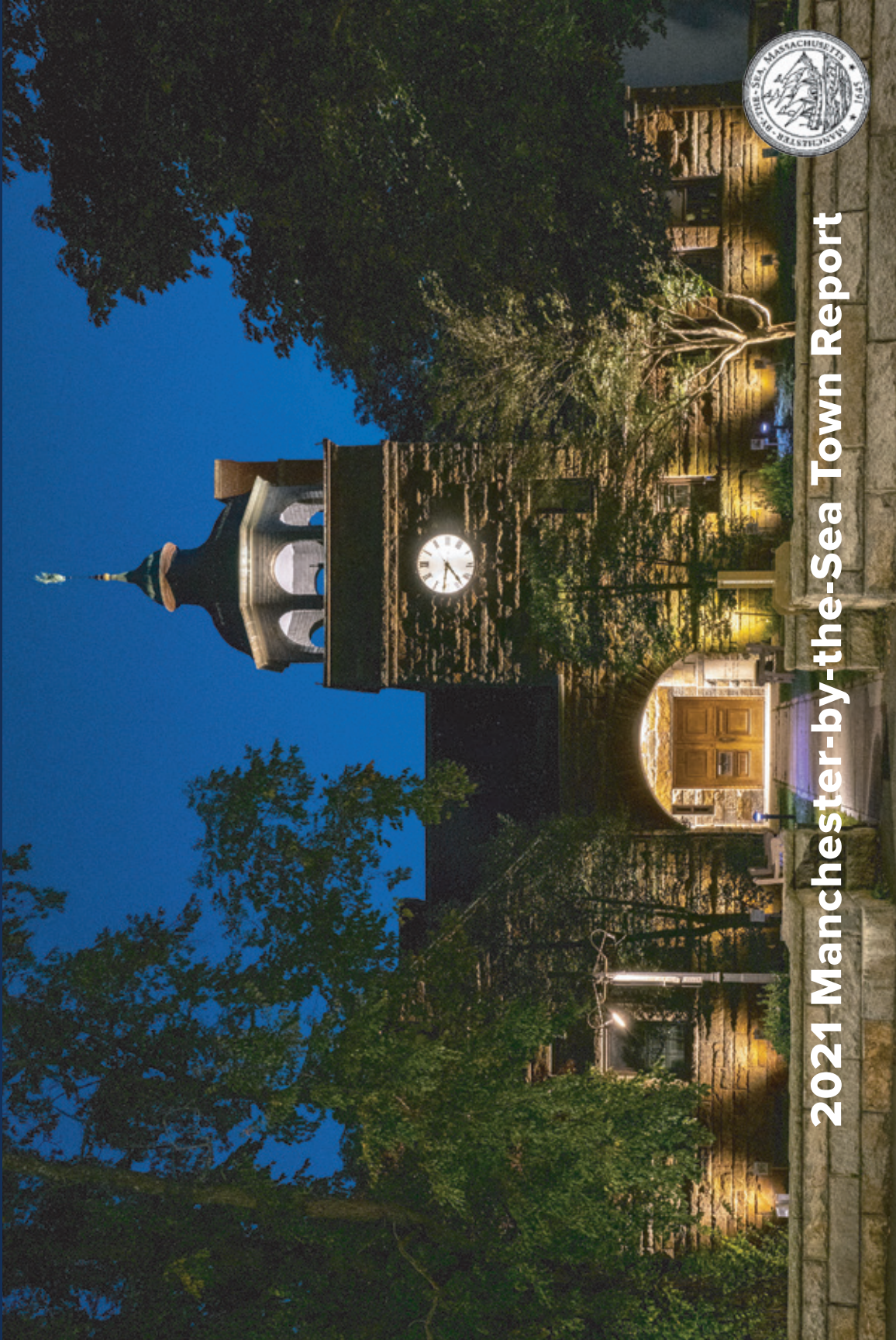




2021 Manchester-by-the-Sea Town Report



CONGRATULATIONS MERSD HORNETS!



Manchester Essex Regional High School
Class of 2021

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MANCHESTER-BY-THE-SEA TOWN ALMANAC

Incorporated:	1645
Size:	7.73 square miles
Shore Line:	12.8 miles
Population:	5423
Registered Voters:	4460
Dogs:	1200
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 (third Tuesday in May)
Voter Registration:	Town Clerk's Office during normal Town Hall hours. Special evening sessions before each election and Town Meeting. One can also register online @ www.RegisterToVoteMA.com .
Official Notices:	All official Town board and committee meeting notices are posted on the Town Hall bulletin board. Meeting notices are also posted on the Town's website. Published notices can be found in the <i>Manchester Cricket</i> or <i>Gloucester Daily Times</i> .
Tax Rate:	FY2021 \$10.99 per thousand of assessed valuation.
Taxes Due:	August 2 nd , November 1 st , February 1 st , and May 1 st .
Trash Removal:	Weekly trash curbside service (Monday and Tuesday) Weekly recycle curbside collection (Monday and Tuesday) Compost: Black Earth weekly curbside collection (Mon & Tues) Textiles: Black Earth weekly curbside collection (Mon & Tues) *Transfer Station hours: Wednesday 7:30 a.m. – 3 p.m. Saturday 10 a.m. – 3 p.m. Refer to the Town's website for Holiday Hours
Town Hall Hours:	Monday-Wednesday, 8:30 a.m. – 5 p.m. Thursday, 8:30 a.m. – 6:30 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 Sundays & Saturdays – July through Labor Day Sundays, 1p.m. – 5p.m. (seasonally; please check website)
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

ANNUAL REPORT For The Year 2021

In Memoriam

JENS KURE-JENSEN

— * —

ROBERT JULIANO

— * —

THOMAS ANDREWS

— * —

IRENE ANDREWS

— * —

MARYANN MCGOVERN

— * —

JUDITH GAMBLE

Town Report edited by Sharon George, Tiffany Marletta and Town Hall Staff

Front Cover: Manchester-by-the-Sea Public Library Aglow – A 2021 project funded with contributions from the Community Preservation Fund and the 375th Committee.

Photo Credit: Steve Rosenthal

Back Cover: MERSD Class of 2021

Photo Credit: Manchester Essex Regional School District

The editors are grateful to those citizens who contributed photographs to the 2021 Annual Report.

Daily Printing, Beverly Farms, Massachusetts
2022

MANCHESTER-BY-THE-SEA
FY2021 ELECTED AND APPOINTED OFFICIALS
(Chairs shown in **boldface**)

1. ELECTED OFFICIALS

Constables

Joseph P Aiello	2022	3 Yr. Term
Stephen T Driscoll	2022	
G David MacDougall	2022	

Housing Authority

Gretchen Wood		
John F. Kenney	2022	
Elizabeth Heisey (Vice Chair)	2023	
VACANT	2024	
Elaine Persons (Chair)	2025	

Library Trustees

Dorothy Sieradzki	2022	3 Yr. Term
Ric Rogers (Chair)	2024	
Dave Lumsden	2024	

Moderator

Alan Wilson	2022	1 Yr. Term
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Planning Board

Ronald Mastrogiacomio (Chair)	2022	
Laura Tenney	2022	
Mary Foley	2022	
Christopher Olney	2023	
Gary Gilbert	2023	
Sarah Creighton	2024	
Christine DeLisio	2024	

School Committee

Sarah Wolf (Chair - Essex)	2022	3 Yr. Term
Eric A. Bourke (Manchester)	2022	
Kenneth D. Warnock (Manchester)	2022	
Matt Harrington (Manchester)	2023	
Theresa Whitman (Essex)	2023	
Chris Reed (Manchester)	2024	
Kate Koch-Sundquist (Essex)	2025	

Selectmen, Board of

Eli G. Boling	2022	3 Yr. Term
Jeffrey Bodmer-Turner (Chair)	2022	
Ann Harrison	2023	
John Round	2023	
Becky Jaques (Vice Chair)	2024	

2. APPOINTED OFFICIALS

Action, Inc. Representative

ADA Committee

Beth Heisey (Chair)	2022	3 Yr. Term
Joan Snow	2022	
Laurie Werle	2023	
VACANT	2023	
Lisa Bonneville	2024	
Gretchen Wood	2024	
Town Administrator (ex officio)		

Affordable Housing Trust

Peggy Hegarty-Steck (At Large)	2022	2 Yr. Term
Sarah Mellish (FinCom Rep)	2022	
Chris Olney (Planning Board)	2024	
Joan McDonald (CPC)	2024	
VACANT		
John Feuerbach (At Large - Chair)	2024	
Margaret Driscoll	2024	

Animal Control Board

Kerry Bisner (Chair)	2022	3 Yr. Term
Sally Curry	2023	
VACANT	2022	
VACANT	2023	
VACANT	2024	

Animal Inspector

Appeals, Board of

Katherine Howe	2022	3 Yr. Term
James Diedrich	2023	
Brian Sollosy	2023	
Sarah Mellish (Chair)	2024	
Sean Zahn (1st Alternate)	2024	
James Mitchell	2023	
John Binieris	2024	

Assessors

Louis R. Logue (Chair)	2023	3 Yr. Term
Rob Beatty	2022	
Jeffrey McAvoy	2024	

Bike/Pedestrian Committee

Albert Center (Chair)	2022	3 Yr. Term
Freddy Cicerchia	2022	
Kurt Svetaka	2022	
Susan Centner	2022	
David Saunders	2023	
Amy Coleman	2024	
Dana Vermilye	2023	
Terry Cowman	2024	
VACANT	2023	

Building Inspector

Paul Orlando	2022	3 Yr. Term
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Cable Access Corp. Rep.

Paul Jermain	2022	3 Yr. Term
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Cape Ann Regional Planning Committee

Emergency Response Coordinator	2024	3 Yr. Term
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Chebacco Woods Land Management Committee

Ralph Smith (Chair) (M)	2022	3 Yr. Term
Russell Camp (H)	2022	
Michael Mack (M)	2023	
Susanna McLaughlin (M/H)	2023	
Virginia Cookson (H)	2024	
DPW Director (Ex-Officio) (M)		
Hamilton (H) Manchester (M)		

Community Preservation

John Kenney (Housing Authority)	2022	3 Yr. Term
Ronald Mastrogiacomio (PB)	2023	
Sari Oseasohn (ConCom)	2023	
Sean Daly (Parks & Rec)	2023	
Joseph Sabella (Historic)	2024	
Joan McDonald (Vice-Chair)	2023	
Jack Burke Jr. (Chair)	2022	
Mark Weld (FinCom)	2024	
Christopher Wood Kelly (At Large)	2024	

Conservation Commission

Sari Oseasohn (Vice Chair)	2022	3 Yr. Term
John Judge	2022	
Olga Hayes	2023	
David Lumsden	2023	
Steve Gang (Chair)	2024	
Henry Oettinger	2024	
VACANT		

Council on Aging

George Nickless	2022	3 Yr. Term
Kathy Bothwick	2022	
Jane Metrano	2022	
VACANT	2022	
Mary G. Hull	2023	
Susan Halpern	2023	
VACANT	2023	
Steven Gillespie (Chair)	2024	
Jennifer DeSimone	2024	
VACANT	2024	

Cultural Council

Julia Bishop	2022	3 Yr. Term
Ashling Reilly (Chair)	2022	
Diane Kilgore	2022	
Amy Carlin	2023	
Lisa Watt-Bucci	2023	
Margaret Maher	2023	
Sarah Stone	2023	
Chris Munkholm	2024	
Karen Dolan	2024	

Downtown Improvements Project Committee

Steven Carhartt (Chair)	2022	1 Yr. Term
Linda Crosby	2022	
Gar Morse	2022	
Carley Cook	2022	
Kurt Svetaka	2022	
Marlene Dolan	2022	

Emergency Mgmt. Dir.

Todd Fitzgerald	contracted	
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Essex Technical High School

Jeff Daley	2023	3 Yr. Term
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Finance Committee

Sarah Mellish (Chair)	2022	3 Yr. Term
Andy Oldeman (Vice Chair)	2023	
Mark Weld	2023	
Michael Pratt	2023	
Peter Twining	2024	
Albert Creighton III	2024	
Dean Nahatis	2024	

Gas/Plumbing Inspector

Joseph Guzzo	2022	3 Yr. Term
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Harbor Advisory Committee

Dan Gray	2022	3 Yr. Term
Dan Lane (commercial fisherman)	2022	
VACANT	2022	
Carl Doane (Chair)	2023	
Christopher Comb	2023	
Philip Leahy	2024	
Steve Lauber	2024	

Health, Board of

Dr. Tonya Colpitts	2022	3 Yr. Term
Peter Colarusso	2022	
Joan Cottler	2023	
Dr. Martin Hahn	2023	
Paula Polo-Filias (Chair)	2024	

Historical District**Historical Commission**

John Round (Historical Society Chair)	2022	3 Yr. Term
Don Halgren (resident)	2023	
Tracie Gothie (realtor)	2023	
Rosemary Costello (Chair - resident)	2024	
Joseph Sabella (resident)	2024	3 years
Richard W. Smith (resident)	2024	
Robert Coppola (architect)	2024	

July 4th Committee**(Re-appoint in fall)**

Cheryl Marshall (P&R Director)		
Donna Brewster	2021	
Hope Watt-Bucci	2021	
Lisa Watt-Bucci	2021	
Ryan Ackerman	2021	
Jim O'Neil	2021	
Peter Colarusso	2021	
Karen Cunningham	2021	
Sallie Belle Davis	2021	
Lisa Vince	2021	

Manchester Coastal Stream

Deb Frize	2022	3 Yr. Term
Patricia Mitchell	2022	
Jessica Lamothe (Chair)	2023	
Lynn Atkinson	2023	
Carolyn Kelly	2023	
Joan Nesbit	2023	
Frances Caudill	2024	

Memorial Day Observance**M.A.O.C Representative**

Christine DeLisio	2022	3 Yr. Term
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MBTA Advisory Board

VACANT	2023	3 Yr. Term
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Man. Energy Efficiency Programs Advisory Board (MEEP)**North Shore HOME Consortium Representative**

George Record	2022	3 Yr. Term
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North Shore Task Force Rep.**Open Space & Recreation**

Steve Gang (ConCom Rep, Co-Chair)	2022	3 Yr. Term
Olga Hayes (Parks & Rec. Rep, Co-Chair)	2022	
Al Centner (Bike/Pedestrian - interim)	2022	
Deborah Fraize (Coastal Stream)	2023	
Curtis Rising (At Large)	2023	
Helen Bethell (At Large)	2024	
Sheila Linehan (At Large)	2024	

Parks and Recreation Comm

Michael Coyne	2022	3 Yr. Term
Karlee Blaisdell	2022	
Olga Hayes	2023	
Sean Daley (Chair)	2024	
Margaret Driscoll	2024	

Registrars, Board of

Eileen Buckley (Chair)	2022	3 Yr. Term
Gary P. Giusto	2023	
Bruce Warren	2024	
Town Clerk (Ex-Officio)		

Seaside One Committee

Thomas Durkin (Chair)	2022	3 Yr. Term
Jeff Parker	2022	
Thomas Kehoe	2023	
Merritt Miller	2024	

continued...

Shellfish Constable			Winthrop Field Committee		
Sustainability Committee			Michael Chapman (Chair)	2022	3 Yr. Term
Carley Cook	2022	3 Yr. Term	James E. Moroney	2022	
Amy Connors	2022		Gar Morse	2023	
Alison Anholt-White (Chair)	2023		Anthony Leggett	2023	
Nadia Wetzler	2023		Michael Carvalho	2024	
Bella Wright (student rep)	2023		Sue Thorne	2024	
VACANT	2024		Matthew Brzezinski	2024	
VACANT	2024		Wiring Inspector		
Tree Warden			Joseph Novello	2022	3 Yr. Term
Welcome to Manchester					
Leslie Beatty	2022	3 Yr. Term			
VACANT	2023				
Christine Metrano-Barber (chair)	2023				
Melanie Dibiasio	2023				
Christina Cunningham	2023				
Hope Watt-Bucci	2024				
VACANT	2023				



375 Celebration Parade September 2021

ANNUAL REPORTS



From left to right:

Becky Jaques, Jeffrey Bodmer-Turner, Eli Boling, Ann Harrison, and John Round

BOARD OF SELECTMEN REPORT

Our Board of Selectmen is made up of five town residents elected in staggered three-year terms. Members of the Board of Selectmen hold regular public sessions twice a month and, as needed, extra sessions to define the policies of town governance, develop the goals of town operations, and organize the budget and other articles for presentation to town meeting. The Board is grateful for the support of our hard-working town staff and Town Administrator, the deliberations of volunteer and elected town boards and commissions, and the thoughtful feedback of engaged residents who help us to achieve our mission. The Board of Selectmen also holds public forums to inform and discuss with residents a range of significant matters which affect our lives as a community such as local management of the Covid-19 pandemic, the impact of regionalizing services, the development of a town senior center, and creation of viable affordable housing. During

2021 the Board has been made up of Eli Boling, Ann Harrison, Becky Jaques, John Round, and Jeffrey Bodmer-Turner. Ms. Jaques ran for reelection in May 2021 and prevailed to begin a new three-year term.

Before proceeding to review the many matters which concerned the Board of Selectmen this past year, we want to recognize the retirement of Eli Boling from the Board. After nine years of service as a Selectman, four years as Chair, Eli has decided to lay down his gavel and step back. His contributions as a Selectman have always been well-informed, very thoughtful, and immeasurably helpful. Eli led the Board as Chair during the emergence of the Covid-19 pandemic in 2020 and the continuation of viral surges during 2020-21. No other Board of Selectmen Chair in our lifetime has faced the challenges to the Town that Covid presented. Eli did so with measured grace consistently leading calm deliberations. As Board members we all feel a debt of

gratitude to his strength in this crisis. We join with the Town to thank him from the bottom of our hearts for his service.

During 2021 the Town of Manchester has faced many challenges. Throughout the year the Covid-19 pandemic has impacted our lives, businesses in the Town, and the health of residents of all ages. We began the year with the emergence of the Alpha variant of SARS-CoV-2 and cases began to surge upward in Essex County. The authorization of vaccines, beginning with First Responders and gradually allowing seniors, then young and middle-aged adults helped to abate Alpha. As our Public Health Department worked diligently to distribute vaccines across the authorized age groups, there was a period mid-year where the pandemic restrictions were questioned. Board meetings took on the appearance of the national debate for managing public health. Then came the much more highly contagious Delta variant. Face mask requirements were deliberated. In a joint session of the Board of Health and the Board of Selectmen in August indoor mask requirements were reinstated based on hospitalization data and building pressure on intensive care beds in the County. The indoor mask mandate in places of business remained in place until December when hospitalization and case report data dropped below the guidelines established by the Manchester-by-the-Sea Board of Health.

Vaccination authorizations had been nationally approved for ages 5-12 in the fall of 2021 and vaccine utilization rates peaked in Town within a month or two. "Booster" vaccinations had been approved for adolescents and adults. Somewhat less than half the town residents opted in for a booster shot. Once again, we appear to be moving toward a cautious relaxation of restrictions. At the end of the year a new variant, Omicron, has emerged with a handful of cases diagnosed in New England. Another surge has been anticipated although hospitalization rates have yet to go up as rapidly as they did earlier in the year. While we all would like to relax our guard, we ended the calendar year with a continuation of a mask mandate in the public schools and within town buildings. Any resident who is immune system compromised should continue to exercise caution as the virus pandemic is still

a factor in all of our lives.

In the ever-present context of Covid-19, the Board of Selectmen conducted business on many fronts. Our Department of Public Works has continued the multi-year plan of protecting our sewer system infrastructure by relining pipes to prevent groundwater infiltration which, in turn, reduces the load on our wastewater treatment plant. Our drinking water system has come into sharp focus with the Board voting to reestablish the Water Resources Protection Task Force (WRPTF). The charge of the WRPTF is to review and update the 1990 Horsley-Witten Manchester Water Resources Protection Plan and to develop a long-term plan of action with specific next steps. In collaboration with the Friends of Manchester Trees a new policy was created to preserve our "green infrastructure". The policy defines Town trees and establishes a process for protecting these assets by establishing a rigorous review process before a Town tree may be taken down.

Protecting Town resources was a central theme as the Board of Selectmen continued negotiations this past winter with Strategic Land Ventures concerning their CH 40B development proposal for 152 apartment units on Shingle Hill off of School Street. In the 40B process, negotiations between the developer and the Town are governed by the State rules for a Local Initiative Projects (LIP). Over the course of more than five months the Board attempted to establish conditions for the project which would protect Town water and wildlife resources, provide for public safety, and mitigate the impact on Town services through developer compensation. On April 6, 2021 SLV ended the negotiations over the issue of the development carrying a "large project" designation under CH 40B which would give our local ZBA the final decision over the development without appeal to the Massachusetts Housing Authority. The large project designation had been raised by the Selectmen at one of the first negotiating sessions in November 2019 and SLV knowingly acknowledged participating in negotiations with a large project. Following the developer's withdrawal from the LIP negotiations, they filed with the State for a letter of intent which allowed them to apply directly to our local ZBA for a Comprehensive Permit. The permitting process before the ZBA has begun and is on-going.

Throughout the year the Board of Selectmen has taken steps to support local businesses. In the Spring we worked out plans for the continuation of outdoor dining with an eye to providing a balance of street parking for both restaurant and retail customers. Sensitive to the parking issue the Board recommended changing street parking markings to maximize usable spaces. Beach access restrictions were eased to stimulate nonresident beach use and associated business activity. Our Town Administrator with Board support designated funds to open a direct pathway between public parking behind Town Hall and the Village shopping area. Negotiations for a licensing agreement for the public to walk through the private parking lot area completed the path arrangements in mid-August. The path was opened this summer, a decade after first being considered. Judging by the use of the parking behind Town Hall and activity on the path, this has been a great success.

The Board of Selectmen held three public forums over the summer on the proposed move to North Shore Regional 911 dispatch services. All three forums were well attended and budgets, capital expenditures, and services were thoroughly debated. The Board voted to have the Regional Center furnish answers to outstanding questions by completing a feasibility study with the town. The Feasibility Study includes an overview of community demographics, inventory of existing technology including compatibility with regional center operations, projected technology infrastructure needs, staffing needs, and transitional costs. While much of this data had been obtained in previous inquiries to the Center, the Feasibility Study draws together the information in one document. The Board expects the study to be completed in late February or Early March.

In other matters the Board of Selectmen has been working with our Town Administrator to finalize details with Black Earth Compost for a new compost facility which will benefit the Town with composting transfer station services in the long-term. The contract with Black Earth should be completed early in 2022. Progress on locating a site for a Manchester Senior Center expanded to more options. This is a long-term goal which will result in a proposal to be placed before residents in a vote as with any real estate transaction involving the

town. On the recommendation of our Town Clerk, Dianne Bucco, the Board of Selectmen approved a streamlined distribution of beach parking stickers by mail to all town residents with a registered vehicle. Tags for beach access will be available for sale at the Town Clerk's office at a reduced rate until May 1st. As has been the case previously beach tags are not required for seniors or children under 12. During a meeting in December Tom Kehoe and Sue Thorne presented the final report of the 375th Celebration Committee. Under their leadership the committee persevered through Covid constraints to find a path to a most successful celebration. Our town is rich with amazing volunteers like Tom and Sue. Our grateful thanks to them and each member of the 375th Celebration Committee!

In response to the pandemic all Boards and Committees in town have adapted to virtual meetings online. At first, we were all challenged by the technology. Over the past two years members of the town boards have become adept at running very successful meetings. One big plus of virtual meetings has been the engagement of town residents in all types of town boards. During Board of Selectmen meetings with SLV regarding the 40B LIP negotiations, we recorded over 170 simultaneous participants in a single meeting! While the Boards and Committees have looked forward to meeting in person, we hope to continue to engage the community in our discussions of town policy and the goals of town operations. There is no physical venue which can readily accommodate the peaks of participation by the community achieved in our virtual meetings. We are considering how to preserve public engagement and maintain our fragile public health. Our next step will be hybrid meetings which are close to becoming a reality. We plan to have boards, applicants, consultants, and other representatives meet in a public space and to have town residents join online while meetings are in progress. The plan includes opportunities in this hybrid in-person/virtual meeting for real-time interaction by residents during public comment. Most of the equipment is in place and training of board members will begin early in the new year. We are very hopeful to have your continued participation in our meetings. Your questions, your ideas, and your support help us to become

the vibrant community we all want to be.

Respectfully submitted,
Jeffrey Bodmer-Turner, Chair
Board of Selectmen

TOWN ADMINISTRATOR'S REPORT

My opening line for last year's report was that 2020 was one for the history books given the way COVID turned our world upside down. While 2021 was more manageable as we learned to adapt and had the rapid deployment of the vaccines, the roller coaster ride of the different surges has kept us from more normal routines. And now, while we have entered another lull, there are new signs of yet another possible surge with yet another variant. Hopefully the boosters will continue to offer strong protection as we all long for this disease to fade away, or at least become endemic.

As I write this report, another historic and consequential world event, the invasion of Ukraine, occupies the headlines. How fortunate we are to live where we do not worry about missile attacks and a ground invasion. It is a stark reminder that our challenges pale in comparison to what others are confronting. I encourage all of us to remember this when tempers flare on our local issues.

Overall, the Town is in good shape, physically and financially with strong delivery of municipal services. Staff again deserve praise for continuing to do their jobs well despite the continued stresses of COVID. I am grateful for their dedication and commitment to serving the public. While most residents are appreciative as well, occasionally someone's frustrations are unfairly taken out on a staff person. It is so important that we all remember that everyone deserves to be treated respectfully, even when we might have a difference of opinion.

Given the number of challenges, whether locally or globally, it is easy to understand a sense of being overwhelmed. Certainly, technology and the near instant access it provides to information often fuels this sense of overload, especially when this same technology is used to purposefully spread misinformation. Social media can help disseminate information and improve communications, but it can also do the opposite given how easy it is for incorrect information to spread. And civil discourse has suffered. Too many people seem to forget their

manners when communicating through a screen rather than in person.

Information flow here at the local level can be enhanced through today's many platforms. The amount of information the Town places on its web site and pushes out through social media has increased significantly over the last few years. But some of these platforms can also make decision making and governance harder when false information is spread and the tone of engagement is more harsh. As one who has chosen a career in small town governance, I am a firm believer in the power of an engaged citizenry and that many different voices can lead to better decisions. However, the success of our engagement relies on maintaining respect for each other and a basic trust that, despite the inevitable differences in opinions, we are all wanting a strong, vibrant, and sustainable community.

We will continue to adjust and fine-tune our communication and engagement efforts. Getting this "right" is essential to gain the support for the decisions that need to be made and the projects that need to be accomplished. Finding the balance between spending time supplying information and spending time on doing the needed work on projects can be challenging for Town staff. I could spend my entire time just responding to the 100 or so daily emails I typically receive. Having information available for "self-service" on the Town's web site can help reduce the volume of inquiries but sometimes the desire for instant information gets out ahead of when the information is ready for distribution. And it seems there is an insatiable appetite for more – more data, more background, more projections. Sometimes we just need to make the best decision we can with the information at hand and move forward. The adage - paralysis by analysis – needs to be avoided.

The Town has a lot of topics to tackle. Zoning amendments are before voters, some which could alter development patterns in town. These deserve careful review and debate before being decided at a Town Meeting. At the Annual Town Meeting a proposal to amend the Limited Commercial District, covering lands to the north of 128, will be presented that expands where research labs are allowed while allowing some flexibility with height, setback and coverage requirements through

the special permit process. The change opens the possibility of expanding our commercial tax base. At a Special Town Meeting slated for June, additional zoning amendments will be presented, some being more house-keeping and re-formatting while others will be more consequential, like making it easier to add an accessory dwelling unit to an existing home.

We also have the new State law that seeks to foster more multi-unit housing near transit stations. This topic will occupy a good deal of discussion over the next couple of years. We will have to see how we can mesh our desires to preserve the character of the Village core area with our need for a more diverse housing stock. Hopefully there are creative solutions that we can employ to satisfy what at first seems like competing goals whether we ultimately decide to comply with the new law or not.

Of course, the proposed 40B continues to occupy considerable time and effort as the Zoning Board works through the comprehensive permit process. While the ZBA will conclude its work come early to late summer, it is highly probable that the project will undergo various appeals. It could be many years before a final outcome is known.

Not surprising for a coastal community, water is a priority topic, perhaps THE priority. Concerns cover a broad range of issues including drinking water, wastewater processing and flooding, both inland and along the coast.

The Water Resources Protection Task Force was recently established to take a deep dive into our drinking water system. The last time this was done was back in the early 1990's. This was when the Horsley Witten Report was completed with a series of recommended action steps. Many, but not all, recommendations were enacted. Thirty years later it is time to see what recommendations are still relevant to be enacted and what new action steps are needed to ensure we have a clean, sufficient source of drinking water for the community. We are fortunate to have much of our watershed lands protected and a good supply of water. While many other parts of the country and the world are suffering from increasing drought conditions it appears our corner of the world may see more precipitation though periods of drought are also possible. Many areas can no longer afford to take precious drinking water

and use it for irrigating lawns and gardens. Such a change may have to be in our future as well depending on how climate change impacts our precipitation.

