



Manchester-by-the-Sea 2024 Town Report

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ANNUAL REPORT FOR THE YEAR 2024

In Memoriam

CATHERINE ALLARD

— * —

SANDRA LEE GILLIS

— * —

RONALD MASTROGIACOMO

— * —

BRUCE MCDONALD

— * —

ATLEY LUCAS SAMOLCHUK

*We are grateful for the years of faithful service
to the Town of Manchester-by-the-Sea*

Town Report edited by Debbie Powers, Tiffany Marletta and Town Hall Staff

Front Cover: Eagle Head
Photo Credit: James T. Brown

Back Cover:
MERSD Class of 2024 and
2024 State Champions Boys Varsity Tennis

The editors are grateful to those citizens who contributed photographs to the 2024 Annual Report.

Daily Printing, Beverly Farms, Massachusetts
2025

MANCHESTER-BY-THE-SEA
FY2025 ELECTED AND APPOINTED OFFICIALS
(Chairs shown in **boldface**)

1. ELECTED OFFICIALS

Constables – 3 Yr. Term

Joseph P. Aiello	2025
G. David MacDougall	2025
Vacant	2025

Housing Authority – 5 Yr. Term

Elaine C. Persons	2025
Gretchen Wood	2026
Allen Craigie McCoy	2027
Elizabeth A. Heisey	2028
Thomas Grady (Gov. Appointee)	2026

Library Trustees – 3 Yr. Term

Sarah Davis	2025
R. David K. Lumsden	2026
Richard L. Rogers	2027

Moderator – 1 Yr. Term

Alan Wilson	2025
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Planning Board – 3 Yr. Term

Mary M. Foley	2025
Gordon Brewster	2025
Laura Tenney	2025
Susan Hanson-Philbrick	2026
Christopher Olney	2026
Sarah Hammond Creighton	2027
Peter Morton	2027

School Community – 3 Yr. Term

4-M Ana Lin Mitchell	2025
3-E Erica T. Spencer	2025
Jon Bineris	2026
Christopher Reed	2027

Select Board – 3 Yr. Term

Catherine Bilotta	2025
Brian Sollosy	2025
Ann W. Harrison	2026
John J. Round	2026
Jeffrey Delaney	2027

2. APPOINTED OFFICIALS

Action, Inc. Representative – 5 Yr. Term

Lindsay Banks	2029
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Affordable Housing Trust – 2 Yr. Term

John Feuerbach (At Large)	2025
Joan McDonald (CPC)	2025
Gretchen Wood (Hsg Auth)	2025
Christopher Olney (Planning Bd)	2025
Margaret F. Driscoll (Sel Bd)	2026
Sarah A. Mellish (Fin Comm)	2026
Peggy Hearty-Steck (At Large)	2026

Animal Inspector – 1 Yr. Term

Hayes DeMuelle	2025
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Appeals, Board of – 3 Yr. Term

Diane Lindquist (1st Alternate)	2025
Georgia Pendergast	2025
Sean M. Zahn	2026
James C. Diedrich, Jr. (2nd Alternate)	2026
Robert Scott	2026
John J. Bineris	2027
Sarah A. Mellish	2027

Assessors – 3 Yr. Term

John R. Beatty	2025
Louis Logue	2026
Jeffrey R. McAvoy	2027

Bike/Pedestrian Committee – 3 Yr. Term

Sue L. Centner	2025
Jason A. DiBiasio (resigned 7/11/24)	2025
Brian A. Frey	2025
David T. Saunders (Co-Chair)	2026
Dana Vermilye (Co-Chair)	2026
Joseph Beggan	2026
Peter Chobanian	2027
Ann Guyer	2027
Terry L. Cowman	2027

Building Inspector – 3 Yr. term

Paul Orlando	2025
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Cable Access Corp. Rep. – 3 Yr. Term

Paul C. Jermain	2025
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Cape Ann Regional Planning Committee

Emergency Response Coordinator – 3 Yr. Term

Todd Fitzgerald	2025
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Chebacco Woods Land Mgmt. Committee – 3 Yr. Term

Virginia Cookson (H)	2024
Russell Camp (H)	2026
Susanna McLaughlin (H/M)	2026
Terry Cowman	2027
Chuck Dam - DPW Dir (M)	
Tim Olsen - DPW Dir (H)	

Community Preservation Committee – 3 Yr. Term

Elizabeth Heisey (Hsg Auth)	2025
John F. Burke, Jr (At Large)	2025
Dean Nahatis (Fin Comm)	2025
Joan McDonald (At Large)	2026
Christopher Olney (PB member)	2026
Margaret Driscoll (Parks & Rec)	2026
Sari Oseasojn (Con Comm)	2026
Joseph Sabella (HDC)	2027
Rosemary Costello (At Large)	2027

Conservation Commission – 3 Yr. Term

Jeff Bodmer-Turner	2025
Sari Oseasohn	2025
Olga Hayes	2026
David Lumsden	2026
Henry Oettinger	2027
Gordon Turner	2027
Steve Gang	2027

Council on Aging – 3 Yr. Term

George Nickless	2025
Jane Metrano	2025
Mary Hull	2026
Mary Peart	2026
Susan Poswistilo	2027
Steven Gillespie	2027

Cultural Council – 3 Yr. Term

Diane Kilgore (Chair)	2025
Christiane Munkholm	2025
Amy Carlin	2026
Marion Powers	2027

Downtown Improvement Projects Comm. – 3 Yr. Term

Steve Carhartt	2027
Garlan Morse Jr.	2027
Linda H. Crosby	2027
Gordon A. Brewster	2027
Marlene C. Dolan	2027
Kurt Svetaka	2027

Emergency Management Director

Todd Fitzgerald	Contracted
Jake McNeilly, Asst. Dir.	2025

Essex Technical High School Rep. – 3 Yr. Term

Jeff Delaney	2026
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Finance Committee – 3 Yr. Term

Sarah Mellish	2025
Andy Oldeman	2025
Thomas Parkins	2026
Michael Pratt	2026
Peter Twining	2027
Dean Nahatis	2027
Albert Creighton, III	2027

Gas/Plumbing Inspector – 3 Yr. Term

Dave Pereen	2025
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Harbor Advisory Committee – 3 Yr. Term

Samuel Crocker	2025
James Doucette	2025
Carl Doane	2026
Christopher Cobb	2026
Peter Yukins	2027
Stephen Lauber	2027
Philip Leahy	2027

Health, Board of – 3 Yr. Term

Peter Colarusso	2025
Leah Peavey	2025
Joan M. Cottler	2026
Martin Hahn	2026

Historical District/Historical Commission – 3 Yr. Term

Evonne Blanchard	2025
John Round	2025
Alison Moerland	2026
Paul Stremple	2026
Joseph Sabella	2027
Richard Smith	2027
Rosemary Costello	2027

Manchester Coastal Stream Committee – 3 Yr. Term

Deborah Fraize	2025
Patricia Mitchell	2025
Lynn Atkinson	2026
Jessica Lamothe	2026
Christopher Comb	2026
Francie Caudill	2027

M.A.P.C Representative – 3 Yr. Term

Sarah Creighton	2025
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MBTA Advisory Board – 3 Yr. Term

Vacant

Open Space & Recreation Committee – 3 Yr. Term

Helen Bethell (at large)(resigned 11/22/24)	2024
Olga Hayes (Parks & Rec Rep)	2025
Steve Gang (Con. Comm. Rep)	2025
Petti Mitchell (Coastal Stream)	2025
David Saunders (Bike & Ped Co-Rep)	2026
Terry Cowman (Bike & Ped Co-Rep)	2026
Nick de Sherbinin (At Large)	2026
Morgan Evans (At Large)	2027

Parks & Recreation Committee – 3 Yr. Term

Karlee Blaisdell	2025
Sean Masterson	2025
Olga Hayes	2026
Muffin Driscoll	2027
Paul Steriti	2027

Registrars, Board of – 3 Yr. Term

Eileen Buckley	2025
Gary Giusto	2026
Bruce Warren	2027

Scaler of Weights & Measures – 3 Yr. Term

Jacob Taylor (Inspector)	2027
Donald Belanger (Deputy Inspector)	2027

Shellfish Constable – 1 Yr. Term

James Elder, Jr.	2025
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Sustainability Committee – 3 Yr. Term

Susan Henderson (resigned 10/3/24)	2025
Louisa Mackintosh	2025
John Croft	2025
Alison Anholt-White (resigned 10/31/24)	2026
Nadia Wetzler	2026
Jennifer Moulton	2026
Sandy Rodgers (Co-Chair)	2027
Annie McBride (co-Chair)	2027

Tree Warden – 1 Yr. Term

Tom Henderson	2025
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Welcome to Manchester – 3 Yr. Term

Hope Watt-Bucci (resigned 9/25/24)	2027
Leslie Beatty (resigned 9/25/24)	2025
Julie Tosi	2026
Jessica DeSimone	2027
Kaitlin Pelletier	2027
Christine Metrano-Barber	2027

Winthrop Field Committee – 3 Yr. Term

Michael Chapman	2025
James Moroney	2025
Gar Morse	2026
Anthony Leggett	2026
Michael Carvalho	2027
Elizabeth Nickless	2027
Prescott Logan	2027

Wiring Inspector – 3 Yr. Term

Joseph Novello	2025
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ANNUAL REPORTS



*From left to right:
Catherine Bilotta, John Round Ann Harrison, Brian Sollosy, and Jeff Delaney.*

SELECT BOARD

The Select Board has five members elected for staggered three-year terms. The current members are Catherine Bilotta, Ann Harrison, John Round, Brian Sollosy, and Jeff Delaney. Ms. Harrison and Mr. Round serve as Chairman and Vice-Chairman respectively. Mr. Delaney replaced Becky Jaques. Ms. Jaques chose not to run for reelection after six years on the Board and one as Chair. We miss her quick wit, insight, and humor.

Our Town Administrator Mr. Federspiel and his capable assistant, Ms. Powers, bear the burden of preparing for meetings. They keep the board focused and turn our rambling meetings into coherent minutes.

The Select Board started 2024 with a focus on governance. How should the many committees, boards, commissions, councils, and trusts coordinate and keep focus on the problems facing the town? Representatives of the elected and appointed committees met with members of the town departments to understand

the challenges each group faces. For the Select Board, the upshot was strengthening the liaison process. Each member of the Select Board follows the work of a few town committees and, where appropriate, suggests ways to coordinate efforts.

The next issue was MBTA Zoning. Massachusetts required that Manchester create zones that permit multi-family housing by right or risk losing grant funding. The Select Board created a task force in 2023 to recommend a path between incurring the wrath of the state and the desire that Manchester never change. In 2024 with the aid of our new Director of Land Management and a consultant funded by a state grant, the task force created a plan that met the state requirements. Then came many, many hearings, walks, meetings with town organizations, and videos to show where and how multi-family housing could fit in Manchester. In the end, at the largest Manchester Town Meeting ever held (927 people in the gymnasium and auditorium of

the Middle High School) the proposal passed overwhelmingly.

