiernan, Chloe Schwartz, Tiffany Vander Laan. Co-Directors: Ms. Elizabeth Edgerton, Ms. Gloria Tanner. Stage Manager: Daria Shnider. Costumes: Laurel Edington, Julie MacLeod, Maddie McNamee, Savannah Repucci, Ms. Gloria Tanner. Lights: Charlie Hoff. Sound: Max Gove, Sam White, Violin: Ian Gillis. Tech Crew: Margaret Henry, Neil Henry, Laurel Edington, Julie MacLeod, Molly McCoy, Maddie McNamee, Melissa Moore, Noah Prince, Savannah Repucci, Iriana Rodriguez, Connor Winn. Set Construction: Neil Henry, Charlie Hoff, Noah Prince, Connor Winn. Set Painting: Laurel Barrie, Laurel Edington, Ian Gillis, Max Gove, Margaret Henry, Connor Hoff, Julie MacLeod, Maddie McNamee, Melissa Moore, Daria Shnider, Sam White.



Santa arrives in Manchester Harbor aboard the Masconomo II escorted by his helpers, which just happen to be riding paddle boards.



Memorial School teacher Mrs. Blanchette's third grade class aboard the USS Constitution. The entire Memorial school third grade traveled to Boston to visit the historic ship and the Bunker Hill Monument.

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



ANNUAL TOWN MEETING WARRANT

Essex, ss.

To any 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 Manchester Essex Regional Middle/High School, on Lincoln Street, in Manchester-by-the-Sea, on Monday, the fourth day of April, two thousand and eleven 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

Selectman Lee Spence moved the article as printed. Selectmen Bryan Gubbins seconded the motion. The Board of Selectmen and Finance Committee recommended approval.

THE MOTION UNDER 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

Mr. Lee Spence moved the article as written. Mr. Bryan Gubbins seconded the motion. The Board of Selectmen and Finance Committee recommended approval.

THE MOTION UNDER 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 \$60,751 and that it be funded by taxation, for the purpose stated in the article. Selectmen Lee Spence seconded the motion. The Board of Selectmen and Finance Committee recommended approval.

THE MOTION UNDER 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, 2011 and appropriate the same.
 Per petition of the Board of Selectmen

The Board of Selectmen and Finance Committee recommended approval, and that they be funded as indicated in the “funding source” column and that a portion of items noted by * be contingent on an override

DEPARTMENTAL REQUESTS AND FINANCE COMMITTEE RECOMMENDATIONS

Item No.		Appropriations FY '11	Requests FY '12	Recommendations FY '12	Funding Sources
GENERAL GOVERNMENT 31.35% OF ARTICLE 4					
SELECTMEN'S DEPARTMENT					
1	Salaries	179,229.00	182,657.00	182,657.00	TAXATION
2	Expenses	15,600.00	13,200.00	13,200.00	TAXATION
3	Audit	25,000.00	25,000.00	25,000.00	TAXATION
4	Information Technology	75,000.00	75,000.00	75,000.00	TAXATION
MODERATOR					
5	Expenses	50.00	50.00	50.00	TAXATION
FINANCE COMMITTEE					
6	Salaries	1,481.00	1,481.00	1,481.00	TAXATION
7	Expenses	480.00	480.00	480.00	TAXATION
8	Reserve Fund	150,000.00	150,000.00	150,000.00	TAXATION
					OVERLAY SURPLUS
					125,000.00
ELECTION & REGISTRATION					
9	Salaries	3,800.00	3,100.00	3,100.00	TAXATION
10	Expenses	10,855.00	10,875.00	10,875.00	TAXATION
11	Town Reports	11,500.00	11,500.00	11,500.00	TAXATION
ACCOUNTING					
12	Salaries	108,933.00	120,134.00	120,134.00	TAXATION
13	Expenses	2,000.00	2,000.00	2,000.00	TAXATION
ASSESSORS'					
14	Salaries	121,869.00	118,795.00	118,795.00	TAXATION
15	Expenses	26,350.00	24,950.00	24,950.00	TAXATION
					TECHNOLOGY FUND
					16,950.00
					8,000.00
TREASURER/COLLECTOR					
16	Salaries	151,266.00	137,667.00	137,667.00	TAXATION
17	Expenses	30,670.00	29,870.00	29,870.00	TAXATION
TOWN CLERK					
18	Salaries	68,132.00	70,506.00	70,506.00	TAXATION
19	Expenses	3,500.00	3,700.00	3,700.00	TAXATION
LAW					
20	Expenses	90,000.00	90,000.00	90,000.00	TAXATION
APPEALS BOARD					
21	Salaries	11,259.00	10,000.00	10,000.00	TAXATION
22	Expenses	11,600.00	9,900.00	9,900.00	TAXATION
PLANNING BOARD					
23	Salaries	15,824.00	15,824.00	15,824.00	TAXATION

24	Expenses	2,815.00	2,820.00	2,820.00	TAXATION	
25	Professional Services	10,000.00	8,000.00	8,000.00	TAXATION	
TOWN HALL & COMMON						
26	Expenses	62,070.00	64,400.00	64,400.00	TAXATION	
27	Seaside One	2,300.00	2,000.00	2,000.00	TAXATION	
PENSIONS						
28	Contributory	643,184.00	655,109.00	655,109.00	TAXATION	581,109.00
					SEWER RATES	40,000.00
					WATER RATES	34,000.00
29	Non-Contributory	4,800.00	3,100.00	3,100.00	TAXATION	
INSURANCE						
30	Group Health Insurance	1,645,000.00	1,760,000.00	1,760,000.00	TAXATION	1,575,000.00 *
					SEWER RATES	110,000.00
					WATER RATES	75,000.00
31	Workers' Compensation	46,000.00	67,000.00	67,000.00	TAXATION	53,000.00
					SEWER RATES	6,000.00
					WATER RATES	8,000.00
32	Fire/Auto/Liability	93,000.00	93,000.00	93,000.00	TAXATION	74,000.00
					SEWER RATES	8,000.00
					WATER RATES	11,000.00
33	Unemployment Comp.	5,000.00	5,000.00	5,000.00	TAXATION	*
34	FICA-Medicare	60,000.00	70,000.00	70,000.00	TAXATION	63,400.00
					SEWER RATES	3,600.00
					WATER RATES	3,000.00
Total General Government		3,688,567.00	3,837,118.00	3,837,118.00		

**PUBLIC SAFETY
22.00% OF ARTICLE 4**

POLICE						
35	Salaries	1,395,312.00	1,394,975.00	1,394,975.00	TAXATION	*
36	Expenses	110,035.00	99,535.00	99,535.00	TAXATION	
PARKING CLERK/RESIDENT PARKING						
37	Salaries	7,009.00	7,435.00	7,435.00	TAXATION	
38	Expenses	8,700.00	8,760.00	8,760.00	TAXATION	
FIRE						
39	Salaries	945,342.00	946,511.00	946,511.00	TAXATION	*
40	Expenses	67,515.00	67,815.00	67,815.00	TAXATION	
41	Ambulance Billing Expenses	18,000.00	18,000.00	18,000.00	TAXATION	
HARBOR MASTER						
42	Salaries	56,093.00	48,831.00	48,831.00	MOORING/FLOAT FEES	
43	Expenses	10,350.00	14,850.00	14,850.00	MOORING/FLOAT FEES	
44	Care of Floats	6,000.00	6,500.00	6,500.00	MOORING/FLOAT FEES	

BUILDING DEPARTMENT						
45	BUILDING INSPECTOR	18,486.00	18,486.00	18,486.00	TAXATION	
46	GAS/PLUMBING INSPECTOR	10,915.00	10,915.00	10,915.00	TAXATION	
47	SEALER OF WGHTS & MEASURES	3,152.00	3,152.00	3,152.00	TAXATION	
48	ELECTRICAL INSPECTOR	10,915.00	10,915.00	10,915.00	TAXATION	
49	INSPECTORS' EXPENSES	4,900.00	4,900.00	4,900.00	TAXATION	

EMERGENCY MANAGEMENT

50	Salaries	8,500.00	9,000.00	9,000.00	TAXATION	
51	Expenses	500.00	500.00	500.00	TAXATION	
52	Emergency Notification	4,500.00	4,500.00	4,500.00	TAXATION	

ANIMAL CONTROL

53	Salaries	12,986.00	12,986.00	12,986.00	TAXATION	
54	Expenses	4,400.00	4,400.00	4,400.00	TAXATION	

Total Public Safety	2,703,610.00	2,692,966.00	2,692,966.00			
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DEPARTMENT OF PUBLIC WORKS
12.37% OF ARTICLE 4

DEPARTMENT OF PUBLIC WORKS

55	Salaries	694,224.00	612,556.00	612,556.00	TAXATION	*
56	Expenses	121,300.00	128,000.00	128,000.00	TAXATION	
57	Park/Beach Maintenance	25,000.00	25,000.00	25,000.00	TAXATION	15,000.00
					PARKING/BEACH FEES	10,000.00
58	Maintenance	60,000.00	60,000.00	60,000.00	TAXATION	
59	Trees	10,000.00	15,000.00	15,000.00	TAXATION	

SNOW REMOVAL

60	Salaries	30,000.00	30,000.00	30,000.00	TAXATION	
61	Expenses	97,000.00	100,000.00	100,000.00	TAXATION	

62	STREET LIGHTING	80,000.00	81,000.00	81,000.00	TAXATION	
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SANITATION/COMPOSTING/RECYCLING

63	Salaries	20,000.00	20,000.00	20,000.00	TAXATION	*
64	Expenses	65,000.00	65,000.00	65,000.00	TAXATION	*
65	Rubbish Collection/ Recycling	250,000.00	258,118.00	258,118.00	TAXATION	213,118.00 *
					TRASH FEES	45,000.00
66	Disposal	120,000.00	120,000.00	120,000.00	TRASH FEES	

Total Dept. of Public Works	1,572,524.00	1,514,674.00	1,514,674.00			
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OTHER ENVIRONMENTAL
.45% OF ARTICLE 4

HISTORIC DISTRICT COMMISSION

67	Salaries	2,000.00	2,000.00	2,000.00	TAXATION	
68	Expenses	1,200.00	1,200.00	1,200.00	TAXATION	

CONSERVATION COMMISSION

69	Salaries	58,503.00	48,528.00	48,528.00	TAXATION	38,228.00
					WETLANDS FUND	10,300.00
70	Expenses	3,808.00	2,958.00	2,958.00	TAXATION	
71	CHEBACCO WOODS	800.00	800.00	800.00	TAXATION	

Total Other Environmental	66,311.00	55,486.00	55,486.00			
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HUMAN SERVICES
2.09% OF ARTICLE 4

HEALTH

72	Salaries	49,773.00	49,773.00	49,773.00	TAXATION	
73	Expenses	57,530.00	57,530.00	57,530.00	TAXATION	
74	Household Hazardous Waste Collection/Disposal	5,000.00	4,000.00	4,000.00	TAXATION	*

VETERANS' SERVICES

75	Veterans' Agent	11,355.00	11,355.00	11,355.00	TAXATION	
76	Expenses	750.00	750.00	750.00	TAXATION	
77	Veterans' Benefits	1,000.00	3,000.00	3,000.00	TAXATION	

COUNCIL ON AGING

78	Salaries	116,007.00	116,010.00	116,010.00	TAXATION	*
79	Expenses	13,600.00	13,600.00	13,600.00	TAXATION	
Total Human Services		255,015.00	256,018.00	256,018.00		

CULTURE AND INFORMATIONAL SERVICES
3.16% OF ARTICLE 4

LIBRARY

80	Salaries	242,762.00	246,248.00	246,248.00	TAXATION	*
81	Expenses	140,572.00	140,708.00	140,708.00	TAXATION	*
Total Culture and Informational Services		383,334.00	386,956.00	386,956.00		

RECREATION
2.29% OF ARTICLE 4

PARKS & RECREATION

82	Salaries	98,419.00	102,480.00	102,480.00	TAXATION	39,480.00
					PARKING/BEACH FEES	30,000.00
					PROGRAM FEES	33,000.00
83	Expenses	10,135.00	9,635.00	9,635.00	TAXATION	7,635.00
					PARKING/BEACH FEES	2,000.00

SINGING BEACH OPERATIONS

84	Salaries	63,287.00	59,023.00	59,023.00	PARKING/BEACH FEES	
85	Expenses	13,265.00	12,635.00	12,635.00	PARKING/BEACH FEES	

LIFEGUARDS

86	Salaries	46,147.00	46,375.00	46,375.00	PARKING/BEACH FEES	
87	Expenses	3,400.00	3,400.00	3,400.00	PARKING/BEACH FEES	

TUCK'S POINT

88	Salaries	8,000.00	2,000.00	2,000.00	TAXATION	
89	Expenses	8,875.00	10,600.00	10,600.00	TAXATION	8,600.00
					TUCK'S POINT MOVIE	2,000.00

90	ATHLETIC FIELD MAINTENANCE	30,000.00	25,000.00	25,000.00	TAXATION	
91	MEMORIAL DAY	1,500.00	1,500.00	1,500.00	TAXATION	
92	FOURTH OF JULY	8,000.00	8,000.00	8,000.00	TAXATION	*
Total Recreation		291,028.00	280,648.00	280,648.00		

DEBT SERVICE
15.54% OF ARTICLE 4

PRINCIPAL ON BONDS		1,339,331.00	1,381,276.00	1,381,276.00		
INTEREST ON BONDS		442,279.00	515,524.00	515,524.00		
TEMPORARY LOANS/ INTEREST		42,750.00	0.00	0.00		
WPAT ADMINISTRATION FEES		5,700.00	5,700.00	5,700.00		
93	Total Debt Service	1,830,060.00	1,902,500.00	1,902,500.00	TAXATION	1,607,730.00
					SEWER RATES	294,770.00