A newly recognized threat to drinking water stems from the "forever" chemicals known as PFAS. These synthetic compounds do not breakdown and can accumulate in water supplies. Newly established limits have been established at very low thresholds by the State (20 parts per trillion) and we are testing our water monthly to ensure we remain at safe levels.

On the wastewater side, our biggest challenge is that our sewer plant sits just above sea level. We either need to fortify the plant against rising seas and bigger storms or utilize a new plant, either a new one of our own or possibly joining forces with a neighboring community. Regardless of the option chosen, it will take considerable resources to ensure this essential service continues.

Rising seas and bigger storms present huge challenges for us. While a good percentage of our coastline is rugged granite, there are vulnerable lower lying areas that more often will be underwater, including the very core of the Village. Storms have already topped the banks at Reed and Masconomo Parks. The parks were originally tidal flats – the ocean is going to want to reclaim these areas. Do we attempt to build much higher seawalls and/or do we try to create "relief valves" that let rising water move inland, channeled away from our built environment? Difficult choices await us.

Our beloved Singing Beach will need to retreat inland if it is to remain. But retreat where? Our instinct will be to fortify the revetment that is now the backstop to the beach, but this could actually exacerbate the demise of the beach as hard structures accentuate the destructive force of waves.

We need to rebuild the understructure that holds up the Rotunda at Tuck's Point. Even if we spend the millions this may take raising it up some 5 feet or so, a large storm is still likely to sweep it away. While not as appealing as the current location, are we better off moving the Rotunda to a high point of land at Tuck's? We face many decisions like this in the coming years.

In conjunction with our Cape Ann neighbors, studies are underway to help us understand the

changing forces at work and the options we have to become more resilient. We will need extensive community dialogue to sort through our best options as we work to adapt to the changes a new climate is bringing.

Yes, the list of challenges is long. However, we live in an area blessed with natural beauty and in a town with a rich history and strong character. Working together we can ensure that Manchester remains a wonderful place to live.

I appreciate Town staff who work daily to bring the quality services residents want and to all the residents who volunteer their time serving on the many boards and committees that contribute to the successful operation of the Town. In the end, the quality of these relationships and a collective commitment to making Manchester thrive will sustain us.

Respectfully submitted,
Gregory T. Federspiel
Town Administrator

ADA ADVISORY COMMITTEE

The Americans with Disabilities Act Advisory Committee is made up of people with varied backgrounds but with one common mission: equal access for all citizens. In 2021, the ADA Advisory Committee met only one time, in March. At that meeting we reviewed the Accessibility Goals of the 2014 Open Space and Recreation Plan and made recommendations to update them for the 2021 Open Space and Recreation Plan. In 2022 we will continue to address outstanding accessibility issues. A priority is ADA access to the Police Station as well as automated front doors to Town Hall. Those were originally proposed to be done as part of the Town Common renovation but due to lack of funding, were to be done under a phase II project. The Committee looks forward to continuing its mission in 2022 and welcomes new members to the Committee. If you are interested in joining, please see the Town’s website for a Committee Volunteer Application.

Beth Heisey, ADA Coordinator

ANIMAL CONTROL BOARD

The Board of Selectmen reappointed the Animal Control Board members for one, two, and three-year terms. The responsibilities of the Animal Control Board are to ensure 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, signage and to make recommendations of any changes to the Board of Selectmen as needed. The Animal Control Committee meets once a month.

BOARD OF ASSESSORS

The Board of Assessors has established the following assessed values for the town, as required by law. These values are as of January 1, 2021 for Fiscal Year 2022, which begins on July 1, 2021 and ends on June 30, 2022

FY2022 - Real Estate & Personal Property

Residential Property - 2167 parcels -	\$2,649,761,580
Commercial Property - 94 parcels -	111,966,416
Industrial Property - 13 parcels -	5,583,100
Personal Property - 132 accounts -	68,153,580
Total Taxable - 22407 par/acc. -	2,835,464,676
Exempt Property - 392 parcels -	214,484,000
Tax Rate per \$1,000 of value -	\$10.60
Total Taxes Raised -	\$30,055,925.57

FY2021

Real Estate & Personal Property

Exemptions approved (elderly,veterans,blind,etc.) –	29
Deferrals –	2
Senior Workoff -	3
Abatement applications filed –	24
Personal Property apps. approved -	0
Personal Property apps. Denied -	0
Real Estate apps. approved -	14
Real Estate applications denied –	10
Withdrawn –	0
Deemed Denied –	0
Late Filing -	0

Motor Vehicle & Boat Excise Abatements (processed in 2021)

2021 Motor Vehicle Excise abatements – 184,
2020-203, 2019-304

FY2021 Boat Excise abatements – 50,
FY2020-267, FY2019-44

We would like to remind taxpayers, if they

have any questions about Motor Vehicle Excise, Boat Excise, Real Estate or Personal Property assessments, abatements or exemptions 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 website.

Thank you for your assistance and cooperation throughout the year.

Louis R. Logue, Chairman

BICYCLE/PEDESTRIAN COMMITTEE

Our mission:

To make bicycling and walking, as non-motorized forms of transportation, safer and more accessible throughout the Town of Manchester-by-the-Sea and to work with the Manchester Essex Regional School District to implement and sustain a Safe Routes to School program at all schools in Manchester-by-the-Sea.

Committee members:

Terry Cowman, Freddie Cicerchia, Kurt Svetaka, Amy Coleman, Susan Centner, Dana Vermilye, David Saunders, Al Centner

Safety Initiatives:

Crosswalk safety continued to be a major initiative for the committee in 2021. Enforcement efforts, crosswalk placement as well as clear and visible marking were areas of focus. As part of our crosswalk safety initiative, the committee also focused on sidewalk safety and repair. The committee worked to identify the condition of highly trafficked areas and the level of needed repairs and/or replacement and passed this information on to the Department of Public Works.

In partnership with the regional representative for the Safe Routes to School Alliance, the Committee was involved in certain aspects of the Memorial School construction design pertaining to bicycle and pedestrian safety. We advocated for additional bicycle racks on the property and the proper placement of those racks that are isolated from vehicle traffic.

Educational Initiatives:

The Committee worked closely with the Manchester/Essex Regional School District to implement several safe practices from the Safe Routes to School Alliance. The regional representative for SRTS, Judy Crocker

volunteered her time to teach SRTS curriculum to primary and middle school students in addition to supervising the after school fall bike rodeo the Committee held in 2021. The summer bike rodeo was held in conjunction with the Manchester Library's annual Touch a Truck event and was supervised by John Carlson, past Chair of the MBTS Bike/Pedestrian Committee. Co-sponsors of the bike rodeo also included the Manchester Police Department, Fire Department and Department of Public Works as well as Riverside Cycle and Cicoria Tree Service.

Advocacy:

The Committee continued its work with the Manchester Police Department, advocating for enhanced speed enforcement throughout MBTS, specifically on the four main feeder roads in and out of Manchester.

The Committee also worked closely with the Manchester Department of Public Works. Our efforts included advocating for clearly defining the Safety Zones adopted by the BOS and the possible use of sharrows or bike lanes where appropriate. An additional aspect of our efforts with the DPW was to advocate for the possible usage of strategically placed raised crosswalks and the purchase and placement of additional active crosswalk signage.

The Committee continued regular communication with Town Administrator Greg Federspiel to insure the Committee's priorities were aligned with those of the Board of Selectman as well as the other Town departments. Where applicable the Committee continued to coordinate with the Open Space Recreational Committee and the Downtown Improvement Committee.

The year ahead:

In the year ahead, the Committee will coIn the year ahead the Committee will continue to work to improve pedestrian and bicycle safety throughout Manchester-by-the-Sea. As in the past, the Committee will seek input and participation from the residents of Manchester so that it can work to make the streets and sidewalks safer.

Respectfully submitted, February 2022
Manchester-by-the-Sea Bicycle/Pedestrian
Committee

CHEBACCO WOODS LAND MANAGEMENT COMMITTEE

Understandably, this past year was difficult with the Covid virus. The activities of the Committee were curtailed. Sue McLaughlin as usual emptied the trash barrel at the main entrance, and she regularly restocked the doggie bags at the kiosk. The Town of Hamilton Town Manager and the Town Administrator of Manchester, put into effect the expense system originally outlined in the Land Management plan. Each town now pays equally of the total charges.

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.

Although COVID-19 made meetings more difficult, we were able to maintain many of our annual activities. We participated in the Community Center clean up with a focus at White and Black Beaches; continued to work on issues of mutual interest with the Board of Health including the bacterial counts in the marshes and mosquito control; and cleared the invasive purple loosestrife at Dexter Pond to allow native species to flourish.

In the fall, we conducted a survey of Sawmill Brook and its tributaries Cat Brook, Causeway Brook, and Millett's Brook that we do roughly every 10 years. We had many volunteers join us in this effort. Teams split up to observe the brooks up close, take notes on several metrics, and highlight the assets and issues in each segment. These data will be used to inform action plans and activities for the Stream Team in 2022 and beyond.

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

COMMUNITY PRESERVATION COMMITTEE

Last year Manchester-by-the-Sea's nine member Community Preservation Committee (CPC) continued to meet remotely. We are pleased to report that the Town raised over \$400,000 in community preservation funds in

this past fiscal year and by this printing will have received a matching grant from the State of approximately \$168,000. We are rapidly approaching the \$6 million dollar mark in funding and continue to work with residents and Town boards while studying the needs of the Manchester that can be funded with Community Preservation Act (CPA) funds. The CPA statute allows the Town to use these funds for Historic Preservation, Recreation, Open Space and Community Housing.

Town Meeting in 2021 approved funding for work at Tucks Point, the inner harbor, cemetery and park restoration, improvements to the bath house at Singing Beach, and design work for athletic fields at Sweeney Park and upper Pine Street. Open Space was supported with a grant to continue research of land in Town that have unclear titles.

In addition, CPC granted funds to the library for lighting and landscape restoration and funds to Parks and Recreation for the purchase of 5 defibrillators to be placed at recreational facilities in Manchester. One of those areas could be Sweeney Park where we hope to see new pickleball courts this coming summer. We also continue to support community housing with a grant to the Manchester Affordable Housing Trust.

During 2021, we reviewed and brought up to date our five-year plan and will review annually to keep our work on track.

Once again at this year's Annual Town Meeting, you will be asked to consider approving this year's recommendations for funding. We appreciate the confidence you have shown and continue to work diligently for the benefit of Manchester-by-the-Sea.

We want to thank Co-Chair Sue Thorne for her hard work and guidance over the past few years as she retires from the CPC. Sue plans to take on new challenges that will greatly benefit the Town. We also want to once again thank Helene Shaw-Kwasie who continues to keep us organized and in total compliance of all State and Town administrative rules.

Thank You,
Jack Burke, Chairman
Joan McDonald, Vice Chair

CONSERVATION COMMISSION

First and foremost, we wish to recognize and thank each member of the Manchester-

by-the-Sea Conservation Commission for their volunteer and dedicated service to the community. In particular, we wish to thank Joe Puopolo for his service these past three years, and a give a special shout-out and thank you to Mary Reilly, Grants Administrator, who also staffs the Open Space Committee. Mary 'retired' in 2021 after brilliant service to the Town. The Commission welcomed Ashley Ochs as our newest member in 2021.

During 2021, the COVID-19 Emergency Protocols, modified, remained in place, and public meetings were held virtually. Zoom meetings worked well throughout the year. Site visits were held in-person, and socially distanced. The Commission conducted 16 regular public meetings and continued its regulatory and non-regulatory activities in the year 2020.

Wetlands permit applications remained very steady compared to 2020, except for Notices of Intent which jumped from 19 filings in 2020 to 32 filings in 2021, issuing 30 Orders of Conditions. All permit applications are reviewed under both the Massachusetts Wetlands Protection Act and the Town Wetlands Bylaw. The Commission issued 19 Determinations of Applicability and approved 8 de minimis Change requests. The Commission also issued 1 Order of Resource Area Delineation (ORAD), 1 Amended Order of Conditions, 7 Extensions of Orders, 24 Certificates of Compliance, 1 Emergency Certification, and 2 Enforcement Orders. A number of Letter/Tree Permits were issued by the Administrator.

In August, the Commission voted to amend its Wetland Regulations to further protect the resource, Land Under Ocean (LUO), by including a new performance standard, Sec. 9.8. While already protected under the State Wetlands Protection Act and the local General Wetlands Bylaw, the Sec 9.8 adds additional performance standards for LUO to further protect valuable wetland habitat for local eelgrass beds.

Town-wide, the Commission issued an Order of Resource Area Delineation (ORAD) for the 0 School Street parcel that confirms wetland boundaries as a first step for a proposed future 40B project. Chair Gang was instrumental in approaching the Board of Selectmen to re-establish the Water Resources Task Force (WRTF).

The Town received a Community Compact Grant to undertake the revision of the 2014 Open Space and Recreation Plan (OSRP). The Open Space and Recreation Committee and the OSRP Advisory Committee worked with staff from the Metropolitan Area Planning Council to update the plan which was submitted at the end of 2021. The Plan has received conditional approval from the State.

Chris Bertoni, Conservation Administrator, staffs the Commission. Eva Palmer continues as part-time Administrative Assistant and serves as minute-taker for the department. The Commissioners are eternally grateful to these able staff for their energy, performance, and insights.

The Commission enjoys the continued service of its full seven-member complement. The Conservation Commissioners participate on other committees, including the Community Preservation Committee and the Open Space and Recreation Committees, and work cooperatively with other boards. Commissioners regularly attend informational workshops and conferences to keep up with current regulations, procedures, and strategies for effective resource and conservation area management.

In addition, the Commission in 2022 is again looking to take more initiative to open up the many Conservation properties (especially on Town land and in the Western Woods), to increase resilience against climate change, and to enhance the resource values of our woods and harbors. We look forward to the help and support of many citizens of Manchester in doing so.

Steve Gang, Chair;
Sari Oseasohn, Vice Chair

DEPARTMENT OF SENIOR SERVICES/ COUNCIL ON AGING 2020

Manchester by-The-Sea has a senior population of just over 1,900. This represents approximately 35% of the Town population being 60 or over; census projections continue to trend toward our senior population growing to over 38% by the year 2035, while the overall Town census drops significantly. The mission of the Council on Aging continues to be the development of far-reaching programs to meet and serve the ever-increasing needs of our senior citizens. COVID-19 has put a

halt to almost all social, wellness and special activities/events, leaving seniors feeling more isolated.

The Council on Aging was instrumental in organizing multiple COVID-19 vaccination clinics in Town. Approximately 2,100 vaccines were given in 2021 to people 5 years and up. This was a cooperative effort between a local church, pharmacy and the Council on Aging.

The following are some of the highlights of the services provided by the COA in 2021:

- Quarterly grab-n-go lobster roll luncheons
- Holiday gift bags
- Provided over 4,900 units of transportation to senior and disabled citizens; over 26,000 miles
- Provided over 1,000 units of outreach service to senior and disabled citizens
- Delivered (by volunteers) 4,770 Meals on Wheels to 36 homebound seniors
- Weekly Yoga Program funded in part by the Friends of the Council on Aging has gone to a virtual platform
- StrongWoman exercise program twice weekly with 70 to 75 participants for each 12-week session has gone to a virtual platform
- The new COA newsletter is mailed and/or emailed to over 1100 senior citizens 6 times a year. The Friends of the Council on Aging fund the mailing.
- Provide Tax-Aide in a partnership with AARP and SeniorCare to senior and disabled citizens
- Provide SHINE (Serving Health Information Needs of Everyone) Counseling throughout the year
- Continued work with Essex, Gloucester & Rockport with support from SeniorCare and 1623 Studios to create a worthwhile virtual senior center

A very big part of the continued growth and success of the COA goes to the many active volunteers who donated over 500 hours in 2021. It is because of the many acts of kindness and their caring attitude that the COA can continue 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's mission is to promote the arts, humanities and sciences in our community by funding cultural and educational programs for the benefit of Town residents of all ages. For fiscal year 2021, the Massachusetts Cultural Council allocated Manchester \$4,800 to fund cultural programs.

Due to the ongoing pandemic, the Council recognized that many of the grant applicants proposed to conduct their programs remotely, and encouraged innovative ideas for presenting the programs. This year, the grant recipients will be presenting a creative writing festival, programs on art kids, and programs in conjunction with the Council for Aging. To the extent possible, the programs will be presented live. The Council is also pleased to report that they have worked closely with the grant recipients who were unable to present their programs during the pandemic, and have extended the time for completion this fiscal year.

The Cultural Council is currently comprised of nine members, appointed by the Board of Selectmen to serve three-year terms. The MCC anticipates that it will be seeking new members and we encourage anyone with interest to contact us at any time.

Ashling Reilly, Chair

DOWNTOWN IMPROVEMENT PROJECTS COMMITTEE

The Downtown Improvement Project Committee supported Town efforts to recover from the pandemic and lay the groundwork for a vibrant downtown over the longer term. There were two major focus areas: short term, practical policy improvements to support recovery, and longer-term infrastructure investments. In this regard, the Committee sees itself as a volunteer group aimed at improving the communications between Town government and the individuals and organizations that live and work in the downtown area.

Policy initiatives had three elements: public rest rooms, outdoor dining, and parking. All three areas are widely recognized as areas where the Town can take action to foster visitor engagement with the businesses, cultural institutions, and government facilities in the downtown area. Unless/until there is consensus on construction of permanent public rest room

facilities, the Committee worked to establish short term solutions involving some combination of free-standing temporary facilities and participation by downtown institutions. Working from Committee recommendations to the BOS, a temporary facility was installed adjacent to the water treatment plant. More substantial plans are in the works for the future. We also took an inventory of potential outdoor dining locations, consistent with owner support and relevant ordinances. We also assessed downtown parking needs and possible means of maximizing street parking for visitors rather than employees, laying the groundwork for participating in a more formal survey in 2022. Much of this work was done in close collaboration with the Rapid Recovery Program facilitated by Town Planner Sue Brown.

Looking to the longer term, the Committee continued to work toward extension of the original Downtown Improvement Project renovation of sidewalks, curbs, and street lights throughout the downtown area, combined with such other improvements as can be imagined in the course of planning. The large volume of relief funding for infrastructure projects appropriated at various levels of government encourages us to believe that financing this project can be accomplished. The initial work this year was to lay the groundwork for a planning grant which will allow us to detail the scope and cost of this project, engage with the downtown community regarding the plan, and present a fully developed proposal to gain funding.

Although the DIP has no direct interest in the development plans for the Limited Commercial District, the group monitored developments in the proposed 40B and 40R programs with interest, primarily from the perspective of ensuring that these developments would be complementary to the capabilities and interests of downtown stakeholders. One practical means of achieving these objectives which was discussed was the proposal for a shuttle service connecting downtown with key points in the LCD.

In June the Committee accepted the retirement of Ben Rossi, a longtime member whose enormous contributions made possible much of what DIP has accomplished. We also welcomed Marlene Dolan as his worthy replacement.

Respectfully submitted,
Steven C. Carhart, Chair

FIRE DEPARTMENT

The Manchester Fire Department continued to carry out its mission of protecting lives and property from fire, hazards, and responding to medical emergencies throughout the year, as once again COVID concerns and precautions were the order of the day, and as infection rates continued to rise. This was accomplished as reimbursement funds and support programs were utilized, but then ended, and were not reinstituted. Yet, the Fire Department continued to maintain expected shift staffing levels and provide the quality customer service that residents and visitors alike have come to expect.

After graduating from the Massachusetts Full Time Fire Academy Recruit Class in June, and completing a year-long in-house probationary training program, Firefighter/Paramedic Brian Jenckes is now a permanent member of the Fire Department and the firefighter's union. Brian serves in the floater position, covering shift vacancies due to vacation and sick leave. As such, he has had the opportunity to work with all four duty groups and all members of the department, giving him a great overall working knowledge and operational perspective. He has been a welcomed addition to our department.

New equipment, funded through a FEMA Assistance to Firefighter Grant and Massachusetts Fire Safety Equipment Grants this year, included: a new Stryker PowerLift system and stretcher for Ambulance 1 (an "auto-load" stretcher assist system, which greatly reduces the risk of back injuries while loading and unloading patients); *I Am Responding* software (which provides notification to on and off duty personnel via texts and email to cell phones, as well as providing basic emergency call information, location, and GIS mapping); new individual thermal imaging cameras to equip the entire on-duty shift (allowing firefighters to "see" heat signatures in darkness and through smoke); and a new Truckman roof saw for the ladder truck (specifically designed to assist in roof and wall ventilation, and welcomed tool for RIT functions at fires). These tools are welcomed additions to our equipment cache and will help to enhance our day-to-day rescue, EMS, and firefighting capabilities. New solid bore nozzles were purchased to

upgrade our firefighting capabilities and be able to flow water at a higher GPM (gallons per minute) while reducing back pressure and friction loss. New personal protective gear in the form of new state-of-the-art firefighting turnout coats and pants (in black, replacing the current tan colored sets) are on order for all full-time members of the department and should arrive soon. Plans are in place to purchase new high-angle rescue gear (ropes, harnesses, helmets, webbing, etc. for technical rescues) and firefighter personal bailout/escape ropes (so firefighters can self-extricate from upper floors of a fire building in an emergency/mayday situation).

With respect to training, we have continued to utilize our on-line computerized Fire & EMS training program covering both Fire & EMS training, which assists in providing the continuing education classes needed for our EMT and Paramedic refreshers, as well as tracking overall fire training that is scored as part of the fire department's ISO requirements. In-person call firefighter training was held once each month as the schedule allowed. Chief Clear along with Firefighter/Paramedic Happel and Cavender (all former SWAT medics), participated and led classes in an active shooter training program, sponsored and attended by members of the Manchester and Essex Police Departments, and then later with the Essex Fire Department. Manchester Fire Department will be participating in the same in-house training as well. The primary Fire and EMS training centered around performing immediate life saving measures to stop significant bleeding and the prompt and expedient rescue and evacuation of victims.

Firefighter/Paramedic Jon Happel, Firefighter/Paramedic Mike Soucy, and Call Firefighter/EMT Phil Cicala were recognized and awarded a commendation by the Manchester Police Department for their quick response and emergency medical care of a resident who had a serious medical crisis. These fire department members had responded back from home and were providing station coverage, as the Manchester Fire Department Ambulance was out of town transporting a prior patient to Beverly Hospital. Along with members of the police department, they stabilized the patient until the arrival of a mutual aid ambulance from Northeast Ambulance Service.

A robust number of inspections and plans reviews were conducted throughout the year, and a large variety of permits were issued. The increase in new building projects, combined with the state-mandated smoke and carbon monoxide detector inspections prior to the sale or transfer of a residential property kept personnel busy out in the field on a daily basis. The fire department was intimately involved in the completion and final inspection of the new Memorial Elementary School, as well as in on-going discussions surrounding the new 40B project and proposed new blasting regulations.

Total Responses/Call for service in 2021 = 1424
Fires - 11 (*buildings, cooking, chimney, dumpster, brush, vehicle*)

EMS Calls - 630 (*motor vehicle accident, medical alert, elevator rescue, medical emergency*)

Hazardous Condition – 53 (*carbon monoxide, gas leak, chemical spill, power line down*)

Service Call - 146 (*lift assist, lockout, smoke removal, tank removal, mutual aid coverage*)

Good Intent - 64 (*smoke scare, steam mistaken as smoke, cancelled enroute*)

False Alarm - 195 (*smoke/CO detector activation, fire alarm, fire alarm system malfunction*)

Inspections - 423 (*smoke/CO detector, plans review, fire alarm/sprinkler systems, permits*)

HARBOR ADVISORY COMMITTEE (HAC) ANNUAL REPORT

The Harbor Advisory Committee and the Harbormaster (HM) met virtually for all meetings in 2021.

Ongoing Projects

Tucks Point - The work on the new pilings and ramp installation will begin late March - early April with drilling for the pilings to start the procedure to wrap up by Memorial Day - weather permitting. The Harbormaster has received grants from the Seaport Economic Council and the CPC to cover the cost of the project.

Morss Pier - The HM is working on permitting and grants for additional floats at the head of the harbor to connect to the Morss

pier floats.

Harbormaster Office - The HM is still in the hunt for a new office - based on location and access to the harbor.

Dredging - Still on schedule tentatively for 2025 - An additional Stake Holders fee has been approved in addition to the regular mooring fee - the new fee will be matched by the town - all of this has been done to grow the fund in view of rising dredging fees.

New docks at Reed Park have increased revenue for the second year to help pay for staffing, maintenance and other projects in the harbor plus dredging-

High and Low temps but overall a very enjoyable boating season enjoyed by all!

C.Doane Chair, HAC

HARBORMASTER

After an unusually wet month of July summer arrived with abandon. Long Beach was busy as always and Reed Park experienced an increase in revenue. The Eastern patrol boat is scheduled to be replaced by summer 2023.

Infrastructure:

- Grant applications to fund the expansion of the Morss Pier docks to accommodate the commercial lobstermen were successful. The proposed facility would take advantage of the dredging done two years ago and bring our lobster fleet front and center in the harbor. In addition, the floats would connect to the Reed Park facility allowing folks to walk from Masconomo to the other side of the harbor.

- The Harbor Department continued the cashless collection of fees at Reed Park although it was a late start. By the end of the boating season the dock masters collected over \$40,000 in fees for facilities maintenance, an increase of more than \$10,000.

- Permitting of the non-compliant Tuck's Point floats is complete. Prock Marine will perform the piling installation and the pilings have been delivered to Prock. The piling supported docks are scheduled for installation by Memorial Day. Keep your fingers crossed! This has been a challenging project.

- The fore & aft mooring project in Whittier Cove is complete. It is expected that some of the small power boats in Proctor Cove will migrate over to Whittier Cove.

Funds and Revenue:

Mooring & Waitlist Revenue FY22

Total: \$ 241,931.

Boat Excise Revenue FY2022

Total: \$ 16,886.

Dredge Fund as of 1/18/2022

Total: \$ 0

Waterway Fund Balance as of 1/18/2022

Total: \$ 397,600.

Boats:

Our 25' Safe Boat while mainly tasked with patrolling Sand Dollar Cove on weekends is a proven

platform for heavy weather response, no surprise there. It is a comfort knowing that the crew is more likely to arrive safely on scene and be better able to assist the injured mariner. This boat will see more use this season with the retirement of the Eastern.

The Clean Vessel Act pump-out boat was busy helping keep the harbor clean and safe. Over 2,100 gallons of waste was removed from 768 vessels this year, an increase of 164 vessels. The program continues to be funded at 75% by federal dollars with the balance coming from the Waterway Fund. Sign up for free pump-outs today.

The 24' Eastern will be replaced with a commercial version of the present boat. Short comings in firefighting, crew safety, water recovery and towing are addressed with the new boat. The department will be without the Eastern in 2022 due to safety issues.

Records:

Files are available for inspection during office hours. No appointment is necessary.

Moorings & Waitlists:

Waitlists - As of January 18, 2022 there are 445 names on the mooring waitlist, 39 of the names were added since January 2021. The mooring-change list has 56 names. There are also waitlists for Magnolia Harbor, shallow water moorings, Black Beach and kayak rack spots.

Moorings - Approximately 6 moorings changed hands in 2021. It is expected 2022 will be an average mooring reassignment year.

All mooring, slip, dinghy and waitlist payments may now be done by credit card or electronic check online. Mooring and waitlist records including the waitlist ledgers may be accessed during office hours. No appointment is necessary.

Staff:

Once again I wish to express thanks to the entire Harbor staff for their service last season. I would be in real trouble without them! Thanks also to the Police and Fire Departments for all the support of the Harbor Department this season. We could not do it without you! This goes for our dock masters who managed the Reed Park docking facility flawlessly. I hope everyone on the staff comes back in 2022.

I look forward to seeing and serving all those who use the Manchester waterfront in the coming year.

Best, Bion Pike
Manchester Harbormaster.

BOARD OF HEALTH

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

The Coronavirus pandemic continued to dominate the Board of Health workload for all of 2021. Board of Health staff hours were increased for 2021 and work diverted to virus response including virus-related contact tracing, review and compliance with Governor Baker's Coronavirus Orders and Guidance Documents, and attendance at Mass Department of Public Health twice weekly meetings. Public Health Nurse, Pamela Crehan, along with Board members Dr. Martin Hahn and Dr. Tonya Colpitts spent immense amounts of time reviewing Covid case updates and consulting with the School District, including school nurses Cyndie Aldrich and Joanne Seaman.