Manchester has long felt the need for a Senior Center. This year the town and the Manchester Masonic Lodge reached an agreement to create a Senior Center by expanding and sharing the lodge building. The combination of a central location and ample parking make this an ideal spot. The building will also provide a meeting space larger than anything in the Town Hall for use when not needed by our seniors.

The last major issue facing the Select Board is the upcoming retirement of Gregory Federspiel. Mr. Federspiel has served as Town Administrator for nearly twelve years. The Board set a process in place to find a successor, but Greg leaves big shoes to fill.

Aside from regular appointments, tree hearings, and liquor licenses, the Select Board considered:

- Water and sewer rates, increasing the charge for heavy water users and agreeing to replace all water meters with meters that report usage in near real time
- Pickleball noise complaints ameliorated by installing sound deadening panels. Not a perfect solution, but an improvement
- Ocean Street's continuing maintenance woes. The state rejected a grant proposal, so the town will fund a less detailed engineering study.
- Parking. "Safety Sticks" automatically monitor parking on Beach Street from the railroad crossing to Tappan Street. The police review the reports and issue parking tickets as appropriate. The Board also found locations where out-of-town mooring holders can park for extended periods.
- Long Hill Conservation Area. The town meeting voted to complete the preservation of more than 300 acres in the eastern part of town and Gloucester.
- The creation of a town-operated launch service. Launches take people to and from their boats from many points on shore. When time and space allow, the launches offer harbor tours.

The town said good-bye and best wishes to Sue Thorne, former chair of the Board of Selectmen who moved to Brooksby Village after more than 40 years of service to Manchester.

More than 100 people including Senator Bruce Tarr gathered at the Chowder House to wish her well. She was also the Grand Marshal of the 4th of July parade.

On behalf of the town, the Select Board welcomes our new Town Clerk, Christine Dixon, our new Director of Land Management, Marc Resnick, and our new Comfort Dog, Daisy.

Ann Harrison
Select Board Chair

TOWN ADMINISTRATOR'S REPORT

To the honorable Select Board and Citizens of Manchester-by-the-Sea:

This is my twelfth and last Annual Report. By the time you read this a new Town Administrator likely will have been chosen and a date set for my retirement along with the new TA's start sometime this summer. It has been a busy 12 years since I first arrived in Town. A broad range of issues have been handled. There have been a good number of successes and, of course, setbacks as well.

I am proud to say that the staff working for the Town are some of the best workers you can find. While a few hiring mistakes were made over the past twelve years, the people working for the Town now are doing excellent work. And they are delivering the services residents desire. It is easy to take for granted the array of municipal services that make your life in town possible – from the clean water that comes out of your tap to being able to enjoy a summer day at the beach. But the broad array of services – read the Town's Annual Report to get a full sense of what this all entails – are made possible through the hard work of dedicated staff working in concert with boards and committees. I thank them for their good efforts and wish them all well as they continue to work for you every day.

Managing the affairs of a community grows ever more complex. Certainly, our civic discourse has become more polarized and strident at the national level and this has found its way to the state and local level as well. Social media has complicated discerning fact from fiction and, while it can help disseminate accurate information, it often does the opposite. And yet there are many important decisions to be made that will require an informed citizenry as voters have the ultimate decision-making responsibility either at a Town Meeting or the

ballot booth.

Strong communications are essential for an informed citizenry. I have appreciated being able to have a weekly column in *The Cricket* to share information on a wide range of town topics. One of the new positions that we created in recent years is that of a Communications and Engagement Coordinator. Tiffany Marletta fills this role and has significantly increased the amount of materials readily available on a wide range of topics. Frequent social media posts, a weekly e-newsletter and updates in *The Cricket*, a quarterly print newsletter distributed through tax bills and constant updating of the Town website are a just some of the efforts Tiffany has undertaken. Special projects, like assisting the 3A Zoning Task Force with public forums, site walks, information videos and pamphlets, are another aspect of the Coordinator's work.

A central role of the Town Administrator is to ensure the development and execution of annual budgets that meet the needs of the community while being as efficient as possible in the delivery of the needed services. Annual operating budgets have typically grown in the 2 to 2.5% range over the last 12 years. One area that was lagging when I first arrived was the investment in needed capital projects. Skimping on re-investment in a community's needed infrastructure is all too typical as the immediate pressures of today cause shortchanging of long-term needs. We have been able to significantly grow the annual amount of cash being devoted to capital needs, slowly growing the amount from about \$1 million to \$4 million. This has been achieved in part by retiring past debt and redirecting debt payments toward capital projects on a cash basis. In addition, over \$22 million in grants have been secured. Two large projects in particular account for about half of this amount – the Central Street Culvert project and the extension of water and sewer service up Forest and Mill streets continuing across Route 128 to the Limited Commercial District and the new CST biolab campus. These grants have played an important part in the efforts to upgrade the town's infrastructure.

The time has come for larger reinvestments in Town facilities. These investments require new bonding (borrowing) as they are too large to fund on a cash basis. The Select Board and Finance Committee are working on a 25 year plan that maps out how these larger projects can

be paid for in such a way as to not overburden taxpayers. Determining this level is more art than science with voters having the last word through their votes. The current draft plan calls for new taxes for bonding adding 0.5 to 1.7 percentage points above what is needed for operating budgets for a stretch of seven years. The list of needed projects includes new filtering systems at both the Lincoln Street Well and Gravely Pond to remove PFAS from the drinking water, a new DPW garage and offices, our share of a new Essex Elementary School, a new floodproof Police and possibly Fire Station as well as a floodproofed Town Hall and sewer plant, plus numerous projects aimed at making the community more resilient to rising seas and bigger storms. Eventually, the sewer treatment plant may have to be relocated to higher ground at a cost that could exceed the combined total of many of the projects just mentioned. While we have been successful in securing grants for capital needs, the prospects for large grants going forward are very much in question currently.

These large facility needs presents one of the biggest challenges the Town faces in the coming years. Another significant challenge is the funding of the Regional School District. While over the last ten years the average increase in the District's budget has been right around 3%, relatively manageable for both Essex and Manchester, the next few years this number could be twice this amount if not more. Rapidly escalating health insurance costs, wage pressures from the unions representing teachers and para-professionals and general inflationary pressures all create a particularly challenging environment for schools given that some 80% of the budget is personnel related. While enrollment has declined, schools are being asked to take on more and more of the socio-emotional needs of students as well as providing a strong education regardless of the special needs a child might have.

These cost pressures exceed what can be raised through a typical 2.5% tax hike. Going above this often requires an override to be approved at the ballot as well as at a Town Meeting. Getting a yes vote at the ballot has proven to be especially difficult in Essex. Many communities approve an override every 7-10 years or so. Essex has not approved one in over twenty years. There is growing

tension between the two towns over the funding of the District. Compounding the problem is enrollment from Essex has not dropped as quickly as in Manchester which causes a cost shift to Essex. The reverse was true years ago but not to the same degree as now.

In addition to challenging operating budgets, the District has embarked on the process of renovating or replacing the Essex Elementary School. The state has accepted the project into the construction funding program and voters have approved the funding to undertake the necessary feasibility study. Pursuing a third major construction project while also grappling with operating budget challenges adds to the dynamic between the two towns. Perhaps there is a “grand bargain” that can be struck where a solution to the Essex Elementary School is paired with sufficient operating funds.

Challenges such as the Town’s facility needs and the funding needs of the School District require creative thinking and informed decision making by voters. Similar challenges have been confronted and managed in the past and I am confident that solutions will be developed going forward.

To help ensure the proper structure is in place to tackle current and future challenges, the Select Board, using a state grant we received, hired a municipal consulting firm to conduct an operational audit. The focus was on departmental staffing levels and structure, succession planning, communications both internally and externally, the use of IT and how well long-term facility needs are being addressed, especially given the pressures posed by climate change. The report provides a series of recommendations that a new Town Administrator and future Select Boards will want to consider. The new report is available on the town’s website.

It has been an honor to serve as Manchester’s Town Administrator. I will miss working closely with a great staff and literally hundreds of Manchester residents who give so generously serving on volunteer boards and committees. While I worry about the public discourse that has emerged lately which can make decision making harder, I remain very bullish on the value of local government and the good work that gets done. During my tenure here I like to think that the Town is in a little better shape than when I first arrived but this is for others

to judge. I urge all residents to engage and continue to cultivate a strong civic culture that strives to maintain Manchester as a great community. It is well worth the effort.

Respectfully submitted,
Gregory T. Federspiel
Town Administrator

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 Select Board, Community Preservation Committee, Manchester Housing Authority, Planning Board and Finance Committee that are appointed by the Select Board and two citizens at large selected and appointed by the Town Moderator.

From its inception the MAHT has explored several 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. Currently, MAHT has approximately \$1,500,000 available to advance its mission. Years of receiving CPA funding allocations has positioned MAHT to intervene in various ways to create community affordable housing units: by partnering with a developer, using MAHT resources to support the development of affordable units; providing funds to owners of market units as an incentive to convert to deed restricted affordable units, or through the purchase of market units and the conversion and sale as an affordable unit by MAHT or partner. MAHT has undertaken several initiatives in 2024 to fulfill its mission and will utilize its funds in creative ways to leverage additional resources.

Activities in 2024 Include:

- **Public Meetings:** Monthly public meetings are held to review and discuss matters related to community affordable housing.
- **Financial Support:** The Trust is thankful for Town Meeting support for \$200,000 Community Preservation Act (CPA) funding in 2024. We are also thankful for

anonymous donations from town residents to support our work.

- **MAHT and MHA Development Plan-** Throughout 2024 MAHT engaged with the Manchester Housing Authority (MHA) to implement the Town approved early concept development plan for the MHA properties at Newport Park, The Plains and Loading Place. The development plan considers the new construction of community affordable housing units at the MHA properties and the rehabilitation of the current MHA units. The town site on Pleasant Street is not available for housing at this time; MAHT met with the Select Board on 2 occasions in 2024 to emphasize the importance of converting the use of the Pleasant Street site to housing, so that the site can provide additional housing units and thus enhance feasibility of the development plan.
 - o In 2024 we worked with developer consultant Preservation of Affordable Housing (POAH) to address key plan questions- is the current plan reasonable and feasible? What modifications and improvements can be made? What are feasible financing options available to a developer? We were informed that available land is the greatest impediment to engaging a developer and moving on the development plan.
 - o MAHT teamed with the town to survey the Newport Park site. The survey will be included in a forthcoming Request for Proposals (RFP).
 - o MAHT initiated a site survey at The Plains. The survey will be an attachment in the forthcoming RFP.
 - o We engaged with and met the Conservation Commission to vet possible development areas in the Newport Park site. After discussions and walking the site, agreement was reached on what looks to be a feasible location for a new building.
 - o MAHT had continued

communication with the Marblehead Housing Authority (pursuing a similar PHA plan and has selected a developer) to the benefit of the MBTS plan.

MAHT/MHA's plan in 2025 is to re-issue a development RFP to seek a developer to implement the development plan.