ENTERPRISE FUNDS
10.72% OF ARTICLE 4

SEWER FUND

94	Salaries	277,850.00	232,576.00	232,576.00	SEWER RATES	
95	Expenses	254,400.00	269,500.00	269,500.00	SEWER RATES	
96	Maintenance	30,000.00	30,000.00	30,000.00	SEWER RATES	

WATER FUND

97	Salaries	207,574.00	208,063.00	208,063.00	WATER RATES
98	Distribution Expenses	67,500.00	65,000.00	65,000.00	WATER RATES
99	Treatment Expenses	456,380.00	472,434.00	472,434.00	WATER RATES
100	Maintenance	35,000.00	35,000.00	35,000.00	WATER RATES
Total Enterprise Funds		1,328,704.00	1,312,573.00	1,312,573.00	
TOTAL ARTICLE 4		12,119,153.00	12,238,939.00	12,238,939.00	

ARTICLE 4 SUMMARY

	APPROPRIATIONS FY '11	REQUESTS FY '12	RECOMMENDATIONS FY '12
GENERAL GOVERNMENT	3,688,567.00	3,837,118.00	3,837,118.00
PUBLIC SAFETY	2,703,610.00	2,692,966.00	2,692,966.00
DEPARTMENT OF PUBLIC WORKS	1,572,524.00	1,514,674.00	1,514,674.00
OTHER ENVIRONMENTAL	66,311.00	55,486.00	55,486.00
HUMAN SERVICES	255,015.00	256,018.00	256,018.00
CULTURE AND INFOR- MATIONAL SERVICES	383,334.00	386,956.00	386,956.00
PARKS & RECREATION	291,028.00	280,648.00	280,648.00
DEBT SERVICE	1,830,060.00	1,902,500.00	1,902,500.00
ENTERPRISE FUNDS	1,328,704.00	1,312,573.00	1,312,573.00
TOTAL	12,119,153.00	12,238,939.00	12,238,939.00

WE RECOMMEND APPROVAL AND THAT THE BUDGETS BE FUNDED AS INDICATED IN THE “FUNDING SOURCE” COLUMN; AND THAT A PORTION OF EACH ITEM TO BE FUNDED BY TAXATION AND NOTED BY * BE CONTINGENT ON AN OVERRIDE.

The Board of Selectmen will make their recommendation on Town Meeting Floor.

Motion #1

Selectman Kehoe moved Article 4 as printed in the Finance Committee report, to be funded as indicated in the funding column FY12, funding to be as stated in the column Funding Sources. Jay Bothwick seconded the motion. The Selectmen and Finance Committee recommended approval.

MOTION #1, WITH THE EXCEPTION OF HOLD ITEM 8, 30, 33, 35, 39, 55, 65, 74, 78, 80, 81, 82, and 92 PASSED WITH A UNANIMOUS VOTE.

Motion #2

Selectmen Kehoe moved to fund Item 8 for \$150,000.00, funding to be \$26,000.00 from taxation and \$124,000.00 from overlay surplus. Jay Bothwick seconded the motion.

MOTION #2 PASSED WITH A UNANIMOUS VOTE.

Motion #3

Selectmen Kehoe moved to fund Item 82, Parks and Recreation Salaries, for \$102, 480, funding

to be \$39,480 from taxation, \$30,000 from parking/beach fees and \$33,000 from program fees. Jay Bothwick seconded the motion. The Board of Selectmen recommended approval.

MOTION #3 PASSED, THE MOTION PREVAILED.

Motion #4

Selectmen Kehoe moved to raise and appropriate for items 35, 55, 80, 81 and 92 the amounts listed in the "Recommended Amount" column of the Finance Committee handout, with the amounts listed in the "Override Amount" column of the Finance Committee handout contingent on approval of an override referendum question under proposition two and one half, so called, for the fiscal year beginning July 1, 2011 at a town election held prior to that date. Jay Bothwick from the Finance Committee seconded the motion. The Board of Selectmen recommended approval.

MOTION #4 PASSED, THE MOTION PREVAILED.

Motion #5

Selectmen Bryan Gubbins moved that the Town vote to raise and appropriate \$946,511.00 for Item 39 Fire Salaries, and further that \$47,504 of the appropriation is contingent upon the Town voting to approve an override referendum question under proposition two and one half, so called, for the fiscal year beginning July 1, 2011, at a town election held prior to that date. Jay Bothwick seconded the motion. The Board of Selectmen recommended approval.

MOTION #5 PASSED WITH A UNANIMOUS VOTE.

Motion #6

Item 55. Public Works Salaries. Tom Kehoe moved that the Town vote to raise and appropriate \$612,556 Public Works Salaries, and further that \$46,132 of the appropriation is contingent upon the Town voting to approve an override referendum question under proposition two and one-half, so called, for fiscal year beginning July 1, 2011, at a town election held prior to that date. Jay Bothwick seconded the motion. The Board of Selectmen recommended approval.

MOTION #6 PASSED, THE MOTION PREVAILED

Motion #7

Selectmen Kehoe moved that the town vote to raise and appropriate \$213,118 for Item 65 Rubbish Collection/Recycling, and further that \$70,000 of the amount is contingent upon the town voting to approve an override referendum question under proposition two and one-half, so called, for the fiscal year beginning July 1, 2011, at a town election held prior to that date, and that in the event said override question is not approved, the Town vote to appropriate \$70,000 for Rubbish Collection/Recycling from trash fees. Jay Bothwick seconded the motion. The Board of Selectmen recommended approval.

MOTION #7 PASSED, THE MOTION PREVAILED.

Motion #8

Selectmen Kehoe moved that the Town vote to raise and appropriate \$4000 for Item 74 Household Hazardous Waste Collection/Disposal, contingent upon the Town voting to approve an override referendum question under proposition two and one-half, so called, for the fiscal year beginning July 1, 2011, at a town election held prior to that date. Jay Bothwick seconded the motion. The Board of Selectmen recommended approval.

MOTION #8 PASSED, THE MOTION PREVAILED.

Motion #9

Selectmen Kehoe moved that the Town vote to raise and appropriate \$116,010 for Item 78 Council on Aging Salaries, and further that \$9,525 of the appropriation is contingent upon the Town voting to approve an override referendum question under proposition two and one half, so called, for the

fiscal year beginning July 1, 2011, at a town election held prior to that date. Jay Bothwick seconded the motion. The Board of Selectmen recommended approval.

MOTION #9 PASSED, THE MOTION PREVAILED.

Motion #10

Selectmen Kehoe moved that the Town vote to raise and appropriate \$1,760,000 for Item 30 Group Health Insurance, and further that \$28,500 of the appropriation is contingent upon the Town voting to approve an override referendum question under proposition two and one half, so called, for the fiscal year beginning July 1, 2011, at a town election held prior to that date. Jay Bothwick seconded the motion. The Board of Selectmen recommended approval.

MOTION #10 PASSED, THE MOTION PREVAILED

Motion #11

Selectmen Kehoe moved that the Town vote to raise and appropriate \$5,000 for Item 33 Unemployment Compensation, contingent upon the Town voting to approve and override referendum question under proposition two and one half, so called, for the fiscal year beginning July 1, 2001, at a town election held prior to that date, and further to raise and appropriate \$42, 500 for Unemployment Compensation in the event said override question is not approved. Jay Bothwick seconded the motion. The Board of Selectmen recommended approval.

MOTION #11 PASSED, THE MOTION PREVAILED.

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.

Per petition of the Board of Selectmen

	<u>Dept.</u>	<u>Item</u>	<u>Requested</u>	<u>Recommended</u>
1	Water	Replace Treatment Plant Filter Media	\$45,000	\$ 45,000
2	Water	General Water Upgrades	\$20,000	\$ 20,000
3	Water	Water Security Systems	\$ 5,000	\$ 5,000
4	Water	Lincoln St. Well Equipment Upgrades	\$ 6,000	\$ 6,000
5	Water	Water Main Upgrades	\$50,000	\$ 50,000
6	Sewer	Upgrade PLC, Electrical Controls	\$20,000	\$ 20,000
7	Sewer	Computer Controls Upgrade	\$15,000	\$ 15,000
8	Sewer	Return-Activated Sludge Pump	\$14,000	\$ 14,000
9	Sewer	Rebuild Effluent Pumps	\$ 8,000	\$ 8,000
10	Sewer	Rockwood Hts. Lift Station Upgrades	\$ 7,000	\$ 7,000
11	Sewer	Sewer Main Rehabilitation and I & I	\$100,000	\$100,000
12	Sewer	Sewer Waste Sludge Thickener	\$ 8,000	\$ 8,000
13	DPW	Roads	\$ 75,000	\$ 75,000
14	DPW	Replace / Repair Wooden DPW Barn	\$ 85,000	\$ 85,000
15	Fire	Matching Fund for Fire Pumper	\$ 17,000	\$ 17,000
16	COA	Match for Vans Grant (2)	\$ 20,000	\$ 20,000
17	Police	Replace Cruiser	<u>\$ 33,831</u>	<u>\$ 33,831</u>
			\$1,502,558	\$766,146

The Finance Committee recommended approval as indicated in the “Recommended” column, and Items 1-5 be funded by Water Rates; Items 6-10 and 12 be funded by Sewer Rates; Items 15 and 17 be funded by Taxation; and Items 11, 13, 14 and 16 be funded by Taxation contingent on an override.

The Board of Selectmen recommended approval.

Motion #1

Selectmen Kehoe moved to approve the amounts in the “Recommended” column on all of the non-hold items to be funded as recommend by the Finance Committee. Jay Bothwick seconded the motion.

MOTION #1, WITH THE EXCEPTION OF HOLD ITEMS 11, 13, 14, 16 AND 17 PASSED WITH A UNANIMOUS VOTE.

Motion #2

Selectmen Kehoe moved that the Town raise and appropriate \$33,831 for Item 17, to replace a police cruiser, and to be funded by taxation. Jay Bothwick seconded the motion.

MOTION #2 PASSED, THE MOTION PREVAILED.

Motion #3

Selectmen Kehoe, moved to raise and appropriate the following amounts for Items 11, 14, and 16, contingent upon the Town voting to approve an override referendum question under Proposition two and one half, so called, for the fiscal year beginning July1, 2011 at a town election held before that date. Jay Bothwick seconded the motion.

Item 11	Sewer Main Rehabilitation and I&I	\$224,000
Item 14	Replace / Repair Wooden DPW Barn	\$ 85,255
Item 16	Match for Vans Grant (2)	<u>\$ 20,000</u>
		\$329,255

MOTION #3 PASSED WITH A UNANIMOUS VOTE.

Motion #4

Selectmen Kehoe moved that the Town raise and appropriate \$250,000 for Item 13, Roads, contingent upon the Town voting to approve an override referendum question under Proposition two and one half, so called, for the fiscal year beginning July1, 2011 at a town election held before that date. Jay Bothwick seconded the motion.

MOTION #4 PASSED, THE MOTION PREVAILED.

AT THE MAY 17, 2011 ELECTION, THE PROPOSTION TWO AND ONE HALF OVER-RIDE FOR \$1,250,000.00 WAS QUESTION 1, WHICH PASSED 855 YES VOTES TO 698 NO VOTES.

ARTICLE 6. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the Town’s assessment from the District for the Gross Operating and Maintenance Budget of the Manchester-Essex Regional School District including debt service - said sum to be calculated solely in accordance with the "Agreement Between the Towns of Essex and Manchester-by-the-Sea, Massachusetts with Respect to the Formation of a Regional School District", as most recently amended, by invoking and approving the provision found in paragraph four of G.L. c. 71, § 16B allowing District members "to reallocate the sum of their required local contributions to the District in accordance with the regional agreement", for the fiscal year beginning July first, two thousand eleven; or take any other action relating thereto.

Per petition of the Manchester-Essex Regional School Committee

Motion #1

Anton Giedt of the Manchester Essex Regional School Committee moved that the town approve the assessment calculation in accordance with the “Agreement Between the Towns of Essex and Man-

chester-by-the-Sea, Massachusetts with Respect to the Formation of a Regional School District”, by invoking and approving the provision found in paragraph four of G.L. c. 71, § 16B allowing District members “to reallocate the sum of their required local contributions to the district in accordance with the regional agreement”, for the fiscal year beginning July first, two thousand eleven. School Committee member Ann Harrison seconded the motion. The Finance Committee and the Board of Selectmen recommended approval.

MOTION #1 PASSED, THE MOTION PREVAILED

Motion #2

Anton Giedt of the School Committee moved that the Town raise and appropriate \$11,001,063, of which \$362,157 is contingent on the approval of an override of Proposition two and one half, so called, by both the Town of Manchester-by-the-Sea and the Town of Essex, to fund the Town’s assessment from the Manchester Essex Regional School District for the fiscal year beginning July first, two thousand eleven. School Committee member Ann Harrison seconded the motion. The Finance Committee and the Board of Selectmen recommended approval.

MOTION #2 PASSED, THE MOTION PREVAILED

Motion #3

Anton Giedt of the School Committee moved that the Town raise and appropriate \$1,668,200 to fund the Town’s assessment from the Manchester Essex Regional School District to cover the long and short term debt for the fiscal year beginning July first, two thousand eleven. School Committee member Ann Harrison seconded the motion. The Finance Committee and Board of Selectmen recommended approval.

MOTION #3 PASSED WITH A UNANIMOUS VOTE.

ARTICLE 7. To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2012 Community Preservation budget and to appropriate from the Community Preservation Fund estimated annual revenues a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2012; and further to reserve for future appropriation a sum of money from the Community Preservation Fund estimated annual revenues for open space, historic resources, and community housing purposes, as well as a sum of money to be placed in the 2012 Budgeted Reserve for general Community Preservation Act purposes; and further to appropriate from the Community Preservation Fund a sum or sums of money for Community Preservation projects or purposes as recommended by the Community Preservation Committee; or take any other action in relation thereto.