The Board wishes to thank Manchester resident and retired Public Health Nurse Pamela Ciccone for stepping in and assisting with nursing coverage, training, and contact tracing over these two years of the pandemic. Her assistance and availability to the Board and office staff was beyond generous. The Board welcomed Manchester resident Pamela Crehan as their new Public Health Nurse. Nurse Crehan, Nurse Ciccone and Manchester resident Mary Cody-Kenney held several flu clinics for townspeople. When Boards of Health were allowed to obtain covid vaccine, the Board (thru the Greater Cape Ann Community Coalition) also began providing Covid-19 shots and boosters.

Despite the pandemic, there was no slow down in the work related to Title 5 and septic

systems across the town. Title 5 Inspections, soil testing, septic system plan reviews, installation inspections and building permit reviews were required at surprisingly high levels during 2021. Board of Health licensing and permitting continued for recreational camps, pools, food establishments, retail food, catering, septic system installers, septic system haulers, tobacco sales, and animal permits. State required barn book inspections were also conducted with the assistance of Animal Inspector Hayes Demeule.

Town participation in Essex County Mosquito Control District continued. The district provided mosquito testing and surveillance, bacteria treatments in town catch basins, as well as providing residents with assistance related to standing water and clogged culverts. Thankfully, there was no return of the 2019 Eastern Equine Encephalitis mosquitoes that were found in 2019.

The Board oversaw weekly beach water testing from Memorial Day to Labor Day at West Manchester Beach, Tuck's Point Beach, Singing Beach, White Beach, Black Beach and Gray Beach.

Board of Health Inspector Bobbie Cody continued her service to the Board of Health, providing pool inspections, housing inspections and State required food inspections at restaurants, retail stores, schools, church halls, fraternity clubs, and private clubs.

Household Hazardous Waste Day was unfortunately cancelled due to the pandemic. The Board is working to maintain or expand Household Hazardous Waste services to residents in 2022.

Finally, the Board extends their grateful thanks to Dr. Martin Hahn and Dr. Tonya Colpitts, for their generous gift of time and medical guidance during this Coronavirus pandemic.

The Board of Health wishes you all a healthy, happy 2022.

Manchester Board of Health
Paula Polo Filias, Chairperson
Peter Colarusso, Joan Cottler,
Dr. Martin Hahn, Dr. Tonya Colpitts

375TH ANNIVERSARY CELEBRATION COMMITTEE

Manchester's 375th Anniversary Celebration was planned for 2020 with a number of events and activities scheduled. We got off to a great start until March when Covid hit and many of those events had to be postponed or canceled.

So much planning and effort had gone into creating these events, we wanted the momentum to continue, and so the 375th became the 375th plus one,

In the second year of our celebration, we were able to organize and run eight major events: a Town birthday party and concert at Masconomo Park, a July 4th boat parade in the harbor, a Cape Ann Big Band anniversary concert, a movie under the stars, a high tea at Sharksmouth Estate, a scavenger hunt with the Manchester Essex Conservation Trust, and a 375th Parade in September. We also had an on line auction of old Manchester Street signs which was very popular! The funds generated by the auction were donated to the Friends of Manchester Trees to support their planting projects. The community response to all these activities was enthusiastic and we ended the year on a very high note.

We are grateful to local residents and businesses who were generous in providing funds to make these celebrations possible. At the conclusion of events we had a surplus balance and wanted to give back to the community that had been so supportive of our efforts. The committee voted to help fund the illumination of the Manchester Library clock tower, create signage to be installed at the Union Cemetery honoring our Indigenous heritage, provide seed money for the Manchester Historical Museum's 200th anniversary of Trask House, and provide funds for two photographs of Memorial School (1951) and (2020) to be hung in the Selectmen's Meeting Room. Finally, all remaining funds will be donated to the Fourth of July Committee for the July 4th, 2022 fireworks.

We are grateful for all the hard work and dedication of members of the 375th Committee, the support from Town Hall staff, and the enthusiastic response from the Manchester community.

Here's to the 400th Anniversary of this special place we all know and love—Manchester-by-the-Sea!!

Tom Kehoe and Sue Thorne, 375th
Celebration Committee Co-Chairs

HISTORIC DISTRICT COMMISSION

Historic District Commission Board

Members: John Round (Chairman), Donald Halgren, Tracy Gothie, Richard Smith, Joseph Sabella, Rosemary Costello, and Robert

Coppola. Adele Ardolino, Clerk

2021 YEAR IN REVIEW

During the past year, the Historic District Commission ("HDC") held ten (10) meetings; considered eighteen (18) applications; and granted eighteen (18) Certificates of Appropriateness. Five (5) of these applications were for signage approval. Because of Covid restrictions the Commission did not hold any site visits and held all meetings remotely by Zoom.

The HDC members conducted site visits prior to the first meeting in regard to each application. All applications were filed, processed, and decided according to town and state laws, by-laws, and procedures. The HDC clerk properly notified applicants. Abutters were notified with Waiver of Public Hearing documents via US mail. The HDC decided that two (2) applications required a public hearing, and the clerk notified the abutters by US mail, and advertised the Notice of Public Hearing in the Manchester Cricket within the required deadline of two (2) weeks prior to the meeting.

Members heard a presentation by Nathan Desrosiers, P.E., Town Engineer & Facilities Manager for the DPW and engineers from Tighe & Bond regarding the culvert design items for the roadway/bridge/fence outside Seaside 1. They also heard a presentation by Harbormaster Bion Pike regarding the extension of the ramp and pier at Tucks Point which will move the facility further north so the view of the harbor will be less impacted than it has ever been by floats.

The Commission continues to endeavor to better coordinate its activities with those of the other Town boards.

Members discussed the HDC involvement with changes to structures of historical significance that are not in the Historic District, and they continued to discuss the issue of signage in the Historic District as well as lighting and flashing signs.

Rosemary Costello, Chair
Historic District Commission
Manchester-by-the-Sea, Massachusetts
February 2022

HOUSING AUTHORITY

The Manchester Housing Authority consists of 80 Elderly/Handicapped housing units located at Newport Park, The Plains, and four family

housing units on Loading Place Rd. Our goal is to provide safe, sanitary, affordable housing. We are committed to provide safe, secure, suitable, and affordable housing opportunities to low-income elderly and disabled households in a fair manner with fair and non-discriminatory practices throughout our 667 and 705 programs.

This last year we saw an improvement in the uncertainty that the unknown brought to many since the beginning of the COVID-19 Pandemic. I am grateful to those organizations, supporters and partners that assisted Manchester Housing Authority and its residents navigate the road to a “new normal.”

As an essential business to a sector of the Manchester-by-the-Sea’s community in need of support, the Manchester Housing Authority worked vigorously to maintain the health and safety of their residents.

The pandemic affected the MHA’s course of operations and daily routines. The office remains closed to the public, until further notice, however appointments can made in advance by phone and e-mail. We continue with virtual meetings to continue working and sharing information. The process of filling vacant apartments resumed with an abundance of caution; we experienced a 13% turn over in units for the year. The Maintenance department’s work continued with adopted universal precautions for daily routine work throughout the Authority.

Construction work continued under the state issued workplace safety standards for construction sites. We completed an exterior door replacement project at The Plains, a laundry room relocation at Newport Park, along with other improvement projects.

The staff will continue to work with guidance from DHCD to ensure the health and safety of all its residents. MHA will continue to move forward with optimism and resume activities, in a safe manner.

The Manchester Housing Authority Board of Commissioners include: Chairman, Elaine Persons, Members Gretchen Wood, John Kenney, Beth Heisey and Catherine Erickson.

We would like to commend our staff, Executive Director Irene Frontiero, Maintenance Mechanics, Chris Rodier, Brian Bernard and Administrative assistant Nancy Feener for their diligence and professionalism. We thank the town’s Fire and Police departments in helping us to provide safe housing for its residents, the

Council of Aging for their continued work, and the Board of Health. A special Thank you to Governor Baker for passing an increase to the public housing operating subsidy line item in the FY21 General Appropriations Act, and to both Senator Bruce Tarr and Representative Brad Hill for the continued support legislating for the modernization and upgrading of public housing.

We thank our team at DHCD and our Regional Capital Assistant Team as they have provided great oversight and technical assistance throughout the year.

INSPECTORS / BUILDING DEPARTMENT

Year 2021 was a busy year in the Building Dept. Our online permitting system which began in June of 2014, continues to be very successful and is well-liked by most of the contractors. Cara Cutone is the Administrative Assistant for the Building Department.

Building Inspector Paul Orlando, Gas and Plumbing Inspector Dave Pereen and Electrical Inspector Joe Novello have all been working remotely since COVID-19 but getting all of their inspections done as needed.

The following is a list of permits and fees collected for 2021:

Building Inspector

Permits Issued	319
Fees Collected	\$158,684.47

Plumbing/Gas Inspector

Plumbing Permits Issued	141
Fees Collected	\$22,220
Gas Permits Issued	179
Fees Collected	\$13,830

Electrical Inspector

Permits Issued	188
Fees Collected	\$73,477

If you have any questions about permitting for Building, Gas/Plumbing or Electrical, please call our office at 978-526-2010. On-line permitting can be found on the main page of the website at www.manchester.ma.us under “Permits”. We also have on-line permitting for the DPW, Board of Health, Planning Board and Zoning Board of Appeals. Thank you for your assistance and cooperation throughout the year.

MANCHESTER PUBLIC LIBRARY

Over the last 12 months the Manchester by-the-sea Public Library has continued to be a

driving force in the center of our town and our community. As someone recently said, “in 2021 we were here for each other.”

We came together with The Friends of the Library, the 375th Committee, and the Community Preservation Committee to illuminate the building providing a new look and better safety in the evening. We worked with Town departments to bring together “touch-a-truck” in a new way. The teens and families got serious and created a “haunted library” experience that left people talking. We sat down as a group and re-designed our website to make it easier for people to join us online. The connections and stories occurred all around the building, inside and out, and were as often and as varied as there are books and movies on the shelves: Outdoor story time on the lawn, PJ story time online, cooking classes, writer’s workshops, author talks, book groups, even Dungeons and Dragons (started and run by Teens). The list goes on, as there was literally a new way to connect with each other offered every other day.

We at the Library (the staff, the volunteers, The Friends, and the Board of Trustees) are pleased to share this information as an illustration of the last 12 months. During the last fiscal year we:

- Welcomed back 10,363 visits through our doors, and we are seeing more and more of you every day.
- Answered 6,546 questions on everything from Applying to Arts college, to Zoom meeting and Zoology
- Had 57,685 visits to the website.
- Facilitated 68,107 transactions on the virtual library databases
- Hosted 185 live and online programs
- Circulated 39,067 books and materials

Our mission is to be “*an engaging and evolving civic hub for all. Sustaining community connections and innovative opportunities, the welcoming environment is a place of discovery and enrichment for all on the continuum of learning.*” One hundred and thirty-five years in, we’re just getting started, and we’re ready to help our community in the days ahead. We are here for you.

Respectfully,
Ric Rogers
Library Board of Trustees - Chair

MANCHESTER AFFORDABLE HOUSING TRUST

The Manchester-by-the-Sea Affordable Housing Trust (AHT) was approved by Town Meeting in 2016 to create, preserve and support community affordable housing that benefits low and moderate-income households in the town. The seven-member AHT Board of Trustees includes one member or designee of the Board of Selectmen, Community Preservation Committee, Manchester Housing Authority, Planning Board and Finance Committee that are appointed by the Board of Selectmen and two citizens at large selected and appointed by the Town Moderator.

From its inception the MAHT has explored a number of approaches to foster the development of new community affordable housing. These efforts have been challenged by the lack of development opportunities available on private and public land or buildings. Although MAHT has approximately \$792,000 available, the financing needed to create a meaningful number of new units of community affordable housing is significant and MAHT continues to identify additional funding sources to support its mission, including meaningful developer incentives. In spite of these challenges, the MAHT has undertaken several important initiatives in 2021 to fulfill its mission and will utilize its funds in creative ways to leverage additional resources.

Accomplishments in 2021 Include:

- **Financial Support:** The Trust is thankful for Town Meeting support for Community Preservation Act (CPA) funding (\$200,000 in 2021).
- **COVID Related Rental and Mortgage Assistance:** MAHT continued its partnership with Cape Ann social and human services agency Action Inc. to provide funding for rental and mortgage assistance to low and moderate-income residents dealing with economic hardship due to COVID. Nineteen local households have received assistance.
- **Development Consultant Work with Manchester Housing Authority:** In 2021 MAHT, in partnership with the Manchester Housing Authority (MHA), completed a consultant report which outlined an evaluation of the existing MHA properties at Newport Park, The Plains and Loading

Place and the town's DPW Pleasant Street site and crafted a proof of development concept for these properties. With the goals of preserving, improving and identifying a sustainable funding source for operations and maintenance of MHA housing, the task assessed development opportunities and alternatives for renovation and expansion at the sites, including housing development on the Pleasant Street site and generated preliminary site massing studies, estimated potential unit mix and density, and modeled financing scenarios, including development and operating budgets and subsidy resourcing.

MAHT and MHA are committed to continuing resident outreach and engagement to maximize input at this early stage of the planning process. Our efforts included meetings with the Board of Selectmen, Planning Board and Finance Committee; a meeting with residents of the MHA properties; a MBTS community meeting; numerous articles in the Cricket, and surveys for residents who reside in and near the sites and for Town residents at large.

Our next step is to draft a Request for Proposals to solicit and select a qualified housing development team to pursue the plan.

- **Town Meeting Approval of Article 6:** MAHT and MHA received non-binding endorsement at the November Town Meeting for the development concept and endorsement of forgoing some or all revenue from the possible sale or lease of the Pleasant Street site to a future developer. A reduction of acquisition costs, and thus development costs, could be a critical component in the provision of community affordable housing units. The favorable outcome at Town Meeting affirmed MAHT's and MHA's significant outreach and engagement efforts and indicated that Town residents recognize the need for the plan to create and enhance our community affordable housing. This is an important indicator of town support that we can reference in the forthcoming development Request for Proposals (RFP) for the sites.
- **Providing Guidance on Housing Matters:**

MAHT provided a comment letter to the Board of Selectman that was included in a submittal to the Department of Housing and Community Development (DHCD) outlining concerns regarding the current SLV 40B development. Furthermore, MAHT, working with the Board of Selectmen, drafted a letter to DHCD requesting that it reevaluate its standard for counting SHI units, making the case for allowing current income restricted units occupied by income eligible tenants to be included on the SHI.

MAHT also continues its work to support improving the Accessory Dwelling Unit bylaw to increase community housing opportunities in town.

- **Notice of Funding Availability:** The MAHT administers a Notice of Funding Availability (NOFA) that invites qualified residents and developers to apply for MAHT funding to help create affordable housing through the development of new affordable rental or ownership units, or through the conversion of existing ownership or rental units to affordable. MAHT would grant funds to selected applicants to help make the project financially feasible in exchange for affordability restrictions.

The MAHT would like to express their deep gratitude to Nancy Hammond for her five years of service to the Town as a Trustee of the MAHT and as a tireless advocate for affordable community housing.

Trustees:

Margaret Driscoll, John Feuerbach, Peggy Hegarty-Steck Joan McDonald, Sarah Mellish, Christopher Olney, Gretchen Wood

MANCHESTER ENERGY EFFICIENCY PROGRAMS (MEEP) ADVISORY BOARD

The Manchester Energy Efficiency Program Advisory Board ("MEEP") was established by the Board of Selectmen in October of 2012. Our "original mandate" included assisting Manchester to become a Massachusetts "Green Community"; identifying appropriate energy-efficient projects for the Town; and assisting in securing funding for those projects. These have all been accomplished, to the tune of receiving over \$300,000 for the Town, allowing us to have lower energy costs in the present and future.

We are no longer “the only game in town” - with Seaside Sustainability and TownGreen 2025 up and running, there are organizations offering opportunities for individuals who want to remain active in the recycling/energy alternatives/energy efficiency areas, at the local level.

Given that the Manchester Energy Efficiency Program Advisory Board (“MEEP”) has accomplished what it set out to do, the Board of Selectmen voted to disband the Manchester Energy Efficiency Program Advisory Board (“MEEP”) at their August 16, 2020 meeting.

Thank you all for your continued support throughout the years!

OPEN SPACE AND RECREATION COMMITTEE

The Open Space and Recreation Committee (OSRC) is a seven-member committee created in 2015 to monitor and help implement the recommendations of Manchester’s Open Space and Recreation Plan (OSRP). In 2021 the Committee continued work on projects that were funded by a Community Preservation Act grant and priority actions of the OSRP.

Brochure: The committee has been working to complete a brochure showing the Town’s major open space parcels and trail systems. The brochure will be printed for distribution and will be available on-line as well.

OSRP Update: The OSRC, working with MAPC and the OSRP Steering Committee completed the draft OSRP Update and received conditional approval from the Executive Office of Energy and Environmental Affairs in November. With the States requested changes and additions, the Plan is expected to receive final approval in 2022 maintaining the Town’s eligibility for State funding for open space and recreation initiatives.

Powder House Hill Access: The Committee is working with the MHA and Select Board to find a solution for parking at Newport Park that balances the needs of the Newport Park residents and Powder House Hill trail users.

Western Woods Preservation: On December 11th the OSRC hosted a community forum on the Western Woods Preservation Initiative with over 30 residents in attendance. This was seen as the first in a series of community discussions to identify goals, management, and protection strategies. Residents voiced strong support for

the initiative while requesting consideration of neighborhood concerns.

- Water Resource Protection Task Force: The OSRC identified and brought forth to the Select Board the need for a Water Resource Protection Task Force to define a vision for Manchester’s drinking water quantity and quality over the next five decades and to recommend how the Town should mobilize to attain that vision. The Select Board approved the formation of the Task Force in December and is in the process of appointing members. The Task Force will:

- Be of a 12-18 month duration,
- Be under the auspices of the Conservation Commission,
- Include a member and an alternate of BOS, Planning Board, Board of Health, Open Space & Recreation Committee, and Stream Team along with at large members,
- Include representatives of Departments of Public Works and Planning, and
- Be supported by part-time Town Special Projects Staff.

The OSRC would like to thank Deb Friaize for serving on the Committee in 2021 as a representative of the Coastal Stream Team.

The OSRC would also like to recognize the contributions of the Committee’s administrator Mary Reilly who retired after serving first as Conservation Agent and for the past six years as Environmental Grants Administrator. Mary’s organizational and leadership skills are only eclipsed by her commitment to the environment.

OSRC Members: Curtis Rising, Helen Bethell, Co-chair Olga Hayes, Chair Steve Gang, Sheila Linehan, Al Centner

PARKING CLERK

Fees collected in 2021:

Beach Stickers:	\$ 108,682
Walk-On Passes:	\$ 38,504
Business/Boater Placards:	\$ 4,560
Parking Fines:	\$ 29,090

Respectfully Submitted,
Dianne K. Bucco, CMC/CMMC
Parking Clerk

PARKS & RECREATION COMMITTEE

We are a five member committee that oversees some of our Town's greatest natural resources including Singing Beach, Masconomo Park, Black and White Beaches and Tuck's Point. We serve as the sole appointed advisory committee to the Board of Selectmen on matters related to Parks & Recreation programs, services, fields and facilities. Working directly 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.

In 2021 we have been working diligently on the Town's Athletic Field Master Plan; we hope to move this into action in the upcoming year. New projects include amenities at Sweeney Park and Tuck's Point, working on safety cameras at Singing Beach and still more plantings at Masconomo Park. Most of the projects were made possible through the Community Preservation Fund.

Please call the Parks and Recreation Department at 978.526.2019 to recommend items you feel should be added to our agenda. We welcome and rely on your input to do the very best job we can for all of you. Monthly meetings are open to the public and we encourage you to join us!

PARKS AND RECREATION DEPARTMENT

Bringing families and the community together!

It has been a crazy year in Parks and Recreation as it has been everywhere. We have been challenged with rethinking the ways we do things. Our department has always been about bringing people together and again this year we had to keep people connected while also keeping them somewhat apart. We made the best of the situation we were in and managed to keep the community active and entertained.

We were able to hold most of our outdoor programs including the Summer Concert Series which is a resident favorite. We held the Summer Playground Program with fewer kids and were able to gather small groups, with masks on, to learn art, music, Tae Kwon Do and more! Singing Beach was a safe haven for people to gather. Despite the increase in people wanting outdoor venues for events, we still

continued to use the Chowder House for needed outdoor program space. We got more involved with Community Center events and moved their indoor events outside to Masconomo Park. We also decided to continue "Santa Calling" that had started during Covid and was such a hit. The year was different and challenging but still fun.

We hope you have also enjoyed the *Music in Masconomo Summer Concert Series* which takes place on Tuesday nights at Masconomo Park at 6 p.m. during the summer. This annual concert series will be entering into its 20th year in 2022 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, businesses and generous residents. Many thanks go out to each of the sponsors for their support! Even though times are tough on the local businesses, they still managed to make enough donations for the Concert Series. We all agree how important these community events are!

Singing Beach was once again open to non-residents but with the ridership down on the MBTA Commuter Rail, it wasn't as crazy as we have seen it during other summers. It was a nice way to ease back into welcoming non-residents back to the beach but unfortunately means less revenue. Hopefully we will be back up to where we need to be with respect to revenue this year.

Parks and Recreation, under the guidance of the Parks and Recreation Committee, worked hard throughout 2021 to improve the services we provide. Some key accomplishments of Parks and Recreation in 2021 was being able to pivot to a new way of doing things. The Committee has also been busy working to get funding for step one of Town's Athletic Field Master Plan. We hope to put that into action during this coming year. The Committee has decided this is a priority and is focused on helping get the financing approved.

Moving into 2022 the Committee and Department are excited to continue some projects such as the start of the Pine St. and Sweeney Park Project, and thanks to Community Preservation funds, pickleball courts in the old skate park on Summer St. These projects as well as new ones will improve the opportunities for our residents to keeps us motivated and

moving forward. Manchester by the Sea Parks and Recreation will continue to provide places, activities and events for you and your family to grow, laugh, play, and relax.

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 that you would like to see offered, please feel free to contact us at 978-526-2019 or visit us at Town Hall.

PLANNING BOARD

The Planning Board consists of seven elected volunteers. Principal responsibilities of the Board include administering the Town's Zoning Bylaws and Subdivision Rules and Regulations, creating and maintaining the Master Plan, and proposing town planning policies, initiatives and amendments to the town's Zoning By-Laws.

The Board meets twice monthly and conducts visits to sites subject to applications for special permits.

In 2021, the Planning Board:

- Continued the process of implementing the recommendations of the Master Plan which included:
 - o Continuing the process of recodification of the Town's Zoning Bylaw. This included meeting with a legal expert who is assisting the Board with updating and clarifying the language and policies of the regulations.
 - o Began the process of recodification at Fall Town Meeting by passing two warrant articles to renumber and restructure the zoning by-laws and deleting outdated provisions of the bylaw that no longer serve the town.
 - o Hosting community discussions about potential changes to zoning in the Limited Commercial District including guiding growth and establishing performance standards consistent with the goals of the Master Plan.
- Provided assistance to the Board of Selectmen and Zoning Board of Appeals for the proposed SLV Housing Development in the Limited Commercial District.
- Administered the Zoning Bylaws by:
 - o Endorsing 5 Approval Not Required

[ANR] Plans for minor transfers of land between abutters or for new lots

- o Issuing 1 Driveway/Curb Cut permit.
- o Holding public hearings and approving a Special Permit for 9 Tucks Point Pier.

The Planning Board is grateful to former Board members Loren Coons and Gary Russell for their extraordinary commitment to the town.

We are saddened to see the retirement of our wise and able administrative assistant, Helene Shaw-Kwasie who has served the Board since 1991. Many written decisions were the work of Helene. She has dealt with an ever-changing Board and personalities. She has adapted to the current pandemic and has kept the work of the PB moving. The Town will be losing a great asset and we wish her the best in going forward. She will be missed.

The Board would also like to acknowledge the advice, counseling, reports and wisdom of Town Planner, Sue Brown.

And I am grateful for current members Sarah Creighton, Christine Delisio, Mary Foley, Gary Gilbert, Christopher Olney, and Laura Tenny who are tireless advocates for their constituents.

Ron Mastrogiacomo, Chairman

DEPARTMENT OF PLANNING

The Department of Planning is staffed by a Town Planner at 30 hours a week. The Department provides professional advice and technical expertise to elected officials, appointed boards and committees, Town staff and citizens in order to 1) support and oversee the functions of community wide land-use planning, 2) assist the Planning Board, Zoning Board of Appeals and Historic District Commission in managing growth and development through the administration of applicable land use bylaws and policies, and 3) implement the community's long-term vision.

The principal projects under the direction of the Department of Planning in 2021 included a Local Rapid Recovery Plan and a Regional Pilot Project, as well as the continuation of the Western Woods Preservation Initiative and the Feasibility Study of an Overlay District in the Limited Commercial District.

Local Rapid Recovery Plan: The Towns of Manchester-by-the-Sea and Essex worked together with a consultant, business representatives and residents to identify

opportunities to help our downtowns recover from the impacts of the pandemic and become more resilient moving forward. With over ten actionable recommendations in hand, the towns have begun the process of identifying sources of funding for implementation.

Regional Pilot Project: The communities of Essex, Gloucester, Rockport and Manchester-by-the-Sea in partnership with the Cape Ann Chamber identified and then implemented a series of initiatives to help Cape Ann’s small businesses make a strong recovery from the pandemic. The project ultimately offered direct support to help businesses adapt to pandemic and post pandemic conditions, created and trained businesses how to use an online platform where businesses can actively update business information including promotions, and produced a marketing campaign focused on Cape Ann’s diverse Main Streets and small businesses.

Western Woods Preservation Initiative: The Department continued its work to garner

support for preserving the undeveloped area generally west of Pine Street and north of 127. A professional forester has been hired to assess physical conditions and make recommendations for the areas management based on community goals for use. An initial community discussion via zoom was well attended by neighbors and illustrated strong support.

The Limited Commercial District Overlay District Study: The Town’s Master Plan calls for evaluating the feasibility of a Smart Growth Overlay District to support a mix of commercial uses and housing in the Limited Commercial District. The Department, working with its Metropolitan Area Planning Commission (MAPC) consultant and the Towns Boards and Committees began this study in 2020, but adjusted the direction of the study in 2021 when a large (40B) multi-family development raised citizen concerns about the too much housing and the possible effects this could have on municipal services and budget. The



Harbor Sunset by Jackie Goodrich

study that will continue into 2022 looks to create a template for an overlay district that would allow a mix of uses to help meet revenue production, service and housing goals.

The Planning Department in coordination with the Planning Board continued work to update the Town’s Zoning Bylaws bringing the first set of primarily organizational changes to fall Town Meeting. The Planning Department also supported the ZBA as it began its review of the Comprehensive Permit for a large multi-family rental project on Upper School Street.

The Planning Department submitted a single grant application to the MAPC in 2021 for a Downtown Parking Study to assess the parking needs of the downtown and provide information on parking capacity, occupancy, and duration, as well as ways to manage the existing parking supply more effectively. The Study is anticipated to begin in spring 2022.

In support of the Town’s Boards and residents, the Department assists individuals with applications and preparation for meetings, helps answer zoning questions, and discusses potential land use opportunities. The Department continues to strengthen relationships with local, regional, state and federal agencies to improve the Town’s capacity to respond to local issues and access funds and services to help meet municipal needs.

Sue Brown, Town Planner

POLICE DEPARTMENT

On behalf of the members of the Manchester-by-the-Sea Police Department, I am pleased to present our 2021 Annual Report. My intention, as always, is to take a moment to share with you some highlights from 2021.

MISSION, VISION, & CORE VALUES
OUR MISSION STATEMENT

The Manchester-by-the-Sea Police Department, in partnership with the Manchester community, is committed to maintaining tranquility, to respecting the sanctity of human life and to reducing risk for all. We seek to accomplish this mission through accountability, transparency, strategic partnerships, community engagement and the selection and professional development of high-quality personnel. Above all, the Manchester by-the-Sea Police Department seeks to provide services with compassion, dignity, and the highest level of customer service.

The members of the Manchester Police

Department value:

- the right of all individuals in our community to be treated with understanding, compassion, dignity and respect;
- the rule of law and its fair, impartial and sensitive application;
- a work environment that recognizes all employees and promotes respect, understanding, accessibility, communication, cooperation, and trust;

MPD CORE VALUES

FAIRNESS
TRANSPARENCY
IMPARTIALITY
COMPASSION

2021:

First, I would like to take this opportunity to thank the men & women of the Police Department who work tirelessly every day to serve and to protect our community. Your continued commitment and dedication to the citizens of Manchester by-the-Sea while still working on the front lines of this pandemic almost 2 years later will not be forgotten.

Fire Capt. John “Doc” Herrick & FF Thomas C. Andrews:

I would be remiss if I did not start by mentioning the passing of Manchester Fire Capt. John “Doc” Herrick and FF Thomas C. Andrews. During 2021 the town lost two icons and retired members of the Manchester Fire Department Capt John “Doc” Herrick and FF Thomas C. Andrews. Each dedicated their lives to the town and worked as firefighters/EMT’s for the town for well over 30+ years. Thirty years ago, as a young Police Officer and EMT, I truly respected their wisdom and guidance when I was able to work with them. Both, Ret. Capt Herrick and FF Andrews will be deeply missed by their families and the members of the Manchester by-the-Sea Police Department and will never be forgotten.