- **Rental and Mortgage Assistance-** We closed out the Mortgage and Rental Relief Program that started in early COVID days to help Manchester residents who experienced rental or mortgage issues due to circumstances impacting income. We served 48 households with \$178,907 spent.
- **Property Acquisition Assessments-** MAHT met in Executive Session to consider the purchase of 2 MBTS properties. We have done an appraisal of 1 property to support our discussions and negotiations with the property owner. Furthermore, MAHT continues to have ongoing discussions with a 3rd property owner to explore a possible property sale.
- **Powder House Lane Apartments:** MAHT acted as a liaison to the town working with North Shore CDC to finalize needed documents to file with the State Department of Housing and Livable Communities for listing the income restricted apartments on the State Subsidized Housing Inventory. A final submission to the state should occur in early 2025.
- **Notice of Funding Availability:** The MAHT administers a Notice of Funding Availability (NOFA) for qualified residents and developers to apply for funding to 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 provide funds to eligible applicants to help make the project financially feasible in exchange for affordability restrictions.

Trustees:

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

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, 2024, for Fiscal Year 2025, which begins on July 1, 2024, and ends on June 30, 2025.

FY2025 - Real Estate & Personal Property

Residential Property - 2169 parcels -	\$3,410,237,270
Commercial Property - 92 parcels -	\$125,196,393
Industrial Property - 12 parcels -	\$6,427,850
Personal Property - 127 accounts -	\$80,912,130
Total Taxable - 2400 par/acc. -	\$3,622,773,643
Exempt Property - 404 parcels -	\$257,700,100
Tax Rate per \$1,000 of value -	\$9.15
Total Taxes Raised -	\$33,148,378.84

FY2024

Real Estate & Personal Property

Exemptions approved (elderly, veterans, blind, etc.) –	26
Deferrals –	1
Senior Workoff –	3
Abatement applications filed –	11
Personal Property apps. approved –	3
Personal Property apps. Denied –	1
Real Estate apps. approved –	4
Real Estate applications denied –	6
Withdrawn –	0
Deemed Denied –	0
Late Filing –	0

Motor Vehicle & Boat Excise Abatements (processed in 2024)

2024 Motor Vehicle Excise abatements –	162,
2023-145, 2022-137	
FY2024 Boat Excise abatements –	30,
FY2023-33, FY2022-36	

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.

Jeffrey McAvoy, Chairman

BICYCLE/PEDESTRIAN COMMITTEE

This year, the Bicycle and Pedestrian Committee achieved over 20 significant milestones in enhancing safety, accessibility, and active transportation in our community.

Key infrastructure efforts included the installation of 20 Hornet Green Bike Racks funded by the Community Preservation Act and the Hooper Fund and advised the Select Board on the installation of a new Beach Street crosswalk. After meeting with the developers, our group provided feedback to the Police Department on implementing “parking sticks” test on Beach Street. We also collaborated with the Department of Public Works and MassDOT to review the Cell Signaling Technologies project, submitted a comment letter to the Planning Board recommending new off-site bicycle, pedestrian and traffic calming measures as part of the Project’s mitigation commitments.



We supported environmental initiatives like Chebacco trails maintenance and the Black and White Beaches cleanup with Seaside Sustainability. Educational outreach included producing videos on Sharrows, eBike Safety, and the 4' Clearance Passing Law, and promoted local off-road trail maps funded by CPC.



Our advocacy extended to securing Manchester’s application for Bike-Friendly City status, supporting cycling programs for adaptive students at Manchester Essex Regional School District, and facilitated bike

donations for work and school commutes. Community engagement highlights included the Kids Pan-Mass Challenge ride, 4th of July parade participation, Longevity Bench Walks, and Middle School Mountain Bike Club participation. We sponsored bike rides as part of the Music at Masconomo Park series. The committee hosted a workshop on mobility devices and eBikes with presentations from Police Chief Fitzgerald, bike retailer Jack Monroe, and MassBIKE director Galen Mook.



Regionally, we collaborated with Gloucester and Rockport to establish bicycle safety committees and formed the North Shore Bicycle Collaborative alongside eight communities. Locally, we worked with the ADA Advisory Committee to develop Powderhouse Walks and supported events like Hit the Streets for Little Feet and met with representatives from the Downtown Improvement Committee to discuss their proposals to modify several downtown street locations.

These efforts reflect our commitment to creating a safer, more sustainable, and active community for all.

BOARD OF REGISTRARS

Voter registration totals as of December 31, 2024:

Democrat	969
Republican	516
Unenrolled	2,862
Other	27
Total	4,374

The total population figure gathered from the Town Census is 5,119

Respectfully Submitted,
Eileen Buckley, Chair
Christine Dixon, CMC, Town Clerk

BOARD OF HEALTH

The mission of the Board of Health is to support community wellness and prevent the spread of illness and hazards. The BOH is responsible for protecting food supply, protecting the environment, controlling disease, protecting public health, promoting healthy lifestyles and preparing for emergencies.

The town continued to participate in the Essex County Mosquito Control Program. The Northeast Mosquito Control District provided bacterial treatment in catch basins, set traps for green flies, mosquito surveillance and testing and assisted residents by cleaning clogged water basins.

Beach water testing was completed weekly from Memorial Day through Labor Day at West Manchester Beach, Tucks Point Beach, Singing Beach, White Beach, Black Beach and Gray (AKA Magnolia) Beach.

In compliance with Massachusetts law, Board of Health Director Wendy Hansbury completed licensing and biannual inspections of food establishments that prepare or serve food onsite for public consumption including stores, restaurants, clubs, food trucks, vendors at fairs and recreational camps. Semi-public pools and private wells are also inspected. Housing and nuisance issues were resolved.

Public Health Nurse Pamela Crehan RN, BSN gave 320 flu vaccines at the annual flu clinics. Pamela managed the Diaper Drive in April and launched the visits to new mother’s programs. She is also responsible for monitoring the state communicable disease reports.

There were 29 Title 5 Inspection Reports and 16 septic system design plans submitted for review. Title 5 related inspections work included witnessing soil testing, reviewing septic system plans, inspecting septic system installations and reviewing Title 5 related building permits. It is not uncommon for plans to require several modifications to comply with Title 5. The Board of Health Septic Loan Program continued with funds available to repair or replace a failed septic system. The funds may also be used to connect to the public sewer system.

The Board of Health reviewed and updated the Tobacco Control, Marijuana and Private Well regulations and began their review of the

Manchester Addenda to Title 5.

The Board of Health participated in the Community Naloxone Program training and reporting as well as Regional Emergency Preparedness training.

Work continued to enter paper records in OpenGov software for more efficient storage and access.

Members: Peter Colarusso Chair, Joan Cottler MSW, Martin Hahn MD, Leah Peavy PA & MHS.

CHEBACCO WOODS LAND MANAGEMENT COMMITTEE

The committee continued to monitor the trails for tree damage, erosion, etc. We remove the trash from the barrel at the kiosk weekly, supply maps and dog clean up bags. A new box to hold dog bags was made this year.

During the fall, several volunteers cleared a lot of vines along Round Pond, replaced some of the rocks that had been pushed into the pond and removed a lot of bittersweet vines at the Route 22 entrance.

Ralph Smith has stepped down as chairman and Michael Mack has also resigned. Manchester resident, Terry Cowman, has joined the committee. We are still looking for one more member from Manchester.

The trails continue to be a popular spot for walking, cycling and some horseback riding. Access to the trails through some private properties has been blocked in recent years and beaver activity has flooded other connecting trails.

Susanna McLaughlin, chair
Russell Camp
Virginia Cookson
Terry Cowman

DEPARTMENT OF SENIOR SERVICES/ COUNCIL ON AGING 2024

Manchester by-The-Sea has a senior population of just over 1,943. This represents approximately 40% of the Town population being 60 or over. 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. Health insurance, prescription drug costs, transportation and affordable housing are key issues facing our senior citizens. Having a Senior Center,

where engagement and innovation happen for seniors daily is something long overdue. A Senior Center acts as a lifeline for older adults providing access to a myriad of opportunities to safe, active, and healthy.

The following are some of the highlights of the services provided by the COA in 2024:

- Quarterly grab-n-go lobster roll luncheons
- Monthly luncheons at Congregational Church Chapel
- Provided over 245 mobile food pantry deliveries
- Holiday gift bags
- Provided over 6,000 units of transportation to senior and disabled citizens; over 31,000 miles
- Provided over 1,400 units of outreach service to senior and disabled citizens
- Delivered (by volunteers) 6,252 Meals on Wheels to 35 consumers
- Strong Woman exercise program twice weekly with 70 to 75 participants for each 12-week session
- The new COA newsletter is mailed and/or emailed to over 1000 senior citizens monthly. 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 to over 98 consumers
- Provide Insurance advocacy and counseling throughout the year

A very big part of the continued growth and success of the COA goes to the many active volunteers who donated over 1,300 hours in 2024 and to the Friends of the Council on Aging for their support in funding so many of the programs that the Council on Aging offers. It is because of the many acts of kindness and the caring attitude of all volunteers 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

COMMUNITY PRESERVATION COMMITTEE

This past year your Community Preservation Committee (CPC) continued working with Residents and Town Government to study the

needs in town where Community Preservation Act (CPA) funds may be used.

Grants were approved at last year's town meetings for Historic Restoration, Community Housing and Open Space and Recreation. At the Fall Town Meeting CPA funds were approved to bring, under conservation protection, over 30 acres of raw land near Dexter's Pond.

We also continue to support Community Housing and the town's long term Master Plan goals of providing more affordable housing in the future.

We continue to look for opportunities to support recreational activities in town.

This year's warrant once again asks for your support in funding these areas in which we may help fund under the CPA statute.

As always, we welcome all to attend our monthly meetings via zoom and we are always available to discuss your ideas and concerns.

The CPC's web page on the town's website has important information on our mission and information on how to apply for CPA funds.

We thank you for your overwhelming support at town meetings over the years in helping the town improve the quality of life in Manchester.

Community Preservation Committee
Jack Burke, Co-Chair
Joan McDonald, Co-Chair

CONSERVATION COMMISSION

The Conservation Commission is our local Town Board charged under state law with administering and enforcing the Massachusetts Wetlands Protection Act. The Commission also administers and enforces the Town Wetlands By-Law and manages Town-owned conservation land.

We have had a challenging year with multiple staffing changes and a new administrative structure. Following the retirement of our Conservation Agent, Chris Bertoni in October 2023, Kristan Farr was brought on staff in that position. Marc Resnick, who had been hired initially as Town Planner in the Spring of 2023, was designated Director of Land Management overseeing the Planning Department, the Planning Board, the Zoning Board of Appeals, and the Conservation Commission. He has done a remarkable job coming up to speed with

these various responsibilities with the support of Shannon Bianchi, the newly appointed Land Use Clerk. Over the course of 2024 our longstanding Commission Clerk, Eva Palmer, moved to work with the Council on Aging and Kristan Farr left her position as Agent. At the end of the year Shannon and Marc were holding down the fort for the Conservation Commission and searching for a new Conservation Agent. Our commissioners are very thankful for the diligence and support of the staff through these challenging transitions.