- Item 1: \$13,500 from the Community Preservation Fund FY 2012 estimated annual revenues for Affordable Housing, to purchase and install 1 boiler and 1 hot water heater for The Plains, Community Room.
- Item 2: \$230,000 of which \$48,650 shall come from the Historic Preservation Reserve and \$181,350 shall come from the community Preservation Fund FY 2012 estimated annual revenues for historical preservation for the Tuck’s Point Park, Rotunda Phase 2 restoration: staging, restore columns and benches, install hurricane ties and joist hangers, paint entire structure and seal deck, replace metal dome roof, replace shingled roof, restore historic mast with original pineapple mast base, and lighting rod, including supervision and design and bid specifications.
- Item 3: \$135,000 from the Community Preservation Fund FY2012 estimated annual revenues for historical preservation for the Crowell Chapel Phase 4 restoration: design specifications and bid documents for scaffolding, restore plastering, painting of inte-

rior walls, electrical and lighting upgrade, building safety code-smoke detectors, fire alarms, fire extinguishers, safety lights, exit light, main door crash bars, reopen and make serviceable basement door and access.

- Item 4: \$12,000 from the Community Preservation Fund FY 2012 estimated annual revenues for historical preservation for Morss pier: re-shingle roof, paint and rebuild 3 ladders.
- Item 5: \$10,000 from the Community Preservation Fund FY 2012 estimated annual revenues fro administrative costs, secretary, historical survey s, and historical consultants.
- Item 6: \$48,650 from the Community Preservation Fund FY 2012 estimated annual revenues to be deposited into the Community Preservation Act Open Space Reserve Fund.
- Item 7: \$35,150 from the Community Preservation Fund FY 2012 estimated annual revenues to be deposited into the Community Preservation Act Affordable Housing Reserve Fund.

Per petition of the Community Preservation Committee

Selectmen Gubbins moved the article as printed and Selectmen Spence seconded the motion. The Board of Selectmen and the Finance Committee recommended approval.

MOTION #1, TO APPROVE ITEMS 1, 4, 5, 6, AND 7, MADE BY CHRISTOPHER KELLY AND SECONDED BY LAURA DWYER, PASSED, THE MOTION PREVAILED.

MOTION #2, TO APPROVE ITEM 2, MADE BY CHRISTOPHER KELLY AND SECONDED BY LAURA DWYER, PASSED, THE MOTION PREVAILED.

MOTION #3, TO APPROVE ITEM 3, MADE BY CHRISTOPHER KELLY AND SECONDED BY LAURA DWYER, PASSED WITH A UNANIMOUS VOTE.

ARTICLE 8. To see if the Town will vote to rescind the un-issued portion of a bond authorization voted by the Town Meeting, pursuant to the provisions of Article 5, Item 16 of the April 5, 1999 Town Meeting for the purpose of paying for certain parking improvements at the Manchester Jr.-Sr. High School.

Per petition of the Board of Selectmen

Selectmen Kehoe moved that the Town vote to abandon the project approved at the April 5, 1999 Annual town Meeting for certain parking improvements at the Manchester Jr.- Sr. High School and to rescind the un-issued portion of a bond authorization voted by the April 5, 1999 Town Meeting pursuant to the provisions of Article 5, Item 16 in the Warrant.

The Finance Committee and the Board of Selectmen both recommend approval.

THE MOTION UNDER ARTICLE 8 PASSED WITH A UNANIMOUS VOTE

ARTICLE 9. To see if the Town will vote to amend the Zoning By-Law of the Town by adopting the following Wind Energy Conversion Facilities By-Law as Section 6.17, which shall read as follows:

6.17 WIND ENERGY CONVERSION FACILITIES

6.17.1 PURPOSE AND INTENT

It is the express purpose of this Section to permit distributed generation, wind energy conversion facilities in the Limited Commercial District (LCD), while addressing any adverse visual, safety and environmental impacts of the facilities. The intent of this Section is to enable the review of wind energy conversion facilities and wind monitoring or meteorological towers by the Planning Board in

keeping with the Town's existing By-Law. Pursuant to G.L. c.40A, s.9, the Planning Board is hereby designated as the special permit granting authority for wind energy conversion facilities.

6.17.2 DEFINITIONS

Distributed Generation: Energy generation that is located at or near the end-user.

Height: The height of a wind turbine measured from grade elevation at the base of the tower to the elevation at the tip of the blade at its highest point.

Nacelle: The frame and housing at the top of the tower that encloses the gearbox and generator and protects them from the weather.

Rotor: The blades and hub of the wind turbine that rotate during turbine operation.

Wind Energy Conversion Facility (WECF): All equipment, machinery and structures utilized in connection with the conversion of wind to electricity. This includes, but is not limited to, all transmission, storage, collection and supply equipment, substations, transformers, site access, service roads and machinery associated with the use.

Wind Monitoring or Meteorological Test Tower (Met Tower): A temporarily installed tower used for supporting anemometer, wind vane and other equipment to assess the wind resource at a predetermined height above the ground.

Wind Turbine: A device that converts kinetic energy of the wind into rotational energy to turn an electrical generator shaft. A wind turbine typically consists of a rotor, nacelle and supporting tower.

6.17.3 DISTRICT REGULATIONS

6.17.3.1 Use Regulations: WECF, Wind Monitoring and Meteorological Towers.

WECFs under these Sections 6.17 and 4.4 shall be allowed only in the LCD, and then only upon issuance of a special permit by the Planning Board in accordance with the requirements of the Zoning By-law, including those requirements set forth in Sections 5.7, 5.10, and 7.5, irrespective of whether the use is a principal or accessory use. Met Towers shall be permitted in the LCD, subject to the issuance of a special permit in conformance with the Zoning By-law and a building permit for a temporary structure.

6.17.3.2 Site Control

At the time of application for a special permit, the applicant shall submit documentation of the legal right to install and use the proposed WECF on the subject lot. Documentation must list all lot owners and any encumbrances on the land that may affect the proposed use, and must demonstrate and act upon the applicant's sufficient legal authority to prevent the building of any structure unrelated to the WECF within the WECF's required set-backs.

6.17.3.3 Dimensional Requirements

WECF and Met Towers shall be subject to the following dimensional requirements:

6.17.3.3.1 *Height*

A WECF shall be no higher than four hundred fifty (450) feet above the elevation at its base.

6.17.3.3.2 *Setback*

Each free-standing WECF and Met Tower shall be set back from property lines, any structures permitting human occupancy, and roadways, excepting the access roadway, by at least one and one-half times the height of the WECF, and from any residential property lines, including those in abutting towns, by at least thirteen hundred (1300) feet.

6.17.4 SPECIAL PERMIT REGULATIONS

The Planning Board shall grant a special permit only if it finds that the proposal complies with the provisions of this Section 6.17 and with Section 7.5 of the Zoning By-Law.

6.17.4.1 General

WECFs and Met Towers shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable electrical, construction, noise, safety, environmental and communications requirements and the requirements of the relevant utility to which the WECF will be connected.

6.17.4.2 Design Standards

6.17.4.2.1 *Visual Impact*

The applicant shall demonstrate through project siting and proposed mitigation that the WECF or Met Tower minimizes impact on the visual character of surrounding neighborhoods and the community. This may include, but not be limited to, information regarding site selection, turbine design, buffering, lighting and cable layout. The Planning Board shall select between three (3) and six (6) sight lines, including from the nearest building with a view of the WECF, for pre- and post-construction view representations. Sites for the view representations shall be selected from populated areas or public ways within a two (2) mile radius of the WECF. View representations shall have the following characteristics:

- a) View representations shall be in color and shall include actual pre-construction photographs and accurate post-construction simulations of the height and breadth of the WECF (e.g. superimpositions of the WECF onto photographs of existing views).
- b) View representations shall include existing and proposed buildings and tree coverage.
- c) View representations shall include a description of the technical procedures followed in producing the visualization, including without limitation, distances, angles, lenses, etc.
- d) Within thirty (30) days of the date of application for the special permit, the applicant shall provide a balloon or crane test at the proposed site, or alternate test approved by the Planning Board, to demonstrate the height of the proposed WECF. The date, time and alternate date if needed due to weather, shall be announced in a newspaper having local circulation for the two (2) consecutive weeks prior to the test. Said announcement shall also be sent to all parties receiving notification of the Special Permit application at the applicant's expense.

6.17.4.2.2 *Color*

WECFs shall be white.

6.17.4.2.3 *Equipment Shelters*

All equipment necessary for monitoring and operation of the WECF should preferably be contained within the turbine tower. If this is infeasible, ancillary equipment may be located outside the tower, provided it is contained either within an underground vault, or enclosed within a separate structure or secured fence.

6.17.4.2.4 *Lighting and Signage*

- a) Wind turbines shall be lighted only as required by the Federal Aviation Administration (FAA) or other federal, state or county agency or authority. The applicant shall provide a copy of said authority's determination to establish the required markings and/or lights for the structure.
- b) Lighting of equipment structures and any other facilities on site (except lighting required by said authority) shall be shielded from abutting properties.
- c) Signs on the WECF shall be limited to those needed to identify the property and the owner, WECF manufacturer and model number, to warn of any dangers, and educational signs.

d) All signs shall comply with the requirements of the Zoning By-Law.

6.17.4.3 Environmental Standards

6.17.4.3.1 *Land Clearing/Open Space/Animal Species*

WECFs and Met Towers shall be designed to minimize land clearing and fragmentation of open space areas and shall avoid impact on permanently protected open space when feasible. WECFs should be sited to make use of previously disturbed and/or developed areas wherever possible. WECFs and Met Towers shall also be located in a manner that does not have significant negative impacts on animal species in the vicinity (particularly avian species, bats, etc.).

6.17.4.3.2 *Storm water*

Storm water run-off and erosion control shall be managed in a manner consistent with all applicable state and local regulations and the terms and conditions as imposed by the Planning Board.

6.17.4.3.3 *Noise*

The WECF and associated equipment shall conform to Massachusetts noise regulations (310 CMR 7.10) and IEC61400-14 as revised from time to time. An analysis, prepared by a qualified engineer, shall be presented to demonstrate compliance with these noise standards and be consistent with Massachusetts Department of Environmental Protection guidance for noise measurement. Notwithstanding the provisions of 310 CMR 7.10, the Planning Board may impose any reasonable limitation on noise generated by the WECF.

6.17.4.3.4 *Shadowing/Flicker*

WECFs shall be sited in a manner that does not result in significant shadowing or flicker impacts, in the sole opinion of the Planning Board.

6.17.5 INTERFERENCE WITH EXISTING SERVICES

WECFs may not interfere with radar, airport communications and guidance systems, point-to-point radio communication links, and other radio communications systems.

6.17.6 MODIFICATIONS

Any modifications to a WECF made after issuance of the Special Permit shall require approval by the Planning Board pursuant to the Zoning By-Law and G.L. c.40A, s.9.

6.17.7 MONITORING AND MAINTENANCE

6.17.7.1 The applicant shall maintain the WECF in good condition and shall schedule inspections by a competent professional at least once every twelve (12) months or more often, pursuant to industry standards and practice. The results of the inspection and any resulting repair work shall be submitted to the Planning Board and the Building Inspector within thirty (30) days of the receipt of results of such evaluation by the applicant or WECF owner. Maintenance shall include, but not be limited to, required scheduled and unscheduled inspection, maintenance of all turbine components, including the structural integrity of the foundation, repair, painting, and maintenance of all equipment and support structures and security barriers, access, and landscaping.

6.17.7.2 The applicant shall provide to the Planning Board and the Building Inspector addresses, telephone numbers and any other necessary contact information for the special permit holder, each property owner, and each WECF owner. Notice shall be provided to the Planning Board and the Building Inspector of any change in this information.

6.17.8 DISCONTINUATION OF USE

6.17.8.1 At such time that a WECF or Met Tower is scheduled to be discontinued, the applicant will notify the Planning Board and the Building Inspector by certified U.S. mail of the proposed date of discontinuation of operations and the plans for removal of the WECF, unless caused by *force majeure*. The WECF shall be considered discontinued if the WECF is not in operation for one hundred eighty (180) consecutive days, or has reached the end of its useful life. In the case of a two (2)-turbine WECF, the Planning Board shall stipulate in its special permit decision how this requirement shall apply in the event that only a portion of the entire WECF is out of operation for the 180-day period.

Upon request, the permit holder shall provide evidence to the Building Inspector demonstrating continued use of the WECF or Met Tower. Failure to provide such evidence within thirty (30) days of a written request from the Building Inspector, addressed to the contact address provided and maintained by the permit holder as required herein, shall be conclusive evidence that such WECF or Met Tower has been discontinued. Upon a finding of discontinuance, the Building Inspector shall issue a Notice of Discontinuance to the permit holder and to the owner of the site by certified mail, delivery receipt requested.

6.17.8.2 Upon receipt of a Notice of Discontinuance from the Building Inspector, the owner shall physically remove the WECF or Met Tower within ninety (90) days. This period may be extended at the request of the operator and at the discretion of the Planning Board. "Physically Remove" shall include, but not be limited to:

- a) Removal of the wind turbine and tower, all machinery, equipment, equipment shelters, security barriers and all appurtenant structures from the subject property;
- b) Proper disposal of all solid or hazardous materials and wastes from the site in accordance with local and state solid waste disposal regulations; and
- c) Restoration of the location of the WECF or Met Tower to its natural condition, except that any landscaping or grading may remain in the after-condition. All visible foundations to be removed to two (2) feet below grade in the vicinity of the structure.

6.17.8.3 As a condition of the issuance of a special permit the Planning Board shall require the applicant to provide a form of surety (i.e., a bond, escrow account or other form of security satisfactory to the Planning Board) to the Town prior to commencing construction of the WECF, to cover costs of the removal in the event the permit holder does not remove the WECF as required. The amount of such surety shall be equal to one hundred twenty-five (125) percent of the cost of removal in compliance with Section 6.17.8.2. The applicant shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The permit holder shall adjust the total amount of security every five (5) years as necessary to ensure that it reflects current estimated removal costs plus twenty-five (25) percent contingency.