Community Policing:

The concept of community policing has been around for a long time and in the US, it can be traced as far back as the 19th century. The primary purpose for its inception was to have police engaging with communities and to build strong relationships between its members and law enforcement. One of the earliest and

major tactics of community policing involved officers going on foot patrols through the neighborhoods they serve. In today's modern era, this has evolved to departments incorporating social media and/or community engagement systems to share relevant local information with residents. It has been a vital strategy for cities and towns.

In 2021 the Manchester-by-the Sea Police Department continued with our commitment to our community policing efforts as we believe our success is dependent on the partnerships we form with our community members and its stakeholders. Above all, the Police Department continues to provide its services with compassion, dignity, and the highest level of customer service.

During 2021 our patrols logged a combination of park and walk and directed patrols totaling 1084 different events. Park and walk & directed patrols are self-initiated events where an Officer(s) is engaging with the public at a given time.

Lastly, in today's modern era community policing had evolved to departments incorporating social media to share relevant local information with their residents and visitors. It has also been an essential strategy for us over the course of the year. The three main sources of social media continue to be Facebook, Twitter, and Instagram.

Police Reform:



Lt. McCoy, Ofc. Mullins & Chief Fitzgerald at a Coffee With A Cop event.

As most are aware On Dec. 31, 2020, Governor Baker signed “An Act Relative to Justice, Equity and Accountability in Law Enforcement in the Commonwealth”. This reform established a mandatory certification process for police officers and seeks to improve accountability and transparency in the field of law enforcement. The law also aims to support law enforcement agencies in hiring and promoting only qualified applicants.

One of the most concerning mandates of the reform is it requires all officers to be trained at the same level whether they are full-time officers or part-time reserve officers. As of July 1, 2021, when the mandate took effect, all law enforcement officers who have completed a Reserve Training Program on or before



July 1, 2021, will now be required to attend a "Bridge Academy" that consists of 200 hours of additional training.

Although this will certainly be a costly undertaking for smaller communities like MBTS, and just only one small piece of this Reform Bill, we will not have to absorb the total cost all at once because the "Bridge" training will be staggered over three years depending upon where an officer's last name falls in the alphabet.

As of July 1, 2021, police departments are only allowed to hire full-time academy trained personnel as all part-time reserve academies have been disbanded and no longer exist as of February 1, 2021. We have been fortunate to recruit some full-time academy trained officers to augment our reserve police staff before the mandate took place, as 4 out of our 12 reserve officers have attended a full-time police academy. Unfortunately, they are either retired State Police Troopers or work for other agencies which limits their availability to work shifts for us. Currently each of those members who are full-time academy trained average only about 2 shifts a month. The other part-time staff who have not attended the full-time academy work most of our open patrols shifts and will need to attend the Bridge Academy. It should be noted that once a Reserve Officer attends and completes the Bridge Academy it does not guarantee that they can continue to work for the department long term. The mandate also requires that by January 1, 2027, a part-time Reserve Officer who has attended the Bridge Academy will need to accumulate 2400 work hours or they would be required to attend the MPTC (Municipal Police Training Committee) full-time recruit officer class. Currently, we only have one reserve officer who has the potential to meet this requirement. Police details (Road Details) and dispatch shifts do not count towards their total hours. In my opinion, sending our officers to the Bridge Academy is going to be a short-term fix to a longer-term problem. Meaning to maintain our current reserve staff, those who have not attended a full-time academy and work the bulk of our open shifts we would need to send them to the Bridge Academy. Once they completed the Bridge but did not meet the required hours (2400) by January 1, 2027, then we would

need to send them to a full-time recruit officer training class.

Therefore, moving forward it will not be cost effective to maintain a reserve force as we currently know it. If the town did attempt to maintain a reserve staff, the town would need to send a reserve officer to the full-time police academy at a cost of approximately \$40,000 per officer. Then only having them work on a part-time basis (1-3 shifts a week) is not a good value for the cost of training. Also, if Manchester did decide to send our reserve staff to the full-time academy it would allow these officers to take full-time positions with other agencies at a reduced cost to those cities and towns. Thus, meaning additional full-time staff will be needed to address the future loss of reserve officer personnel.

Accreditation:

The Manchester-by-the-Sea Police Department was first certified in February 2018 and accredited in February 2019 by the Massachusetts Police Accreditation Commission. Accreditation is a voluntary process through which successful departments illustrate that their agencies are operating in accordance with the most rigorous of modern policing standards, which are established and evaluated by industry independent law enforcement experts. To earn accreditation, a department must meet at least 257 mandatory standards and 125 optional standards. However, our department was only required to meet 69 of the optional standards because of our size. Regardless, the Manchester-by-the-Sea Police Department met all 257 mandatory standards and 80 optional standards.

Throughout the first part of 2021 the Manchester Police Department began preparing for our first re-accreditation which is required every three years. In September of 2021 a team of assessors from the commission arrived and conducted a three-day assessment. At the end of the three days Ret. Arlington Police Captain Paul Coughlin who was the commissions facilitator advised us that the team would be recommending us for full- re-accreditation. Because of the COVID pandemic the commission has postponed their meeting until February of 2022 for our final award.

I would like to thank Officer Ryan Machain who is the department's accreditation manager

for his diligence and hard work in making the process of re-accreditation as smooth as possible for the rest of the department.

Department Commendations:

On May 9th several Officers responded to a report of a possible stabbing that had occurred on School Street. Although an incident such as this is very rare in Manchester officers arrived and found a victim with multiple stab wounds. For the outstanding efforts displayed on May 9, 2021, in handling the investigation of the stabbing incident that occurred here in town, it gave me great pride to award the following Officers a Department Commendation on June 10, 2021: • Lt. Mark A. McCoy • Sgt. Christopher M. Locke • Det. Michael Richard • Ofc. Kevin J. Clary • Ofc. Richard Chute. Their attention to detail and swift actions by all no doubt led to the arrest of all three suspects who were involved in a timely and safe manner.

New Full-time Hires:

On March 5th we congratulated Officer Richard C. Chute on graduating the 32nd R.O.C. Police Academy. Ofc. Chute completed 23 weeks of rigorous training which consisted of physical fitness, critical thinking, police reform, Massachusetts General Laws, among many other areas of law enforcement. In a class of 22 recruits from many different Massachusetts police departments, Ofc. Chute was voted as class president. This demonstrates the motivated and dedicated individual that Ofc. Chute is.



Chief Fitzgerald and Officer Chute Graduation

Officer Sidell is a full-time academy trained officer who came to us from the Gordon College Police Department. She is also a state-certified Emergency Medical Technician and holds a bachelor's degree. Before becoming full-time Officer Sidell had been a Reserve Officer with the department and served with us for 2 years, serving in both a patrol position and as a beach officer. Officer Sidell currently works the 12am-8am shift.



Chief Fitzgerald, Officer Sidell and her Family

Municipal Road Safety Traffic Grants

On September 22, 2021, the department was notified by the Executive Office of Public Safety that we had been awarded the FY22 Municipal Road Safety Grant in the amount of \$12,084.00 from the Office of Grants and Research. This grant allows the department to assist with bicycle and pedestrian safety and conduct 5 targeted enforcement events to include Winter Impaired Driving, Distracted Driving, Clicket or Ticket Seatbelt Safety, Speeding, and Summer Impaired Driving. This grant runs from December of 2021 through September 15, 2022. Each campaign is a minimum of 4 overtime hours per event during the dates that are provided by the Executive Office of Public Safety. This grant also allows the department to conduct crosswalk enforcement in the spring and summer of 2022 and purchase youth bicycle helmets to promote helmet safety. Lt. Mark McCoy will be teaming up with the Manchester Bicycle and Ped committee to promote this and come

up with the best possible solution on how to distribute the helmets.

MED Project Pharmaceutical Take Back Program:

In January of 2021 the Department was awarded grant funding through the Commonwealth’s approved stewardship program organized by MED-Project LLC to assist with our ongoing pharmaceutical take back program. Currently residents can bring in their unused medications 24-hours a day and drop them in our drop box in the front lobby for disposal. Just remember all sharps should be taken to the Board of Health in a sealed container as we cannot accept them. MED-Project provided its annual funding grant of \$1,300 in support of the Department’s existing program for unwanted household medicine collection kiosk at the Police Station where unwanted medicine is collected and subsequently disposed of at a disposal site.

The purpose of this grant is to pay for the collection and disposal of unwanted household medicines where the Department directly manages the disposal of the collected medicine.

Also, please note that on April 30, 2022, we will participate in the next National Drug Take Back Day. This will be from 10am-2pm behind the Police station at our garage.

Community Goals and Objectives:

The Manchester by-the-Sea Police Department recognizes that we are the conservators of a public asset. We continue to be accountable to our residents directly through the Board of Selectman. Our objective is to serve all who work in, live in, or visit the Town of Manchester by-the-Sea in a manner consistent with our mission statement and values. Our daily activities and strategic goals continue to be formed by direct proactive community relations and engagement with our stakeholders. The Manchester by-the-Sea Police Department’s objectives continue to target and to work with five specific groups that prioritize our goals and support our mission statement. These groups include our youth and senior populations, the business community and local boards and our boating population.

Also, in 2021 as part of our outreach with our residents our department proudly continues to maintain its partnership with Lahey Behavioral Health, which provides Clinician

Lisa Maccario as an asset to co-respond with officers to incidents involving mental health and substance use issues. Back in 2018, Sgt. Stephen Louf developed and instituted our first department Outreach Team, comprised of several other officers, who dedicate themselves towards community engagement and problem solving with residents who are suffering from both mental health and/or substance use. That same year, we were able to partner with Lahey Behavioral Health through a grant obtained by the Beverly Police Department to have a clinician available to several communities on Cape Ann to assist in this mission. We were very fortunate for Lisa Maccario to be partnered with us, and she continues to be an invaluable resource and asset to our team. She has not only co-responded with our officers to help various residents in the community, but she has also assisted us in setting up debriefing sessions after difficult incidents to help our first responders maintain a healthy well-being regarding mental health as well.

In addition to mental health assistance, Lisa Maccario and members of the Outreach Team conduct follow-ups with individuals who have suffered a recent overdose, or who are battling a substance use disorder in an effort to promote recovery through access to a variety of treatment options. This has been a very valuable resource and has proven to be successful in many cases. We look forward to continuing this partnership, and to be able to offer these services to residents in our town who may need them.

By the Numbers

Manchester by-the-Sea Police Department 2021 Calls for Service			
NATURE	2019	2020	2021
911 Calls (900)	786	888	1209
Alarms (Residential & Commercial Police/Fire)	566	465	462
Animal Control (All)	483	411	356
Arrests (Adult)	28	22	40
Arrests (Juvenile)	1	0	0
Assault (Including Assault on Police Officer)	6	0	7
Burglary/Breaking & Entering (Residential, includes attempted)	5	1	3
Burglary/Breaking & Entering (Commercial, includes attempted)	1	0	0
Burglary/Breaking & Entering (Motor			

Vehicle, includes attempted)	1	7	0
Disorderly Conduct	6	2	0
Domestic (includes physical, verbal & 209A violations & 209a Served)	25	56	68
Fraud (all types)	21	35	21
Harassment	2	21	44
Identity Theft	7	85	14
Juvenile Matters/SRO	27	26	11
Larceny (all types, includes attempted)	27	25	18
Larceny (of Motor Vehicle)	1	1	0
Missing Persons (Adult)	8	3	11
Missing Persons (Juvenile)	20	4	10
Erratic Operation (Motor Vehicle)	98	94	112
Motor Vehicle Crashes	183	107	119
OUI (Alcohol or Drugs)	6	5	13
Protective Custody (Adult)	4	0	8
Protective Custody (Juvenile)	0	0	0
Robbery (all types)	1	0	1
Sexual Assault	4	2	4
Threats (all types)	7	3	3
Property Damage (town and personal property)	29	31	18
Town by Law Violation	7	5	0
Trespassing	10	33	2
Motor Vehicle Stops (total)	1107	747	1117
*Verbal warnings	578	236	625
*Written warnings	403	233	377
*Citations	95	36	63
*Criminal Complaints (Summons)	44	26	52
“Walk-in” reports	262	354	662
Mental Health response including with clinician	33	51	51
Parking Violations Issued	1345	1131	

2022:

As we move into 2022, as always, we continue to be dedicated to our community policing efforts and making our stakeholder partnerships even stronger. We will continue to enhance our training and remain current in today’s best practices in law enforcement. We will also continue to monitor the effects of Police Reform. Moving forward our main challenge with this reform will be how we utilize our reserve officers and what their training requirements will be and the cost of that to the town. The mandate now requires that by January 1, 2027, a part-time Reserve Officer will need to attend a Bridge Academy and accumulate 2400 work hours before January 1,

2027, otherwise they will not be able to work without attending a full-time police academy. I foresee this becoming a staffing issue for us ultimately requiring addition full-time Officers to be hired.

As your Chief and lifelong resident, I remain committed to delivering the highest quality of services through a transparent and community-oriented team approach. As we hopefully move past this COVID-19 pandemic, I am hopeful that 2022 will be better for everyone. I implore anyone who has a question or concern to approach our officers at any time. I have never worked with a more dedicated group of individuals who truly respect and care about our community.

I remain honored and humbled to be able to serve the community in which I grew up and to wear the uniform of the Manchester by-the Sea Police Department.

Todd J. Fitzgerald, Chief of Police

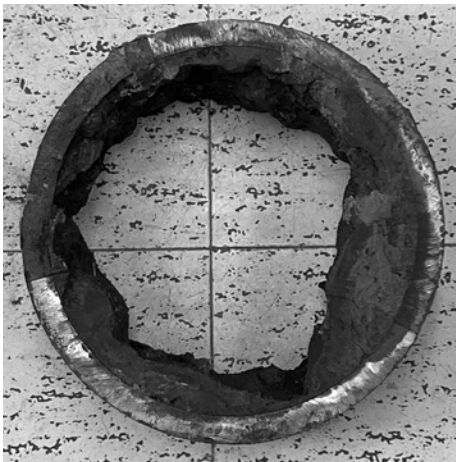
DEPARTMENT OF PUBLIC WORKS

The Department of Public Works is pleased to provide the following summary of Department projects and activities over the past year. As always, if you have any questions or would like to know more about specific projects or our operations you can visit the DPW page on the Town website at <https://manchester.ma.us/223/Public-Works>, call at 978 526-1242 or visit at Town hall Room 6; a plethora of information regarding capital planning and projects is archived and updated throughout the year here- <https://manchester.ma.us/695/DPW-Reports-and-Information>.

Efforts to repair the seawall at West Manchester (Stinky) Beach were completed. This effort was 75% funded by FEMA from the 2018 storm declaration. In addition, the Town completed full width paving for the remainder of Harbor Street to Boardman Avenue. Additional paving was limited to spot repairs in various areas as well as significant sidewalk paving efforts along Beach Street in the downtown and Masconomo Park area.

On the wastewater system, we concentrated efforts at the treatment plant replacing failing effluent and activated sludge pumps; as well as other tankage equipment and appurtenances. Previous investments in the Town’s sewer collection system allowed DEP to lift the sewer connection moratorium with the expectation

the full consent order being lifted in 2022. Finally, the Town and DPW saw the retirement of long-time townie and Chief Treatment Plant operator Bob Willwerth. Bob spent over 30 years with the Town at the treatment plant and his daily presence and expertise will be missed. We wish him all the best in retirement.



On the water system we continued water main replacement efforts on Forest Street. At the water Treatment plant and Lincoln Street well we completed chemical feed system upgrades. To be in compliance with new drinking water regulations the Town began testing our sources for the presence of PFAS. At present the town is conducting monthly testing and remains below the 20 ppt threshold. Should we go over the 20 ppt threshold, additional measures will need to be taken. We also continued replacing old and

inoperable water system valves and hydrants which will give us better control of the water system during future water main projects and system wide flushing programs.

The Department continued efforts to update our aging drainage infrastructure. Improvements were made throughout town on catch basins and existing failing drainpipe was lined on Harbor Street. Annual work was completed sweeping roads, cleaning basins as well as other mapping and sampling efforts for the Town to be in compliance with state and federal requirements for the municipal separate storm sewer system permit (MS4 permit). This work included town storm water management plan, asset inventory and mapping, and sampling at Town outfalls.

The Department appreciates your patience and forbearance during construction activities of these projects and continued support of our work.

All the Best,
Charles J. Dam P.E.
Director of Public Works

BOARD OF REGISTRARS

Voter registration totals as of December 31,2021:

Democrat	1,037
Republican	617
Unenrolled	2,766
Other	1,003
Grand Total:	4,460

The total population figure gathered from the Town Census is 5,423.

Respectfully Submitted,
Eileen Buckley, Chairman
Dianne K. Bucco, CMC/CMMC, Town Clerk

**MANCHESTER ESSEX REGIONAL
SCHOOL DISTRICT**

The last two years have been ones of change, uncertainty, and resiliency. Although the pandemic continued to play a prominent role throughout 2021, MERSD’s priority goal was to reinstate and maintain in-person learning and to minimize risk to the health and safety of all in attendance. While continuing with masking and distancing, all other school programs, operations, and student activities resumed and continued, some with modifications, through the Omicron surge. I am thankful for the hard work and dedication of the faculty and

staff who strive every day to support the social, emotional and intellectual growth of our students and grateful to the entire MERSD community for their flexibility and support throughout the pandemic.

This fall MERSD celebrated the completion of two large capital projects, the Memorial Elementary School and the Essex Elementary playground. Through the oversight of the Memorial School Building Committee and the collaborative efforts of the Project Team, the Memorial School building project remained on time and on budget. The result is a state of the art building, designed to meet LEED Silver certification standards and provide a flexible learning environment that supports interactive student-centered learning. The new Essex Elementary playground replaced the beloved Eagle's Nest and was designed to capture its spirit while promoting diversity of experiences, inclusiveness, and of course fun for all! I am proud to say that each project was a collaborative effort between school and community from inception to completion. Both projects are community assets. Looking ahead, MERSD is moving forward with a facilities assessment of Essex Elementary School (EES) and working collaboratively with our town partners to formalize a timeline for submitting a statement of interest to the Massachusetts School Building Authority (MSBA) to pursue replacement or renovation of EES.

In the fall of 2021, MERSD completed a multi-year planning process with the launch of its Strategic Plan. The strategic plan consists of a district mission, vision, core values and strategic priorities. This document guides the development of the district and school-based improvement plans and, ultimately, the framework for the development of teacher goals and objectives.

Mission

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

Vision

MERSD, with the partnership and support of member communities, will provide educational

opportunities and resources so that all students can realize their individual, unique, and highest potential, achieve academic excellence, value integrity and honesty, and become intellectually curious and critical thinkers.

Core Values

Student Centered

We believe schools must establish a safe environment that supports the development of all students. Schools must engage all aspects of a child's development, including knowledge, a sense of self, emotional well-being, physical health, and skills and strategies to negotiate an ever-changing and unpredictable world.

Student Achievement

We believe MERSD should foster a learning environment that encourages academic achievement, social and emotional freedom and engagement, collaboration and creative problem-solving; the skills to confront new ideas with both rigor and sensitivity, and the awareness to and ability to extend the skills beyond the academic core to include experiential learning, the arts, cultural awareness, and physical and social emotional health.

Equity

We believe our schools must strive to create a just and equitable environment that respects individual differences and the diversity of our communities, country, and world.

Family & Community Partnerships

Schools are a reflection of their communities. We believe that providing a quality education that prepares our students for an unpredictable world is a shared responsibility, fostered by partnerships among the schools, families, educational non-profits, businesses and the community-at-large.

Resources

We believe the District and our community partners should collaborate to provide the necessary funding to equip our students with the essential critical thinking, analytic, communication, and problem-solving skills they need to be productive, contributing members of our local and global communities and deliver on the promise of our students' potential.

Vision of the Graduate

Empathetic Global Citizen
Responsible Collaborator

Critical Thinker
Effective Communicator
Personally Accountable
Social/Emotional Awareness
Innovative and Creative

Theory of Action

If we

Keep students at the center of decision making and practice

Cultivate a collaborative and inclusive culture

Articulate the relationship between social emotional well-being and student achievement

Engage in two-way communication with our community

Then...

Students will realize their individual, unique, and highest potential, achieve academic excellence, value integrity and honesty, and become intellectually curious and critical thinkers.

Strategic Initiatives Priorities

Establish and foster an authentic Pre-K-12 learning environment.

Integrate social emotional learning into all aspects of the school day.

Celebrate and nurture an inclusive and diverse school culture that recognizes the contributions and uniqueness of each learner.

Maintain a sustainable multi-year operational budget and capital improvement plan.

The communities of Essex and Manchester have a strong reputation for their commitment to high-quality schools, and our continued 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 Essex and Manchester for their continued support.

Pamela Beaudoin,
Superintendent of Schools

Finance & Operations

MERSD's School Committee goals include the objective to *Develop and deliver a fiscally responsible budget that supports our Mission, Vision, Core Values, and strategic initiatives, maintains educational quality, and recognizes the confines of Proposition 2 ½.*

MERSD's operational budget is managed each year to deliver stable and predictable

growth in spending and assessment (i.e., cost to member towns) each year, balancing program needs and town funding constraints associated with Proposition 2.5. Over the past five years, spending and assessment increases have been fairly consistent, averaging 3.2% for both metrics.

At minimum, MERSD strives to achieve "Level Services," or, in other words, the same level of program currently in place. When program enhancements are necessary, MERSD has opted to fund them by finding cost reduction opportunities in other areas of the budget whenever possible. Over time, however, this balance has become more challenging, and in the past several years, the district has fallen short of a Level Services budget, having had to implement staffing reductions to ensure that budgetary growth fits within the levy limit.

Planning for a Revenue Correction in 2023-2024

The challenge begins with the cost of Level Services, which typically grows at 3.5% - 4.0% annually for most school districts, beyond the limits of Proposition 2.5. This puts MERSD and other districts in a cycle of annual reductions to meet budgetary goals. The result over time is a cumulative "Level Services deficit" that must be addressed every 7-10 years with either a revenue correction (e.g. override) or more substantial program reductions. A revenue correction last occurred for MERSD in FY-16, when Manchester passed an override and Essex used extra revenues to raise the contribution for MERSD.

Using its ongoing process of multi-year budgeting, MERSD and its member towns have begun planning for another such correction, most likely for the fiscal 2024 budget cycle, which begins next year. As of the 2022-2023 fiscal year, the gap between Level Services and the 3.5% target assessment growth rate for member towns was approximately \$985K. Given the magnitude of this gap, MERSD would need to substantially cut its program if town-voted revenue corrections are not successful. With staffing and benefits accounting for roughly 85% of spending at MERSD and comparable school systems, these reductions would take the form of increases in class size and reduction in electives, which would clearly conflict with MERSD's School Committee goals and the expectations of many community members.

Use of “Rainy Day” Reserve Funds

In recent years, in order to minimize additional program reductions, MERSD has begun to use rainy day, “reserve” funds as a temporary revenue source. This helps to keep taxpayer costs below the levy limit while multi-year, sustainable budgeting planning continues with member towns.

Reserve funds, however, are one-time in nature, and an important source of emergency funding for capital repairs (including, most recently, COVID-19 response, see below), and as such, continuing use of reserve funds is neither sustainable nor considered best practice. Given the size of the current Level Services funding gap, MERSD would exhaust its reserves in 1-2 two years, if a town override vote is not successful, and as such, the School Committee is currently contemplating ways to reduce spending and program to minimize this risk. Although MERSD currently has sufficient reserve funds, certain capital projects, such as athletic turf field replacement have had to be deferred, until it is clear that both towns will support a revenue correction.

Keeping reserve balances healthy also saves taxpayers money, by lowering the cost of interest associated with building project borrowing, by signaling to potential lenders that MERSD is a low-risk borrower. MERSD’s credit rating was recently upgraded to AA+ (one step below the highest possible AAA rating) by S&P, who cited the strong financial position of both Manchester-by-the-Sea and Essex, as well as MERSD’s multiple years of positive budgetary results and healthy financial reserves. As a result of this favorable credit rating, MERSD was able to secure initial funding for the Memorial Elementary School building project of \$35 million at a 3.289% interest rate, and a second round of \$3.2 million at 1.71%. This represents significant savings from the estimated 5.0% rating presented to voters in the fall of 2018, when the construction project was approved, saving taxpayers more than \$17 million or \$577K per year over the life of the bonds. Taxpayer cost for this project has also been offset by \$10 million in contributions from the Massachusetts School Building Authority, with eligibility for up to \$12 million total. At this time, the project is on track to be completed with budgetary savings.

Healthy reserves will also be important as MERSD shifts its focus over the next several years to renovation and/or replacement of Essex Elementary (now 65 years old), which will require input and approval from voters, and additional potential borrowing. In the meantime, MERSD has been partnering with the Town of Essex to implement \$470K in energy efficiency improvements through the state Green Communities Grant program over the past four years, at no cost to taxpayers, which will help to extend the life of the school while awaiting longer-term direction and plan.

MERSD’s strong credit rating has also helped MERSD to reduce the cost to taxpayers of the 2008-10 Middle High School construction project by enabling the district to refinance \$17.5 million of outstanding debt at lower interest rates, generating savings of more than \$2 million over the life of the bonds, or roughly \$130K per year.

Fiscal Discipline and Level Services Challenges

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

Despite a five-year average annual growth rate in spending of 3.2%, there are structural, recurring reasons why Level Services generally exceeds the limits of Proposition 2.5. Staffing, which accounts for nearly 65% of MERSD’s spending, typically grows at 3.0-4.0%, accounting for annual cost of living increases (2.0-2.5%), and any additional contractually obligated payments for increased years of service or staff’s educational attainment. MERSD uses statewide data to ensure that compensation levels are fair and in line with other districts. According to the Department of Elementary and Secondary Education, MERSD ranked 92 among all districts in Massachusetts in the category of average teacher salary, despite consistent recognition for MERSD’s award-winning academic and ‘whole child’ program.

MERSD’s next largest area of spending is mandated health insurance. With average annual medical trend growth rates in the public marketplace of 6-8%, health insurance, which accounts for 20% of MERSD’s budget, naturally pressures Level Services spending growth upward each year as well. An unusual challenge occurred in 2018, when MERSD absorbed a

28% increase in health insurance rates after its budget had been set, with a two-year total cost increase in that time frame of \$1.5 million. Since then, MERSD has negotiated changes to its benefits offerings to make them more affordable, resulting in below-average growth in costs. Cost of retiree healthcare, however, is mandated by State law, and MERSD now covers more retirees (168) than active employees (165). This expense area is expected to grow 14% (\$152K) in FY2023. Through negotiations with its teachers' association, MERSD has set aside \$4 million to address mandated future retiree health care (aka Other Post-Employment Benefits, or OPEB), which can be used to offset the cost to taxpayers in any given fiscal year.

Although much smaller in total size (4% of total), mandated spending on out-of-district tuition and transportation for special education students is another area that can grow beyond the limits of Proposition 2.5. In recent years, MERSD has developed many in-district special education programs to help manage potential spikes in costs, saving more than \$1.7 million annually. For students whose needs cannot be met in district, however, the cost is much higher than average, with 9 students whose individual placement cost is expected to exceed \$100K in FY23. Out of district placements can be difficult to predict when associated with move-ins (i.e., new residents). Transportation is also mandated for these out-of-district placements and the cost of these services has risen significantly for all school districts in recent years, leading to \$216K (46%) increase in a single year. Recognizing this statewide fiscal challenge, a portion of these expenses is now reimbursed by the Commonwealth of Massachusetts through the "Circuit Breaker" program, but the majority of the cost increase falls to MERSD through its budget.

Aside from staffing, benefits and out-of-district costs, most other areas of MERSD's budget are level funded each year (i.e., close to 0% growth) in order to offset growth in mandated, non-discretionary spending.

Addressing COVID Costs without Added Cost to Taxpayers

Statewide, school reopening and safety measures in response to the COVID-19 pandemic have been costly. Since the outset of the pandemic, MERSD has spent more than

\$1.8 million to keep the schools running safely, with no additional costs or assessments passed on to taxpayers. Costs have included facility improvements (e.g. air filtration, sanitization, touch free installations), personal protective equipment (e.g. masks, gloves, etc.), instructional technology and technical support for remote operations for students and staff, and additional temporary staffing (during the 2020-2021 school year only) to facilitate safe distancing between students.

Having stable reserves allowed MERSD to incur these costs without delaying reopening, and without a special tax assessment to its member communities. Since that time, MERSD has received commitments for just over \$1 million from the federal CARES program and Department of Elementary and Secondary Education COVID grants. Additionally, MERSD has partnered with the towns of Manchester and Essex to utilize their remaining, unspent CARES funding for up to \$400K in additional reimbursements. A portion of the facility and PPE costs (between \$100-200K) are also eligible for reimbursement from FEMA, leaving MERSD to cover an estimated \$200K from reserve funds.