Meetings of the Conservation Commission during 2024 were held virtually on Zoom under the continuing authorization of modified COVID-19 Emergency Protocols. Even with all the changes the Commission continued its regulatory and non-regulatory activities throughout the year, holding 23 online public meetings and over twenty in-person site visits.

The Commission heard more Notices of Intent and Requests for Determination of Applicability Wetlands permit applications than were filed in 2023. Permit applications are reviewed under the Massachusetts Wetlands Protection Act and/or the Town Wetlands Bylaw. The Conservation Agent went on many site visits with Commissioners and followed through on pre-construction visits and final site inspections which are required prior to issuing a Certificate of Compliance.

The Commissions maintained their attention to the beaver "problems" in the Western Woods and Wilderness Conservation Area. Two beaver "deceivers" which maintain a steady state of water flow through beaver constructed dams were installed by Mike Callahan's crew from Beaver Solutions. One of the projects addressed the buildup of debris and restriction of the flow of Saw Mill Brook near the walkway across Cedar Swamp in the WCA. A follow up project organized by MECT with support from the MCC and Manchester DPW removed a huge pile of debris that had been piled by the beavers next to the walkway and threatened to undermine the structure. The project in the Western Woods addressed overflow from the pond formed by the Ice River straddling the Manchester-Beverly town line into neighboring residential areas. Both beaver "deceivers" have successfully reduced overflow and increased

stream flow to stable levels.

In support of the Massachusetts Audubon's efforts to provide better habitat for the Kettle Island rookery, the Commissioners approved their plans to remove botanical invasives and restore native plants on the island. This work has been completed with assistance from the MBTS Harbormaster, Bion Pike.

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.

Steve Gang, Chair

Sari Oseasohn, Vice Chair

CULTURAL COUNCIL

The Cultural Council of Manchester-by-the-Sea is an extension of the Massachusetts Cultural Council. It's our mandate to support programs of excellence to serve the interests of our residents.

With funding provided by the National Endowment of the Arts and the State of Massachusetts, Council members; Crystal Condakes, Karen Dolan, Diane Kilgore, Christiane Munkholm and Marion Powers considered grant applications submitted on-line to: [https:// MASS CULTURAL COUNCIL. ORG](https://MASSCULTURALCOUNCIL.ORG). In the Fall of 2023, the Council voted to grant partial or full financial support for a wide range of town-centric activities to be offered in 2024.

Funded projects included presentations by the Tanglewood Orchestra and Marionettes, a Chamber Music performance by the Arpeggione Ensemble, and a holiday theatrical show for our Seniors. Other funded programs contributed writing support for anyone in need of polishing an important document, musical instrument rentals and underwriting of an environmental study around Dexter's pond for middle-schoolers.

Our goal was to be eclectic and cultivate a multi-generational appreciation for this community,

Continuing a post-covid reboot, the Cultural

Council of Manchester-by-the-Sea launched a bold experiment to increase awareness of the Council with a *Distinguished Speaker Series*. Last February, as an homage to our Veterans, Police and Fire departments, the Council invited Brigadier General Jack Hammond of HomeBase to be our first guest. Other Distinguished Speakers included *Massachusetts General/ Brigham/ Salem Hospital* CEO, Dr. David Roberts, MD, (retired), David McCullough III, CEO of the *American Exchange Project*, local author and philanthropist Chuck Wisner, *Data General* CEO, Ron Skates, (retired) raconteur, historian Jim Dunn, NYT Bestselling author Katherine Howe and publisher/editors of the *Manchester-by-the-Sea Cricket* newspaper, Erica Brown and Chuck Clark. These well-known influencers of society graciously volunteered their time to enrich the culture of Manchester-by-the-Sea.

Because the Cultural Council is without a designated Center, the Series welcomed guests at either the library or Crowell Chapel. This Council credits visionary support from the Manchester-by-the-Sea public library, the Parks and Recreation Department, the Police Department and our Department of Public Works for anticipating the needs of our guests and making each venue feel like home. We additionally thank *1623 Studios* for recording most of our Distinguished Speakers and providing an on-going platform for their remarks on YouTube.

The Council would also like to acknowledge support from Chuck Wisner and *J. McLaughlin Clothing* for their unexpected and generous monetary gifts.

Aspiring to engage in new ways with more residents of MBTS, this Cultural Council also began to plan for a 2025 mid-summer art show. The event will celebrate the magic of our iconic *Rotunda* with renderings of all styles presented around town. This two-week pop-up event is designed to promote foot-traffic in support of local establishments and enhance opportunities to connect with old friends and dear neighbors.

Submitted by:

Diane Kilgore

Manchester-by-the-Sea

Cultural Council, Chair

DOWNTOWN IMPROVEMENT COMMITTEE

The Downtown Improvement Committee consists of volunteers appointed by the Select Board. Our purpose is to foster continual improvement in the tangible, aesthetic, and cultural elements of the downtown area for the benefit of businesses, cultural institutions, residents, and visitors. Much of the Committee's work seeks to facilitate communication between our elected leaders and professional employees in Town Hall and those who live and work in our downtown area. Our efforts were conducted through regular public meetings of the full Committee, accompanied by diligent efforts of various individuals on specific projects between meetings.

One of the year's major projects was the establishment of the Wayfinding Subcommittee under the able leadership of Marlene Dolan. Working with the Planning Board and members from other town bodies, the final report outlined an improved and aesthetically pleasing system of signage to help visitors participate in town commerce, restaurants, open spaces, and cultural activities. Part of this exercise involved working on a plan to reduce signage clutter arising from ad hoc installations around town which, however well intended, can be distracting from the historic look and feel of the town.

Another major effort was participation in the MBTA Zoning project which was probably the most significant town-wide effort of the year. One of our members, Gar Morse, was appointed to the Task Force and rendered devoted service to the effort. The full Committee served as a sounding board for Gar and Town Planner Marc Resnick throughout the effort, with particular emphasis on the effects zoning changes might have on the businesses, residents, and cultural institutions located in the downtown area.

The Committee's long-term project to update downtown infrastructure including sidewalks, curbing, and streetlights continued. After completing detailed conceptual plans with DPW and professional consultants and presenting these plans to the Select Board and Planning Board, we worked further to identify state and private funding to supplement local funds for the project. We also continued to present these plans to other local bodies

including Bike & Ped. Working with DPW and the Select Board, we prioritized the Elm St. to School St. portion of the project to follow the completion of the renovation of the culvert between Elm St. and Central.

The Committee continued to be responsive to neighborhood concerns in our area of responsibility. We sponsored a neighborhood listening session regarding safety concerns at the Pine St./Bridge St./Central St. intersection. We are working with DPW to identify inexpensive improvements which might improve the safety and functioning of that intersection.

The customary mid-year renewal of the Committee saw the retirement of Jim Brown. We are grateful for his service and invite interested citizens to apply to join the Committee.

Respectfully submitted,
Steven C. Carhart, Chair

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- <http://manchester.ma.us/768/Project-Dashboard> and here- <https://manchester.ma.us/695/DPW-Reports-and-Information>.

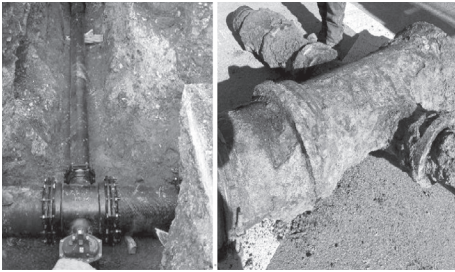


Rotunda Plan Rendering

Planning and design for shared initiatives with the Parks and Recreation as well as Harbor

Departments continued with DPW support this year; continuing our efforts on Sweeny Park replacement field alternatives, in addition to the continued efforts to rehabilitate and raise the Rotunda at Tucks Point and additional floats at Morris Pier and Reed Park. We will continue to support these efforts in the upcoming years as we get into final design and construction.

On the wastewater system, we rehabilitated sections of sewer pipe on Walker Road prior to final paving, removing unwanted ground water (I/I) from this area of the system. We also extended the sewer system to the Limited Commercial District as part of a MASS WORKS grant which will enable public sewer connections in the LCD as well as the unserved area of Forest and Mill Streets. At the plant we continue routine O&M and SCADA work as well as solicited qualifications for firms to embark on the design of the \$4 million dollar upgrade that was approved at 2024 ATM. Finally, we were able to meet permit effluent discharge requirements for copper limits through implementation of clean sampling protocols (rather than implementing expensive treatment upgrades).

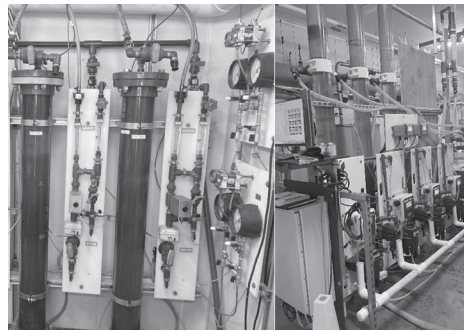


Replacement of 16x8 cross fitting at School and Pleasant

On the water system we continued water main replacement/rehabilitation of the late 1800's vintage (unlined cast iron) pipe that exists throughout Town. As mentioned above, the MASS WORKS grant replaced the existing 6-inch water pipe on Forest Street and a small section remaining on School Street. This will improve capacity, reliability and improve water quality throughout the area (as well as Town). It will also deliver the required flow to the LCD. An additional project was completed on Pleasant Street via cleaning and lining (rehabilitation) from the intersection of Pine Street to School Street. This project

will improve capacity to the entire east side of Town and is a critical line between the Gravelly Pond Plant, Moses Hill standpipe, and the rest of Town.

On the water treatment plant front, we continued our planning for upgrades for treatment and removal of contaminants at our water sources. We evaluated different filter media for treatment of PFAS at our sources through onsite piloting and offsite bench scale testing programs. In 2025 we will develop the design based on the results of this work and move towards construction of the most advantageous media considering capital and operating costs. Please take a look at the Town website <https://manchester.ma.us/777/PFAS> to monitor these efforts.



Piloting at Lincoln Street Well and Gravelly Pond

The Department completed a major paving project on Walker Road after the previous year's water main work. 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.

Lastly, we would like to acknowledge the retirement of long-time DPW equipment operator and Town resident Dave Doucette. His depth of knowledge and experience were of immense value to DPW operations and the Town. He will be missed, and we wish him the best.

The Department appreciates your patience and forbearance during construction activities

of these projects. Your continued support is critical to our success.

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

FIRE DEPARTMENT

Executive Summary

The Manchester Fire Department has made significant strides since the establishment of the first engine house in September 1885 and the hiring of its first full-time firefighter in 1908. Today, the department is comprised of 17 career firefighters, with 16 assigned across four shifts, supplemented by six call firefighters and overseen by the Fire Chief. It serves a permanent population of approximately 5,500 residents and encompasses a response district of 18.3 square miles, which includes both land and waterways.