6.17.9 TERM OF SPECIAL PERMIT

A special permit issued for any WECF shall be valid for twenty (20) years. Upon application the Planning Board may extend the term of the special permit upon a finding of satisfactory operation of the WECF. Upon the expiration of the special permit the WECF shall be removed by the applicant as per Section 6.17.8.2.

6.17.10 APPLICATION PROCEDURES

6.17.10.1 Pre-Application Conference

Prior to the submission of an application for a special permit under this By-Law, the applicant is

strongly encouraged to meet with the Planning Board at a public meeting to discuss the proposed WECF in general terms and to clarify the filing requirements. The Planning Board shall meet with an applicant under this regulation within twenty-one (21) days or at the next scheduled meeting, following a written request submitted to the Planning Board.

6.17.10.2 Pre-Application Filing Requirements

The purpose of this conference is to inform the Planning Board as to the nature of the proposed WECF. As such, no formal findings are required for the pre-application conference. However, the applicant is encouraged to prepare sufficient preliminary architectural and/or engineering drawings to inform the Planning Board of the location of the proposed WECF, as well as its scale and overall design.

6.17.10.3 Professional Fees

Pursuant to Section 7.9, the Planning Board may retain technical experts, consultants and legal counsel to verify information presented by the applicant and provide the Planning Board with guidance on reviewing and approving or denying the application. The cost for such a technical expert or consultant will be at the expense of the applicant.

6.17.10.4 Application Filing Requirements

The filing requirements of Section 6.9.5 of the Zoning By-Law shall apply to applications for a special permit for a WECF. In addition, the Planning Board may require the submission of any or all of the materials included in Sections 6.17.10.4.1 through 6.17.10.4.3.4, below.

6.17.10.4.1 *General Filing Requirements*

- a) Name, address, telephone number and original signature (photo-reproductions of signatures or digital signatures will not be accepted) of applicant and any co-applicants. Co-applicants shall include the landowner of the subject property and the operator of the WECF.
- b) If the applicant or co-applicant will be represented by an agent, the name, address and telephone shall be provided as well as original signature authorizing the agent to represent the applicant and/or co-applicant. Photo-reproductions of signatures or digital signatures will not be accepted.
- c) Documentation of the legal right to install and use the proposed WECF and proof of control over the site and required setback area.

6.17.10.4.2 *Location Filing Requirements*

- a) Assessor's map and lot number of subject property;
- b) Zoning district designation for the subject parcel;
- c) Locus Map to scale showing the lot lines of the subject property and all properties within thirteen hundred (1300) feet of the property lines, as well as the location of all buildings, including accessory structures, on all properties shown.

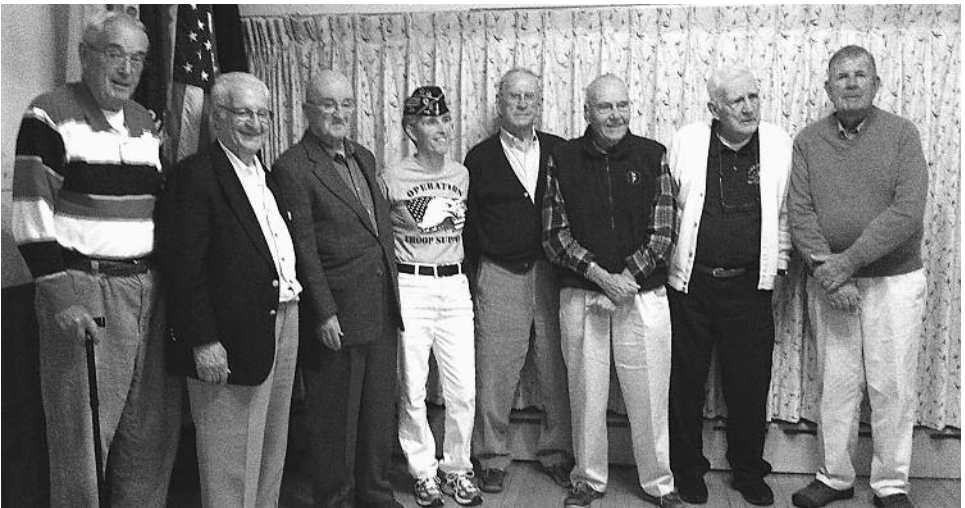
6.17.10.4.3 *Siting and Design Filing Requirements*

6.17.10.4.3.1 Vicinity and Site Plan

- a) Property lines for the subject property and all properties adjacent to the subject property within thirteen hundred (1300) feet;
- b) Indication of use of all existing buildings and accessory structures on subject property and all adjacent properties within thirteen hundred (1300) feet. Distances, at grade, from the proposed WECF to each building on the site plan shall be shown;
- c) Proposed location of WECF, including all turbines, fencing, associated ground equipment, transmission infrastructure and access roads. Including:



The Manchester Carolers front row (L to R): Hannah Thorne and Lauren Coogan. Second Row: Ruby Aldrich, Carly Sherriff, Olivia Bonaccorso, Jackie "The Rafter" Otterbein, Molly Creehan, and Kristen Kaneb. Back Row: Meghan Conway, Jennifer Lopez, Emily Callahan, Devon Musgrave-Johnson, Alicia Setzer, and Annie Alfano. Not pictured: Sheena Ramone.



Members of the Amaral Bailey 113 American Legion Post in Manchester received Continuous Legion Service pins at a ceremony on November 10th. The honored recipients with 50 years or more of continuous service (left to right) are: John Gilmore 66 years; Paul & George Brown 65 years; Commander Hope Watt-Bucci; Arthur Secher 65 years; Russell Aldrich 66 years; John Bishop 55 years and Robert Singleton 50 years.



The DECA team departed Friday, April 29, from Boston for Orlando, FL to compete at Internationals. Top row from right: Megan Azadian; Eliza Rohner; Kelly Dodge; Anya Ciarametaro and Olivia Prentiss. Bottom from right: Jason Stasiak; Ian Towle; Haig Caviston; Jen Gallagher; Alex Ray; Haleigh Hunt; Reed Parkhurst; Megan Gardner; Caroline Bernier (crouching); Heather Burgess; Phoebe Thorne; Miranda Johnson and Dean Martino. Here the team is taking some time off, posing at Universal Studios.



Pictured here are Boy Scouts and teens: Alex Taliaferro, Erik Arntsen, Chris Dumont, Corey Barstis, Will Burgess, Connor Howlett, and Piper Browne. They completed a transformation of the children's room as part of Connor Howlett's Eagle Scout project.

- i) *Location of all roads, driveways and parking areas, public and private, on the subject property and on all adjacent properties within thirteen hundred (1300) feet including driveways proposed to serve the WECF;*
- ii) *All proposed changes to the existing property, including grading, vegetation removal or replacement and temporary or permanent roads and driveways;*
- iii) *Representations, dimensioned and to scale, of the proposed WECF, including power cable locations, parking areas and any other construction or development attendant to the WECF.*
- d) Tree cover and average height of trees on the subject property and adjacent properties within three hundred (300) feet;
- e) Contours at each two (2) feet Above Mean Sea Level (AMSL) for the subject property and adjacent properties within three hundred (300) feet;
- f) Representation of location of viewpoint for the sight-line diagram referenced below.

6.17.10.4.3.2 Elevations

Siting elevations or views at grade from the north, south, east and west at a sufficient radius to include all permanent structures around the proposed WECF shall be provided to the Planning Board. Elevations shall be at either one-quarter (1/4) inch equals one (1) foot or one-tenth (1/10) inch equals one (1) foot scale and show the following:

- a) The WECF and if applicable the security barrier and associated equipment, with total elevation dimensions of all parts of the WECF;
- b) Security barrier. If the security barrier will block views of the WECF, the barrier drawing shall be cut away to show the view behind the barrier.
- c) Any and all structures on the subject property;
- d) Existing trees and shrubs at current height and proposed trees and shrubs at proposed height at time of installation, with approximate elevations dimensioned; and
- e) Grade changes or cuts and fills, to be shown as original grade and new grade line, with two (2) foot contours AMSL.

6.17.10.4.3.3 Materials

- a) Specifications for the proposed WECF or Met Tower shall be provided for all equipment and attendant facilities.
- b) Materials of the proposed WECF shall be specified by type, treatment, and color to include the wind turbine tower and all other proposed equipment and facilities.

6.17.10.4.3.4 Landscape Plan

A landscape plan including existing trees and shrubs and those proposed to be added or removed, identified by size of specimen at installation and species.

6.17.10.5 Emergency Services

The applicant shall provide a description of any WECF fire protection system and a copy of the project summary, an electrical schematic, and plot or site plan to the local emergency services designated by the Planning Board. The applicant shall cooperate with local emergency services in developing an emergency response plan. All means of disconnecting the WECF shall be clearly indicated on the materials provided, and marked on each wind turbine. The applicant or WECF owner shall maintain a phone number and identify a responsible person for the public and Building Inspector to contact throughout the life of the WECF.

6.17.11 SPECIAL PERMIT FILING

The Special Permit shall not be effective until filed with the Registry of Deeds.

Per petition of the Planning Board

WE WILL MAKE OUR RECOMMENDATION ON TOWN MEETING FLOOR.

The Board of Selectmen will make their recommendation on Town Meeting Floor.

Main Motion

Carroll Cabot, Co-Chair of the Planning Board moved Article 9 as written. Co-Chair Kurt Melden seconded the motion.

Amendment #1

Selectmen Spence moved to amend the main motion by changing section 6.17.3.3.2 Setback to read:

Each free-standing WECF and Met Tower shall be set back from property lines, any structures permitting human occupancy, and roadways, excepting the access roadway, by at least one times the height of the WECF, and from any residential property lines, including those in abutting town, by at least thirteen hundred (1300) feet. The motion was seconded. The Selectmen recommended approval with this amendment in place.

AMENDMENT #1 DID NOT PREVAIL

Amendment #2

Nick White, 9 Spy Rock Hill, moved to amend the main motion by changing section 6.17.4.2.2 Color to require that the Wind Energy Conversion Facility be painted to blend with the surrounding environment. Mr. Melden, co-chairman of the Planning Board, explained the FAA requirements for visibility of a Wind Energy Facility.

AMENDMENT #2 WAS WITHDRAWN

Amendment #3

Gary Gilbert, 11 Magnolia Avenue moved to amend the main motion by changing section 6.17.3.3.2 Setback to read “by at least the height of the WECF” instead of “by at least one and one-half times the height of the WECF”.

AMENDMENT #3 DID NOT PREVAIL.

THE MAIN MOTION, PASSED, THE MOTION PREVAILED BY MORE THAN TWO-THIRDS VOTE.

ARTICLE 10. To see if the Town in its Annual Financial report will henceforth include a summary of Assets and Liabilities with respect to the Town’s future obligations regarding retirement and health care benefits of Town and School employees. This summary will include the assumptions involved in the calculation of these matters, and a description of the plan to deal with any surplus or shortfall of assets relative to liabilities. The data will be of a timely nature.

Per petition of Ernst H. von Metzsch

The Board of Selectmen and the Finance Committee did not recommend approval.

Ernst H. von Metzsch moved that the Town amend Article IX, Section 3 of the Town’s General By-Law by inserting the following language in the seventh line after the word “thereof;” “a summary of Assets and Liabilities with respect to the Town’s future obligations regarding retirement and health care benefits of Town and School employees, which include the assumptions involved in the calculation of these matters, and a description of the plan to deal with any surplus or shortfall of assets relative to liabilities based on data of a timely nature.”

THE MOTION UNDER ARTICLE 10, MOVED BY ERNST H. von METZSCH, PASSED, THE MOTION PREVAILED.

ARTICLE 11. To see if the Town in its Annual Financial report will henceforth include a summary of Assets and Liabilities with respect to the Town’s future obligations regarding retirement and health care benefits of Town and School employees. This summary will include the assumptions involved in the calculation of these matters, and a description of the plan to deal with any surplus or shortfall of assets relative to liabilities. The data will be of a timely nature. The incremental expense to the Town of Manchester is \$5,000 for the years (2 out of 3) that the Commonwealth of Massachusetts does not require this information to be published.

Per petition of Al R. Ireton

The Board of Selectmen and the Finance Committee did not recommend approval.

THE MOTION UNDER ARTICLE 11, MOVED BY ERNST von METZSCH AND SECONDED BY AL R. IRETON, TO PASSOVER, TAKE NO ACTION, PASSED WITH A UNANIMOUS VOTE.

ARTICLE 12. To see if the Town will vote to amend Article X, Section 28© (3) of the General By-laws, effective July 1, 2011 to read:

No person owning, harboring, or having custody and /or control of a dog shall permit such dog to trespass on any Town beaches from April 1 through October 31.

Per petition of the Board of Health

Main Motion: David Przesiek moved the article as written. The motion was seconded.

The Finance Committee took no position on this article and the Board of Selectmen recommended approval.

Amendment #1: Christie Browne, 2 Proctor Street, moved to amend the motion to ban the dogs from the beach from May 15 to September 15. The motion was seconded.

AMENDMENT #1, DID NOT PREVAIL

Town Meeting then voted on the original motion.

MAIN MOTION PASSED, THE MOTION PREVAILED WITH 219 YES VOTES AND 203 NO VOTES.

Motion to reconsider: Paul Brown, 37 Lincoln Street, then moved to reconsider.

THE MOTION TO RECONSIDER DID NOT PREVAIL.