Avi Urbas, Director of
Finance and Operations

Curriculum, Instruction, & Technology

The Manchester Essex Regional School District continues to refine and expand instructional practices for teaching and learning at all levels. This has been an exciting year as we returned to in-person learning. We spent significant time this fall assessing the impact hybrid learning had on our students from both an academic and a social emotional perspective. Through this process we were able to identify the needs of our students and the appropriate interventions to support those needs.

We also learned that there were positives that emerged from the challenges of the pandemic. First and foremost, we have observed great resilience in the students of the Manchester Essex Regional Schools; their adaptability has been an inspiration. We are also capitalizing on all we learned about educational technology during hybrid learning. This was an area of great growth for our teachers and students alike, and the benefits have been far reaching. As a district we are committed to continued support for the

integration of technology to enhance teaching and learning.

Diversity, Equity and Inclusion

As the season of complexities continue to challenge us to find innovative ways to support the growth and development of our students and the larger community, the Manchester Essex Regional Schools have a tremendous opportunity to lead. In alignment with MERSD's Strategic Plan core value of *creating, a just and equitable environment that respects individual differences and the diversity of, our communities, country, and world*, MERSD has begun a relationship with leadership consultant, Michael Eatman from Culture7.co. Mr. Eatman is guiding us in the implementation of the five components of Cultural Competence: Awareness, Attitude, Knowledge, Skills, and Practices. The learning experiences endeavor to support educators in becoming more aware, intentional, and purposeful as they engage the school community.

As a result of the training program, participants will have a greater awareness of their own cultural beliefs, behaviors, and those of their colleagues. In addition, they will learn practices that can intercept perspectives that negatively impact community growth. Finally, staff will have a greater appreciation for and commitment to their responsibilities as leaders in shaping an inclusive learning community for students and adults alike.

In addition, they will learn practices that can intercept perspectives that negatively impact community growth. Finally, staff will have a greater appreciation for and commitment to their responsibilities as leaders in shaping an inclusive learning community for students and adults alike.

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

Implementing the Science of Reading

Over the last 2 years, Manchester Essex participated in a regional initiative focusing on training administrators and literacy coaches on research-and evidence-based instructional practices in a series entitled, The Science of Reading. This Northshore Leadership Series was focused on leveraging the Science of Reading research to support the development and implementation of school-wide research-based

reading practices across schools and districts.

After a K-5 ELA review process, the district adopted Wonders, an evidence-and research-based literacy program. To support the implementation of the new program and the integration of the science of reading into classroom practice, teachers of grades K-5 and elementary school administrators are using professional texts to anchor collaborations. During early release days, teachers from Essex and Manchester Memorial Elementary Schools have been using a study group format for this professional development.

Anchor Texts:

Shifting the Balance, 6 Ways to Bring the Science of Reading into the Balanced Literacy Classroom, by: Jan Burkins and Kari Yates.

The New Art and Science of Teaching Reading, by: Julia Simms and Robert Marzano.

Data Driven Decision Making and Tiered Systems of Support

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

A multi-tiered system of support offers a comprehensive continuum of systematic, evidence-based practices to ensure a proactive response to students' needs. Data collection and progress monitoring are integral in guiding decision making. Using data to build consistent equitable structures and processes that allow for informed decision making has been a focus this year.

Angela Bik, Interim Director of Curriculum & Instructional Technology

Student Services Annual Report

The Manchester Essex Regional School District Student Services Department comprises Special Education, Section 504,

English Language Learners, Homeless Students, Health and Counseling Services, and Preschool. Responsibilities of the department include program development, staff training and supervision, budget management, delivery of direct services (ELL, Counseling, Special Education), and maintenance of legal compliance with federal and state regulations in these areas.

The MERSD is committed to providing an inclusive and supportive environment for students with disabilities. The special education department provides direct services, assessment, and consultation for these students through Individualized Education Programs (IEPs). The District's compliance with state regulations is assessed on a three year Tiered Focused Monitoring cycle, which was most recently completed in 2018-2019, and yielded no findings of non-compliance. The District has completed preparations for the next Tiered Focused Monitoring site visit from DESE, which will take place in March 2022.

The District routinely conducts screenings of children in order to identify potential disability-related needs; approximately two hundred thirty (230) students, 18% of the student population, receive special education services. Seventy-three (73) children PK-12 were referred for an initial special education evaluation in 2020-2021. Special education services range from classroom support and related services (OT, PT, Speech) to sub-separate in and out-of-district programming. The District maintains several specialized in-district programs that include Students with Integrated Goals (SWING) for children with developmental, communication, and neurological disabilities; Intensive Reading and Written Language (IRWL) for students with dyslexia; and Social and Academic Integrated Learning (SAIL) for students with social-emotional disabilities and/or high functioning autism.

In addition to special education, the District provides accommodations for sixty-four (64) students eligible for Section 504, a federal regulation that protects individuals with disabilities from discrimination in education and employment. Seven (7) English Language Learners (ELs) receive direct instructional services through the District and eight (8) additional former ELs are monitored through the department. The MERSD also provides full time health and counseling services in each building,

including School Adjustment Counselors, School Nurses, and School Psychologists.

Allison Collins, Director of Student Services

Essex Elementary School

Essex Elementary School enrolled 225 students in kindergarten through grade 5. The K-5 classrooms average approximately 20 students per class. EES maintains a wide range of support services including reading, math, guidance, special education and health services. Beyond the academics, elementary students receive instruction in art, music, physical education, computer applications, and Spanish.

In March of 2020, schools closed abruptly due to a worldwide pandemic. Teachers quickly switched over to instructing students remotely. Students remained out of school for the rest of the school of the year. Over the summer school districts were charged with coming up with a plan for remote and in person learning that would meet the guidelines set forth by the state. These plans were presented to the School Committee and the decision was made to open school in a fully remote model that followed the structure of a typical school day. School opened following this remote model on September 16. The School Committee then voted to bring K-2 students back into the building on October 20 and students in grades 3-5 back on October 27. Staff at EES worked diligently to construct and implement a plan to maintain 6 ft. of social distance between all staff and students. This resulted in a hybrid model where half of the students would be in school on Tuesdays and Wednesdays and the other half would be in school on Thursdays and Fridays. All students work remotely 3 days a week. This model continued until June 2021. The hybrid model required teachers to teach students on the screen and in the classroom simultaneously. Safety protocols were put into place per state guidelines and clearly taught to all students during the first week of school. This involved sanitizing hands when entering school and when coming and going from classrooms, walking one way in hallways, eating at an individual desk in the cafeteria, maintaining 6 ft. distance in the classroom, at PE and recess, and waiting outside the restroom if it is already in use by one student. All of these precautions followed the strict state guidelines and students adapted well to this new learning environment. Then as school re-opened

in September 2021, ALL students returned to their classrooms for the first time in a year and a half. Many safety protocols were put into place so that staff and students were safe to all be back in school together. Furniture that had been put in storage was returned to classrooms, but we still focused on keeping students 3 ft. apart throughout the day. All staff and students were required to wear masks when in doors. The first day of school was AMAZING as happy students returned to school 5 days a week!

The Department of Elementary and Secondary Education scheduled MCAS for the late spring of 2021; with results becoming available in the fall of 2021. We were pleased to find that our data as compared to previous years did not show any glaring changes that we anticipated due to remote instruction.

This is a summary of the results in MCAS based on our analysis:

- EES is above State average in all subject areas.
- Grades 3 and 5 improved in ELA. (Current grades 4 and 6)
- No students Not Meeting Expectations in grade 3 ELA.
- Grade 3 ELA improved by 9% this year, while overall state average decreased by 6%.
- Grade 5 ELA improved by 3% this year, while overall state average decreased by 5%.
- Grade 5 Math decreased by 2%, while the trend across the state showed overall decrease by 16%.
- Grades 3 and 4 (current grades 4 and 5) have shown decrease in Math MCAS

scores, which follows trend across the state.

We look forward to assessing students again in the spring to determine progress made this year. Based on data from the MERSD benchmark assessments, we determined that students in kindergarten and grade 1 needed support in the areas of reading and math. Reading teachers have been deployed to focus intervention on these particular grades to close the gap in specific skill areas. We will continue to monitor these students' progress and provide them with targeted intervention.

EES is proud to share the new playground with the community.

We look forward to the paths and shrubbery being completed by the spring of 2022 when we hope to host a formal ribbon cutting ceremony!

In closing, the sense of community that exists at Essex Elementary School is second to none. This was demonstrated so clearly as we fully re-entered school in September. Parents, students, and staff were overjoyed to see one another again and the community fully supported our efforts. During a typical year, the PTO does an outstanding job of raising monies for our school. The Spaulding Education Fund contributes by funding grants for enriching and innovative initiatives. In closing, EES provides an excellent quality of education for our students in a warm, nurturing environment where every staff member is invested in teaching the whole child.

Jennifer M. Roberts, Ed.D.,
Principal Essex Elementary School

Memorial Elementary School

Manchester Memorial Elementary School (MMES) has 306 students enrolled in Pre-K through grade 5 this school year. MMES houses the MERSD Integrated Pre-K, the MERSD SAIL, and the MERSD IRWL programs for students who reside in Manchester and Essex. These programs service students from both towns who qualify for these specialized services. In grades K-5, classrooms average roughly 17.5 students per class.

MMES offers all of its students a wide range of activities and academics in our effort to educate the "whole" child. MMES consistently performs among the top schools in the state on the Massachusetts Comprehensive Assessment System (MCAS). All students participate in





weekly classes in wellness (physical education/health), music, art, library/research, and technology. Additionally, students also study foreign languages (Spanish and French) in grades 1-5. Students in the upper grades have the opportunity to take instrumental music lessons during the school day and participate in the MERSD elementary band. Students can also join our before-school chorus program where they perform with the band at various concerts throughout the year. MMES students also enjoy a number of enrichment programs that are sponsored by our PTO, including musical/dance performances and academic enrichment presentations.

The 2021-2022 school year marked a time of many noticeable changes to the school. Most notably is the opening of the brand-new, state-of-the-art school building and grounds. The design themes of the building include a “sea glass” color scheme along with a “making learning visible” design concept. Students enjoy learning in many flexible spaces throughout the building so that their experiences can extend outside of the four walls of their classroom. You can often observe students leaning in breakout groups in hallways, working on collaborative projects in the project rooms, or enjoying enrichment performances on the learning platform in the main lobby (“The Hub”). The building was designed with many safety and security features including enhanced sight lines, security cameras, and automated walls that can be initiated with the push of a button. The school grounds feature a memorial garden, a rooftop outdoor classroom, garden beds, and three play structures. Our staff and students feel very thankful to have such a wonderful learning environment to learn and grow each day!

The school has also seen a number of recent changes in the area of teaching and learning at the school. This year, our students enjoyed a full, in-person learning experience after last year’s combination of remote, hybrid, and in-person learning (due to COVID-19). The school is in its second year of implementing a new ELA curriculum program, *Wonders*. Assessments, intervention, and the ELA scope and sequence consistency is a focus area this year for grades K-5. This work is a collaborative undertaking between both elementary schools to ensure that students have an equitable experience across the district.

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

John Willis, Principal
Memorial Elementary School

Manchester Essex Regional Middle School

January 2021 marked the return to in-person school during COVID. On January 12, 2021, half of the middle school student body returned to classrooms while the other half continued to learn remotely. Students followed a two-day in, two-day out of school structure, with the fourth day being remote for all. Teaching and learning followed a “hyflex” model, meaning teachers taught students who were in the classroom while simultaneously teaching students at home remotely in real time. While this presented quite a challenge for students and teachers alike, all were able to stay the course until all students returned for in-person learning in April.

In order to provide students with extra social-emotional support, the Middle School developed small advisory groups, which met daily. Utilizing almost every adult in the building, advisory groups of approximately nine students to one adult met virtually at the end of every school day. The purpose of these meetings was to provide students with a trusted adult who could connect with them and keep an eye on their overall social and emotional health. Teacher office hours were also implemented in order to provide students with as needed time for extra, one-on-one academic support from all classroom teachers. February 2020 marked

another COVID milestone as the middle school began providing once-a-week COVID surveillance testing for all students and staff.

Despite having to wear masks, students were very happy to be back to school and learning in person.

In the fall of 2021, the Manchester Essex Regional Middle School welcomed approximately 284 students in Grades 6-8 back to school. Our annual RULER/Project Adventure off-site activities included Grade 6 (previously only Grades 7 and 8 met offsite) at the Camp Spindrift Project Adventure courses in Gloucester, MA. During these experiences, all students connected with their peers through exercises focused on developing strong teams and a collaborative culture.

Once students and teachers established rituals and routines and efforts geared towards developing strong cultures were well underway, the important work of introducing and revisiting safety protocols began. Faculty, staff, and students participated in schoolwide, annual safety training including ALICE and Anti-Bullying developed by the Massachusetts Aggression Reduction Center (MARCC). Middle school parents were also invited to a presentation by Dr. Elizabeth Englander, of MARCC, on helping kids reduce screens and social media and increase friendships.

Curriculum and instruction continued to be an area of focus in the fall as the middle school prepared to launch a pilot of the i-Ready assessment tool. i-Ready is an interactive

online learning environment designed to assess students and provide individualized instruction based on each student's unique needs. i-Ready also provides essential tools and information in helping teachers make data-informed decisions about curriculum and instruction. The middle school principal continued her collaborative work with the high school principal on MERSD's Vision of the Graduate. MERSD's Vision of the Graduate will continue to be a cornerstone to the middle school's ongoing



focus on Social and Emotional Learning and Diversity, Equity & Inclusion.

Manchester Essex Regional Middle School is an outstanding place for middle school students to learn, grow, and explore; we are thankful for fantastic teachers and a supportive parent/guardian community. We look forward to being on the other side of the global pandemic. In the meantime, we will continue to provide our students with the best learning experience possible.

Joanne Maino, MERMS Principal

Manchester Essex Regional High School

Manchester Essex Regional High School continues to provide all students with a broad-based curricular experience. The curriculum promotes the development of skills focused on creating, evaluating and analyzing in an



effort to prepare students for the global society ahead of them. During the 2020-2021 school year faculty and staff worked to implement and measure the Vision of the Graduate, which was developed during the prior school year.

The students at Manchester Essex Regional High School continue to achieve at high levels. Ninety four percent of the Class of 2021 moved onto to post-secondary academic options. Two hundred sixty eight students took Advanced Placement courses during the 2020-2021 school year. Those students took 391 AP courses ending exams with 78% of the students scoring 3 – 5 (levels that are deemed acceptable for college credit). Four students were named as a Commended Students by the National Merit Scholarship Board for their academic promise and performance on the PSAT.

The School Council at the high school level had a productive year. During the 2020-2021 school year the Council prepared for the NEASC (New England Association of Schools and Colleges) Decennial Accreditation visit in the fall of 2021. The accreditation team visited MERHS in November of 2021. They observed classes and met with a variety of stakeholder groups. The team was impressed with the progress made by MERHS in relation to the implementation of the Vision of the Graduate, increased focus on student centered learning and authentic assessment.

Students continue to participate in a large variety of co-curricular, extra-curricular and athletic programs. Athletics during the winter of 2021 were not allowed to participate in tournament play due to the pandemic. During February and March, a fourth “wedge” season was added to the athletic program. This season allowed for football and indoor track to compete, as both had been previously cancelled due to the pandemic; however, the indoor track team raced outdoors. During the spring season, the state tournament resumed. Baseball and Girls’ Lacrosse took part in the state tournament. Unfortunately, both were eliminated in early rounds.

Throughout the school year students participated in community service, taking part in several toy, clothing and food drives. Debate and DECA continued to find success in competition even though competing virtually. Robotics did not have the opportunity to

compete in the FIRST Robotics competition due to cancellation resulting from the pandemic.

Senior week activities looked different in 2021. Students were able to attend their prom. Other senior week activities were cancelled. For the first time Baccalaureate was held outside. Graduation was held on the traditional first Friday of June on Hyland Field.

During the fall of 2021, students fully returned to school, but were required to wear masks at all times. All other aspects of the academic and extracurricular program returned to their traditional formats.

Patricia Puglisi, MERHS Principal

SUSTAINABILITY COMMITTEE

The Sustainability Committee continued to strive to fulfill its mission of promoting strategies and initiatives to reduce the negative environmental impacts of Town activities. The Committee also sought to engage the community through presentations, educational materials, articles in the Cricket and Gloucester Daily Times, and other means of raising awareness of the climate crisis. We gave a talk to the Rotary Club which resulted in a monetary donation and offer of support.

We held a week long Zero Waste Challenge in April to coincide with Earth Day in which participants had to reduce their weekly waste generation through composting and recycling and then get the remaining trash weighed. Winners were awarded prizes. We also had an information table at the Halloween parade which was well attended. We are currently planning a virtual Waste Zero Challenge with the Middle and Elementary Schools.

The pandemic limited our ability to create in-person events, but we continued to meet via Zoom and liaise with other committees, notably the Hamilton waste committee.

The committee has continued to work closely with Black Earth, supporting the new composting facility and improving the integration of composting into the waste collection system.

We are partnering with the Cape Ann Climate Coalition to address larger climate change mitigation issues. We have also connected with neighboring towns’ waste reduction committees to learn about their best practices, and with the MassDEP.

Our social media platforms have been

continually refreshed with important news and information about worldwide environmental issues, and we have continued with letter writing and outreach. A new Instagram account was created in an effort to reach more people.

Think globally, act locally!

Sustainability Committee members: Alison Anholt-White (Chair), Carley Cook, Nadia Wetzler, Amy Connors. Student Liaison Bella Wright

TOWN CLERK

The Town Clerk’s office took in \$184,429 in 2021 in the following categories:

Vital Certificates:	\$ 4,725
Dog Licenses:	\$ 14,872
Business Certificates:	\$ 2,280
Beach Stickers	\$ 109,672
Parking Fines	\$ 29,090

Vital Records:

Births -32
Deaths - 60
Marriages - 21

Respectfully Submitted,

Dianne K. Bucco, CMC/CMMC, Town Clerk

WELCOME TO MANCHESTER COMMITTEE

The ‘Welcome to Manchester’ committee is comprised of volunteers who welcome new residents via home visits, ambassador programs, phone calls, social media platforms, and an annual reception where they can meet other new residents, families, and volunteers as well as learn about the town’s many offerings.

Our goal is to help new residents get acclimated quickly, make new friends, and be given resource information to assist with their transition to Manchester. For more information, please visit us at www.manchester.ma.us under Boards and Committees/Welcome Committee.

Christine Metrano-Barber, Chair
Melanie DiBiasio
Hope Watt-Bucci
Leslie Beatty

WINTHROP FIELD COMMITTEE

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

All projects and expenditures in 2021 were

funded by generous donations from the Clara Winthrop Charitable Trust, members of the Winthrop Field Committee, and friends of Winthrop Field. Labor for clearing brush along the north, south, and west borders of the field was provided by neighbors and the Committee with the brush being hauled to the compost site by the DPW. As in past years, Town residents used the area for walking, snow shoeing, cross country skiing, and dog walking.

Several activities were completed in 2021. Due to the extremely wet weather this year, the field was only partially mowed and the hay was baled by Sea View Farm of Rockport. The second rotary mowing of the field was not done due to field conditions. Work continued on the drainage system under the Field. Using their sleuthing skills, Committee members were able to locate two of the failed manholes filled in the 1970s in the western side of the field. Plans to rehabilitate them were reviewed with the DPW. The Committee’s proposal submitted to the Community Preservation Committee for partial funds for the manhole work was accepted. The remainder of the funds needed will come from the Winthrop Field account held by the Town and other donors.

ZONING BOARD OF APPEALS

Zoning Board of Appeals Members:

Sarah Mellish (Chair), John Binieris, Kathryn Howe, James Mitchell, Brian Sollosy (Clerk), Sean Zahn (1st Alternate), and James Diedrich (2nd Alternate). Gail Hunter (Administrative Assistant)..

2021 YEAR IN REVIEW

When an application is submitted to the Zoning Board of Appeals (“ZBA”) by a property owner, the ZBA holds a public hearing and determines whether to grant the relief requested under our local Zoning By-Law. This includes requests for Special Permits to change, alter or extend an existing nonconforming structure or use and certain accessory uses; requests for Variances for a new nonconformity; Appeals of Administrative Decisions issued by the Building Inspector and Comprehensive Permits under M.G.L.C. 40B.

During 2021, the ZBA received 41 applications, a 64% increase over 2020, held seventeen (17) public hearings and conducted thirty-nine (39) site visits. The applications included 33 applications for a Special Permit,

of which thirteen (13) were for swimming pools/spas and sports courts, 5 applications for a Variance, one (1) application for an Appeal of Administrative Decision and one (1) application for a Comprehensive Permit under M.G.L.C. 40B. Three (3) applications were Withdrawn without Prejudice by the Applicant, two (2) requesting a Variance and one (1) requesting a Special Permit. The Appeal of the Administrative Decision was denied. All other applications were either approved or continued to a date in 2022. Public Hearings held in 2021 were continued 35 times at the request of the Applicant.

The ZBA visited each site that was the subject of an application. The ZBA notified, by mail, all Applicants and abutters of the Public Hearing Date for each application, notified the general public of the Public Hearings by newspaper advertisement in the Manchester Cricket, and by posted all Agendas on the Town Hall bulletin board and on the Manchester-by-the-Sea website. Each decided application was the subject of a written Decision filed in the Town Clerk's Office, which certified the Decision after the 20-day Appeal Period; after which, Final Decisions were sent to the Applicants and recorded at the Salem Registry of Deeds. Decisions were made available to all abutters and the public upon their request.

On September 27, 2021, the ZBA received an application for a Comprehensive Permit under M.G.L.C. 40B for a 136-unit affordable housing apartment complex on upper School Street. The ZBA continues to review the Application and obtain input from the Town and other Town Boards with respect to the local Zoning By-Law Waivers being requested by the Applicant, Mr. Engler.

Filing fees have remained the same for more than ten (10) years and range from \$240 - \$290, depending on the type of application, and \$500 for a Comprehensive Housing Permit (M.G.L.C. 40B). The fees currently do not cover the cost of reviewing the applications, advertising the Public Hearings in the Manchester Cricket, mailing letters to abutters and Salem Registry of Deeds Filing Fees, which are now \$110. We will be reviewing the fee schedule in 2022 to create a simplified schedule which more accurately reflects the cost of processing the applications.

The Planning Board continues to work on a recodification of, and changes to, the Zoning By-Law. A Public Hearing will be held before it is presented at Town Meeting. The ZBA will not be able to consider applications impacted by the proposed changes from the date of the Public Hearing until after any changes approved at Town Meeting are approved by the Attorney General.

Sarah Mellish, Chair
Zoning Board of Appeals
Manchester-by-the-Sea, Massachusetts



Ribbon Cutting Ceremony of Memorial School November 2021



375th Boat Parade on July 4, 2021



Aerial View of Tucks Point by Chris Mehlman



375th Committee Chairs Marshal the Parade in Style



Board of Health COVID Vaccine Clinic at the Laughing Gull



Board of Selectmen, Senator Bruce Tarr and Representative Brad Hill at the 375th Parade



Check-in Table at Fall 2021 Town Meeting



June 2021 Annual Town Meeting



COVID Vaccination Clinic February 2021



Cross Country Skiing by Karen Kenny

MANCHESTER-BY-THE-SEA ANNUAL TOWN MEETING JUNE 21, 2021

The Annual Town Meeting of the Town of Manchester-By-The-Sea was held on Monday June 21, 2021 at 6:30PM at the Middle-High School Hyland Athletic Field on Lincoln Street, pursuant to the warrant being duly posted and the return of the Constable being received. Check-in was managed by several election officials including Eileen Buckley, Kathy Ryan, Kellie Dodd, Muffin Driscoll, Ellen Flatley, Elaine Persons, Michelle Baer, Pam Thorne, Lee Simonds, Carolyn Kelly, Martha Gubbins, Alison Anholt-White and Susan Mirak. Two hundred and seventy-five (275) registered voters were checked in and twenty (20) non-residents were present for the event. A quorum of 100 was reached by 6:30PM and the meeting was called to order at 6:33PM. Moderator Alan Wilson waived the reading of the warrant but confirmed it was properly posted. Moderator Wilson asked the meeting to rise for the invocation given by Rabbi Judith Epstein followed by the Pledge of Allegiance. Moderator Wilson continued with the usual preliminaries consisting of the Memorial Resolution honoring deceased Town officials and employees. He submitted the following resolution which includes those who died during 2019 and 2020:

RESOLUTION

Whereas the citizens of Manchester-by-the-Sea note with profound regret the deaths of several of their friends and neighbors during the past two years, 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 be sent to the appropriate survivors.

The persons memorialized and their achievements are proclaimed in the order of the dates of their deaths:

Leonard "Neil" Andrews
Police Sargent

Myles A. Carroll
Department of Public Works

George Putnam
Library Trustee
Chair, Finance Committee

Carole A. Faller
School Aide

Carolyn A. Hardwick
School Cafeteria Aide

Andrew S. Harris
Chair, Downtown Improvement Committee

Lawrence P. Hall
Firefighter

Charles E. Capello
Department of Public Works, School Custodian

William H. Hatcher
School Committee, Board of Selectmen

John R. Adams
Board of Health

Athena E. Thibodeau
Town Accounting Office

Suzanne Baker
School Crossing Guard

Theodore Brown
Planning Board

Philip Gauthier
Department of Public Works Foreman

Lloyd Wilson
Town Wiring Inspector, Planning Board

Vincent Terrill, Sr.
MBTA Advisory Board

Christina St. Pierre
Town Clerk

Bruce Hudson
Police Officer

William Vachon
Planning Board, Zoning Board of Appeals,
Energy Efficiency Programs Advisory Board

Gloria Tanner
School Teacher

Benjamin Gannett
Chair, School Committee

John Rezza
Water Department

Kenneth Sucharski
Police Sargent

Eli Boling, Chair of the Board of Selectmen, moved the resolution as read, and Jeffrey Bodmer-Turner, Vice Chair, seconded. The memorial resolution was unanimously adopted. The meeting rose for a moment of silence for their former town citizens.

Moderator Wilson kindly introduced the new Town Clerk, Dianne K. Bucco. In the interest of time, the Moderator then read through a shortened list of procedural points emphasizing the use of electronic voting with the help of the Turning Technologies representative Jessica Mancini. Moderator Wilson also thanked resident Jim Starkey for his technical assistance.

Non-voters were permitted to attend the Meeting with the consent of the Moderator. Those non-voters with permission of the Moderator to speak were: Gregory Federspiel, Town Administrator; the heads of all Town Departments; Andrea Mainville, Town Accountant; Dianne K. Bucco, Town Clerk; Teresa von Staats, administrative assistant to the Town Clerk, Jason Cleary, Fire Chief; Chuck Dam, Director of Public Works; Nate Desrosiers, DPW Project and Facility Manager; Bion Pike, Harbor-master; Chris Bertoni, Conservation Administrator; Sue Brown, Town Planner; Cheryl Marshall, Parks and Recreation Director; Jennifer Yaskell, Treasurer/Collector; Sarah Collins, Library Director; Pamela Beaudoin, Superintendent of the Manchester Essex Regional School District; Avi Urbas, Business Manager of the Regional School District; Michelle Randazzo, Town Counsel with K-P Law.

Moderator Wilson thanked everyone who helped to bring the Meeting to its present form; from the Scouts who assembled the materials to the Parks & Recreation crew who delivered them, the DPW who set everything up to the Town Officials who prepared their reports and were ready to speak on any issue if the need arose.

The Chair of the Board of Selectmen, Eli Boling shared opening remarks.

CONSENT CALENDAR

Moderator Wilson explained the use of a consent calendar to handle five warrant articles. The Moderator explained that in Article II § 18 of the Town's General By-law, it authorizes the Moderator to publish a Consent Calendar consisting of those warrant articles that in the Moderator's judgment are non-controversial.

Eli Boling, Chair of the Board of Selectmen moved to approve the motions under Articles 1, 2, 6, 9 and 10 in the Consent Calendar without debate, and Jeff Bodmer-Turner seconded the motion. No one wished to remove any article from the consent calendar although there was a question from resident Timothy Gates of 2 Desmond Avenue regarding a Water Resources Committee. Town Administrator Greg Federspiel stated there was no official committee and therefore no report from it. Moderator Wilson reminded the Meeting that the bylaw required a unanimous vote.

There was no further discussion.

THE CONSENT CALENDAR FOR ARTICLES 1, 2, 6, 9, 10 DID NOT RECEIVE A UNANIMOUS APPROVAL AND THEREBY DID NOT PASS WITH 225 YES VOTES AND 8 NO VOTES

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

The Board of Selectmen and Finance Committee recommended approval.