As a suburban all-hazard fire department, the Manchester Fire Department provides a wide range of services including professional firefighting, emergency medical services, fire prevention, annual fire safety inspections for businesses, plan reviews, and public education initiatives.

In the past year, the department responded to 1,067 emergency calls for service. The Manchester Fire Department collaborates closely with public safety partners such as the Manchester Police, Manchester Harbormaster, and the Northshore Regional 911 Center to ensure that all requests for emergency services are managed efficiently and effectively.

From the Fire Chief

The Manchester Fire Department is proud to present our 2024 Annual Report, reflecting our commitment to proactive engagement with the community and our valued customers. This report provides a comprehensive overview of the department's activities over the past year, highlighting significant achievements and milestones. It is a privilege to serve the citizens of Manchester and our neighboring communities.

In 2024, we experienced some staffing changes:

- We welcomed one full-time employee, Firefighter Matthew Seely.
- We also brought on two call firefighters, Firefighter Joseph Sanfilippo and Firefighter Sarah King.

- Firefighter Brian Jenckes resigned from the department.

Thanks to the support of our residents, the Select Board, and the Finance Committee, we have successfully placed our new ladder truck into service and ordered a new ambulance, which we expect to receive next year. These upgrades to our fleet, combined with a new engine planned for FY28, will restore the department to a safe operating position and historical equipment standards.

As we look to the future, we remain dedicated to learning from our experiences. I invite any resident with safety questions or concerns to visit the station and speak with our staff. We are here to serve you and are just a phone call or a knock on the door away!

Our Vision Statement

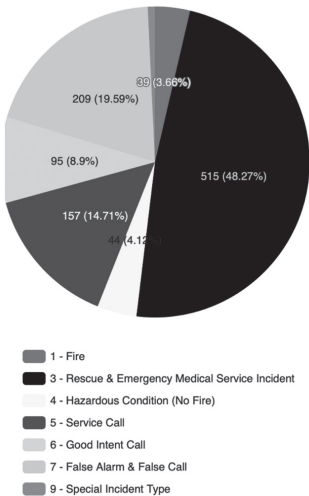
To be a progressive, well-respected Fire/Rescue Department that sets an exemplary standard in fire safety education, fire suppression, rescue, and emergency medical services through dynamic leadership, innovative practices, and effective customer service.

Values

- Integrity
- Compassion
- Dedication
- Diversity and Respect

Emergency Response Breakdown – This does not include non-emergency activities.

1,067 requests for service



Regional Dispatch

The Manchester Fire Department has been working closely with the Manchester Police Department and our partner agencies during the transition to Regional Dispatch. We are pleased to report that our public safety system is functioning seamlessly. We hold regular meetings to assess the system for improvement opportunities and collaborate to enhance our operations.

Software System

Our new software system is fully operational, as is our new website: www.mbtfire.com. We encourage all residents and business owners to visit this website and click on Community Connect, providing as much information as they feel comfortable sharing about their property.

Training

The Manchester Fire Department conducts daily training sessions to ensure our staff remains well-prepared. Each month, a specific in-depth topic is assigned to each group, along with EMS training, to keep everyone up to date on the latest techniques and procedures. It is commendable that the remaining training is organized at the company level by the officers of each group, ensuring that all members receive the training they need to be effective in their roles.

Goals

The fire department will continue its rigorous training regimen. Additionally, crews will continue to conduct pre-plans around town. These pre-plans allow fire department personnel to familiarize themselves with local buildings and hazards, enabling a more coordinated and effective response.

In 2025, we plan to enhance our community outreach by increasing fire safety education to our school-aged children and seniors, as well as continuing our public CPR classes.

Fire Prevention

Having a strong fire prevention plan is crucial, and we strive to meet the needs of our residents. Chief McNeilly currently oversees all fire prevention activities alongside his duties as Fire Chief. We hope the Town will be able to add a full-time position in FY26. This addition would not only bring consistency to fire prevention

but also ensure continuity of operations and contribute to future succession planning.

HARBOR ADVISORY COMMITTEE

The HAC meets monthly from September to June. The committee is Advisory and presents its recommendations to the Select Board.

Two HAC members also attend meetings of the Harbor Management Task Force to keep the HAC updated on the development of a new Harbor Management Plan.

Projects:

- The Committee drafted a Special Events Permit presented to the Select Board to apply for any special boating events taking place in Manchester waters.
- The Committee interviewed and selected the incoming full-time Deputy Harbor Master.
- The Committee recommended approval by the Select Board to purchase the private launch service in town, boats and client lists included. The service would run from May to October, which would be another source of revenue to help with harbor expenses and dredging.

Ongoing Projects for 2025:

- Scouting for a new Harbor Master office and location, preferably close to the harbor.
- Changing the funding of harbor related projects to a standalone Enterprise Fund. This will be worked on in the upcoming year.
- Early planning stages for a new Harbor Master in less than 2.5 years

The Committee has a very busy year ahead!

Carl Doane

HAC Chairman

HARBORMASTER

An exceptionally sunny summer!

Infrastructure:

- The permitting of the proposed Fishermen's Facility received a recommendation from the Planning Board. State and federal permitting is close to completion as well. Construction of this facility will likely be complete for the 2026 season. Three hundred+ years of supporting fisheries in Manchester! That is something to

crow about.

- The Harbor Department launch service for boaters was a success the first year with nearly 80 families signed up and nearly \$5000 in tours. Water taxi rides to the Red White and Blue Breakfast proved very popular. It is important to continue to provide this service for our boaters.
- The Phase II expansion of the Reed Park continues to move through permitting and construction of the new docks is in full swing. Hopefully the expanded facility will be fully operational for the 2026 season.
- The Harbor Department continued the successful cashless collection of fees at Reed Park. Annual revenue continues to exceed \$30,000+ and this number is expected to be better than triple when the expansion is complete. The permitting of the proposed Fishermen's Facility received a recommendation from the Planning Board.
- The Harbor Management Plan churns. Another round of public input will take place in the coming months with a final product this coming summer.
- Dredging. The goal remains to dredge the channel and Area 5 (Proctor Cove) in 2026-2027.
- Tuck's Pt. Rotunda. Another project very close to being permitted. Grant funding will be pursued for the construction phase of the project.
- Thank you to Nate in the DPW for overseeing these projects and Sue Croft who will be taking over the grant writing for all harbor projects going forward.

Funds and Revenue:

Harbor Usage Revenue FY24
Total: \$251,944.75

Boat Excise Revenue FY24
Total: \$16,542

Dredge Fund as of 6/2024
Total: \$31,540

Waterway Fund Balance as of 1/2025
Total: \$56,776.27

Boats:

The Department is investigating the replace-

ment of our 25' Safe Boat and 24' Eastern with two new boats. A 23' Metal Shark dedicated to police enforcement and a 26' Metal Shark with fire fighting apparatus that will serve as the daily operational vessel for the Harbor Department. The purchase will require a federal grant and the sale of the two existing vessels. 75% of the cost will be covered if the grant is approved. The sale of the two boats and waterway funds will cover the balance.

The busy waterfront will be better served by these two vessels and will have a twenty-year life span.

The Clean Vessel Act pump-out boat was busy helping keep the harbor clean and safe. Over 350 gallons of waste were removed from 217 vessels this year. 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 launches Freedom and Liberty will again serve the mooring holders of Manchester. Need launch service? Send the harbormaster an email.

Records:

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

Moorings & Waitlists:

Waitlists - As of January 6, 2025, there are 454 names on the mooring waitlist, 23 names were added. The mooring-change list has 71 names. Shallow water moorings – 34 and Black Beach - 4.

Moorings - Approximately 9 moorings changed hands in 2024. It is expected 2025 will be an above 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:

As always, I wish to express thanks to the entire Harbor staff for their service. They are all committed to making the harbor a safer place for everyone who uses it! This goes for our launch operators and the dock masters who managed the Reed Park docking facility

flawlessly. I hope everyone on the staff comes back in 2025. 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. The regular patrols by the Police Department made a significant difference in waterfront safety. Their continued patrols are very much welcomed!

Deputy Andy Vanikiotis joined us in July and had an immediate positive impact. Many of the jobs that went untended were cleaned up by Andy and the staff. Andy left the first week of September to attend the police academy and will graduate on February 28th. For those wondering why the police academy, the successful completion of police training is required to be a full-time certified harbormaster in Massachusetts.

I for one am looking forward to having Andy onboard for the entire coming season.

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

Best, Bion Pike
Manchester Harbormaster.

HISTORIC DISTRICT/HISTORICAL COMMISSION

Historic District/Historical Commission Board Members: Rosemary Costello (Chair), John Round, Richard Smith, Joseph Sabella, Paul Stremple, Alison Sellers Moerland, Evonne Blanchard and Helene Shaw-Kwasie, Clerk

2024 YEAR IN REVIEW

During the past year, the Historic District Commission (HDC) held eight (8) meetings; considered nine (9) applications; and granted nine (9) Certificates of Appropriateness. Four (4) of these applications were for signage approval. Meetings were held by Zoom and hybrid.

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.

One new commissioner (Evonne Blanchard-relator member) volunteered and was appointed.

The HDC continued to serve dual roles

and take responsibility as the Manchester Historical Commission (as defined by MGL 40 Section 8D) for the purpose of further identification, celebration, and protection of historic resources. An application to become a Certified Local Government, as defined by the National Park Service, was approved by the Massachusetts Historical Commission (MHC), thereby securing a greater likelihood of being awarded (MHC) grant funding.

The Town applied for, and was awarded, a grant of \$15,000 from the MHC to follow the recent plan to survey and inventory historic resources. The initial survey area chosen is in the School Street area. An RFQ was issued, and a consultant hired to survey and inventory historic resources in this Phase I area. The consultant will complete this survey in 2025.

Richard Smith served as HDC representative to the MBTA task force and Rosemary Costello served as HDC representative to the Wayfinding Taskforce. Joe Sabella continues as HDC representative to the Community Preservation Committee, and Rosemary Costello joined CPC as an at-large member.

The Chair and Clerk fielded inquiries about issues and projects in and out of the historic district and continue to welcome questions. The Commission continues to endeavor to better coordinate its activities with those of the other Town boards. We thank Sue Croft, Paul Orlando, Nate Desrosiers, and Marc Resnick for their professional assistance with HDC efforts. **We are especially grateful for all the many years of service of our clerk Helene and wish her well in her retirement!**

Rosemary Costello, Chair
Historic District/Historical Commission
Manchester-by-the-Sea, Massachusetts
January 2025

INSPECTORS

2024 was extremely busy year in the Inspectors Office. The comparison below shows the increases in 2024 vs. 2023 calendar years. Our on-line permitting, which began in June of 2014, continues to be very successful and well-liked by most of the contractors. Principal Assessor Michelle Branciforte oversees the Building Department. Terri Cooke is the Administrative Assistant for the Assessing and Building Departments.

Building Inspector Paul Orlando is in the office on Tuesday mornings from 7am to 8am and Thursday evenings from 4:30pm to 6:30pm. Gas and Plumbing Inspector, Dave Perea and Electrical Inspector, Joe Novello have all been working remotely since COVID-19 but are conducting all their inspections, as needed.