ARTICLE 13. To see if the Town will vote to amend Article X of the Town’s General By-law by adding a new Section 39 as follows:

Section 39 No person shall in any way alter the configuration of Manchester’s public beaches by the removal or rearrangement of indigenous rocks and other beach material, nor by the addition of any material, rocks, structure or other form. Each day that such an alteration remains in place shall constitute a separate violation each subject to a fine of \$50.00 payable to the Town of Manchester. This section shall not apply to the building of sand castles or the like, to the removal of seaweed by individuals and the Town, to the annual cleanup of the town beaches sponsored by the Manchester Community Center, nor to the temporary addition of devices or materials customarily removed by beachgoers daily, such as umbrellas and beach blankets.

And to amend Article I, subsection 4 (b) of the Town’s General By-law by adding a new paragraph 9 as follows:

9. Beach Alteration

Fine Allowed:	\$50
Enforcement agents:	Police Officers

Fine Schedule:

\$50. Every day constitutes a separate offense.

Per petition of the Adele Q. Ervin

Adele Q. Ervin moved the article as written. The motion was seconded by Brenda Furlong. The Finance Committee and the Board of Selectmen did not recommend approval

THE MOTION UNDER ARTICLE 13 DID NOT PREVAIL WITH 117 YES VOTES AND 152 NO VOTES.

ARTICLE 14. To see if the Town will vote to amend the General By-law Article III, Duties of Town Officials, by adding the following section:

Section 7: Harbormaster

The Selectmen shall appoint, set the annual compensation for, and assign duties to a Harbormaster for a term to run as provided by law. The position of Harbormaster shall be a full-time position between April 1st and October 1st. The Selectmen shall set the hours of employment for the remaining months. Between April 1st and October 1st, the Harbormaster shall not hold any other town appointment. In addition to other duties assigned by the Selectmen, the Harbormaster shall post lists of all mooring permits including mooring number, sticker serial number, permit holder, and boat name, all waiting lists, and all mooring assignment transactions to a publicly accessible location in the Town Hall and to the Town's Web site.

Per petition of James Starkey

James Starkey moved the article as written, but with the first sentence changed to read as follows: "The Town Administrator shall appoint, subject to confirmation by the Board of Selectmen, set the annual compensation for, and assign the duties to the Harbormaster for a term to run as provided by law." Roy Mayne seconded the motion.

The Finance Committee and the Board of Selectmen did not recommend approval.

THE MOTION UNDER ARTICLE 14 PREVAILED BY A MAJORITY VOTE

ARTICLE 15. To see if the Town will vote to convey to the Manchester-Essex Conservation Trust, Inc., a Massachusetts not-for-profit corporation, for conservation and recreation, the Town of Manchester-by-the-Sea's right, title, and interest in a 3.81 acre parcel of woodland in Essex known as the Fanny Marshall lot (Essex Assessor's Map2, Lot 26A), as set forth in a deed from the late Julius Rabardy, of Manchester, to the Salem French Baptist Mission, dated February 23, 1912, and recorded in Essex South District Registry of Deeds in Book 2131, page 307.

Per petition of William Vachon

William Vachon moved to pass over Article 15. Helen Bethell seconded the motion.

THE MOTION TO PASS OVER, TAKE NO ACTION UNDER ARTICLE 15 PASSED WITH A UNANIMOUS VOTE.

ARTICLE 16. To see if the Town will vote to authorize the Board of Selectmen to convey to a not-for-profit corporation, for conservation and creational purposes, and upon such terms and conditions as it may deem appropriate, the town of Manchester-by-the-Sea's right, title, and interest in a 3.81 acre parcel of woodland in Essex known as the Fanny Marshall lot (Essex Assessors' Map 2, Lot 26A), as set forth in a deed from the late Julius Rabardy, of Manchester, to the Salem French Baptist Mission dated February 23, 1912, and recorded in Essex South District Registry of Deeds in Book 2131, Page 307.

Per petition of William Vachon

William Vachon moved the article as written. The motion was seconded. The Board of Selectmen referred the matter to the Planning Board for their review. The Planning Board recommended

approval. The Board of Selectmen recommended approval. The Finance Committee recommended approval subject to compliance with applicable law and that the Manchester-Essex Conservation Trust assumes all expenses related to the project.

THE MOTION UNDER ARTICLE 16 PREVAILED BY MORE THAN 2/3 VOTE

ARTICLE 17. To see if the Town will vote to authorize the Board of Selectmen to enter into a lease with the Manchester Essex Regional School District for sufficient property to build one additional 60’ x 120’ tennis court contiguous to the two on the Brook Street site.

Per petition of Sheila Hill

Jon Keefe moved that the Town request the Board of Selectmen to enter into an agreement, upon such terms and conditions as the Selectmen determine to be in the best interest of the Town, for a “material alteration” of “Shared Facilities” as defined in the existing lease between the Town and the Manchester Essex Regional School District, that allows for the construction of one additional Massachusetts Interscholastic Athletic Association (MAA) regulation 60’ x 120’ tennis court on Parcel 04 (Assessors’ Map page #47) of Town-owned property at the corner of Brook Street and Norwood Avenue, Manchester-by-the-Sea, and for the shared use by the School District and the Town of the new court and existing two courts on Parcel 04. The motion was seconded by Dawn Grohs.

The Finance Committee took no position on this article. The Board of Selectmen did not recommend approval.

THE MOTION UNDER ARTICLE 17 PREVAILED.

ARTICLE 18. To see if the Town will vote to direct the Selectmen to take legally binding action that guarantees Town ownership of the public water systems of Manchester-by-the-Sea. Our public water supplies and distribution infrastructure shall be owned by the Town of Manchester-by-the-Sea and held as part of the public trust for the Town’s residents. It shall be unlawful for public water supplies to be owned by any entity other than the Town of Manchester-by-the-Sea, Massachusetts.

Per petition of Susan Purser

Susan Purser moved to amend Article 8 of the town’s General By-laws by inserting a new Section 1 as follows:

Section 1 Public Ownership of Water Supply

a) Public Ownership. Public water systems and the infrastructure necessary for distribution of public water supplies within the Town of Manchester-by-the-Sea shall be owned by the Town of Manchester-by-the-Sea or a municipal authority of the Town, held as part of the public trust for the residents of Manchester-by-the-Sea and the ecosystems within the Town. It shall be unlawful for public water systems and/or public water system infrastructure within the Town of Manchester-by-the-Sea to be owned by any entity other than the Town of Manchester-by-the-Sea. The only exception to this by-law will be water pipes located on private property.

b) Effective Date. This By-law shall be effective immediately upon its enactment.

And by re-numbering Section 1, 2 3, 4 respectively as Sections 2, 3, 4, 5.

The motion was seconded.

Jon Keefe, Victoria Road, moved to amend the second sentence to read, “It shall be unlawful for public water systems and/or public water system infrastructure within the Town of Manchester-by-the-Sea to be owned *or leased* by any entity other than the Town of Manchester-by-the-Sea. The motion to amend was seconded. Ms. Purser accepted the amendment as part of her main motion. The Finance Committee and Board of Selectmen did not recommend approval.

THE MOTION UNDER ARTICLE 18 DID NOT PREVAIL

ARTICLE 19. To see if the Town will vote to authorize a general question and answer period during the Annual Town Meeting each year. This period would be limited to either a maximum of 15 minutes or until all questions have been answered within the 15 minute time frame. This will allow general questions about Town business to be addressed that do not fall under any warrant article or budget item.

Per petition of Susan Purser

Susan Purser moved the article as written. The motion was seconded. The Finance Committee took no position on this article. The Board of Selectmen did not recommend approval.

THE MOTION UNDER ARTICLE 19 DID NOT PREVAIL.

ARTICLE 20. 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

Jay Bothwick, Chairman of the Finance Committee, moved to transfer \$50,000 to the Stabilization Fund.

The Board of Selectmen and the Finance Committee both recommended approval.

THE MOTION UNDER ARTICLE 20 PREVAILED BY MORE THAN 2/3.

ARTICLE 21. 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

Selectmen Tom Kehoe moved to transfer from Free Cash the sum of \$250,000 contingent on the override UNDER Proposition two and one-half, so called, and the sum of \$300,000 if the override did not prevail, for the purpose of reducing the tax rate, or take any other action relative thereto. Jay Bothwick seconded the motion.

The Board of Selectmen and the Finance Committee both recommended approval

THE MOTION UNDER ARTICLE 21 PREVAILED.

At 12:56 PM, Selectman Tom Kehoe moved to dissolve the meeting. Town Clerk Denise Samolchuk seconded the motion and it was a unanimous vote to do so.

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 7th day of March 2011.

BOARD OF SELECTMEN

/s/Susan W. Thorne, Chairman

/s/Bryan S. Gubbins

/s/Thomas P. Kehoe, Vice Chairman

/s/Mary M. Hardwick

/s/Lee B. Spence

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/s G. David MacDougall 03/09/11
Constable Date of Posting

s/s C. Denise Samolchuk 03/092011
Received by Town Clerk

A True Copy, Attest:

C. Denise Samolchuk
Town Clerk



The kiddies from the Manchester Playground are ready for ice cream sundaes at Putnam Pantry.

ANNUAL TOWN ELECTION

MANCHESTER-BY-THE-SEA, MASSACHUSETTS

MAY 17, 2011

The ballot box was checked and found to be empty by Town Clerk Denise Samolchuk, Warden Lee Simonds, and Officer Howie Lewis. 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 Kathy Ryan, Clerks-Michelle Baer and Adele Ervin, Tellers- Jane Pomeroy, Mary Jane Brown, Pamela Thorne, Priscilla Duda, Carolyn Kelly, Robert Hoff, Pat Plummer and Paul Clark; Ballot Box Attendants-John Kenney and Teddy Brown. 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 8:18 PM, and Town Clerk Samolchuk swore into office all newly elected officials who were present for the results. The workers were dismissed at 8:40 PM. 1645 votes were cast, which represented 43% of the 3795 registered voters at the close of registration.

TOWN ELECTION RESULTS

***Elected**

Assessor for three years	
* Louis R. Logue.	1217
Blanks	424
Housing Authority for five years	
* Marc A. Bliss	1196
Blanks	445
Library Trustee for three years	
* Alida L. Bryant	1241
Blanks	400
Moderator for one year	
* Alan Wilson	1328
Blanks	313
Planning Board for three years (2)	
* Loren G. Coons.	1101
* Andrea D. Fish	818
Write in	5
Blanks	1366
Planning Board for one year	
* Rebecca S. Jaques	1146
Write in	4
Blanks	495
School Committee for three years	
Kimberly Anne Hofeldt	521
Christopher J. Rice	360
* Caroline C. Weld	599
Write in	0
Blanks	165
Selectman for three years	
* Paul M. Barclay	799
* Margaret F. Driscoll	983
Andrew K. Oldeman	780
Write in	4
Blanks	724

Question #1.

Shall the Town of Manchester-by-the-Sea be allowed to assess an additional \$1,250,000 in real estate and personal property taxes for the purposes of fully funding the Town and the Regional School District operating and capital budgets as approved by the Annual town Meeting for which the monies from this assessment will be used for the fiscal year beginning July first 2011?

Yes **855** No **698** Blank **92** (Passed with more than the required majority vote.)

A True Copy, Attest:

C. Denise Samolchuk
Town Clerk



Quinn Anderson, Nick Mehlman, Jacob Martz, Coach Kevin Dooley, Brady Winn, Alyson Conway, and Ryan Grady, all members of the Manchester Sailing Association race team who participated in the USA Jr. Olympics Sailing Festival NE Championships held in Portland, Maine. The MSA team swept the top 3 positions in the 420 Fleet series races.

**TAX COLLECTOR'S REPORT
FISCAL YEAR 2011**

REAL ESTATE

FISCAL YEAR 2005

OUTSTANDING 06/30/2010	2,068.46
OUTSTANDING 06/30/2011	309.91

FISCAL YEAR 2006

OUTSTANDING 06/30/2010	2,354.92
OUTSTANDING 06/30/2011	546.62

FISCAL YEAR 2007

OUTSTANDING 06/30/2010	2,337.92
OUTSTANDING 06/30/2011	581.74

FISCAL YEAR 2011

OUTSTANDING 06/30/2011	218,151.06
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PERSONAL PROPERTY

FISCAL YEAR 2008

OUTSTANDING 06/30/2011	158.19
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FISCAL YEAR 2009

OUTSTANDING 06/30/2011	426.02
------------------------	--------

FISCAL YEAR 2010

OUTSTANDING 06/30/2011	846.41
------------------------	--------

FISCAL YEAR 2011

OUTSTANDING 06/30/2011	151.90
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MOTOR VEHICLE EXCISE

FISCAL YEAR 2000

OUTSTANDING 06/30/2011	1,382.31
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FISCAL YEAR 2001

OUTSTANDING 06/30/2011	2,540.22
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FISCAL YEAR 2002

OUTSTANDING 06/30/2011	2,612.61
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FISCAL YEAR 2003

OUTSTANDING 06/30/2011	3,756.78
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FISCAL YEAR 2004

OUTSTANDING 06/30/2011	3,382.52
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FISCAL YEAR 2005

OUTSTANDING 06/30/2011	4,925.32
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FISCAL YEAR 2006

OUTSTANDING 06/30/2011	2,687.91
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FISCAL YEAR 2007

OUTSTANDING 06/30/2011	2,280.02
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FISCAL YEAR 2008

OUTSTANDING 06/30/2011	3,457.51
------------------------	----------

FISCAL YEAR 2009

OUTSTANDING 06/30/2011	4,609.06
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FISCAL YEAR 2010

OUTSTANDING 06/30/2011	7,649.97
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FISCAL YEAR 2011

OUTSTANDING 06/30/2011	47,177.10
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BOAT EXCISE

FISCAL YEAR 2005

OUTSTANDING 06/30/2011	108.00
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FISCAL YEAR 2006

OUTSTANDING 06/30/2011	105.00
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FISCAL YEAR 2007

OUTSTANDING 06/30/2011	273.00
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FISCAL YEAR 2008

OUTSTANDING 06/30/2010	196.00
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FISCAL YEAR 2009