Eli Boling, Chair of the Board of Selectmen, moved the article as printed in the Warrant. Jeffrey Bodmer-Turner, Vice Chair of the Board of Selectmen, seconded.

There was no discussion.

THE MOTION UNDER ARTICLE 1 PASSED WITH 236 YES VOTES AND 1 NO 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; or take any other action relative thereto.

Moderator	\$0.00
Chairman, Selectmen	\$0.00
Other four Selectmen	\$0.00

Per petition of the Board of Selectmen

The Board of Selectmen and Finance Committee recommended approval.
Eli Boling, Chair of the Board of Selectmen moved to set the salaries of the listed officers at \$0.00. Sarah Mellish, Chair of the Finance Committee, seconded.
There was no discussion.

THE MOTION UNDER ARTICLE 2 PASSED WITH 237 YES VOTES AND 4 NO VOTES.

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 Essex North Shore Agricultural and Technical School District, or take any other action relative thereto.

Per petition of the Board of Selectmen

The Board of Selectmen and Finance Committee recommended approval.
Ann Harrison of the Board of Selectmen moved and Jeff Bodmer-Turner, Vice -Chair of the Board of Selectmen seconded that the Town raise and appropriate \$184,523 and that it be funded by taxation, for the purpose of funding the Town’s FY22 share of the Essex North Shore Agricultural and Technical School District.
There was no discussion.

THE MOTION UNDER ARTICLE 3 PASSED WITH 240 YES VOTES AND 7 NO VOTES.

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, 2021, and appropriate the same.

Per petition of the Board of Selectmen

The Board of Selectmen and Finance Committee recommended approval.
Becky Jaques of the Board of Selectmen moved and Sarah Mellish, Chair of the Finance Committee seconded that the Town raise by taxation or otherwise to pay Town debts and charges for the ensuing 12 months, effective July 1, 2021, and appropriate the same as presented in the “Expenses Budget Summary” section under the “recommended” and “funding sources” columns of the Finance Committee Report, page 28 under Article 4, provided however that, with prior approval of the Board of Selectmen and the Finance Committee, the Town Administrator is authorized to transfer unexpended funds within a summary category (for example, within General Government).

Becky Jaques of the Board of Selectmen and Sarah Mellish, Chair of the Finance committee spoke on the budget.
There were no holds or discussion on the line items.

THE MOTION UNDER ARTICLE 4 PASSED WITH 242 YES VOTES AND 11 NO VOTES.

DEPARTMENTAL REQUESTS AND FINANCE COMMITTEE RECOMMENDATIONS

Item No.		Appropriations FY - 2021	Requests FY - 2022	Recommendations FY - 2022	Funding Sources
GENERAL GOVERNMENT					
32%					
SELECTMEN'S DEPARTMENT					
1	Salaries	243,664	309,884	309,884	TAXATION
2	Expenses	32,050	65,300	63,500	TAXATION
3	Audit	47,000	38,500	38,500	TAXATION
INFORMATION TECHNOLOGY					
4	Expenses	125,000	135,000	135,000	TAXATION
FINANCE COMMITTEE					
5	Salaries	3,500	3,500	3,500	TAXATION
6	Expenses	320	300	300	TAXATION
7	Reserve Fund	160,000	160,000	160,000	TAXATION 35,000 OVERLAY SUR. 125,000
ELECTION & REGISTRATION					
8	Salaries	4,650	4,650	4,650	TAXATION
9	Expenses	20,265	17,475	17,475	TAXATION
ACCOUNTING					
10	Salaries	157,722	160,663	160,663	TAXATION
11	Expenses	4,700	4,700	4,700	TAXATION
ASSESSORS					
12	Salaries	160,795	131,118	131,118	TAXATION
13	Expenses	52,875	57,200	57,200	TAXATION
TREASURER/COLLECTOR					
14	Salaries	153,572	159,584	159,584	TAXATION
15	Expenses	28,940	28,940	28,940	TAXATION
TOWN CLERK					
16	Salaries	119,603	104,886	104,886	TAXATION
17	Expenses	5,300	5,300	5,300	TAXATION
LEGAL/PROF. SERVICES					
18	Expenses	120,000	80,000	80,000	TAXATION
APPEALS BOARD					
19	Salaries	1,600	8,320	8,320	TAXATION
20	Expenses	8,750	9,550	9,550	TAXATION
PLANNING DEPARTMENT					
21	Salaries	93,762	96,635	96,635	TAXATION
22	Expenses	6,600	6,600	6,600	TAXATION
TOWN HALL & COMMON					
23	Salaries	-	25,000	25,000	TAXATION
24	Expenses	84,050	60,500	60,500	TAXATION
PENSIONS					
25	Contributory	1,330,489	1,461,004	1,461,004	TAXATION 1,329,898 SEWER RATES 74,670 WATER RATES 56,436 TAXATION
26	Non-Contributory	2,111	-	-	
INSURANCE					
27	Group Health Insurance	1,350,000	1,285,000	1,285,000	TAXATION 1,128,652 MOORING FEES 18,500 SEWER RATES 81,483 WATER RATES 56,365 TAXATION 74,000 SEWER RATES 10,000 WATER RATES 11,000
28	Workers' Compensation	95,000	95,000	95,000	

29	Fire/Auto/Liability	130,000	130,000	130,000	TAXATION	106,900
					SEWER RATES	11,550
					WATER RATES	11,550
30	Unemployment Compensation	7,000	7,000	7,000	TAXATION	
31	FICA-Medicare	97,850	100,500	100,500	TAXATION	90,764
					SEWER RATES	5,300
					WATER RATES	4,436
Total General Government		4,647,168	4,752,109	4,752,109	TAXATION	4,285,819
					OVERLAY SUR.	125,000
					MOORING FEES	18,500
					SEWER RATES	183,003
					WATER RATES	139,787
						4,752,109

**PUBLIC SAFETY
25%**

POLICE

32	Salaries	1,665,592	1,730,836	1,730,836	TAXATION	
33	Expenses	97,164	96,314	96,314	TAXATION	

PARKING CLERK/RESIDENT PARKING

34	Salaries	12,674	6,264	6,264	TAXATION	
35	Expenses	16,550	21,600	21,600	TAXATION	

FIRE

36	Salaries	1,320,336	1,346,748	1,346,748	TAXATION	
37	Expenses	143,850	142,750	142,750	TAXATION	

HARBOR MASTER

38	Salaries	154,760	157,468	157,468	MOORING FEES	
39	Expenses	23,260	23,260	23,260	MOORING FEES	180,728

BUILDING DEPARTMENT

40	Building Inspector	46,173	46,981	46,981	TAXATION	
41	Gas/Plumbing Inspector	13,634	13,873	13,873	TAXATION	
42	Sealer of Weights & Measures	3,000	3,000	3,000	TAXATION	
43	Electrical Inspector	13,634	13,873	13,873	TAXATION	
44	Inspector's Expenses	4,500	4,500	4,500	TAXATION	
45	Permit Software	-	27,920	27,920	TAXATION	23,040.00
					MOORING FEES	4,880.00

EMERGENCY MANAGEMENT

46	Salaries	4,000	-	-	TAXATION	
47	Expenses	1,000	1,000	1,000	TAXATION	
48	Emergency Notification	4,500	4,725	4,725	TAXATION	

ANIMAL CONTROL

49	Expenses	16,315	16,315	16,315	TAXATION	
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Total Public Safety		3,540,942	3,657,427	3,657,427	TAXATION	3,471,819
					MOORING FEES	185,608
						3,657,4272

**PUBLIC WORKS
15%**

DEPARTMENT OF PUBLIC WORKS

50	Salaries	861,026	894,464	894,464	TAXATION	866,860
					SEWER RATES	13,802
					WATER RATES	13,802
51	Expenses	389,800	382,800	382,800	TAXATION	

SNOW REMOVAL

52	Salaries	32,000	32,000	32,000	TAXATION	
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53	Expenses	170,000	170,000	170,000	TAXATION	
54	Street Lighting	35,000	35,000	35,000	TAXATION	
SANITATION/COMPOSTING/RECYCLING						
55	Salaries	14,500	15,000	15,000	TAXATION	
56	Expenses	60,000	60,000	60,000	TAXATION	
57	Rubbish Collection/ Recycling	416,000	426,400	426,400	TAXATION	
58	Disposal	164,250	174,250	174,250	TAXATION	
Total Dept. of Public Works		2,142,576	2,189,914	2,189,914	TAXATION	2,162,310
						SEWER RATES 13,802
						WATER RATES 13,802
						2,189,914

**OTHER ENVIRONMENTAL
0%**

HISTORIC DISTRICT COMMISSION

59	Salaries	1,600	1,600	1,600	TAXATION	
60	Expenses	850	950	950	TAXATION	

CONSERVATION COMMISSION

61	Salaries	78,813	59,595	59,595	TAXATION	54,595
62	Expenses	2,640	2,760	2,760	TAXATION	WETLANDS FD. 5,000
63	Chebacco Woods	-	1,250	1,250	TAXATION	

Total Other Environmental		83,903	66,155	66,155	TAXATION	61,155
						WETLANDS FD. 5,000
						66,155

**HUMAN SERVICES
2%**

HEALTH

64	Salaries	66,505	72,510	72,510	TAXATION	
65	Expenses	50,800	48,750	48,750	TAXATION	

VETERANS' SERVICES

66	Expenses	15,000	15,000	15,000	TAXATION	
67	Veterans' Benefits	28,000	28,000	28,000	TAXATION	

COUNCIL ON AGING

68	Salaries	172,808	175,897	175,897	TAXATION	
69	Expenses	19,100	18,600	18,600	TAXATION	

Total Human Services		352,213	358,757	358,757	TAXATION	358,757
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**LIBRARY
3%**

LIBRARY

70	Salaries	338,203	345,683	345,683	TAXATION	
71	Expenses	163,029	165,575	165,575	TAXATION	

Total Culture and Informational Services		501,232	511,258	511,258	TAXATION	511,258
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**RECREATION
2%**

PARKS & RECREATION

72	Salaries	146,827	149,633	149,633	TAXATION	99,633
73	Expenses	7,609	7,909	7,909	PROGRAM FEES	50,000
						TAXATION

SINGING BEACH OPERATIONS

74	Salaries	74,341	75,642	75,642	TAXATION
75	Expenses	16,800	17,500	17,500	TAXATION

LIFEGUARDS

76	Salaries	60,740	61,803	61,803	TAXATION
77	Expenses	3,400	3,400	3,400	TAXATION

TUCK'S POINT

78	Salaries	6,600	6,715	6,715	TAXATION
79	Expenses	31,195	31,820	31,820	TAXATION

OTHER RECREATION

80	Memorial Day	3,000	3,000	3,000	TAXATION
81	Fourth of July	10,000	10,000	10,000	TAXATION

Total Recreation	360,512	367,422	367,422	TAXATION	317,422
				PROGRAM FEES	50,000
					367,422

DEBT SERVICE
8%

DEBT SERVICE

Principal on Bonds	850,018	822,409	822,409
Interest on Bonds	322,746	295,646	295,646
WPAT Administration Fees	2,038	1,873	1,873

82	Total Debt Service	1,174,802	1,119,928	1,119,928	TAXATION	927,895
					SEWER RATES	192,033
						1,119,928

ENTERPRISE FUNDS
12%

SEWER FUND

83	Salaries	323,332	365,484	365,484	SEWER RATES
84	Expenses	300,950	306,500	306,500	SEWER RATES

WATER FUND

85	Salaries	268,749	305,909	305,909	WATER RATES
86	Distribution Expenses	136,000	138,500	138,500	WATER RATES
87	Treatment Expenses	583,225	597,652	597,652	WATER RATES

Total Enterprise Funds	1,612,256	1,714,045	1,714,045	SEWER RATES	671,984
				WATER RATES	1,042,061
					1,714,045

TOTAL ARTICLE 4	14,415,604	14,737,015	14,737,015
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EXPENSES BUDGET SUMMARY

GENERAL

GOVERNMENT	32%	4,647,168	4,752,109	4,752,109	TAXATION	4,285,819
					OVERLAY SUR.	125,000
					MOORING FEES	18,500
					SEWER RATES	183,003
					WATER RATES	139,787
						4,752,109

PUBLIC SAFETY	25%	3,540,942	3,657,427	3,657,427	TAXATION	3,471,819
					MOORING FEES	185,608
						3,657,427

DEPARTMENT OF PUBLIC WORKS	15%	2,142,576	2,189,914	2,189,914	TAXATION 2,162,310 SEWER RATES 13,802 WATER RATES 13,802 <u>2,189,914</u>
OTHER ENVIRONMENTAL	1%	83,903	66,155	66,155	TAXATION 61,155 WETLANDS FD. 5,000 <u>66,155</u>
HUMAN SERVICES	2%	352,213	358,757	358,757	TAXATION 358,757
LIBRARY	3%	501,232	511,258	511,258	TAXATION 511,258
PARKS & RECREATION	2%	360,512	367,422	367,422	TAXATION 317,422 PROGRAM FEES 50,000 <u>367,422</u>
DEBT SERVICE	8%	1,174,802	1,119,928	1,119,928	TAXATION 927,895 SEWER RATES 192,033 <u>1,119,928</u>
ENTERPRISE FUNDS	12%	1,612,256	1,714,045	1,714,045	SEWER RATES 671,984 WATER RATES 1,042,061 <u>1,714,045</u>
TOTALS	100%	<u>14,415,604</u>	<u>14,737,015</u>	<u>14,737,015</u>	<u>14,737,015</u>

FUNDING SOURCES SUMMARY

TAXATION	12,096,435
OVERLAY SURPLUS	125,000
MOORING FEES	204,108
PROGRAM FEES	50,000
WETLANDS FD	5,000
SEWER RATES	1,060,822
WATER RATES	1,195,650
TOTAL	<u>14,737,015</u>

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:

Dept.	Item	Requested	Recommended	Funding Source
1. DPW	Road resurfacing	\$350,000	\$209,000	Fund Balance
2. DPW	Vehicle Replacements (3)	\$180,000	\$180,000	Taxation
3. DPW	Compost Facility Engineering	\$ 30,000	\$ 30,000	Taxation
4. DPW	Shop Equipment	\$ 10,000	\$ 10,000	Taxation
5. DPW	Drainage/Sidewalk Improvements	\$300,000	\$300,000	Fund Balance
6. DPW	DPW Garage Assessment	\$ 50,000	\$ 50,000	Taxation
7. DPW	Central Street Culvert	\$300,000	\$150,000	Fund Balance
8. DPW	Storm Damage Repair	\$ 50,000	\$ 50,000	Taxation

9.	Town Hall Renovations/Upgrades incl. elevator	\$200,000	\$200,000	Taxation
10.	Town Hall Room 5 AV equipment	\$ 52,000	\$ 52,000	PEG Access
11.	Land Mgmt Planning Board Studies/Rezoning	\$ 38,000	\$ 0	NA
12.	Library Accessible Bathroom Design; Furnishings	\$ 40,000	\$ 40,000	Taxation
13.	Park/Rec Sweeney Park Design/ Engineering Efforts	\$ 70,000	\$ 70,000	Taxation
14.	Public Safety Fire Engine Replacement Fund	\$250,000	\$250,000	Fund Balance
15.	Public Safety Police Speed Trailer	\$ 13,100	\$ 13,100	Taxation
16.	Public Safety Police Station Access Control; Cell Cameras	\$ 26,000	\$ 26,000	Taxation
17.	Public Safety Replacement Police Cruiser & Motorcycle	\$ 56,325	\$ 56,325	Taxation
18.	Public Safety Fire Gear and rope rescue equipment	\$ 34,000	\$ 34,000	Taxation
19.	Public Safety Fire Station repairs/upgrades	\$ 30,000	\$ 30,000	Taxation
20.	Harbor Harbormaster Floating Office	\$ 50,000	\$ 50,000	WaterwayFund
21.	Water Plant Upgrades/Equipment Replacement	\$190,000	\$190,000	
		Water Enterprise, Retained Earnings, & Taxation		
22.	Water Pipe replacement/improvements	\$1,000,000	\$1,000,000	
		Water Enterprise, Retained Earnings, & Taxation		
23.	Sewer Plant Upgrades/Equipment Replacement	\$300,000	\$300,000	
		Sewer Enterprise, Retained Earnings, & Taxation		
	TOTAL		\$3,290,425	

Per petition of the Board of Selectmen

The Board of Selectmen and Finance Committee recommended approval.

John Round of the Board of Selectmen moved and Sarah Mellish, Chair of the Finance Committee seconded that the Town raise by taxation or otherwise to pay for the items listed and appropriate the same as presented under the “recommended” and “funding sources” columns of Article 5. Item 21 is funded \$100,000 water funds, \$55,000 water retained earnings, and \$35,000 from taxation. Item 22 is funded \$45,000 from water funds and \$955,000 from taxation. Item 24 is funded \$200,000 sewer funds, \$50,000 sewer retained earnings, and \$50,000 from taxation.

John Round of the Board of Selectmen and Sarah Mellish, Chair of the Finance committee spoke on the capital budget.

There were no holds on the items listed.

Brian Miller of 92 School Street spoke in favor of the motion regarding number 12.

THE MOTION UNDER ARTICLE 5 PASSED WITH 234 YES VOTES AND 11 NO.

ARTICLE 6: To see if the Town will vote to raise and appropriate or transfer from available funds \$1,780 for the purpose of paying charges for trail work done in Chebacco Woods (\$1150) and for filings at the Southern Essex Registry of Deeds (\$630) from fiscal year 2020 which were received after the closing of accounts for that fiscal year or take any other action relative thereto.

Per petition of the Board of Selectmen

The Board of Selectmen and the Finance Committee recommended approval.

This article requires a 4/5th vote due to MGL 44 sec 64 regarding payment of bills from a previous fiscal year.

Eli Boling, Chair of the Board of Selectmen moved to transfer from available funds \$1,780 for the purpose stated in the article. Sarah Mellish, Chair of the Finance Committee seconded.

There was no discussion.

THE MOTION UNDER ARTICLE 6 PASSED BY MORE THAN THE REQUIRED 4/5TH VOTE, 250 YES VOTES AND 5 NO VOTES.

ARTICLE 7. 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 twenty-one; or take any other action relative thereto.

Per petition of the Manchester-Essex Regional School Committee

The Board of Selectmen and Finance Committee recommended approval.

#1. Ken Warnock of the Manchester Essex Regional School Committee moved and Matthew Harrington of the Manchester Essex Regional School Committee seconded that the Town approve the assessment calculation 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", 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 twenty-one.

Ken Warnock spoke in favor of the motion. There was no further discussion.

MOTION 1 UNDER ARTICLE 7 PASSED WITH 246 YES VOTES AND 9 NO VOTES.

#2. Ken Warnock of the Manchester Essex Regional School Committee moved, and Matthew Harrington of the Manchester Essex Regional School Committee seconded that the Town raise and appropriate \$15,589,705 to fund the Town's assessment from the Manchester Essex Regional School District for the fiscal year beginning July first, two thousand twenty-one for the gross operating and maintenance budget.

There was no discussion.

MOTION 2 UNDER ARTICLE 7 PASSED WITH 236 YES VOTES AND 16 NO VOTES.

#3. Ken Warnock of the Manchester Essex Regional School Committee moved, and Matthew Harrington of the Manchester Essex Regional School Committee seconded that the Town raise and appropriate \$2,851,524 to fund the Town's assessment from the Manchester Essex Regional School District to cover the long-term debt for the fiscal year beginning

July first, two thousand twenty-one.
There was no discussion.

MOTION 3 UNDER ARTICLE 7 PASSED WITH 243 YES VOTES AND 12 NO VOTES.

ARTICLE 8. To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2022 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 2022; and further to reserve for future appropriation a sum of money from the Community Preservation Fund estimated annual revenues for open space, including land for recreational space, historic resources, and community housing purposes, as well as a sum of money to be placed in the 2022 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 as follows; or take any other action relative thereto.

1. Community Preservation Committee Expenses (studies, etc.) (administrative)	\$ 20,000*
2. Sweeney Park: Design/engineering for field upgrades (Open Space and Recreation)	\$ 68,375
3. Landscape Restoration for all Parks and Tucks Point (Open Space and Recreation)	\$ 20,000
4. Pickleball Courts at Sweeney Park (Open Space and Recreation)	\$ 75,000
5. Automatic Defibrillators for Parks (Open Space and Recreation)	\$ 15,000
6. Singing Beach Bathroom preservation (Open Space and Recreation)	\$ 5,000
7. Title Research/Survey Work Western Woods (Open Space and Recreation)	\$ 25,000
8. Friends of Manchester Trees – Tree Restoration (Open Space and Recreation)	\$ 11,000
9. Affordable Housing Trust Project Funding (Community Housing)	\$ 200,000
10. Historic Restoration of Library Landscaping (Historic Preservation)	\$ 15,000
11. Morss Pier Engineering Study for restoration (Historic Preservation)	\$ 33,000
12. Tuck’s Point Public Access Restoration (Historic Preservation)	\$135, 629
TOTAL	\$ 623,004

(*Administrative amount limited to a maximum of 5% of total annual revenue)
Per petition of the Community Preservation Committee and the Board of Selectmen

The Board of Selectmen and Finance Committee recommended approval.
Jack Burke of the Community Preservation Committee moved, and Ron Mastrogiacom

seconded the article as presented with the following clarifications:

Items 1 and 2 to be funded from FY2022 estimated receipts for the purposes stated and

Items 3-12 to be funded from FY2021 undesignated fund balance for the purposes stated for a grand total of \$623,004

There was no discussion.

THE MOTION UNDER ARTICLE 8 PASSED WITH 248 YES VOTES AND 7 NO VOTES.

ARTICLE 9. To see if the Town will vote to raise and appropriate or transfer from available funds \$271,388 to be deposited into the Town's Other Post-Employment Benefits Trust Fund, subject to said appropriation being expended from the Trust Fund only for the purposes authorized by section 20 of Chapter 32B of the General Laws of the Commonwealth of Massachusetts; or take any other action relative thereto.

Per petition of the Board of Selectmen

The Board of Selectmen and Finance Committee recommended approval.

Eli Boling, Chair of the Board of Selectmen moved to transfer \$271,388 from available funds for the purpose and subject to the condition stated in the article. Sarah Mellish, Chair of the Finance Committee seconded.

There was no discussion.

THE MOTION UNDER ARTICLE 9 PASSED WITH 249 YES VOTES AND 4 NO VOTES.

ARTICLE 10. To see if the Town will vote, pursuant to the provisions of G.L. c.44, §53E½ as most recently amended, to set the following Fiscal Year 2022 spending limitations on expenditures from the revolving fund(s) set forth in the Town's Revolving Fund By-law, Article IV, Section 11 of the General By-laws:

Program or Purpose: Costs Associated with Town of Manchester-by-the-Sea Recreation Programs; FY2022 spending limit: \$325,000. Or take any other action relative thereto.

Per petition of the Board of Selectmen

The Board of Selectmen and Finance Committee recommended approval.

Eli Boling, Chair of the Board of Selectmen moved the article as printed in the Warrant. Sarah Mellish, Chair of the Finance Committee seconded.

There was no discussion.

THE MOTION UNDER ARTICLE 10 PASSED WITH 249 YES VOTES AND 4 NO VOTES.

ARTICLE 11. To see if the Town will vote to: (a) transfer from the Board of Selectmen, acting as the Board of Water and Sewer Commissioners, for the purpose of holding, storing, purifying or preserving water, to the Board of Selectmen for the conveyance of easements, the care, custody and control of portions of the Town-owned property located in the Town of Hamilton, which property is shown on Hamilton Assessors Map 71 as Parcel 1, described in the Order of Taking recorded with the Essex South District Registry of Deeds in Book 3713, Page 278, and subject to a conservation restriction held by the Hamilton Conservation Commission and recorded

in Book 15373, Page 403, and which portions to be transferred are shown approximately as “Proposed Permanent 40’ Easement 33,530 Sq. Ft., 0.77 Acres” and “Proposed Temporary Construction Easement 20,916 Sq. Ft., 0.48 Acres” on a plan entitled “Town of Hamilton & Town of Manchester-By-The-Sea Proposed Easement Plan”, prepared by Woodward & Curran, dated February, 2021, on file in the Town Clerk’s office, as the same may be amended, (b) authorize the Board of Selectmen to convey to the Town of Hamilton a permanent public way easement and a temporary construction easement in, on and under the foregoing portions for the purpose of altering the layout of Chebacco Road in Hamilton, (c) to authorize the Board of Selectmen to accept from the Town of Hamilton, if applicable, deeds conveying Hamilton’s right, title and interest in the portions of Chebacco Road to be discontinued upon said alteration, which discontinued portions are shown approximately on the aforesaid plan as “Existing ROW (To Be Abandoned) 31,272 Sq.Ft., 0.72 Acres” and “1964 ROW (To Be Abandoned) 44,726 Sq.Ft., 1.03 Acres” and are to be subject to the conservation restriction; and (d) authorize the Board of Selectmen to submit a petition to the General Court under Article 97 of the Massachusetts Constitution to authorize the change in use, transfer, and conveyance of easements in said portions of the Town-owned property and to amend the conservation restriction encumbering said property; or take any other action relative thereto.

Per petition of the Board of Selectmen

The Board of Selectmen recommended approval; the Finance Committee took no position. John Round of the Board of Selectmen moved to pass over and do nothing on this article. Becky Jaques of the Board of Selectmen seconded the motion.

Moderator Wilson explained that this article “fell through the cracks”. Article IV, § 8 of the Town’s General By-law requires that for Town Meeting to approve any acquisition or disposition of any interest in real property, the matter must have been referred to the Planning Board, and the Planning Board must have submitted a written report with a recommendation. Because that is a precondition to Town Meeting action and it did not happen, Town Meeting cannot act under the article. The Town expects that this article will come back to a future Town Meeting.

There was no further discussion.

THE MOTION TO PASS OVER AND DO NOTHING PASSED WITH 247 YES VOTES AND 8 NO VOTES.

ARTICLE 12. To see if the Town will vote:

To express its opposition to the proposal by Strategic Land Ventures (SLV) to erect a large, multi-family complex on the parcel recorded as #43 0 18, which is adjacent to School Street and Route 128 and abuts land dedicated to conservation purposes which in aggregate approximate 1,600 acres in Manchester and Essex, and which is located within the major watershed supplying Manchester’s drinking water, given that proposal’s threats to the life, health and safety of residents throughout the Town and of wildlife on and near the parcel; and

To express support for the goal of producing more affordable housing units in Manchester as noted in the Manchester Housing Production Plan, and to commend and endorse the work of the Manchester Affordable Housing Trust, the Manchester Housing Authority and their allied organizations in their efforts to do so including through expansion/renovation

of housing units at Newport Park and The Plains, and through the pursuit of means other than the proposal by SLV to erect a large, multi-family complex on the parcel recorded as #43 0 18, i.e. that are more consistent with the scale of existing commercial properties in the Town, more pedestrian friendly in their locations and design, and not a significant threat to life, health and safety of Town residents or of wildlife.

Per petition of Citizens

The Board of Selectmen and the Finance Committee took no position.

Moderator Wilson stated that the article was non-binding.

Victoria Esser, 15 Highland Avenue moved the article as printed and the motion was seconded from the floor.

Those who spoke in favor of the motion were Victoria Esser of 15 Highland Avenue and Michael Carvalho, 2 Jersey Lane who also thanked the Board of Selectmen for all their work during the SLV negotiations.

There was no further discussion.

THE MOTION UNDER ARTICLE 12 PASSED WITH 247 YES VOTES AND 13 NO VOTES.

ARTICLE 13. To see if the Town will vote to amend Article XII (Earth Removal) Section 4 (General Limitations,) of the General By-Laws by inserting the following:

P. In consideration of the safety and health of Town residents, no permit for the use of dynamite or other explosives (Blasting) shall be approved for the purposes of constructing:

- i) Any commercial (i.e. non-residential) structure containing more than 100,000 square feet; or
- ii) Any individual structure in the Town containing more than twenty (20) housing units,

Unless a) the Board is satisfied that in its specific circumstances such Blasting will conform to the guidelines promulgated by the Board for the safe and effective use of Blasting for large projects, and will be monitored by the Fire Department for compliance with all applicable safety codes, and b) the Board manifests such satisfaction by the affirmative vote of at least two-thirds of its then current members.

Per petition of Citizens

The Board of Selectmen recommended the advice of the Planning Board; the Finance Committee took no position.

Jay Bothwick, 7 Boardman Avenue moved and Tom Kehoe, 20 Lincoln Street seconded the article as presented.

Those who spoke in favor of the article were Jay Bothwick of 7 Boardman Avenue and Michael Carvalho of 2 Jersey Lane. Those who spoke against the article were Jeff Bodmer-Turner of the Board of Selectmen and Ron Mastrogiacomo, Chair of the Planning Board.

There was no further discussion.

THE MOTION UNDER ARTICLE 13 PASSED WITH 187 YES VOTES AND 71 NO VOTES.