The following is a list of permits and fees collected for

	2024:	2023:
Building Inspector		
• Permits Issued	332 (+8%)	306
o Fees Collected	\$303,440 (+50%)	\$202,645
Plumbing/Gas Inspector		
• Plumbing Permits issued	189 (+38%)	137
o Fees Collected	\$ 26,680 (+36%)	\$19,655
• Gas Permits Issued	170 (+14%)	149
o Fees Collected	\$ 13,070 (+12%)	\$11,715
Electrical Inspector		
• Permits Issued	225 (+28%)	176
o Fees Collected	\$136,032 (+70%)	\$80,018
TOTAL:	916 (+19%)	768
Fees Collected	\$479,221 (+53%)	\$314,033

If you have any questions about permitting 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, Permits, middle of the page. We also have on-line permitting for the DPW, Board of Health, Planning Board, Zoning Board of Appeals and Fire Dept. Thank you for your cooperation throughout the year.

MANCHESTER PUBLIC LIBRARY

We are proud to present the Manchester-by-the-Sea Public Library’s Annual Report for 2024, a year filled with achievements and milestones that we could not have reached without the support of our community.

The Manchester-by-the-Sea Public Library had a busy, exciting year providing resources and programs to our community. In the first half of 2024, the Trustees and the Director, with the help of staff and an outside consultant, prepared an application for a Massachusetts Public Library Construction (MBLC) Grant for a much-needed renovation/expansion project. A community survey and focus group input helped shape a library building plan. We developed a comprehensive planning document

for our future library with this knowledge. The Town voters agreed with substantial financial support at the annual Town Meeting to match a planning and design state grant for our renovation/expansion. Unfortunately, in early 2025, we learned that the MBLC did not select our community for the competitive state funding grant. However, this setback has only strengthened our resolve to create a future library that honors its historic architecture with updated technology, additional user space, and increased accessibility.

2024 was a year filled with many successful collaborations for the Adult Services and Reference Department. The library coordinated 293 programs for adults in 2024. Highlights included a Solar Eclipse Party, a Summer Reading Escape Room, and a South Africa and Botswana Travelogue. Over half of our adult programs are hosted virtually or offsite due to space constraints within the library. The Crowell Chapel helped provide some of the meeting space needed. The Library and the Manchester Cultural Council co-sponsored eight programs at Crowell with 400 attendees and 696 views posted by 1623 Studios. Other Library collaborations included Manchester’s Sustainability Committee, The Friends of the Library, the weekly Cricket Newspaper column, other MA libraries, and many community members who shared their expertise in various topics from beekeeping to meditation. Within the Library, Youth, Teen, and Adult Services collaborated on exciting initiatives, like Summer Reading, Manchester Reads, a Poetry Contest, and community game nights. Our multigenerational programming has succeeded, and we are ecstatic about doing more in 2025.

In the Children’s Department, there were many program highlights in 2024. We started the year with an Eyes on Owls program, an owl rescue that shared their rescued birds and conservation tips with a crowd of 60. Another new initiative was with Early Childhood Partners CFC, providing a weekly playgroup for ages 0-4. Our Wednesday morning Storytime with Ms. Audrey was offered 39 weeks out of 52 (75%!) and consistently attended with regulars and an average attendance of 15 people. Other successful programs offered were our Anthropol petting zoo (34 attendees), Read to Winston (a monthly program where

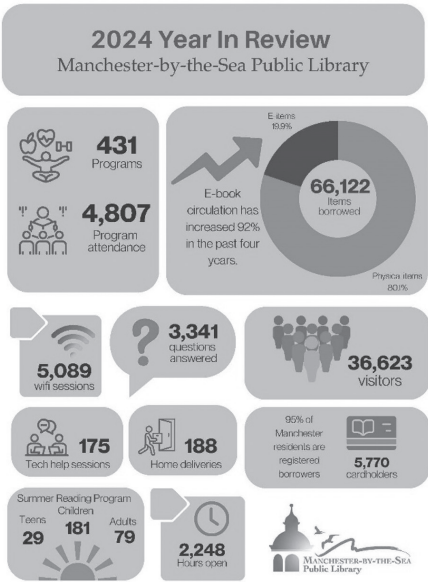
children read to a therapy dog to practice their literacy skills), Touch-a-Truck (around 80), Haunted Library (131), Ron Borel's Cookie Party (44), End of Summer Reading Party (90), and Graham Cracker Gingerbread House Making (33). Additionally, in 2024, the Children's Librarian visited three different preschool classrooms at MMES for 24 visits. Three hundred forty-three new books were added to the children's collection. Just as important, around 200 items were weeded from the collection. Finally, the Children's Librarian answered over 1,000 reference questions.

The library's YA department ran a mix of new programs and old standbys in 2024 -- everything from making candy sushi and decorating ugly sweater cookies to a henna session and a videogame/mini-golf program, to name a few successful offerings. Each of these activities drew about 30 people or more. On the collection side, we took the first steps in an ongoing effort to expand the manga portion of our graphic novel selection. The Teen Advisory Board benefited from the same core group of half a dozen students entering their third year helping with library programs and planning, notably the Haunted Library. About a dozen teens also volunteered to help with shelving, library fundraisers, and other tasks during the school year and over summer vacation. We worked to build a stronger connection with Manchester Essex Middle School by making a series of school visits and assisting teachers with gathering materials for student reading units.

The past year was another busy one for the circulation desk. The library's most popular adult fiction title read by library patrons was *The Women* by Kristen Hannah. An *Unfinished Love Story: A Personal History of the 1960's* was the most circulated adult non-fiction book. The most borrowed young adult title was *Hey, Kiddo* by Jarrett Krosoczka. *Paw Patrol's 5 Minute Stories Collection* was the favorite children's picture book, and *The Diary of Wimpy Kid: No Brainer* was the most popular junior fiction book. *People Magazine* circulated more than any other periodical. More library users watched the DVD *Oppenheimer* than *Barbie*. *Hotspots* were the most utilized item in our Library of Things, beating out the *Power Washer*. The New England aquarium was the museum most visited through our discounted

pass program which is sponsored by the Friends of the Manchester Library.

Here's a look at 2024 by the numbers:



On behalf of the Board of Trustees and the staff, we extend our sincere thanks to our many supporters, including the Friends of the Library, all our volunteers, individual donors, all our collaborators, including the Town departments who work with us to provide service to the community of Manchester, and every Manchester resident! Your support has been invaluable, and we are deeply grateful for your continued commitment to the library and the community. We are here because of you and committed to serving you.

David Lumsden, Trustee
Ric Rogers, Trustee
Sarah Davis, Trustee
Cynthia Gemmell, Library Director

MANCHESTER HOUSING AUTHORITY

The Manchester Housing Authority consists of eighty- Chapter 667, Elderly/Handicapped housing units located at Newport Park, and The Plains; there are four units- Chapter 705, family housing units on Loading Place Rd. Our mission is to develop and manage safe, good quality, affordable housing for low-income individuals and families in a manner that promotes citizenship, community, and self-

reliance throughout our 667 & 705 programs.

Our goal is to provide safe, secure, suitable, and affordable housing opportunities to low-income elderly and disabled households in a fair manner and with non-discriminatory practices.

We, the Board of Manchester Housing Authority, are committed to the expansion of permanent, affordable housing to meet the need for affordable places to live for all the members of our community. Over the past years, the Manchester Housing Authority and The Manchester Affordable Housing Trust have combined their efforts to address the housing crisis that Manchester-by-the-Sea is facing. We are working diligently and are committed to supporting the interests of the entire community and we will continue our efforts investigating ways to develop more affordable housing for individuals and families.

Our past year included repairs and improvements made to the Manchester Housing Authority's three sites. At The Plains, MHA completed several updates to kitchen and bathrooms on vacancies. All building boilers at Newport Park were replaced, there has been ongoing extensive plumbing repairs, and building envelope repairs over the year. MHA has secured funding for parking lot and walkway paving planned for the spring of 2025 at The Plains. At Loading Place Road, the family site, we have a project to put in 6 new bathroom vanities, sinks and faucets.

The Manchester Housing Authority Board of Commissioners are, Chairman Elaine Persons, Members Gretchen Wood, Beth Heisey, Craig McCoy, and State appointee Thomas Grady.

We would like to commend our staff, Executive Director Irene Frontiero, Mary Pat DeRosa Executive Assistant, Maintenance Mechanics, Chris Rodier, and Brian Bernard for their diligence and professionalism. We thank the Town's Fire and Police Departments for helping us to provide safe housing for its residents, the Council of Aging for their continued work with MHA residents, and the Board of Health. A thank you to Governor Healy for supporting an increased funding bill for public housing in the FY24-25 General Appropriations Act, and to Bruce Tarr for the continued support legislating for the

modernization and upgrading of public housing, and a special thank you to the DPW and those in the community that were there for MHA with assistance and support.

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

MANCHESTER ESSEX REGIONAL SCHOOL DISTRICT 2024 ANNUAL REPORT

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

MERSD remains committed to providing a high quality, rigorous, student-centered educational experience. Our mission to prepare students for post-secondary education, careers, and engaged citizenship continues to drive our work. This year's report highlights our progress in curriculum development, student support initiatives, student engagement, and community partnership efforts. Through these initiatives, we are committed to equipping our students with the skills, knowledge, and confidence they need to thrive in an ever-evolving world.

Academic Achievement

MERSD continues to be recognized for academic achievement and growth. Essex Elementary was honored as a School of Recognition by the Massachusetts Department of Education for its significant improvement in MCAS results. Manchester Essex Regional High School (MERHS) ranked third in *Boston Magazine's Fall 2024 Best High Schools Edition* and placed in the top 5% nationwide in *U.S. News & World Report's Best High Schools* rankings. Additionally, The College Board awarded MERHS bronze recognition in its 2024 AP School Honor Roll. The AP Access Award reflects the District's commitment inclusion and high expectations for all students. Schools are recognized for providing opportunities for students to earn college credit, expanding access to traditionally underrepresented students, maximizing college readiness, and ensuring consistent student outcomes.

Continuous Improvement – Strengthening Curriculum & Instruction

This year, MERSD focused on advancing our curriculum to align with the goals in our Strategic and District Improvement Plans. Key developments included:

- **NEASC Elementary Accreditation:**

Essex and Memorial elementary schools have begun the New England Association of Schools and Colleges (NEASC) accreditation process. NEASC is an independent organization that partners with over 1,500 public, independent, and international schools to assess, support, and promote high-quality education through accreditation, professional assistance, and best practices. This process ensures meaningful, ongoing school improvement while honoring each institution's unique culture and context.

- **District Review:** MERSD is undergoing a district review by the Massachusetts Department of Elementary and Secondary Education (DESE) with support from the American Institutes for Research (AIR). This assessment, based on DESE's District Standards and Indicators, evaluates district systems, policies, and practices through document reviews, data analysis, classroom observations, and stakeholder focus groups. The review will highlight successes, identify areas for growth, and support our ongoing work toward the goals in our Strategic Plan.