OUTSTANDING 06/30/2011	464.00
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FISCAL YEAR 2010

OUTSTANDING 06/30/2011	523.00
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FISCAL YEAR 2011

OUTSTANDING 06/30/2011	1,197.02
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TREASURER'S TRUST FUND REPORT
FISCAL YEAR 2011
6/30/11

CEMETERY PERPETUAL CARE FUND

	General Ledger	Bank Balance	Due to (Due from)
Balance June 30, 2010	\$303,267.20		
Income from perpetual care	\$2,250.00		
Interest Earned	\$2,781.97		
Withdrawals	\$(1,608.00)		
Balance June 30, 2011	<u>\$306,691.17</u>	\$306,691.17	\$-

CEMETERY SALE OF LOTS FUND

Balance June 30, 2010		<u>\$36,764.78</u>		
Income from sale of lots	\$2,250.00			
Interest Earned	532.27	\$531.91		
Withdrawals				
Due To				
Due From	\$-			
Balance June 30, 2011		<u>\$39,546.98</u>	\$39,546.69	\$0.29

MISCELLANEOUS FUNDS

	BALANCE	INCOME	DEPOSITS	WITHDRAWALS	General Ledger	Bank Balance	Due to (Due from)
B.L. ALLEN FUND							
	\$1,314.41	\$6.72	\$82.00	\$(100.00)	\$1,303.13	\$1,303.13	\$-
TUCK'S POINT INVEST							
	\$8,739.93	\$50.82			\$8,790.75	\$8,790.75	\$-
POST WAR REHAB							
	\$4,610.65	\$28.35			\$4,639.00	\$4,639.00	\$-
ESSEX WOODS PARK							
	\$14,807.37	\$90.03			\$14,897.40	\$14,897.40	\$-
CLARA WINTHROP							
	\$99,024.42	\$1,809.33	\$10,000.00	\$(24,342.80)	\$86,490.95	\$86,490.95	\$-
ELIZABETH PUTNAM							
	\$51,552.57	\$63.90			\$51,616.47	\$51,616.47	\$-
HARRIOT CURTIS							
	\$41,247.69	\$51.16			\$41,298.85	\$41,298.85	\$-
RUTH A HOARE							
	\$604.20	\$0.74			\$604.94	\$604.94	\$-
K. WOOD MEM BOOK FD							
	\$1,534.46	\$1.88			\$1,536.34	\$1,509.44	\$26.90
AARON SIERADZKI							
	\$688.37	\$0.85			\$689.22	\$689.22	\$-
SUSAN CROWELL							
	\$10,980.13	\$67.27			\$11,065.84	\$11,047.40	\$18.44
KNIGHT CEMETERY							
	\$7,168.79	\$43.92			\$7,194.27	\$7,212.71	\$(18.44)
JULIA WARE FUND							
	\$10,771.77	\$13.35			\$10,785.12	\$10,785.12	\$-
ODD FELLOWS							
	\$3,792.42	\$28.99			\$3,821.41	\$3,821.70	\$(0.29)
CONSERVATION FUND							
	\$11,672.89	\$71.14		\$(3,444.50)	\$8,299.53	\$8,334.53	\$(35.00)
ARTS COUNCIL GIFT							
	\$125.60	\$0.01		\$(41.54)	\$84.07	\$84.07	\$-
ARTS COUNCIL GRANT							
	\$5,378.72	\$61.18	\$3,870.00	\$(4,000.00)	\$5,309.90	\$6,484.90	\$(1,175.00)
DRUG FORFEITURE ACCT							
	\$5,436.75	\$41.87			\$5,478.62	\$5,478.62	\$-
STABILIZATION FUND							
	\$895,106.71	\$5,336.35		\$(200,000.00)	\$700,443.06	\$700,443.16	\$(0.10)

**DEBT SERVICE SCHEDULE
MUNICIPAL PURPOSE LOAN 1992
1,800,000.00
ISSUE DATE 2/15/92
EXEMPT-YES**

Date	Principal Balance	Principal Payment	Interest Payment	Principal & Interest
8/15/10	75,000.00		2,400.00	2,400.00
2/15/11	-	<u>75,000.00</u>	<u>2,400.00</u>	<u>77,400.00</u>
	TOTAL	<u>\$75,000.00</u>	<u>\$4,800.00</u>	<u>\$79,800.00</u>

**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
8/1/10		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	\$2,940,727.00	\$658,926.78	\$3,599,653.78	\$2,110,573.67	\$128,154.37	\$2,238,728.04



MERHS 2011 Varsity Golf Team (from top left): Co-Captain Miles Wood, Will Burgess, Cam Tuttle, Matt Baker, Devin Carter, Co-Captain Jeffrey Durkin, Kevin Cellucci, Michael Fuca, (from bottom left): Petey Morton, Nick Albertazzi, Co-Captain Ben Bichet, Alex Beckmann, Anthony Lange, Jake Rich, Justin Eichenberger, Troy Ciarametaro, Co-Captain Josh Christopher.

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
8/1/10	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	\$580,000.00	\$155,275.10	735,275.10	\$405,026.11	\$45,898.06	\$450,924.17



Darcey Babikian, 2011 MERHS graduate and recipient of the Selectmen's Citizenship Award, attended the Selectmen's meeting on July 5th. The selectmen congratulated her for the award and noted that her academic ability, leadership skills and participation in Girls State, Student Council, Peer Leaders, National Honor Society, and National Art Honor Society as well as her commitment to community service represented her greatest strengths. Pictured front row, left to right: Paul Barclay, Sue Thorne, Darcey Babikian and Mary Hardwick. Back row (l to r): Tom Kehoe, Margaret Driscoll and Darcey's father Bob Babikian.

MUNICIPAL PURPOSE LOAN
\$5,094,000.00
DATE OF ISSUE 2/15/03

Date	Principal Balance	Principal Payment	Interest Payment	Principal & Interest
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>
		<u>2,965,000.00</u>	<u>763,375.00</u>	<u>3,728,375.00</u>



On Thursday, April 28th, the Manchester Essex High School a cappella group "Sound Waves" took the stage at MERHS auditorium to raise funds for the M/E Class of 2012.

**ACCOUNTANT'S REPORT
FISCAL YEAR ENDING JUNE 30, 2011
RECEIPTS GENERAL FUND**

Taxes:

Real Estate	18,864,245.37
Personal Property	460,794.60
Motor Vehicle Excise	750,775.04
Boat Excise Taxes	18,668.59
Tax Liens	33,392.46
Interest & Charges on Taxes	51,749.63
Payment in Lieu of Taxes	<u>4,703.40</u>
Total Taxes	20,184,329.09

Earnings on Investments 24,415.40

Departmental Charges for Services

AMBULANCE	160,253.49
BEACH PASSES	32,000.00
RUBBISH STICKERS	63,099.76
TRANSFER STATION STICK	10,789.00
FOUNDATIONS	2,050.00
BURIALS/CREMATIONS	12,595.00
TUCK'S POINT RENTALS	16,150.00
MOORING WAITING LIST F	2,507.75
PLAN REVIEW FEE	8,035.00
MISC. FEES-DPW	3,712.39
FEES-TOWN CLERK	155.04
APPEALS BOARD FEES	10,425.00
PLANNING BOARD FEES	5,090.00
CONSERVATION COMM. FEE	2,877.50
HISTORIC DISTRICT FEES	750.00
MISC. FEES-FIRE DEPT.	1,410.00
UNDERGROUND STORAGE	1,335.00
FIRE ADMINISTRATION FE	15.00
LANDFILL RENTAL	4,800.00
SPRINT-SCHOOL ST. ANTE	67,713.87
TRANS. STATION CELL TO	50,406.31
CABLE FEES	876.50
COPYING FEES	717.27
STREET LISTS	615.00
KAYAK RACK RENTAL FEES	750.00
CANTEEN RENTAL	13,882.50
FILM/PHOTO FEES	2,000.00
SPECIAL DUTY-ADMIN. FE	<u>20,608.14</u>
Total Charges for Services	495,619.52

Miscellaneous Receipts

VITAL CERTIFICATES	2,761.00
MUNICIPAL LIENS	7,625.00
OIL BURNER INSPECTIONS	750.00
INSURANCE REPORTS	416.00
COMM.-STORM DAMAGE	60,587.69
TELEPHONE REFUND	299.40
SALE OF SURPLUS PROPER	3,100.00
COPIES-ZONING BY-LAWS	58.00

INSURANCE CLAIM.-WATER	20,343.79
SELECTMEN'S - BID DEPOSIT	160.00
DPW SALARY SCHOOL REIM	879.16
LAND COURT REFUND	328.91
ASSESSORS' REDEPOSIT '	150.00
PLANNING BD-ATHLETIC C	<u>1,541.00</u>
Total Misc. Receipts	98,999.95

Federal, State and County Aid

Loss of Taxes-Elderly	18,497.00
Police Career Incentive	4,877.76
Lottery	188,099.00
Extra Polling Hours	539.00
Flu Clinic	<u>1,976.63</u>
Total Aid	213,989.39

Licenses and Permits:

Perc. Test	5,760.00
USED CAR DEALER LICENSE	200.00
BUILDING PERMITS	132,852.84
LODGING HOUSE PERMIT	100.00
ELECTRICAL PERMITS	51,607.92
GAS PERMITS	7,850.00
PLUMBING PERMITS	12,632.00
HUNTING/FISHING LICENSE	31.50
ROAD OPENING PERMITS	1,550.00
LIQUOR LICENSES	12,250.00
BUSINESS/BOATER PARK.	2,115.00
PARKING STICKERS	7,610.50
TAXI AND LIVERY LICENSE	25.00
SUNDAY ENTERTAINMENT L	200.00
COMMON VICTUALERS LIC.	550.00
FOOD SERVICE PERMITS	6,065.00
CAMP LICENSES	540.00
SWIMMING POOL LICENSES	475.00
KEEPING OF ANIMALS PER	20.00
TITLE V INSPECTION REV	5,245.00
SEPTIC PUMP LICENSE	660.00
SEPTIC SYSTEM LICENSE	2,750.00
DIS. WORKS CONSTR. PER	8,745.00
GAS STORAGE PERMITS	25.00
SMOKE ALARM INSPECTION	6,650.00
BUSINESS CERTIFICATE	2,520.00
DOG LICENSE	19,731.00
MARRIAGE INTENTIONS	1,050.00
INN HOLDERS LICENSES	25.00
DEMOLITION PERMIT	335.00
LPG PERMITS	400.00
BLASTING PERMITS	100.00
TANK REMOVAL PERMITS	925.00
OPEN BURNING PERMIT	1,910.00

SALE OF MAPS	129.80	25,348.98
Total Licenses and Permits	293,635.56	
<u>Fines & Forfeitures:</u>		
COURT FINES	25,879.50	
RETURNED CHECK FEES	701.46	
BUILDING PERMIT FINES	15.00	
PARKING FINES	37,848.50	
LIBRARY FINES	1,039.63	
DOG FINES	2,481.00	
HARBOR VIOLATIONS	525.00	
MARIJUANA FINES	1,000.00	
SCHOOL SMOKING FINES	50.00	
Total Fines & Forfeitures	69,540.09	
Total General Fund Revenues	\$21,380,529.00	
<hr/>		
<u>OTHER REVOLVING</u>		
RECREATION FEES/GIFTS	215,208.98	
HARBOR MASTER	97,905.00	
RECYCLING	145,000.00	
BEACH REVENUE FUND	171,709.50	
POLICE SPECIAL DUTY	291,017.37	
FIRE SPECIAL DUTY-FIRE	4,550.00	
	925,390.85	
<u>GIFTS & DONATIONS</u>		
YOUNG ADULT		
LIBRA POSITION	9,500.00	
LIBR.CHILD ROOM GIFT	891.50	
WINTHROP FIELD	6,503.92	
TUCK'S POINT DEPOSITS	7,175.00	
POLICE GIFTS	2,125.00	
CONCERTS	3,600.00	
FIRE STATION APRON GIFT	10,000.00	
FIRE DEPT. GIFT ACCT	150.00	
4TH OF JULY GIFTS	38,864.00	
	78,809.42	
<u>Trust Funds</u>		
Perpetual Care	5,031.97	
Post War Rehabilitation	28.35	
Cemetery Sale of Lots	2,782.20	
Crowell Cemetery Fund	85.71	
Knight Cemetery Fund	25.48	
Odd Fellows Cemetery Fund	28.99	
Allen Fund	88.72	
Winthrop Library Trust Fund	11,809.33	
Putnam Library Fund	63.90	
Curtis Library Fund	51.16	
Hoare Library Fund	0.74	
Ware Library Trust Fund	13.35	
Wood Library Fund	1.88	
Sieradski Library Fund	0.85	
Stabilization Fund	5,336.35	
<u>Sewer Fund:</u>		
User Charges	1,131,651.00	
Sewer Hookups	300.00	
Interest and Charges	4,037.00	
	1,135,988.00	
<u>Water Fund:</u>		
User Charges:	657,764.00	
User Charges-Service:	5,440.00	
Cross Connections	3,320.00	
Interest and Charges	9,595.00	
	676,119.00	
BOND PROCEEDS	2,711,246.00	
TOTAL OTHER RECEIPTS	6,651,488.74	
<u>OTHER SPECIAL REVENUE</u>		
BULLETPROOF VESTS		
GRANT	7,602.50	
LAW ENFORCE. GRANT	17,979.51	
FIRE MAPC TRAINING		
GRANT	14,774.86	
CAPE ANN REGIONAL FIRE		
GR	300.00	
CELL BLOCK FEES	5,200.00	
POLICE DRUG FUND	41.87	
FIRE SAFE GRANT	4,815.00	
STATE AID: LIBRARIES	4,990.69	
CHILDREN'S ROOM GRANTS	1,705.00	
COUNCIL ON AGEING	13,096.31	
COA STATE FORM. GRANT	8,384.00	
CULTURAL COUNCIL GRANT	3,966.84	
PLAYGROUND	89,896.67	
SCHOOL GAS/DIESEL BILLS	14,711.34	
FIRE PUMPER FEDERAL		
GRANT	80,132.00	
SCUBA FEDERAL GRANT	268,472.00	
DPW DISK CLEAN-U[1,345.46	
POLICE INSURANCE		
REIMBURSE	1,725.44	
CROWELL CHAPEL	450.00	
SNOW REMOVAL GIFTS	100.00	
FEMA REIMBURSEMENT	100,408.00	
FIRE LOCAL PREPARED GRANT	300.00	
CONSERVATION FUND	112.57	
WETLANDS PROTECTION	13,223.00	
DOWNTOWN IMPROVEMENT		
GIFT	200.00	
FLUORIDATION GRANT	5,868.00	
WORKERS' COMP. REIMBURSE.	6,711.26	
FIRE REIMBURSEMENT (KNOX)	772.00	
STUDENT EDUCATION		
GRANT	4,815.00	
DPW DAMAGE	752.51	
601 SUMMER STREET (ZBA)	7,500.00	