ARTICLE 14. To see if the Town will vote to amend Article X (Police and other Regulations) of the General By-laws by adding a new Section 46, as follows:
Access to Large Developments: Construction of any housing project in the Town larger than either i) one hundred (100) units or ii) 75,000 square feet is prohibited unless such

a project includes two paved access roads open at all times for ingress and egress. Two access roads are necessary to protect the safety and health of the residents of the project and the Town.

Per petition of Citizens

The Board of Selectmen recommended not approving.

The Finance Committee did not take a position.

Tom Kehoe, 12 Lincoln Street moved and Jay Bothwick, 7 Boardman Avenue seconded the article as presented.

Those who spoke in favor of the motion were Tom Kehoe of 12 Lincoln Street, Gar Morse of 11 Jersey Lane.

Ann Harrison of the Board of Selectmen and Maryjo Feuerbauch of 5 Harold Street spoke in opposition of the article.

Town Counsel, Michelle Randazzo expressed her opinion that the Town has regulated subjects like this under the Zoning By-law and that, therefore, the Attorney General was likely to disapprove of its regulation under a General By-law amendment.

There was no further discussion.

THE MOTION UNDER ARTICLE 14 WAS DEFEATED WITH 110 YES VOTES AND 140 NO VOTES.

ARTICLE 15. To see if the Town will vote to maintain and fully support Police and Fire Dispatch services here in Manchester, and not regionalize these vital services to the North Shore Regional 911 Services in Middleton, MA.

Per petition of Citizens

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

Sheila Hill, 2 Running Ridge Row moved the article as presented. The motion was seconded from the floor.

Ms. Hill spoke in favor of the motion.

Speaking against the motion were Eli Boling, Chair of the Board of Selectmen, Sarah Mellish, Chair of the Finance Committee, and Gary Russell, 9 Magnolia Avenue

A motion was made by Alfred Rossi of 89 Bridge Street for the previous question. It was seconded from the floor. Moderator Wilson stated that a 2/3 vote was required. The motion prevailed with a voice vote.

THE MOTION UNDER ARTICLE 15 WAS DEFEATED WITH 82 YES VOTES AND 162 NO VOTES.

ARTICLE 16. To see if the Town will vote to pass over proposed zoning by-law recodifications to the 2018 Zoning By-laws at the 2021 Manchester-by-the-Sea Annual Town Meeting

Per petition of Citizens

The Board of Selectmen recommended passing over the article; the Finance Committee took no position.

Moderator Wilson stated that Sheila Hill moved to pass over and do nothing. It was seconded from the floor.

There was no discussion.

THE MOTION TO PASS OVER AND DO NOTHING UNDER ARTICLE 16 PASSED UNANIMOUSLY BY VOICE VOTE

ARTICLE 17. To see what sum of money the Town will vote to appropriate or transfer from available funds for the purpose of reducing the tax rate or take any other action relative thereto.

Per petition of the Board of Selectmen

Eli Boling, Chair of the Board of Selectmen moved to pass over and do nothing on Article 17. Sarah Mellish, Chair of the Finance Committee seconded.

THE MOTION TO PASS OVER AND DO NOTHING UNDER ARTICLE 17 PASSED UNANIMOUSLY BY VOICE VOTE.

Eli Boling, Chair of the Board of Selectmen moved to dissolve the meeting, and Jeff Bodmer-Turner seconded the motion.

There was a unanimous vote to dissolve the Meeting.



First COVID Vaccine Clinic February 2021

TOWN OF MANCHESTER-BY-THE-SEA ANNUAL TOWN ELECTION RESULTS

MAY 18, 2021
OFFICIAL RESULTS

Housing Authority (4 Yrs)

Elaine C. Persons	390
Write-Ins (C. Zaiger, B.Cross)	2
Blanks	129
Total	521

Housing Authority (5 Yrs)

Gretchen A. Wood	441
Write-Ins (B.Cross)	1
Blanks	79
Total	521

Library Trustee (2 Yrs)

David K. Lumsden	430
Write-Ins (J.Morton, L.Hall)	2
Blanks	89
Total	521

Library Trustee (3 Yrs)

Richard L. Rogers	391
Write-Ins	0
Blanks	130
Total	521

Moderator

Alan Wilson	440
Write-Ins (B.Cross 2, D. Furse)	3
Blanks	78
Total	521

Planning Board (2)

Christina Delisio	231
Sarah Hammond Creighton	329
Garlan Morse Jr	158
Laura L. Tenny	199
Write-Ins (J.Demeo, E.Flammia)	2
Blanks	123
Total	1042

School Committee

Christopher A. Reed	384
Write-Ins (B.Cross, J. Mulford, K. Hofeldt)	3
Blanks	134
Total	521

Selectman

Rebecca S. Jaques	423
Write-Ins (S. Laspesa, B.Cross, S.Hill 2, W. Shipman)	5
Blanks	93
Total	521

Total Register Voters	4,378
Voters Today	521
Turnout	12%

**TAX COLLECTOR'S REPORT
FISCAL YEAR 2021**

**REAL ESTATE OUTSTANDING AS OF
6/30/2021**

FISCAL YEAR 2020	-
FISCAL YEAR 2021	\$197,555.62

**PERSONAL PROPERTY OUTSTANDING
AS OF 6/30/2021**

FISCAL YEAR 2018	\$535.75
FISCAL YEAR 2019	\$2,747.09
FISCAL YEAR 2020	\$6,081.44
FISCAL YEAR 2021	\$6,072.19

**MOTOR VEHICLE EXCISE
OUSTANDING AS OF 6/30/2021**

CALENDAR YEAR 2018	\$2,010.84
CALENDAR YEAR 2019	\$6,778.61
CALENDAR YEAR 2020	\$23,380.30
CALENDAR YEAR 2021	\$153,206.06

**BOAT EXCISE OUTSTANDING AS OF
6/30/2021**

FISCAL YEAR 2016	\$819.00
FISCAL YEAR 2017	\$928.51
FISCAL YEAR 2018	\$654.00
FISCAL YEAR 2019	\$1,305.00
FISCAL YEAR 2020	\$2,357.20
FISCAL YEAR 2021	\$2,113.60



Council on Aging Delivering Meals to Senior Housing

TREASURER'S TRUST FUND REPORT
6/30/2021

CEMETERY PERPETUAL CARE FUND

	General Ledger	Bank Balance	Due to (Due from)
Balance June 30, 2020	\$421,577.01		
Income from perpetual care	\$5,400.00		
Interest Earned	\$28,863.50		
Withdrawals	\$ -		
Balance June 30, 2021	<u>\$455,840.51</u>	\$450,440.51	\$(5,400.00)

CEMETERY SALE OF LOTS FUND

Balance June 30, 2020	\$168,010.30		
Income from sale of lots	\$5,400.00		
Interest Earned	\$11,502.89		
Withdrawals	\$ -		
Balance June 30, 2021	<u>\$184,913.19</u>	\$179,513.19	\$(5,400.00)

MISCELLANEOUS FUNDS

6/30/20 General Ledger	INCOME	DEPOSITS	EXPENDITURES	6/30/21 General Ledger	6/30/21 Bank Balance	Due to (Due from)
B.L. Allen Fund						
\$1,383.61	\$94.77			\$1,478.38	\$1,478.38	\$ -
Tuck's Point Invest						
\$10,069.25	\$689.40			\$10,758.65	\$10,758.65	\$ -
Post War Rehab						
\$5,313.74	\$363.81			\$5,677.55	\$5,677.55	\$ -
Essex Woods Park						
\$17,064.08	\$1,168.29			\$18,232.37	\$18,232.37	\$ -
Clara Winthrop						
\$47,191.26	\$3,230.96	\$11,000.00	\$21,188.05	\$40,234.17	\$50,422.22	\$10,188.05
Susan Crowell						
\$12,654.15	\$866.40			\$13,520.55	\$13,520.55	\$ -
Knight Cemetery						
\$8,261.69	\$565.65			\$8,827.34	\$8,827.34	\$ -
Julia Ware Fund						
\$2,490.03	\$203.11		\$(295.88)	\$2,397.26	\$3,169.50	\$772.24
Odd Fellows						
\$4,377.52	\$299.72			\$4,677.24	\$4,677.24	\$ -
Adele Q Ervin Library Fund						
\$102,022.91	\$167.88			\$102,190.79	\$102,190.79	\$ -
Stabilization Fund						
\$1,759,349.87	\$120,454.92			\$1,879,804.79	\$1,879,804.79	\$ -
OPEB						
\$2,511,674.99	\$655,538.32	\$271,388		\$3,167,213.31	\$3,438,601.31	\$ -

**DEBT SERVICE
FISCAL YEAR 2021**

Municipal Purpose Loan

Date of Issue 2/15/03	Principal	Interest
FY 2020 Ending Balances	\$460,000.00	\$17,399.50
FY 2021 Payments	\$(180,000.00)	\$(9,200.00)
Total Balances Outstanding	\$280,000.00	\$8,199.50

Article 5 TM 4/05/10 & Land Acquisition

Date of Issue 5/26/2011	Principal	Interest
FY 2020 Ending Balances	\$1,625,000.00	\$316,368.44
FY 2021 Payments	\$(185,000.00)	\$(55,218.76)
Total Balances Outstanding	\$1,440,000.00	\$261,149.68

Municipal Purpose Loan of 2014 (G.O.)

Date of Issue 2/13/14	Principal	Interest
FY 2020 Ending Balances	\$1,200,000.00	\$247,499.65
FY 2021 Payments	\$(100,000.00)	\$(35,500.00)
Total Balances Outstanding	\$1,100,000.00	\$211,999.65

Municipal Purpose Loan of 2018 (G.O.)

Date of Issue 3/29/18	Principal	Interest
FY 2020 Ending Balances	\$4,650,000.00	\$1,361,250.00
FY 2021 Payments	\$(275,000.00)	\$(195,662.50)
Total Balances Outstanding	\$4,375,000.00	\$1,165,587.50

MA Clean Water Trust (DW-14-03)

Date of Issue 4/13/17	Principal	Interest
FY 2020 Ending Balances	\$1,261,428.00	\$240,046.36
FY 2021 Payments	\$(62,131.00)	\$(25,228.56)
Total Balances Outstanding	\$1,199,297.00	\$214,817.80

MA Clean Water Trust (CW-14-31)

Date of Issue 4/13/17	Principal	Interest
FY 2020 Ending Balances	\$96,815.00	\$2,914.86
FY 2021 Payments	\$(47,887.00)	\$(1,936.30)
Total Balances Outstanding	\$48,928.00	\$978.56

**ACCOUNTANT'S REPORT
FISCAL YEAR ENDING JUNE 30, 2021
RECEIPTS GENERAL FUND**

<u>Receipts General Fund</u>		RENTALS-SINGING BEACH CANTEEN	4,000.00
<u>TAXES</u>		RENTALS-ATHLETIC FIELD	6,840.00
REAL ESTATE TAXES	28,918,477.90	RENTALS-KAYAK RACK	6,225.00
PERSONAL PROPERTY TAXES	720,232.88	RENTALS-CROWELL CHAPEL RENTAL	1,150.00
TAX LIENS REDEEMED	3,956.65	<u>CEMETERIES</u>	
SEWER BETTERMENT	43,453.97	CEMETERIES-BURIALS/CREMATIONS	29,000.00
MOTOR VEHICLE EXCISE	965,308.52	<u>FINES & FORFEITURES</u>	
BOAT TAX	16,886.69	FINES-PARKING	34,395.00
INTEREST/CHARGES RE & PP TAXES	63,789.18	FINES-COURT	4,442.72
INT. CHGS. REL. MV TAXES	14,541.53	FINES-DOGS	95.00
INTEREST/SEWER BETTERMENTS	4,806.42	FINES-LIBRARY	68.98
INTEREST/CHARGES ON BOAT TAXES	708.98	FINES-COVID-19 ENFORCEMENT	2,000.00
INTEREST ON TAX LIENS	467.72	<u>STATE AID</u>	
<u>FEES AND CHARGES</u>		COMM.-CSI-STATE AID UNRESTRICTED	236,147.00
FEES-AFFORDABLE HOUSING TRUST	-	COMM.-CSI-LOSS OF TAXES ELDERLY	-
FEES-BOARD OF APPEALS	7,740.00	COMM.-CSI-VETERAN'S BENEFITS	17,944.00
FEES-CABLE	887.00	COMM.-EXTRA POLLING HOURS	1,698.24
FEES-COMM-FLU CLINIC REIMB.	1,470.82	<u>TRANSFERS INTO GENERAL FUND</u>	
FEES-CONSERVATION COMMISSION	16,764.00	TRANSFERS FROM SEWER	380,993.00
FEES-COPIES-ZONING BY-LAWS	-	TRANSFERS FROM WATER	145,938.00
FEES-COPYING	100.00	TRANSFER FROM SPECIAL REVENUES	65,000.00
FEES-FILM/PHOTO	-	TRANSFER FROM HARBOR IMPROV.	18,500.00
FEES-HISTORIC DISTRICT	900.00	MEALS TAX COLLECTIONS	45,229.89
FEES-INSURANCE REPORTS	70.00	RECREATION-BEACH PASSES	38,504.00
FEES-MISCELLANEOUS-FIRE DEPT.	1,225.00	RECREATION-NON-RESIDENT PARKING	2,400.00
FEES-MISCELLANEOUS-TOWN CLERK	817.50	RECREATION-PARKING STICKERS	108,682.50
FEES-MOORING WAITING LIST FEES	8,320.00	AMBULANCE CHARGES	223,067.96
FEES-MUNICIPAL LIENS	8,375.00	INVESTMENT INCOME	34,177.14
FEES-OIL BURNER INSPECTIONS	375.00	<u>OTHER RECEIPTS</u>	
FEES-PARKING-ELECTRIC	938.71	SHARED SCHOOL RESOURCE OFFICER	30,039.35
FEES-PLANNING BOARD	2,200.00	<u>LICENSES AND PERMITS</u>	
FEES-PLAN REVIEW	-	LICENSES-BUSINESS CERTIFICATES	1,805.00
FEES-SALE OF MAPS	-	LICENSES-CAMP	135.00
FEES-SHORT-TERM PAYING GUEST	200.00	LICENSES-COMMON VICTUALERS	-
FEES-SPECIAL DUTY-ADMIN.	13,069.39	LICENSES-DOG	15,395.00
FEES-STREET LISTS	1,030.00	LICENSES-FIREARMS	1,650.00
FEES-TRANSIENT DOCK FEES	25,958.19	LICENSES-INN HOLDERS	-
FEES-UNDERGROUND STORAGE	60.00	LICENSES-LIQUOR	-
FEES-VITAL CERTIFICATES	4,520.00	LICENSES-MARRIAGE INTENTIONS	480.00
<u>RENTALS</u>		LICENSES-ONE(1)-DAY LIQUOR	35.00
RENTALS-SPRINT-SCHOOL ANTENNA	80,615.62		
RENTALS-STATION CELL TOWER	59,884.12		
RENTALS-WATER TOWER ANTENNA	43,534.28		
RENTALS-TUCK'S POINT	34,050.00		

Continued . . .

LICENSES-SEPTIC PUMP	7,610.00
LICENSES-SEPTIC SYSTEMS	1,155.00
LICENSES-SUNDAY ENTERTAINMENT	215.00
LICENSES-SWIMMING POOL	515.00
LICENSES-TAXI AND LIVERY	-
LICENSES-USED CAR DEALER	-
PERMITS-BLASTING	-
PERMITS-BUILDING	156,668.82
PERMITS-BUSINES/BOATER PLACARD	6,420.00
PERMITS-DEMOLITION	-
PERMITS-DIS. WORK CONSTRUCTION	4,680.00
PERMITS-ELECTRICAL	60,368.00
PERMITS-FOOD SERVICE PERMITS	2,305.00
PERMITS-GAS	13,834.00
PERMITS-KEEPING OF ANIMALS	-
PERMITS-LODGING HOUSE	-
PERMITS-LPG	900.00
PERMITS-OPEN BURNING	1,050.00
PERMITS-PERC TESTING	9,235.00
PERMITS-PLUMBING	21,296.00
PERMITS-ROAD OPENING	3,900.00
PERMITS-SMOKE ALARM INSPECTION	8,000.00
PERMITS-TANK REMOVAL	1,625.00
PERMITS-TITLE V INSPECTION REV	4,300.00
PERMITS-WELL	780.00
PAYMENTS IN LIEU OF TAXES	9,510.53
TRASH-RUBBISH STICKERS\	
TRANSFER STATION STICKERS	348,619.00
NON-RECURRING-MISCELLANEOUS	124,130.47
TOTAL RECEIPTS GENERAL FUND	33,308,889.67

**The Board of Selectmen waived the liquor license fee in FY2021 due to the pandemic.*

Receipts all Other Funds

HARBOR MASTER FUNDS	
TRANSFER TO HARBOR IMPROV.	188,020.00
MOORING FEES	233,899.23
BOAT EXCISE TAX	16,886.70

RECREATION REVOLVING

RECREATION RECEIPTS	219,962.36
PLAYGROUND RECEIPTS	17,795.00
CONCERTS RECEIPTS	-

HIGHWAY IMPROVEMENT FUND

CHAPTER 90	474,672.00
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SEPTIC LOAN PROGRAM	
BORROWING/WITHDRAW	18,904.00
SEWER FUND	
UTILITY USAGE RECEIVABLES	1,384,018.18
SEWER HOOKUP	21,450.00
TRANSFER FROM GENERAL FUND	-
WATER FUND	
UTILITY USAGE RECEIVABLES	1,035,427.03
WATER HOOKUP	2,150.00
SALE OF WATER METERS	12,015.50
TRANSFER FROM GENERAL FUND	1,170,000.00
AFFORDABLE HOUSING TRUST	
APPROPRIATION FROM CPA	150,000.00
DONATIONS/GIFTS/OTHER TO MAHT	498,785.00
INVESTMENT INCOME	665.41
WATER TREATMENT	
UTILITY USAGE RECEIVABLES	559,123.15
COMMUNITY PRESERVATION ACT	
R.E. TAXES-COMMUNITY PRESERV.	399,568.38
COMM.-COMMUNITY PRESERVATION	112,417.00
EARNINGS ON INVESTMENTS/ UNREALIZED GAINS & (LOSSES)	39,810.75
INTEREST/R.E. TAXES	757.47
STABILIZATION FUND	
EARNINGS ON INVESTMENTS/UNREALIZED GAINS & (LOSSES)	120,454.92
TRANSFERS IN	-
OTHER POST EMPLOYEE BENEFITS	
EARNINGS ON INVESTMENTS/UNREALIZED GAINS & (LOSSES)	655,538.32
TRANSFERS IN	271,388.00
TOTAL RECEIPTS ALL OTHER FUNDS	7,603,708.40

GRAND TOTAL ALL RECEIPTS	40,912,598.07
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**SPECIAL REVENUE FUNDS
FISCAL YEAR ENDING JUNE 30, 2021**

SPECIAL REVENUE FUNDS	BALANCE 06/30/20	EXPENDITURES	RECEIPTS	ADJUSTMENTS & TRANSFERS (-)/+	RESERVED FOR 07/01/21
Gift's Accounts Fund 200					
Library Gifts	13,712.11	5,221.05	1,340.54	-	9,831.60
Library Children's Room Gifts	2,587.61	2,711.95	3,105.06	-	2,980.72
Winthrop Field	65,006.22	10,115.00	12,500.00	-	67,391.22
Debeaumont Fund	36,371.43	36,371.43	-	-	-
375th Anniversary Fund	68,309.46	26,946.65	13,302.10	-	54,664.91
Selectmen Veterans Honor	1,046.12	1,046.12	-	-	-
Tuck's Point Gift Account	4,767.15	-	100.00	-	4,867.15
Library 130th Anniversary Gifts	10,357.82	-	255.00	-	10,612.82
Police Gifts Account	5,110.18	2,335.15	-	-	2,775.03
Council on Aging Vans Gift	68.90	-	-	-	68.90
Council on Aging Gifts	1,000.00	-	2,021.35	-	3,021.35
Adopt A Bench Gifts	2,157.03	1,881.34	2,000.00	-	2,275.69
Selectmen's Gifts	15,029.53	3,578.85	-	-	11,450.68
Fire Engine Gift Fund	1,500.00	437.14	-	-	1,062.86
Fire Gifts	4,045.42	535.50	2,100.00	-	5,609.92
Fire-Equip Gift	51.91	-	-	-	51.91
Fire-Ambulance Gift	2,500.00	2,500.00	-	-	-
Fire CPR Gifts	2,960.85	629.00	920.00	-	3,251.85
Recreation 4TH OF JULY GIFTS	55,744.54	2,953.79	10,525.00	-	63,315.75
Friends of COA	6,049.32	3,432.72	10,103.50	-	12,720.10
Pedestrian Sign/Safety Gifts	1,050.00	-	-	-	1,050.00
Selectmen - Street light conversion	14,721.53	-	-	-	14,721.53
Total	\$314,147.13	\$100,695.69	\$58,272.55	-	\$271,723.99

Continued . . .

**SPECIAL REVENUE FUNDS
FISCAL YEAR ENDING JUNE 30, 2021**

SPECIAL REVENUE FUNDS	BALANCE 06/30/2020	EXPENDITURES	RECEIPTS	ADJUSTMENTS & TRANSFERS (+)/-	RESERVED FOR JULY 1, 2021
<u>Performance Bonds & Deposit's Fund 260</u>					
Zoning 40 Masconomo Street Bond	800.00	-	-	-	800.00
Planning Board - Windover	487.50	-	-	-	487.50
Planning Board - Memorial Elementary Special Permit	20.00	-	-	-	20.00
Zoning Board - 601 Summer Street Bond	1,299.75	-	-	-	1,299.75
Zoning Masconomo Park Performance Bond	1,940.00	-	-	-	1,940.00
Conservation Tennis Court Escrow	218.27	-	-	-	218.27
Conservation Beaver Dam Bond	1,260.00	-	-	-	1,260.00
Conservation - 9 Tuck's Point Road	2,235.97	-	-	-	2,235.97
Conservation - 9 Tuck's Point Road Security Deposit	10,000.00	-	-	-	10,000.00
Conservation - Memorial Elementary Peer Review	6,400.00	4,447.50	-	-	1,952.50
Conservation Brookwood School Bond	14,749.07	-	-	-	14,749.07
Conservation - Surf Village Peer Review	480.00	-	-	-	480.00
Conservation 10 Boardman	7,500.00	-	-	-	7,500.00
Conservation Commission-10 Boardman Ave.	182.52	-	-	-	182.52
Conservation Windover Bond	25,000.00	-	-	-	25,000.00
Planning Marina Antenna-Terrasearch	5,450.38	-	4.49	-	5,454.87
Zoning First Parish Church Antenna-T Mobile	3,233.58	-	2.66	-	3,236.24
Appeals Board-Omni point	964.20	-	-	-	964.20
Appeals Board-Eisgrau	750.00	-	-	-	750.00
Appeals Board-Kimball	1,500.00	-	-	-	1,500.00
Appeals Board-Crooked Lane	100.00	-	-	-	100.00
Zoning Appeals - 12 Smith's Point	2,500.00	-	-	-	2,500.00
Conservation 0 School St Peer Review	-	-	7,200.00	-	7,200.00
Total	\$ 87,071.24	\$ 4,447.50	\$ 7,207.15	\$ 0.00	\$ 89,830.89

<u>State and Federal Grants Fund 290</u>					
Bulletproof Vests Grant	1,144.95	3,979.03	-	-	(2,834.08)
Law Enforcement Grant	58,554.20	71,322.14	47,521.22	-	34,753.28
Law Enforcement Canine Grant	1,985.35	-	-	-	1,985.35
Mass. Technology Grant	1,800.75	-	-	-	1,800.75

Police Community Policing Grant	88.20	72.81	-	-	15.39
MAPC Fire Training Grant	-	840.00	840.00	-	-
Fire Local Prepared Grant	2,068.27	2,068.27	-	-	-
Library Children's Room Grant	74.57	24.93	-	-	49.64
State Aid for Libraries	8,188.83	6,808.80	7,110.04	-	8,490.07
Cultural Council-State Grant	5,881.66	2,818.00	4,801.87	-	7,865.53
H.M. Pump Out Grant Program	2,130.34	2,370.74	2,022.98	-	1,782.58
Council on Aging State Formula Grant	1,926.90	15,024.92	17,220.00	-	4,121.98
DPW - Recycling Dividends	44,037.64	-	7,800.00	-	51,837.64
Fire Senior Safe Grant	934.03	934.03	-	-	-
FEMA Storm Reimbursement	144,791.97	513,397.90	-	-	(368,605.93)
Dept of Ecol. Restor. Morss Pier Grant	26,888.43	1,302.84	-	-	25,585.59
Police Pedestrian Safety Program	-	5,470.08	5,470.08	-	-
Fire FEMA Equipment Grant	-	5,228.25	4,718.99	-	(509.26)
DPW Waste Reduction/Compost Education Grant	1,500.00	-	-	-	1,500.00
Open Space & Recreation Plan	25,000.00	-	-	-	25,000.00
COA Community Collaborative Grant	5,313.62	126.60	-	-	5,187.02
ADA Improvement Grant	(34,942.00)	-	34,942.00	-	-
Dept. of Health & Human Svcs. - Ambulance Provider Relief Fund	5,906.51	-	-	-	5,906.51
CARES Act - COVID relief fund	65,500.00	-	89,095.79	-	154,595.79
MVP Sawmill Brook Restoration Grant	(59,028.25)	13,356.75	62,135.00	-	(10,250.00)
FEMA - COVID-19 Funds	(246,983.55)	230,498.57	-	-	(477,482.12)
Housing Choice Initiative	-	100,000.00	80,300.00	-	(19,700.00)
Bike and Ped Committee Bike Racks Grant	-	-	1,500.00	-	1,500.00
Police Med Project Drug Program	-	833.71	1,950.00	-	1,116.29
Police Municipal Road Safety Program	-	8,628.81	6,592.66	-	(2,036.15)
Fire DFS Safety Equipment Grant	-	12,500.00	-	-	(12,500.00)
DPW MIIA Risk Mgmt Grant	-	7,000.00	7,000.00	-	-
Health-MAPC Health Crisis	-	-	2,517.45	-	2,517.45
Total	\$ 62,762.42	\$ 1,004,607.18	\$ 383,538.08	-	(558,306.68)

Other Special Revenue Fund 320

Special Detail Police	(34,421.00)	352,602.12	291,422.52	-	\$ (95,600.60)
Special Detail Fire	314.01	2,145.24	2,134.00	-	302.77
Insurance Reimbursement	6,653.45	7,899.53	5,922.35	-	4,676.27
Commonwealth - Extended Polling Hours	5,336.62	-	-	-	5,336.62

Continued . . .

**SPECIAL REVENUE FUNDS
FISCAL YEAR ENDING JUNE 30, 2021**

SPECIAL REVENUE FUNDS	BALANCE 06/30/2019	EXPENDITURES	RECEIPTS	ADJUSTMENTS & TRANSFERS (-)/+	RESERVED FOR JULY1, 2020
Town Technology Fund	82,114.63	-	31,402.65	-	113,517.28 Transfer to Capital Projects Fund
Tuck's Point Deposits	6,821.39	-	-	-	6,821.39
Conservation Fund	23,621.72	1,256.25	432.55	-	22,798.02
Wetlands Protection Fund	28,663.55	1,974.00	6,154.00	(5,000.00)	27,843.55 Transfer to the General Fund
Police Cell Block Fees	10,265.69	661.96	-	-	9,603.73
Police Narcotic Fund	11,414.48	438.50	1,306.62	-	12,282.60
Tax Collector Agency Account	(145.00)	5,092.95	5,237.95	-	-
Fire Hazmat	7,340.71	14,217.72	15,136.50	-	8,259.49
TNC Surcharge Distribution-Dept. of Public Utilities	1,546.20	-	235.70	-	1,781.90
Plum Hill Road Improvements	45,000.00	-	-	-	45,000.00
Total	\$ 194,526.45	\$ 386,288.27	\$ 359,384.84	\$ (5,000.00)	\$ 162,623.02
Community Preservation Fund (CPA) Fund 210	1,086,806.73	662,789.60	552,553.60	-	976,570.73
Recreation Revolving Account Fund 220					
Recreation Programs/Playground/Concerts	487,725.15	135,194.60	237,757.36	(50,000.00)	540,287.91
Highway Improvements Fund (Ch90) Fund 230	(432,608.34)	42,063.66	474,672.00	-	-

RECAPITULATION **FISCAL YEAR ENDING JUNE 30, 2021**

RECAPITULATION	BALANCES FROM ENCUMBRANCES FY-2020	APPROPRIATIONS TOWN MEETING JUNE - 2020*	TRANSFERS RECEIPTS In + Out (-)	REVISED BUDGET FY-2021	EXPENDITURES FY-2021	RESERVED FOR ENCUMBRANCES FY-2021	TRANSFERRED TO UNRESERVED FUND BALANCE
GENERAL GOVERNMENT							
EXECUTIVE/LEGISLATIVE							
Selectmen's Department	-	243,664.00	9,300.00	252,964.00	252,964.00	-	-
Salaries	-	32,050.00	-	32,050.00	22,929.52	4,750.00	4,370.48
Expenses	-	47,000.00	-	55,750.00	47,000.00	-	8,750.00
Audit	8,750.00						
Information Technology							
Expenses	1,073.13	125,000.00	40,000.00	166,073.13	146,693.05	18,483.82	896.26
Finance Committee							
Salaries	-	3,500.00	-	3,500.00	3,330.12	-	169.88
Expenses	-	320.00	-	320.00	56.37	-	263.63
Reserve Fund	-	160,000.00	(127,000.00)	33,000.00	-	-	33,000.00
Election & Registration							
Salaries	444.00	4,650.00	-	5,094.00	4,170.25	-	923.75
Expenses	7,746.82	20,265.00	5,000.00	33,011.82	33,011.82	-	-

FINANCIAL ADMINISTRATION

Accounting Department							
Salaries	-	157,722.00	-	157,722.00	155,652.82	-	2,069.18
Expenses	162.06	4,700.00	-	4,862.06	4,677.04	100.00	85.02
Assessors Department							
Salaries	-	160,795.00	-	160,795.00	160,795.00	-	-
Expenses	1,251.22	52,875.00	-	54,126.22	45,802.70	2,189.90	6,133.62
Treasurer/Collector's Department							
Salaries	-	153,572.00	-	153,572.00	150,113.32	-	3,458.68
Expenses	900.00	28,940.00	-	29,840.00	23,014.74	2,614.84	4,210.42
Town Clerk's Department							
Salaries	-	119,603.00	-	119,603.00	83,283.64	-	36,319.36
Expenses	6,600.00	5,300.00	-	11,900.00	8,274.69	3,531.93	93.38
Legal Services							
Expenses	9,539.53	120,000.00	62,100.00	191,639.53	185,525.30	6,114.23	0.00

Continued . . .