- **Curriculum Development:** MERSD has undertaken a comprehensive review of our science, technology, engineering, and history curricula to ensure alignment with current educational standards and best practices. Additionally, we have introduced new programs focused on phonemic awareness and history, enhancing foundational literacy skills and expanding historical perspectives. To further enrich our academic offerings, we successfully secured grants to support genocide education and the Arts & Cultural Vitality Index, strengthening interdisciplinary learning opportunities for our students.

- **Student Support & Well-Being:** Ensuring that all students receive the support they need remains a top priority. This year,

we expanded the Multi-Tiered Systems of Support (MTSS) framework to provide a structured approach to addressing student needs at every level. By utilizing benchmark assessments, we have been able to gather valuable data to identify and support diverse academic and social-emotional needs. Grant-funded initiatives, including the High Dosage Tutoring Grant and targeted attendance interventions help support student academic success and engagement. Our efforts reflect our ongoing commitment to fostering the well-being of the whole child, ensuring that each student receives the necessary resources and interventions to thrive both academically and personally.

- **Digital Learning Advancements:** In an effort to enhance technology integration in the classroom, we have improved digital tools that support instruction and assessment. These advancements provide educators with more effective resources to track student progress and personalize learning experiences. Additionally, we have strengthened data privacy measures and expanded staff training initiatives to ensure a secure and informed digital learning environment.

- **Professional Development:** This year, MERSD prioritized professional development opportunities to enhance instructional practices and to support student success. Our educators participated in training on Universal Design for Learning, executive functioning, and AI integration, equipping them with innovative strategies to create inclusive and dynamic learning environments. Additionally, we expanded coaching in literacy and mathematics at the elementary level, ensuring our youngest learners receive targeted support to build strong foundational skills.

Community Partnerships & Student Engagement

MERSD remains committed to fostering meaningful community partnerships that enhance student learning and engagement. Organizations such as Friends of Essex Elementary School (FEES), Manchester Memorial and Middle School PTO, and the Spaulding Education Fund (SEF) play a vital

role in supporting community-building events, cultural programs, professional development, and academic enrichment opportunities that strengthen the connection between families and schools. Additionally, Manchester Memorial Elementary School (MMES) and Essex Elementary School (EES) collaborate on shared experiences, including Poetry Café Night, the 5th-grade play, and the elementary District Wide Band, fostering creativity and a strong sense of community among students.

Beyond school-based initiatives, students engage in community service and advocacy through partnerships with The Open-Door Food Pantry, The Born to Run Foundation, Beverly Bootstraps, and Windrush Farm. These partnerships instill social responsibility and provide students with real-world learning experiences that extend beyond the classroom. Whether through service, extracurricular involvement, or innovative learning opportunities like the STEAM Showcase, cultural field trips, and clubs such as Debate Team, Robotics, and DECA, students develop the skills, leadership, and civic awareness needed for lifelong success.

Beyond academics, students flourish in the performing arts, participating in DramaFest and school based musical productions that enhance creativity and confidence. Meanwhile, athletics continue to inspire excellence, with multiple teams making playoff appearances and securing state championships. Whether on stage, in competition, or through hands-on learning, these opportunities enrich students' experiences, ensuring they develop the skills, leadership, and passion needed for future success.

Facilities & Operations

Long-term capital planning remains a strong focus as we work to meet the evolving needs of our district. Key development in 2024 include:

Essex Elementary Building Project: In November 2022, a needs assessment by Habeeb & Associates confirmed that Essex Elementary School had exceeded its useful life, identifying approximately \$9 million in necessary capital improvements. In response, MERSD submitted a Statement of Interest (SOI) to the Massachusetts School Building Authority (MSBA) in April 2023.

In December 2023, the MSBA approved Essex Elementary for the Eligibility Phase, recognizing it as one of the most in-need school facilities in the state. After successfully completing this phase, MERSD has entered the Feasibility Phase and is in the process of hiring an Owner's Project Manager (OPM). The Feasibility Study will involve a comprehensive analysis of existing conditions and an evaluation of potential solutions to determine the most cost-effective and educationally appropriate design for the district. This phase will conclude with the selection of a preferred schematic design that will define the project's scope, budget, and schedule.

Once the preferred schematic design is finalized, MERSD will hold a community-wide vote, expected in fall 2026 or spring 2027, to approve project funding. If approved, the project will advance to the final design and construction stages, anticipated to take place from 2027 through 2031. Throughout this process, MERSD will continue working closely with the MSBA and community stakeholders to ensure the project aligns with educational needs and financial considerations.

MERMHS Auditorium Sound Upgrade:

Through the generous support of Friends of Manchester Essex Performing Arts (FOMEPA), the MERMHS auditorium is undergoing a sound system upgrade.

Looking Ahead

Despite financial challenges, including structural deficits and increasing costs, we remain committed to transparent budgeting and strategic planning. As we navigate these realities, we will continue to:

- Maintain our focus on academic excellence and student well-being.
- Advocate for sustainable funding solutions.
- Prioritize facility improvements and operational efficiency.

As always, we are grateful for the support of our Manchester and Essex communities. Your partnership ensures that MERSD remains a place where students thrive—academically, socially, and emotionally. Together, we are preparing the next generation of lifelong

learners, critical thinkers, and compassionate citizens.

On behalf of the faculty and staff of MERSD, I extend my sincere appreciation to the residents of the communities of Manchester and Essex for their unwavering support of our students and of our schools.

Pamela Beaudoin, Superintendent of School

FINANCE & OPERATIONS

The past year marked a period of both transition and strategic planning for the District. With the appointment of a new Director of Finance & Operations, the District had a fresh set of eyes on the finances and operations. The District maintained its foundational stability while confronting ongoing fiscal challenges.

While the District continues to demonstrate sound operational management, the persistent structural deficit remains a primary concern. The fiscal year 2025 budget requires the strategic use of one-time funds to minimize assessment increases to member communities. Despite diligent efforts to identify cost-saving opportunities, inflationary pressures and rising operational costs continue to outpace available revenue streams. The standard 2.5% property tax increase limitation has proven insufficient to meet the District's growing operational needs, which typically increase by approximately 4% annually. This budgetary challenge is expected to continue through 2025 and into future years as the gap between revenue and operational costs persists. *For more information on Finance & Operations, visit our Finance and Operations page on the District website (<https://ma01807435.schoolwires.net/domain/256>).*

Looking ahead, the District faces emerging capital requirements at the Middle School High School building, which is approaching its 15-year mark. The capital plan anticipates increased expenditures to maintain this vital asset's systems and infrastructure in the coming years, ensuring its continued optimal operation.

A significant milestone was achieved in December 2024 with the District's acceptance into the Massachusetts School Building Authority's (MSBA) feasibility study phase for the Essex Elementary School project. This represents the final school building to be addressed since the District's establishment and

will help resolve considerable capital needs through either renovation or new construction.

The District remains committed to balancing fiscal responsibility with educational excellence while addressing these structural challenges and capital needs.

Michelle Cresta, Director of Finance & Operations

CURRICULUM, INSTRUCTION, AND TECHNOLOGY

Curriculum

The Manchester Essex Regional School District holds a continued commitment to ensure our curricula is aligned with the Department of Elementary and Secondary Curriculum Frameworks, the MERSD Vision of the Graduate, and focuses on our strategic goal of authentic learning. The Manchester Essex Regional Schools utilize a process for curriculum review that engages professionals in a collaborative effort to evaluate, revise, and articulate curriculum and instruction. Decision making around curriculum design and resources will be informed by the District strategic plan, initiatives outlined in the District improvement plan, current educational research, and guidance from MA Department of Education. During the 2024 school year we initiated a curriculum review process in Science/Technology/Engineering. Curriculum areas History/Social Science, World Language, and the Arts continue into year 2 of their curriculum review cycles. These curriculum reviews were supported by competitive MA DESE Grants (Investigating History Grant, Genocide Education Grant, and Arts & Cultural Vitality Index Grant) to fund aspects of these curriculum review processes.

Additional curriculum work included curriculum implementation (for example: Heggerty for Phonemic Awareness in K-2 and Investigating History in grades 5-7) as well as curriculum writing and development (including teacher summer curriculum development in Psychology, 5th grade curriculum integration, World History, Literacy/Writing in grades 3-7, and more.)

Professional Development

Professional learning supports our staff in improving our practice, staying current in our

pedagogy, and continually adjusting to meet the needs of all our learners. During the 2024 school year, MERSD staff engaged in a wide range of professional learning opportunities including training for Universal Design for Learning (UDL), Technology and Artificial Intelligence (AI), Executive Functioning, Cultural Competency, Social Emotional Learning (SEL), supporting Multilingual Learners, and content specific professional development. Staff engaged in professional learning through internally provided training, external conferences, consultants, book studies, webinars, collaborative groups, and more.

Additionally, in the fall of 2024, MERSD launched elementary instructional coaches, one for Mathematics and one for Literacy. The coaches work across the elementary school staff, K-5, to provide targeted, job-embedded personalized training to improve instructional practice and support strong student outcomes.

Multi-Tiered Systems of Support

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

During 2024 MERSD continued our efforts to align and implement coherent data and intervention practices across our elementary schools. The continued use of consistent i-Ready benchmark assessments across K-8 in both Reading and Mathematics provided staff with the ability to look at student achievement, progress, and growth over time while communicating student performance with families. K-8 educators used the data to provide targeted instruction and intervention supports. Continued data analysis and action planning support instructional programming to support learning for all students.

MERSD utilized grant awards (ESSER Grant and DESE's High Dosage Tutoring Grant) to fund targeted intervention support

in grades 3-5 at Essex Elementary School and Middle School grade 8 Mathematics. During 2024, MERSD also implemented targeted areas of support to address student attendance, with focused attention on those identified as chronically absent supported by a MA DESE grant.

Technology

The MERSD District Technology Team consists of the District Network Administrator/Technology Manager, District Data Analyst/Database Administrator, IT Support Specialist, Digital Learning Specialists, Technology Teacher, Director of Finance and Operations, and the Director of Curriculum and Instructional Technology. This team continues efforts to increase efficiencies while ensuring data security and privacy practices are in place to support teaching and learning cross-District. MERSD technology continues to actively engage with the Student Data Privacy Consortium to ensure we continue to evaluate our compliance with student data privacy practices. The technology team has worked to refine software and subscription tools to ensure access to appropriate tools and avoid duplication of resources. Our Technology staff provides support to target ongoing technology system maintenance and enhancement while also providing technology training to adults in the system including assessment platforms, data access, assessment processes, professional learning, and more.

Heather Leonard, Director of Curriculum & Instructional Technology

STUDENT SERVICES

In-District Special Education Programs

MERSD offers several specialized in-District programs that benefit students by enabling them to remain in our community schools with their peers. MERSD's in-District programs save taxpayers more than \$1.8 million annually after factoring in added staffing costs. Without these in-District programs, MERSD would be obligated to send students to programs outside of the District, which are consistently much more expensive, with an average FY24 tuition cost per student of \$109,598 annually.