SUMMER ST. (CON COM)	50.27
BICYCLE/PEDESTRIAN GIFTS	250.00
15 SMITH'S POINT ROAD	3,800.00
ATHLETIC CLUB ROAD	
BOND	10,000.00
MARINA ANT. BOND-	
TERRASEARCH	53.95
CONGO CELL TOWER T MOBILE	9.98
ATHLETIC CLUB (PLAN. BD)	<u>98.04</u>
	694,614.07

Community Preservation Act:

Real Estate Taxes	254,034.37
Tax Liens	32.54
Interest/Charges	208.99
Earnings on Investment	1,566.18
Comm. of Mass	<u>22,596.00</u>
Total Receipts CPA	278,438.08

Harbor Improvement Fund

Boat Excise Taxes	18,669.00
Mooring Fees	<u>106,865.34</u>
	125,534.34

Total Receipts	<u><u>28,032,017.74</u></u>
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Seven members of the Manchester Fire Department participated in the American Lung Association's 2011 Fight for Air Climb on February 5th in Boston. Pictured (L to R) are: Jonathan Happel, Thomas Aldrich, Bob Cavender, Kyle Benson, Dennis Pyburn, Mike Soucy, and Joshua Butler. The Manchester team placed 7th overall in the firefighters' division.

**RECAPITULATION
FISCAL YEAR ENDING JUNE 30, 2011**

	BALANCE JULY 1, 2010	APPROPRIATIONS RECEIPTS AND TRANSFERS	NET EXPENDITURES	TRANSFERRED TO UNRESERVED FUND BALANCE	RESERVED FOR JULY 1, 2011
<u>EXECUTIVE/LEGISLATIVE</u>					
Selectmen's Department					
Salaries		179,229.00	178,662.93	566.07	
Expenses		15,600.00	13,346.70	1,975.93	277.37
Audit		30,000.00	25,000.00	5,000.00	
Information Technology		77,100.00	77,013.06	86.94	
Moderator					
Expenses		50.00	20.00	30.00	
Finance Committee					
Salaries		1,422.00	1,422.00	0.00	
Expenses		543.69	444.15	99.54	
Reserve Fund		150,000.00	147,083.00	2,917.00	
Election & Registration					
Salaries		3,800.00	3,283.23	516.77	
Expenses	50.00	10,855.00	9,662.93	1,242.07	
Town Reports			11,500.00	9,115.00	2,385.00
<u>FINANCIAL ADMINISTRATION</u>					
Accounting Department					
Salaries		108,933.00	108,933.00		
Expenses		2,000.00	1,700.12	299.88	
Assessors' Department					
Salaries		122,085.00	122,085.00		
Expenses		26,350.00	25,965.06	384.94	
Treasurer and Collector's Department					
Salaries		149,166.00	141,439.81	7,726.19	
Expenses	515.00	30,670.00	30,256.13	248.91	679.96
Town Clerk's Department					
Salaries		68,132.00	67,638.71	493.29	
Expenses		3,500.00	2,937.15	190.83	372.02



David Singleton was honored as Manchester's Cape Ann Chamber Small Business Person of the Year. Here he is joined by fellow recipients, (front row, l to r): Bill Scott of Scott Oil, Lisa Bonneville of Bonneville Design, Connie Brown, formally of Brown's Market, Daniel Slade, former editor of The Manchester Cricket, (top row, l to r): David Slade, of The Cricket Press, Chris Shea, of The Landing Restaurant, (David Singleton of Singleton Plumbing), and Bob Ryan of Ryan & Wood Distillery. Singleton delivered one of the most entertaining acceptance speeches ever offered at a Chamber event.



The 2011-2012 Manchester Public Library Teen Advisory Board.

Legal Services	176.34	90,000.00	87,914.18	2,262.16	
Expenses					
Zoning Board of Appeals					
Salaries		11,259.00	5,382.20	5,876.80	
Expenses		11,600.00	9,007.41	2,592.59	
Planning Board					
Salaries		15,824.00	15,822.27	1.73	
Expenses		2,815.00	2,379.43	435.57	
Professional Services		10,000.00	3,307.50	6,692.50	
Town Hall & Common					
Expenses		64,336.99	60,825.06	3,511.93	
Seaside One					
Expenses	32.40	2,300.00	1,442.11	890.29	
<u>MISCELLANEOUS</u>					
Contributory Pensions			643,184.00	643,183.14	0.86
Non-Contributory Pensions			4,800.00	2,110.78	2,689.22
Workers' Compensation			67,427.00	67,427.00	0.00
Unemployment Compensation			24,500.00	23,903.46	596.54
FICA			64,400.00	63,929.67	470.33
Group Insurance-Town's Share			1,626,377.17	1,624,482.31	1,894.86
Insurance-Liability, Fire, Auto			90,500.00	89,736.00	764.00
<u>PUBLIC SAFETY</u>					
Police Department					
Salaries		1,356,176.90	1,325,628.13	30,548.77	
Expenses	4,964.83	110,035.00	112,350.56	49.27	2,600.00
Police Computer Server	1,661.20	0.00	818.64	0.00	842.56
Police Cars	692.14	0.00	690.40	1.74	
Parking Clerk					
Salaries		7,009.00	7,000.16	8.84	
Expenses		8,700.00	5,374.46	2,242.54	1,083.00
Fire Department					
Salaries		945,342.00	932,376.69	12,965.31	
Expenses	1,648.48	76,299.00	76,633.31	1,314.17	0.00
Ambulance Billing Expenses		18,000.00	17,010.81	528.19	461.00

Fire Breathing Apparatus	4,956.00	4,814.08	141.92	
Building Inspector	18,486.00	18,486.00		
Gas/Plumbing Inspector	10,915.00	10,915.00		
Scaler of Weights and Measures	0.00	0.00	0.00	
Electrical Inspector	10,648.00	10,648.00		
Inspectors' Expenses	4,900.00	3,980.37	919.63	
Emergency Management				
Salaries	8,500.00	8,037.88	462.12	
Expenses	500.00	469.86	30.14	
Emergency Notification	4,500.00	4,500.00	0.00	
Animal Control				
Salaries	12,986.00	12,985.96	0.04	
Expenses	4,400.00	4,457.94	2.06	440.00
<u>EDUCATION</u>				
North Shore, Regional Vocational School Dist.	38,147.00	38,147.00	0.00	
Manchester Essex Regional School	10,638,906.00	10,638,906.00	0.00	
Manchester Essex Regional School Debt	1,610,561.00	1,603,051.66	7,509.34	
<u>DEPARTMENT OF PUBLIC WORKS</u>				
Salaries	703,203.00	676,864.26	26,338.74	
Expenses	147,300.00	147,289.07	10.93	
Misc. Maintenance/Repairs	14,985.67	71,691.61	3,294.06	2,050.00
Tree Maintenance	60,000.00	7,950.00	0.00	0.00
Road Maintenance & Construction	16,731.49	16,731.49	0.00	32,322.00
Crowell Chapel Repairs	5,722.00	3,400.00	0.00	1.00
Drainage Easement	1.00		0.00	5,800.00
Snow Blower Attachment		0.00	0.00	
Highway Generator Installation	2,500.00	2,500.00		1.00
12 Summer Street Easement	1.00			
Snow Removal Salaries		58,819.56	(28,819.56)	
Snow Removal Expenses	97,000.00	315,358.90	(218,358.90)"	
Street Lighting	258.52	91,427.88	830.64	
Sanitation Salaries	20,000.00	19,475.28	524.72	
Sanitation Expenses	65,000.00	56,748.05	5,851.95	2,400.00
Rubbish and Garbage Collection	261,322.83	261,322.83		

Rubbish and Garbage Disposal	124,015.00	114,904.57	9,110.43	
<u>LAND USE</u>				
Community Preservation				
Expenses	3,500.00	2,233.38	0.00	2,898.62
Historic Property Survey	3,000.00	0.00	0.00	3,000.00
Historic District Commission				
Salaries	2,000.00	1,996.99	3.01	
Expenses	1,200.00	10.60	1,189.40	
Conservation Commission				
Salaries	53,503.00	47,961.62	5,541.38	
Expenses	3,808.00	2,830.80	977.20	
Gordon Woods Expenses	800.00	0.00	800.00	
<u>HUMAN SERVICES</u>				
Health Department				
Salaries	49,773.00	48,191.60	1,581.40	
Expenses	52,530.00	46,995.13	5,534.87	
Hazardous Waste Collection Day	5,000.00	3,298.00	1,702.00	
Council on Aging				
Salaries	116,007.00	114,722.78	1,284.22	
Expenses	13,600.00	14,412.84	28.74	
Veterans' Services				
Veterans' Agent	11,355.00	11,354.98	0.02	
Expenses	750.00	255.47	494.53	
Benefits	4,400.00	4,186.41	213.59	
<u>CULTURE AND INFORMATIONAL SERVICES</u>				
Public Library				
Salaries	242,762.00	239,872.85	2,889.15	
Expenses	140,572.00	140,365.65	206.35	
Roof Architect	0.00	1,200.00		
Children's Room Roof	0.00	15,000.00		
<u>RECREATION</u>				
Salaries	98,419.00	97,995.74	423.26	
Expenses	10,135.00	10,124.73	10.27	
Harbor Dredging	20,000.00	5,850.98	0.00	218,340.46
	204,191.44			

Tuck's Point					
Salaries	5,500.00	4,057.35		1,442.65	
Expenses	11,375.00	10,673.31		837.48	
Tuck's Point Rotunda Restoration	135.79	111,911.20		0.00	
Athletic Field Maintenance	36,911.20	15,133.45		0.55	13,837.00
Park/Beach Maintenance	450.00	26,035.79		238.92	
Memorial Day	1,274.71	1,500.00			
Fourth of July		8,000.00			
<u>INTEREST AND MATURING DEBT</u>					
Principal on Bonds	1,339,331.00	1,220,560.35		118,770.65	
WPAT Administration Fees	5,700.00	5,243.60		456.40	
Interest on Bonds	510,929.00	368,796.24		142,132.76	
<u>STATE ASSESSMENTS/OTHER USES</u>					
State Assessments	148,399.00	148,399.00			
<u>UNCLASSIFIED</u>					
Fish and Game Licenses Due State	875.40	875.40			
Due to Probation	20,310.00	20,310.00			
<u>WITHHOLDINGS</u>					
Federal Income Tax	538,629.88	538,629.88			
FICA	63,929.61	63,929.61			
State Income Tax	237,509.41	237,509.41			
Essex County Retirement	364,085.52	364,085.52			
Group Insurance	371,970.06	371,970.06			
Medicare	23,348.90	23,348.90			
Deferred Compensation	165,805.95	165,805.95			
Union Dues	25,564.00	25,564.00			
Credit Union	362,579.15	362,579.15			
Due to Fish & Game	10,350.00	10,350.00			
<u>SPECIAL REVENUE FUNDS</u>					
School Gas/Diesel Bills	14,711.34	14,573.98			
	(1,300.00)"				(1,162.64)"

Playground	24,500.83	89,896.67	70,335.05	44,062.45
Fire PUMPER Federal Grant	0.00	80,132.00		80,132.00
Scha Federal Grant	0.00	268,472.00	268,472.00	0.00
Bulletproof Vests Grant	795.00	7,602.50	1,590.00	6,807.50
Law Enforcement Grant	2,583.28	17,979.16	13,962.00	6,600.44
Mass. Technology Grant	69,664.75	0.00		69,664.75
40 Masconomo Street	800.00			800.00
MAPC Pandemic Workshop	1,130.79			1,130.79
Young Adult Library Position	7,799.96	9,500.00	12,659.91	4,640.05
DPW Disk Clean-up	0.00	1,345.46		1,345.46
Library Gifts	1,834.79	5,513.15	6,970.09	377.85
Library Children's Room Gifts	1,402.66	891.50	847.04	1,447.12
Fire Equipment Grant	287.80			287.80
Police Community Policing Grant	10,214.97		342.50	9,872.47
Winthrop Field	25,352.83	6,503.92	6,623.92	25,232.83
Police Insurance Reimbursement	3,012.16	1,725.44	2,404.24	2,333.36
Health Emergency Grant	143.65			143.65
Crowell Chapel	1,948.00	450.00		2,398.00
Snow Removal Gift	0.00	100.00		100.00
Coastal Stream Team Gifts	320.40	0.00	0.00	320.40
MAPC Fire Training Grant	80.22	14,774.86	14,855.08	0.00
FEMA Storm Reimbursement	0.00	100,408.00	202,287.54	(101,879.54)"
Fire Emergency Plan Grant	1,241.54			1,241.54
Fire Local Prepared Grant	0.00	300.00	300.00	0.00
Emergency Management Performance Grant	1,500.00			1,500.00
Cape Ann Regional Fire Grant	361.27	300.00	479.40	181.87
Library Children's Room Grant	4,119.59	1,705.00	3,120.20	2,704.39
Town Technology Grant	46,047.73	21,837.29	8,459.00	59,426.02
Tuck's Point Interest/Gift Account	13,746.08	620.00	4,759.68	9,606.40
Tuck's Point Deposits	9,301.39	7,175.00	5,465.00	11,011.39
Dexter's Pond Fund	400.20			400.20
Conservation Fund	11,672.89	112.57	3,485.93	8,299.53
Wetlands Protection Fund	103,481.95	13,223.00	3,469.30	113,235.65
Library 120th Anniversary Gifts	12,661.90			12,661.90
State Aid for Libraries	3,838.11	4,990.69	7,014.26	1,814.54
Fire Alarm Damage Reimbursement	3,119.72			3,119.72