Zoning Board of Appeals									
Salaries	-	1,600.00	-	1,600.00	1,600.00	-	-	-	-
Expenses	-	8,750.00	630.00	9,380.00	8,954.37	315.00	-	-	110.63
Planning Board									
Salaries	-	93,762.00	-	93,762.00	86,626.30	-	-	-	7,135.70
Expenses	6,878.20	6,600.00	-	13,478.20	4,413.44	9,000.00	-	-	64.76
Town Hall & Common									
Expenses	4,454.08	84,050.00	(9,300.00)	79,204.08	72,507.90	310.48	-	-	6,385.70
Pensions									
Contributory Pensions	-	1,330,489.00	-	1,330,489.00	1,330,489.00	-	-	-	-
Non-Contributory Pensions	-	2,111.00	-	2,111.00	-	-	-	-	2,111.00
Insurance									
Workers' Compensation	-	95,000.00	-	95,000.00	90,708.81	4,291.19	-	-	-
Unemployment Compensation	-	7,000.00	-	7,000.00	5,788.00	1,212.00	-	-	-
FICA	-	97,850.00	(2,026.00)	95,824.00	93,773.41	-	-	-	2,050.59
Group Insurance-Town's Share	-	1,350,000.00	(76,600.00)	1,273,400.00	1,161,072.23	-	-	-	112,327.77
Insurance-Liability, Fire, Auto	-	130,000.00	-	130,000.00	126,675.52	-	-	-	3,324.48
TOTAL GENERAL GOVERNMENT	47,799.04	4,647,168.00	(97,896.00)	4,597,071.04	4,309,903.36	52,913.39	-	-	234,254.29

Salaries	-	4,000.00	-	4,000.00	4,000.00	-	-
Expenses	-	1,000.00	-	1,000.00	999.42	-	0.58
Emergency Notification	-	4,500.00	-	4,500.00	4,500.00	-	-
Animal Control	-	16,315.00	(1,474.00)	14,841.00	14,840.79	-	0.21
TOTAL PUBLIC SAFETY	13,075.45	3,540,942.00	89,026.00	3,643,043.45	3,634,691.88	2,927.00	5,424.57
<u>PUBLIC WORKS</u>							
Department of Public Works							
Salaries	-	861,026.00	-	861,026.00	834,658.43	-	26,367.57
Expenses	18,049.61	389,800.00	-	407,849.61	367,429.89	26,209.65	14,210.07
Snow Removal							
Snow Removal Salaries	-	32,000.00	-	32,000.00	37,393.56	-	(5,393.56)
Snow Removal Expenses	-	170,000.00	-	170,000.00	101,691.53	-	68,308.47
Street Lighting							
Expenses	85.65	35,000.00	-	35,085.65	20,266.97	-	14,818.68
Sanitation/Composting/Recycling							
Sanitation Salaries	-	14,500.00	-	14,500.00	12,708.60	-	1,791.40
Sanitation Expenses	-	60,000.00	-	60,000.00	48,872.25	1,227.67	9,900.08
Rubbish and Garbage Collection	-	416,000.00	-	416,000.00	396,464.50	19,088.89	446.61
Rubbish and Garbage Disposal	-	164,250.00	-	164,250.00	144,666.29	19,333.71	250.00
TOTAL PUBLIC WORKS	18,135.26	2,142,576.00	-	2,160,711.26	1,964,152.02	65,859.92	130,699.32
<u>OTHER ENVIRONMENTAL</u>							
Historic District Commission							
Salaries	-	1,600.00	-	1,600.00	1,600.00	-	-
Expenses	-	850.00	-	850.00	471.00	-	379.00
Conservation Commission							
Salaries	-	78,813.00	-	78,813.00	78,636.78	-	176.22
Expenses	-	2,640.00	-	2,640.00	1,234.56	782.20	623.24
Expenses (Chebacco Woods)	-	-	1,150.00	1,150.00	1,150.00	-	-
TOTAL OTHER ENVIRONMENTAL	83,903.00	1,150.00	85,053.00	83,092.34	782.20	1,178.46	

Continued . . .

HUMAN SERVICES

Salaries	-	66,505.00	9,500.00	76,005.00	73,640.28	-	2,364.72
Expenses	325.00	50,800.00	-	51,125.00	43,070.98	-	8,054.02
Expenses	-	15,000.00	-	15,000.00	15,000.00	-	-
Benefits	-	28,000.00	-	28,000.00	7,214.99	-	20,785.01
Salaries	-	172,808.00	-	172,808.00	172,808.00	-	-
Expenses	763.52	19,100.00	-	19,863.52	12,716.11	-	7,147.41
TOTAL HUMAN SERVICES	1,088.52	352,213.00	9,500.00	362,801.52	324,450.36	-	38,351.16

CULTURE AND INFORMATIONAL SERVICES

Public Library							
Salaries	-	338,203.00	-	338,203.00	336,014.40	-	2,188.60
Expenses	613.87	163,029.00	-	163,642.87	163,642.87	-	-
TOTAL CULTURE SERVICES	613.87	501,232.00	-	501,845.87	499,657.27	-	2,188.60

RECREATION

Recreation							
Salaries	-	146,827.00	-	146,827.00	146,827.00	-	-
Expenses	-	7,609.00	-	7,609.00	4,182.46	775.00	2,651.54
Singing Beach Operations							
Salaries	-	74,341.00	-	74,341.00	74,310.16	-	30.84
Expenses	1,196.85	16,800.00	-	17,996.85	17,585.76	-	411.09
Lifeguards							
Salaries	-	60,740.00	-	60,740.00	60,740.00	-	-
Expenses	-	3,400.00	-	3,400.00	3,400.00	-	-
Tuck's Point							
Salaries	-	6,600.00	-	6,600.00	6,600.00	-	-
Expenses	38,085.65	31,195.00	-	69,280.65	53,634.50	-	15,646.15
Other							
Memorial Day	1,908.87	3,000.00	-	4,908.87	3,814.43	-	1,094.44
Fourth of July	-	10,000.00	-	10,000.00	10,000.00	-	-
TOTAL RECREATION	41,191.37	360,512.00	-	401,703.37	381,094.31	775.00	19,834.06

DEBT SERVICE

INTEREST AND MATURING DEBT

Principal on Bonds	-	850,018.00	-	850,018.00	-	-
Interest on Bonds	-	322,746.00	-	322,746.12	-	(0.12)
WPAT Administration Fees	-	2,038.00	-	2,037.36	-	0.64

TOTAL DEBT SERVICE	-	1,174,802.00	-	1,174,801.48	-	0.52
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ENTERPRISE FUNDS

Sewer Fund						
Salaries	-	323,332.00	-	314,612.79	-	8,719.21
Expenses	32,479.54	300,950.00	-	315,414.00	16,075.69	1,939.85
Water Fund						
Salaries	-	268,749.00	-	257,288.92	-	11,460.08
Expenses	-	136,000.00	-	112,444.86	22,592.24	962.90
Treatment Expenses	15,398.96	583,225.00	-	574,522.11	10.00	24,091.85

TOTAL ENTERPRISE FUNDS	47,878.50	1,612,256.00	-	1,574,282.68	38,677.93	47,173.89
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TOTAL ARTICLE 4 OPERATING	169,782.01	14,415,604.00	1,780.00	13,946,125.70	161,935.44	479,104.87
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Treasures Tax Liens (tax title)

Tax Title Purposes Sheet	-	10,000.00	-	10,000.00	315.00	9,685.00 Recap
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Article 3 & 7 - Education

North Shore, Regional Vocational School Dist.	-	169,045.00	-	165,589.00	-	3,456.00
Manchester Essex Regional School	-	15,099,835.00	-	15,099,834.96	-	0.04
Manchester Essex Regional School Debt	-	2,948,032.00	-	2,926,954.00	-	21,078.00

Total Education	-	18,216,912.00	-	18,192,377.96	-	24,534.04
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CAPITAL PROJECTS GENERAL FUNDS

General Government						
Town Hall upgrades/alarm system	76,685.77	-	-	76,685.77	46,628.54	30,057.23

Continued . . .

Town Hall Renovation Work	19,849.83	-	-	19,849.83	8,698.83	11,151.00	-
Street Light Purchase/LED Conversion	47,854.00	-	-	47,854.00	26,257.93	21,596.07	-
Computer Network/IT Upgrades	20,000.00	-	-	20,000.00	20,000.00	-	-
Town Hall HVAC Project	377,334.35	-	-	377,334.35	374,226.12	3,108.23	-
Computer/Phone Replacement	2,756.18	-	-	2,756.18	1,143.68	1,612.50	-
Voting Tabulating Machines	2,500.00	-	-	2,500.00	2,500.00	-	-
Electronic Voting Equipment	5,613.99	-	-	5,613.99	5,613.99	-	-
Zoning By-Law Rewrite	25,000.00	-	-	25,000.00	10,000.00	15,000.00	-
Zoning Improvements	25,000.00	-	-	25,000.00	-	25,000.00	-
Police							
Public Safety Radio Upgrades	262,815.88	-	-	262,815.88	239,198.88	23,617.00	-
Police Car	57,200.00	-	-	57,200.00	57,200.00	-	-
Fire							
Fire Engine Fund	715,000.00	-	250,000.00	965,000.00	-	965,000.00	-
Ambulance	2,209.30	-	-	2,209.30	2,209.30	-	-
Fire Unit 1 Pick-up Truck	60,000.00	-	-	60,000.00	59,991.40	-	8.60
Hose & Gear Replacement	16,650.57	-	-	16,650.57	16,524.60	125.97	-
Rescue Boat (Zodiac) Replacement	6,500.00	-	-	6,500.00	6,476.25	-	23.75
Fire Knox Box Upgrade/Replacement	9,400.00	-	-	9,400.00	8,769.70	630.30	-
Fire Station Renovations	61,390.55	-	-	61,390.55	13,018.66	48,371.89	-
Public Works							
Storm Drains/Drainage/Sidewalk Improvements	276,950.83	205,000.00	300,000.00	781,950.83	236,574.93	545,375.90	-
Compressor	22,000.00	-	-	22,000.00	-	22,000.00	-
Road Maintenance & Construction	238,922.03	-	209,000.00	447,922.03	139,197.93	308,724.10	-
Guardrail Replacement	45,000.00	-	-	45,000.00	3,830.00	41,170.00	-
Town Grant Match - DEP Compost	35,000.00	-	-	35,000.00	3,595.58	31,404.42	-
Town Grant Match - Complete Streets	32,000.00	-	-	32,000.00	-	32,000.00	-
Compost Facility	254,635.50	-	-	254,635.50	55,635.50	199,000.00	-
Vehicle Replacement	45,000.00	-	-	45,000.00	5,000.00	40,000.00	-
Storm Damage Repairs	41,993.25	-	-	167,493.25	107,341.59	60,151.66	-
Central Street Culvert Article 19 - ATM 04/2013 488,419.64	-	-	150,000.00	638,419.64	30,800.00	607,619.64	-
Mechanic Equipment	-	10,000.00	-	10,000.00	-	10,000.00	-
Cemetery Expansion Study	-	10,000.00	-	10,000.00	8,977.50	1,022.50	-
Conservation							
Conservation Lands Management Plan	10,000.00	-	-	10,000.00	-	10,000.00	-
Library							
Interior Painting/Carpets, Etc.	16,231.24	-	-	16,231.24	10,998.51	5,232.73	-
Library Interior Upgrades	-	8,000.00	-	8,000.00	-	8,000.00	-
Recreation							
Sweeney Parking Lot Re-paving	32,000.00	-	-	32,000.00	-	32,000.00	-
Athletic Fields Master Plan	4,000.00	-	-	4,000.00	4,000.00	-	-

Tennis Court Resurfacing	10,000.00	-	-	10,000.00	-	10,000.00	-
Harbor Master							
Harbor Dredging Account	143,653.35	-	-	143,653.35	45,511.28	98,142.07	-
Tuck's Point Float Permitting	39,504.50	10,000.00	-	49,504.50	49,504.50	-	-
TOTAL CAPITAL GENERAL FUND	3,529,070.76	368,500.00	909,000.00	4,806,570.76	1,599,425.20	3,207,113.21	32.35
<u>NON-APPROPRIATED EXPENSES</u>							
MV PARK SURCHARGE	-	5,620.00	-	5,620.00	5,040.00	-	580.00
MOSQUITO CONTROL	-	38,601.00	-	38,601.00	40,953.00	-	(2,352.00)
AIR POLLUTION CONTROL	-	3,311.00	-	3,311.00	3,390.00	-	(79.00)
MET. AREA PLANNING COUNCEL	-	2,873.00	-	2,873.00	2,914.00	-	(41.00)
MBTA	-	121,543.00	-	121,543.00	121,601.00	-	(58.00)
TOTAL NON-APPROPRIATED EXPENSES	-	171,948.00	-	171,948.00	173,898.00	-	(1,950.00)
<u>GENERAL FUND TRANSFERS OUT</u>							
Water Capital	-	1,170,000.00	-	1,170,000.00	1,170,000.00	-	-
OPEB Trust Fund	-	-	271,388.00	271,388.00	271,388.00	-	-
TOTAL GENERAL FUND TRANSFERS OUT	-	1,170,000.00	271,388.00	1,441,388.00	1,441,388.00	-	-
<u>CAPITAL PROJECTS ENTERPRISE FUNDS</u>							
Sewer Fund							
Infiltration & Inflow Improvements	173,958.88	-	-	173,958.88	122,201.77	51,757.11	-
Sewer Treatment Plant Improvements	284,188.03	230,000.00	50,000.00	564,188.03	146,127.69	418,060.34	-
TOTAL SEWER	458,146.91	230,000.00	50,000.00	738,146.91	268,329.46	469,817.45	-
Water Fund							
General Water Updates	446,357.53	-	55,000.00	501,357.53	365,469.54	135,887.99	-
Water System Improvements	2,402.59	1,350,000.00	-	1,352,402.59	1,247,282.75	105,119.84	-
TOTAL WATER	448,760.12	1,350,000.00	55,000.00	1,853,760.12	1,612,752.29	241,007.83	-

Continued . . .

<u>Sewer</u>					
Transfers to the General fund	-	380,993.00	-	380,993.00	-
<u>Water</u>					
Transfers to the General fund	-	145,938.00	-	145,938.00	-
<u>Community Preservation Fund</u>					
<u>ARTICLES</u>					
CPC Administrative Costs	-	20,000.00	-	20,000.00	4,019.85
Town Common Renovation	165,574.34	-	-	165,574.34	-
Historic Preservation of Town Common	86,245.00	-	-	86,245.00	-
Exterior Restoration of Seaside 1	39,000.00	-	-	39,000.00	37,915.00
Unknown Owner Search of Land	-	-	-	-	-
Records for Open Space	30,650.00	-	25,000.00	55,650.00	52,100.00
Preservation of Town Hall Records	24,818.74	-	-	24,818.74	-
Preservation of Dexter Pond	1,691.50	-	-	1,691.50	-
Comm. Housing Project Funding	-	150,000.00	200,000.00	350,000.00	200,000.00
Land/Open Space Purchase-Christian Hill/Alpers Lot	65,000.00	-	-	65,000.00	1,865.00
Trail Improv., Markers, Brochures	8,539.80	-	-	8,539.80	2,423.80
Drone/Film Survey Saw Mill	-	-	-	-	-
Brook Watershed	2,500.00	-	-	2,500.00	-
First Parish Church Steeple Restoration	30,000.00	-	-	30,000.00	-
Veteran's Honor Roll/Memorial	75,000.00	-	-	75,000.00	-
Cemetery Restoration Work	21,872.48	35,000.00	-	56,872.48	47,657.48
Sweeney Park Basketball Lighting	4,000.00	-	-	4,000.00	-
Signs - Singing Beach/Masconomo Park	4,000.00	-	-	4,000.00	1,564.99
Planting at Masconomo Park	8,650.00	-	-	8,650.00	3,250.00
Park & Recreation Facility Improvements/Equipment	6,740.94	-	-	6,740.94	-
Singing Beach Bath House Preservation	5,000.00	-	5,000.00	10,000.00	5,035.00
Masconomo Park Bubble/Water Bottle Filling Station	4,000.00	-	-	4,000.00	-
Landscape Restoration - Parks & Tuck's Point	35,000.00	-	20,000.00	55,000.00	23,872.14
Rotunda Restoration	9,940.00	-	-	9,940.00	-
Preservation of Conservation Land	-	20,000.00	-	20,000.00	-
Housing Production Plan	-	8,500.00	-	8,500.00	-
Manchester Friends of Trees - Tree Restoration	-	-	11,000.00	11,000.00	11,000.00
					15,980.15

Morss Pier Restoration Study	-	-	33,000.00	-	-	33,000.00	-
Tuck's Point Public Access Restoration	-	-	135,629.00	-	-	135,629.00	-
Landscape Restoration - Library	-	-	15,000.00	-	-	15,000.00	-
Sweeney Park Pickleball Courts	-	-	75,000.00	-	-	75,000.00	-
Parks-Automatic Defibrillators	-	-	15,000.00	-	-	15,000.00	-
Total Community Preservation Fund	628,222.80	233,500.00	534,629.00	1,396,351.80	662,789.60	716,762.65	16,799.55
SEPTIC LOAN PROGRAM FUND	137,491.26	-	-	137,491.26	-	137,491.26	-
HARBOR IMPROVEMENT FUND							
Transfer to General Fund (Budget fund 001)	-	18,500.00	-	18,500.00	18,500.00	-	-
Transfer to Harbor Master (Budget fund 019)	-	188,020.00	-	188,020.00	188,020.00	-	-
HARBOR IMPROVEMENT FUND	-	206,520.00	-	206,520.00	206,520.00	-	-
HIGHWAY IMPROVEMENT FUND (CH90)							
Road construction, repairs, and related	542,063.66	-	-	542,063.66	42,063.66	500,000.00	-
HIGHWAY IMPROVEMENT FUND	542,063.66	-	-	542,063.66	42,063.66	500,000.00	-
HARBOR DREDGING	1,000,000.00	-	-	1,000,000.00	-	1,000,000.00	-
CAPITAL IMPROVEMENTS 04/2017							
Sewer System Improvements	397,700.52	-	-	397,700.52	354,885.04	42,815.48	-
Water System Improvements	221,369.61	-	-	221,369.61	221,352.91	16.70	-
CAPITAL IMPROVEMENTS 04/2016	619,070.13	-	-	619,070.13	576,237.95	42,832.18	-
CAPITAL TECH-FIBER CABLE LOOP 04/2018	42,887.58	-	-	42,887.58	42,887.58	-	-
RECREATION REVOLVING Transfers To the General Fund	-	50,000.00	-	50,000.00	50,000.00	-	-

Continued . . .

Recreation	-	-	-	-	112,286.27	-	(112,286.27)
Playground	-	-	-	-	11,709.33	-	(11,709.33)
Concerts	-	-	-	-	11,199.00	-	(11,199.00)
RECREATION REVOLVING	-	50,000.00	-	50,000.00	185,194.60	-	(135,194.60)
AFFORDABLE HOUSING TRUST							
Expenditures	503,805.80	-	150,000.00	653,805.80	553,926.00	99,879.80	-
Grand Totals	8,079,301.03	36,949,915.00	1,971,797.00	47,001,013.03	40,031,162.00	6,576,839.82	393,011.21

RESERVE FUND FISCAL YEAR 2021

	Account Number	Date	Amount
RESERVE FUND	001-100-013-57810		FY-2021
<u>APPROPRIATIONS</u>			
ORIGINAL BUDGET FY-2021		06/22/20	160,000.00
<u>TRANSFERS</u>			
<u>Account Description</u>			
Account Description	Account Number	Date	
IT expenses - O365,	001-100-005-58500	03/25/21	(40,000.00)
Police Salaries	001-200-100-51000	06/24/21	(35,000.00)
Fire Salaries	001-200-103-51000	06/24/21	(52,000.00)
		Total	(127,000.00)
		Balance	<u><u>33,000.00</u></u>



Concert in the Park Fun

TRUST FUNDS
FISCAL YEAR ENDING JUNE 30, 2021

	BALANCE 06/30/20	ADJUSTMENTS & TRANSFERS (-)/+	RECEIPTS	EXPENDITURES	RESERVED FOR 07/01/21
<u>Non-Expendable Trust Funds</u>					
B.L. Allen Fund	1,300.00	-	-	-	1,300.00
Tuck's Point Fund	6,000.00	-	-	-	6,000.00
Post War Rehabilitation Fund	3,920.59	-	-	-	3,920.59
Perpetual Care Fund	389,550.51	-	5,400.00	-	394,950.51
Perpetual Care Fund-Odd Fellows	3,000.00	-	-	-	3,000.00
Knight Cemetery Fund	1,806.20	-	-	-	1,806.20
Crowell Cemetery Fund	3,000.00	-	-	-	3,000.00
Total Non-Expendable Trust Funds	408,577.30	-	5,400.00	-	413,977.30
<u>Expendable Trust Funds</u>					
B.L. Allen Interest Fund	83.61	-	94.77	-	178.38
Tuck's Point Interest Fund	4,069.25	-	689.40	-	4,758.65
Post War Rehabilitation Fund	1,393.15	-	363.81	-	1,756.96
Essex Woods Park Fund	17,064.08	-	1,168.29	-	18,232.37
Perpetual Care Interest Fund	32,026.50	-	28,863.50	-	60,890.00
Cemetery Sale of Lots Fund	168,010.30	-	16,902.89	-	184,913.19
Winthrop Library Fund	47,191.26	-	14,230.96	(21,188.05)	40,234.17
Crowell Cemetery Interest Fund	9,654.15	-	866.40	-	10,520.55
Knight Cemetery Fund	6,455.49	-	565.65	-	7,021.14
Julie Ware Library Fund	2,490.03	-	1,384.11	(1,476.88)	2,397.26
Cemetery Odd Fellows Fund	1,377.52	-	299.72	-	1,677.24
Adele Q. Ervin Library (Principal)	100,000.00	-	-	-	100,000.00
Adele Q. Ervin Library (Int)	2,022.91	-	167.88	-	2,190.79
Expendable Trust Funds	391,838.25	-	65,597.38	(22,664.93)	434,770.70
<u>Other Trust Funds</u>					
Stabilization Fund	1,759,349.87	-	120,454.92	-	1,879,804.79
Other Post Employee Benefits (OPEB)	2,511,674.99	271,388.00	655,538.32	-	3,438,601.31
Manchester Affordable Housing Trust	503,805.80	-	649,450.41	(553,926.00)	599,330.21
TOTAL TRUST FUNDS	5,575,246.21	271,388.00	1,496,441.03	(576,590.93)	6,766,484.31

TOWN OF MANCHESTER **COMBINED BALANCE SHEET-ALL FUND TYPES AND ACCOUNT GROUPS** **JUNE 30, 2021**

	GOVERNMENTAL FUND TYPES			FIDUCIARY FUND TYPES	PROPRIETARY FUND TYPES	ACCOUNT GROUP GENERAL	June 30, 2021
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	TRUST AND AGENCY	ENTERPRISE FUND	LONG-TERM OBLIGATIONS	TOTALS
ASSETS							
Cash	8,854,846.72	2,147,000.94	44,765.17	6,675,864.89	1,898,278.69		19,620,756.41
Petty Cash	585.00						585.00
Property Tax Receivable:							
Real Estate	197,555.62	2,433.52					199,989.14
P/P Tax	15,436.47						15,436.47
Other Accounts Receivable:							
Motor Vehicle Excise	185,375.81						185,375.81
Boat Excise	8,177.31						8,177.31
Tax Liens	236,784.15						236,784.15
Water & Sewer User Charges					270,510.95		270,510.95
Departmental	309,910.09						309,910.09
Tax Foreclosure	11,792.45						11,792.45
Special Assessments	60,501.35						60,501.35
Amount Provided Bond Payments						8,443,225.00	8,443,225.00
Total Assets	9,880,964.97	2,149,434.46	44,765.17	6,675,864.89	2,168,789.64	8,443,225.00	29,363,044.13

TOWN OF MANCHESTER
COMBINED BALANCE SHEET-ALL FUND TYPES AND ACCOUNT GROUPS
JUNE 30, 2021
continued

	GOVERNMENTAL FUND TYPES				FIDUCIARY FUND TYPES	PROPRIETARY FUND TYPES	ACCOUNT GROUP GENERAL	June 30, 2021
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	TRUST AND AGENCY	ENTERPRISE FUND	LONG-TERM OBLIGATIONS	TOTALS	
LIABILITIES								
Accounts Payable	405,165.20	72,673.94	1,932.99	4,678.41	141,453.59		625,904.13	
Accrued Payroll	387,051.32						387,051.32	
Payroll Withholdings	9,293.51						9,293.51	
Other Liabilities	15,798.83						15,798.83	
Deferred Revenue	496,887.59	2,433.52					499,321.11	
Reserve for Abatements	472,568.31					8,443,225.00	472,568.31	
Bonds and Notes Payable							8,443,225.00	
Total Liabilities	1,786,764.76	75,107.46	1,932.99	4,678.41	141,453.59	8,443,225.00	10,453,162.21	
Fund Equity								
Fund Balances:								
Retained Earnings					1,277,832.84		1,277,832.84	
Reserved for Encumbrances	3,231,828.65	1,452,795.98	1,042,832.18	599,330.21	749,503.21		7,076,290.23	
Reserved for Petty Cash	585.00						585.00	
Reserved for Special Duty							(95,297.83)	
Reserved for Open Space		41,455.00		(95,297.83)			41,455.00	
Reserved for Community Housing		28.00					28.00	
Designated Overlay Surplus	125,000.00						125,000.00	
Undesignated	4,736,786.56	580,048.02	(1,000,000.00)	6,167,154.10			10,483,988.68	
Fund Equity (Deficit)	8,094,200.21	2,074,327.00	42,832.18	6,671,186.48	2,027,336.05	-	18,909,881.92	
Total Liabilities & Fund Equity	9,880,964.97	2,149,434.46	44,765.17	6,675,864.89	2,168,789.64	8,443,225.00	29,363,044.13	



Friendship Tree Lighting December 2021



Halloween Fun in Masconomo Park



Honoring the 20th Anniversary of September 11

KEY TELEPHONE NUMBERS

Police 911 (978-526-1212 for regular business
& Animal Control)

Fire 911 (978-526-4040 for regular business)

Ambulance 911 (978-526-4040 for billing information)

Accountant	526-2020
Assessors	526-2010
Board of Selectmen/Town Administrator . .	526-2000
Building Department	526- 2010
Conservation	526-4397
Council on Aging.	526-7500
Harbormaster	526-7832
Health.	526-7385
Jr.-Sr. High School.	526-4412
Library	526-7711
Memorial School	526-1908
Parks & Recreation	526-2019
Public Works	526-1242
School Superintendent.	526-4919
Town Clerk/Voter Registration	526-2040
Treasurer/Collector	526-2030
Veteran's Agent	281-9740
Water/Sewer.	526-4450