Police Gifts	11,817.53	2,125.00	6,828.41	7,114.12
Bike Rodeo Gifts	321.56	2,610.00	2,035.80	895.76
Masonomo Playground Gifts	2,373.77			2,373.77
Gordon Woods Film Gift	2,919.00		2,919.00	0.00
Film Production Tuck's Point	2,252.44			2,252.44
Down Town Improvement Gift	0.00	200.00	200.00	0.00
Sale of Real Estate	4,118.45			4,118.45
Water Meters	18,291.60	7,883.50	0.00	26,175.10
Adopt-a-Bench Gifts	1,859.67			1,859.67
Masonomo Park Gifts	2,810.00	1,780.00	1,500.00	3,090.00
Cultural Council-State Grant Interest	173.11			173.11
Cultural Council Gifts	125.60	0.01	41.54	84.07
Cultural Council-State Grant	5,378.72	3,966.84	4,035.66	5,309.90
Concert Gifts	982.16	3,600.00	1,687.06	2,895.10
Comcast Technology Gift	20,000.00			20,000.00
Selectmen's Gifts	1,718.97	1,000.00		2,718.97
Open Space Gifts	243.26			243.26
Fire Station Apron Gift	(4,860.00)	10,000.00	1,569.30	3,570.70
Fire Gifts	2,829.26	150.00	1,608.29	1,370.97
Fluoridation Grant	0.00			0.00
Field Maintenance Gifts/Fees	10,354.94	5,868.00	10,000.00	5,868.00
Bike Rack Grant	1,910.00	0.00	1,910.00	354.94
FEMA Fire Damage	12,926.28			12,926.28
Fire CPR Gifts	788.23	3,815.35	3,759.85	843.73
Ambulance Gifts	936.99			936.99
Police Cell Block Fees	18,603.46	5,200.00	1,265.55	22,537.91
Police Drug Fund Gift-MacDonald	10,042.08			10,042.08
Police Narcotic Fund	5,436.75	66.23	24.36	5,478.62
Fire Safety Grant	502.22	4,815.00	2,086.20	3,231.02
Workers' Compensation Reimbursement	1,690.01	6,711.26	4,592.17	3,809.10
Fire Insurance Reimbursement	96.00			96.00
Fire Knox Box Gifts	975.34	772.00	1,147.59	599.75
DPW Damage Reimbursement	1,110.49	752.51	1,110.49	752.51
4th of July Gifts	(5,823.88)"	38,864.00	26,110.52	6,929.60
Friends of COA	4,654.38	13,096.31	11,876.49	5,874.20
Senior Home Care Grant	147.39			147.39



At the First Parish Church Jubilee Celebration held in May 2011, church members of 25 years or more were recognized.



Manchester's Troop 3 Boy Scouts served up the smiles as well as some delicious food, which they prepared, to diners at the Cape Ann Food Pantry in Gloucester.

COA State Formula Grant	276.94	8,384.00	6,890.22	1,770.72
Zoning Board - 601 Summer Street Bond	0.00	7,500.00	6,200.25	1,299.75
Masconomo Park Performance Bond	1,940.00			1,940.00
Hidden Ledge Road Sewer Repair	57.50			57.50
Planning Board-Advertising	192.00			192.00
Conservation Commission-502 Summer Street	8.41	50.27	58.68	0.00
Planning Board-Bialek	0.04			0.04
Bicycle/Pedestrian Gift	0.00	250.00		250.00
Recreation Gifts/Fees	31,250.25	215,208.98	168,105.92	45,353.31
15 Smith Point Road Bond		3,800.00		3,800.00
508 Summer Street	10,004.13		10,004.13	0.00
Conservation Commission-10 Boardman Avenue	182.52			182.52
Athletic Club Bond		10,000.00		10,000.00
Marina Antenna-Terrasearch	5,297.42	53.95	15.16	5,336.21
First Parish Church Antenna-T Mobile	3,164.73	9.88	1.97	3,172.64
Appeals Board-Omni point	964.20			964.20
Planning Board-Athletic Club	19,400.70	98.04	11,616.55	7,882.19
Appeals Board-Eisgrau	750.00			750.00
LNG Pipeline Consulting	161.50			161.50
Appeals Board-Kimball	1,500.00			1,500.00
Appeals Board-Crooked Lane	100.00			100.00
Special Detail (Fire & Police)	2,673.14	295,567.37	291,086.70	7,153.81
<u>OTHER SPECIAL REVENUE FUNDS</u>				
Community Preservation Fund	70,880.00	278,438.00	111,500.00	237,818.00
Highway Improvements Chapter (90)	(117,712.59)"	314,966.65	274,705.76	(77,451.70)
Recycling		145,000.00	145,000.00	0.00
Harbor Master				
Salaries		56,093.00	54,157.33	1,935.67
Expenses		13,200.00	13,160.05	39.95
Care of Floats		6,000.00	5,703.51	296.49
Masconomo Park Ramps	3,380.46		3,380.46	
Outboard Motor Replacements		25,162.00	0.00	25,162.00
Boat Electronics Upgrade		8,800.00	0.00	8,800.00

Waterways Improvement Fund	115,544.19	125,534.34	97,905.00	20,000.00	123,173.53
Singing Beach Operations					
Salaries		63,287.00	62,743.12	543.88	
Expenses	11.37	13,265.00	11,307.60	1,968.77	
Lifeguards					
Salaries		46,147.00	35,815.82	10,331.18	
Expenses		3,400.00	3,400.00	0.00	
CAPITAL PROJECT FUNDS					
Singing Beach Bathhouse Repairs	1,779.32				1,779.32
Singing Beach Bathhouse Painting	3,391.77				3,391.77
Pine Street Acquisitions/Cleanup	(2,208,128.45)				82,039.64
Downtown Improvement Project	62,061.96				49,347.10
Road Maintenance & Construction		2,400,000.00	109,831.91		22,453.88
Truck Replacement Sander		0.00	12,714.86		0.00
Snow Blower Attachment		50,000.00	27,546.12		610.00
Ambulance		14,000.00	14,000.00		519.28
Auto Lift Replacement		9,000.00	8,390.00		0.00
Police Cars		185,000.00	184,480.72		0.00
		20,000.00	20,000.00		0.00
		33,246.00	33,246.00		0.00
ENTERPRISE FUNDS					
Sewer Fund					
Salaries		277,850.00	277,765.06	84.94	2,150.00
Expenses		271,948.86	256,531.24	13,267.62	5,992.53
Misc. Maintenance/Repairs		30,000.00	24,007.47		1,413.59
Sewerage Facilities Study	1,413.59				4,000.00
Mason Easement	4,000.00				3,400.00
Sewer Plant Fencing		3,400.00			5,500.00
Sewer Plant Inflow Meter		5,500.00		0.00	5,529.00
Sewer Plant Effluent Pumps		12,000.00	6,471.00		4,373.69
Rockwood Heights Lift Station		5,000.00	626.31		3,270.80
Portable Gensets		10,000.00	6,729.20		1.00
Masonic Land Purchase	1.00				5,800.00
Sewer Plant Computer Upgrade	5,800.00	0.00	0.00		0.00
Sewer Plant Bio-Filter	2,812.50	0.00	2,812.50		

Essex Woods Park Fund	14,807.37	90.03		14,897.40
Perpetual Care Interest Fund	25,321.45	1,438.19		25,151.64
Sale of Lots Fund	36,764.78	2,782.20	1,608.00	39,546.98
Crowell Cemetery Interest Fund	7,980.13	67.27		8,047.40
Knight Cemetery Fund	5,368.79	25.48		5,394.27
Odd Fellows Cemetery Fund	792.42	28.99		821.41
Winthrop Library Fund	99,024.42	11,809.33	24,342.80	86,490.95
Putnam Library Fund	51,552.57	63.90		51,616.47
Curtis Library Fund	41,247.69	51.16		41,298.85
Hoare Library Fund	604.20	0.74		604.94
Wood Library Fund	1,534.46	1.88		1,536.34
Sieradski Library Fund	688.37	0.85		689.22
Ware Library Fund	10,771.77	13.35		10,785.12
Other Trust Funds				
Stabilization Fund	895,106.71	5,336.35	200,000.00	700,443.06
TOTALS	514,081.10	31,928,943.55	28,614,644.87	3,084,050.69



The Lady Hornets win the 2011 MIAA Girls' Team Tennis State Division III Final! Varsity and JV players pose here (L to R) after the team's victory: Avery St. Sauveur, Molly Carlson, Sara Stanton, Anna Tyler, Kendall McCormick, Rachel Daley, Eliza Rohner, Michelle Fuca, Hannah Daley. Photo by Caroline Carlson



Manchester Parks & Rec. Basketball's final week of games before the tournament next weekend. MERHS seniors and varsity basketball players Joseph Mussachia and Jason Stasiak (back) act as referees for a day for the younger basketball players in the Rec. Department's youth league. Third & Forth Grade Orange Team, coached by Jeff Coachand, from left to right: Lily Phipps, Abby Lantz, Grace Brennan, Annie Martin, Sofia Gillespie, Olivia Provost, Elizabeth Athanas, and Emma Coachand. Third & Forth Grade Blue Team, coached by Tory Morton, from left to right: Lelia Heath, Cagney Pallazola, Isabella Pomeroy, Suzy Morton, Sophia Pomeroy and Bella Eliassen. Missing from photo Christina Calandra, Petrina Costello and Clairra Davis.

TOWN OF MANCHESTER
COMBINED BALANCE SHEET-ALL FUND TYPES AND ACCOUNT GROUPS
JUNE 30, 2011

	GOVERNMENTAL FUND TYPES			FIDUCIARY	PROPRIETARY	ACCOUNT
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	FUND TYPES	FUND TYPES	GROUP
				TRUST AND AGENCY	ENTERPRISE FUND	LONG-TERM OBLIGATIONS
ASSETS						TOTALS
Cash	1,675,438	1,143,100	160,836	1,298,569	748,814	5,026,758
Petty Cash	585					585
Property Tax Receivable:						
Real Estate	219,589	3,157				222,747
P/P Tax	1,583					1,583
Other Accounts Receivable:						
Motor Vehicle Excise	86,461					86,461
Boat Excise	2,866					2,866
Tax Liens	167,923	3,747				171,670
Water & Sewer User Charges					68,405	68,405
Departmental	110,745					110,745
Due from the Commonwealth		76,452				76,452
Tax Foreclosure	10,727					10,727
CPA						0
Due from Highway Improvements	77,452					77,452
Other Assets		1,394				1,394
Amount Provided Bond Payments						
Total Assets	2,353,370	1,227,850	160,836	1,298,569	817,219	11,712,396
						17,570,240

TOWN OF MANCHESTER
COMBINED BALANCE SHEET-ALL FUND TYPES AND ACCOUNT GROUPS
JUNE 30, 2011
continued

	GOVERNMENTAL FUND TYPES			FUND TYPES		FUND TYPES		GROUP	TOTALS
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	TRUST AND AGENCY	ENTERPRISE FUND	LONG-TERM OBLIGATIONS			
Accounts Payable	123,889	117,824	103,801		35,725				381,239
Accrued Payroll	105,222								105,222
Payroll Withholdings	47,605								47,605
Other Liabilities	12,788								12,788
Due to General Fund		77,452							77,452
Deferred Compensation Pay									0
Deferred Revenue	327,390	85,829							413,219
Reserve for Abatements	272,505								272,505
Bonds and Notes Payable									11,712,396
Total Liabilities	889,397	281,105	103,801	0	35,725			11,712,396	13,022,424
Fund Equity									
Fund Balances:									
Retained Earnings									390,306
Reserved for Encumbrances	289,806				390,306				763,419
Reserved for Expenditures	250,000	33,962	48,462		391,189				250,000
Reserved for Petty Cash	585								585
Reserved for Special Duty				7,154					7,154
Reserved for Open Space		26,805							26,805
Reserved for Community Housing		38,378							38,378
Designated Abate. & Exemptions	124,985								124,985
Designated Appropriation Deficits	(218,359)								(218,359)
Undesignated	1,016,955	847,600	8,576	1,291,415	0				3,164,546
Fund Equity (Deficit)	1,463,973	946,745	57,038	1,298,569	781,495	0			4,547,819
Total Liabilities & Fund Equity	2,353,370	1,227,850	160,839	1,298,569	817,219			11,712,396	17,570,243

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:	5655
Registered Voters:	3807
Dogs:	923
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> , <i>Gloucester Daily Times</i> , or <i>Salem Evening News</i> .
Tax Rate:	FY2011 \$10.11 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: Wednesday 7:30 a.m. – 3:00 p.m. Friday 12:45 p.m. – 3:00 p.m. July and August only 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: Seasonal – refer to the Town's website for dates and hours www.manchester.ma.us
Town Hall Hours:	Monday-Wednesday, 8:30 a.m. – 5 p.m. Thursday, 8:30 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, 6:15 a.m. – 5:45 p.m. Saturday, 6:15 a.m. – 4:30 p.m.
Town Website:	www.manchester.ma.us