Out-of-District (OOD) placements can be difficult to predict when associated with

move-ins (i.e., new residents). Transportation is also mandated for OOD placements. The cost of these services has risen significantly for all school Districts in recent years, due to a nationwide shortage of hourly workers, including bus drivers. Recognizing this statewide fiscal challenge, a portion of these transportation expenses is now reimbursed by the Commonwealth of Massachusetts through the “Circuit Breaker” program, but the majority of transportation costs fall to MERSD through its budget.

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 2021-2022, and yielded no findings of special education non-compliance. The next Tiered Focused Monitoring review will occur in spring 2025.

The District routinely conducts screenings of children in order to identify potential disability-related needs; approximately two hundred thirty-two (232) students, 19% of the student population, receive special education services. Forty-seven (47) children PK-12 in the Manchester Essex communities were referred for an initial special education evaluation in 2023-2024. 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 RISE (Reading Independence in Supported Environments) for children with

developmental and intellectual disabilities; Academic and Communication Enhancement (ACE) for children with neurological and complex language based learning disabilities; Intensive Reading and Written Language (IRWL) for students with dyslexia; and the Social and Academic Integrated Learning (SAIL) and Transitions programs for students with social-emotional disabilities and/or level one autism.

In addition to special education, the District provides accommodations for eighty-four (84) students eligible for Section 504, a federal regulation that protects individuals with disabilities from discrimination in education and employment. Eight (8) 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, serving 217 students from kindergarten through fifth grade, is dedicated to fostering an engaging, inclusive, and supportive learning environment. In addition to its two classrooms per grade level, the school hosts the Academic and Communication Enhancement (ACE) Program, which provides specialized services for qualifying students from both towns. Class sizes currently average 13 students per class in kindergarten, approximately 18 students per class in grades 1–4, and 24 students per class in fifth grade.

The school offers a broad range of academic programs and enrichment opportunities. Following a challenging year with disappointing MCAS scores in 2023–2024, Essex Elementary has demonstrated impressive growth, earning recognition as a Massachusetts Department of Education School of Recognition for its MCAS achievements in the subsequent year. This honor highlights the school’s significant progress toward annual accountability goals and its commitment to elevating the performance of all students. To support this growth, instructional



coaches in math and literacy have been introduced, providing embedded professional development for teachers to enhance student outcomes.

In collaboration with our Manchester Memorial Elementary colleagues, Essex Elementary has focused on aligning instruction and practices so that students have a cohesive elementary education. This effort included the schools' initial application for NEASC accreditation, highlighted by a two-day site visit last fall. NEASC members observed classrooms and met with stakeholder focus groups to identify strengths and areas for growth across the elementary schools. Other collaborative elementary initiatives include creating and refining curriculum maps and organizing joint activities such as the 5th-grade play, Poetry Café Night, and other 5th-grade culminating events.

Students enjoy a dynamic schedule of weekly specials that include wellness (physical education/health), music, art, library, and technology. The recent addition of a library teaching assistant has expanded access to library resources, such as the revitalized lunch bunch book clubs for grades 3–5. Upper-grade

students can participate in instrumental music lessons during the school day and join the MERSD elementary band, while before-school programs like chorus and rock band further enrich their experience. Community-building events, such as Flashlight Tag, spirit weeks, and a school-wide Mystery game, have fostered connection and engagement among students and staff. Building on the success of last year's initiatives, after-school clubs continue to flourish, offering a variety of activities led by teachers, parents, and community partners, including the Council on Aging.

Community involvement plays a key role in Essex Elementary's success. The Friends of Essex Elementary School parent organization hosts several events throughout the year, fostering connections among students, families, and staff. Highlights include the record-breaking turnout for this year's "Happy as A Clam" 5K race, as well as beloved events like the Hoe-Down, Messy Art Night, Fall and Spring Book Fairs, and Winter Wonderland Pancake Breakfast.

Kimberly Provost, EES Principal

MANCHESTER MEMORIAL ELEMENTARY SCHOOL

Manchester Memorial Elementary School (MMES) has 309 students enrolled in Pre-K through Grade 5 this school year. In addition to Grade K-5 classrooms, the school also hosts four District-wide, specialized programs that are available to students from Essex and Manchester. Students qualifying for these specialized services from either town may participate in these programs. Over the years, MMES has seen tremendous success for the children in these programs, including the MERSD Integrated Pre-K, the MERSD Social and Academic Integrated Learning (SAIL) Program, and the MERSD Intensive Reading and Written Language (IRWL) program. A new addition to MMES this year is the Reaching Independence in Supportive Environments (RISE) program. This is an additional District program that provides specialized support to students in our District.

In Grades K-5, we have seen an increase in enrollment as our number of class sections has been decreased. Grades K, 1, and 3 have class sizes that average roughly 18 students per class.



However, Grade 2 (24.5 students per class), Grade 4 (25.5 students per class), and Grade 5 (23.5 students per class) have class sizes that are quite a bit higher. These averages are also higher than our typical class size. However, it is wonderful to see several new families moving to town!

MMES offers all its students a wide range of activities and academics in our effort to educate the “whole” child. Social-Emotional Learning and an inclusive, welcoming community are the hallmarks of the school. Our students perform well academically, and we take great pride in the education and experiences that support their development into well-rounded young learners. All students participate in weekly classes in wellness (physical education/health), music, art, library/research, and technology. Students in the upper grades may take instrumental music lessons during the school day and participate in the MERSD elementary band. Students also can join our before-school chorus and “Rock Band” program and perform with the concert band at various performances throughout the year. MMES students also enjoy several enrichment programs that are sponsored by our PTO, including musical/dance performances

and academic enrichment presentations.

We continue to work collaboratively with our colleagues at Essex Elementary School to provide a consistent experience for all elementary students in the District. Educators from both schools have been collaborating on the creation of common curriculum maps while completing the application process and site visits for the shared New England Association of Schools and Colleges (NEASC) elementary accreditation experience.

A shared goal for our staff this year has been to participate in field observations of their colleagues and peers within our own school building and outside of our school. Educators have visited other classrooms and schools to see best practices in action. This began with our staff establishing “transparent classrooms” where a symbol outside the door lets their peers know that they are welcome to pop in and observe their class at any time. The second phase of this has been visits to other schools – both within and outside of the District. It has been a great way for our educators to learn new techniques from other skilled educators in the field.

John Willis, MMES Principal

MANCHESTER ESSEX REGIONAL MIDDLE SCHOOL

Manchester-Essex Middle School (MEMS) has 280 students enrolled in grades 6 through 8 this school year. In addition to general education and exploratory classrooms, the school has three programs available to students who require specialized services. These programs include our Social and Academic Integrated Learning (SAIL) Program, our Intensive Reading and Written Language (IRWL) Program, and our Academic and Communications Enhancement (ACE) Program. Accountability measures categorize the middle school as surpassing expectations, and it is classified as having made “substantial progress towards targets,” as identified by spring 2024 MCAS testing.

At all levels, students participate in English, math, science, and history classes. Grade 6 students participate in Middle School Academy (MSA), which was established to provide students with additional tiered support in reading and writing. Students in grades 7 and 8 participate in world language classes, choosing either Spanish or French. All students



participate in art, engineering, music, and comprehensive health and wellness education.

There are many measures of student success, and we are committed to helping each individual child achieve their potential. In addition to a robust core curriculum that balances high expectations for student achievement with the needs of the whole child, we offer specialty programming and a variety of 21st-century learning opportunities for our students. These offerings include the specialized programs listed above, STEM coursework in coding, project-based learning and exploration, and robotics. Our current exploratory structure and staffing enables us to provide year-long courses in which students are fully immersed in learning experiences that foster creativity, critical thinking, and artistic expression.

Cornerstones of Community and our Vision of the Graduate

One of our middle school traditions takes place on the first two days of school. Our exploratory team works with students at each grade level, engaging them in community-building activities and learning.

Through this work, our students begin to experience the benefits of collaboration and the

importance of sound decision-making. This is the start of developing skills for creating and fostering an atmosphere of respect with peers and teachers.

This important work is essential learning for young adolescents and helps lay the foundation for developing the dispositions and attributes defined in our Vision of the Graduate.

Authentic Learning

Each year, middle school students engage in a variety of authentic learning experiences. Examples include learning at Crane Beach and Wolf Hollow, participating in Project Adventure, growing vegetables in our school gardens, raising awareness of charitable organizations, fundraising, and gathering essential resources for organizations including The OpenDoor Food Pantry in Gloucester, The Born to Run Foundation, and Windrush Farm.

MANCHESTER ESSEX REGIONAL HIGH SCHOOL

Manchester Essex Regional High School is committed to offering a well-rounded high school experience for every student. Guided by our Vision of the Graduate, we embrace a whole-child approach to education, providing student-centered, inclusive, and innovative instruction that meets the needs of all learners.

Of our 88 Class of 2024 graduates, 93.2% pursued full-time education at 60 post-secondary institutions across 23 states, the District of Columbia, and international locations such as Ireland, Scotland, England, and the Netherlands. The remaining 6.8% chose military service or entered the workforce.

The Class of 2024 enjoyed a memorable Senior Week, which included prom at Willowdale, a family picnic at Tuck's Point, a Red Sox game, and an unforgettable overnight white-water rafting trip. The festivities concluded with a beautiful evening at Baccalaureate, followed by Graduation the next afternoon. As their class gift, the Class of 2024 donated a Longevity Bench to the community.

In and out of the classroom, students participate in and engage in authentic, real world learning activities. Throughout the year, students participated in a variety of enriching educational activities. Our annual STEAM Showcase continues to grow, bringing the community together for an evening of hands-on

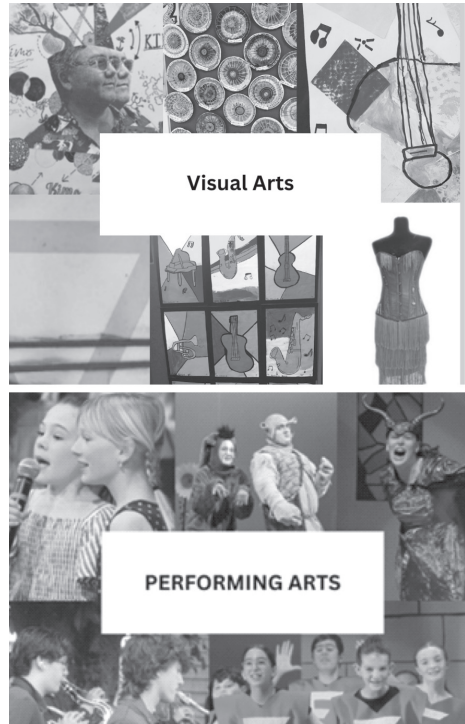


learning. Students also took part in several exciting field trips and immersive learning experiences, including trips to New York, Costa Rica, and France.

Our Visual and Performing Arts departments provide students with numerous opportunities to showcase their talents. Three art students were selected for the Emerging Young Artists + Designers (EYAD) 2024 Juried Exhibition at UMass Dartmouth.

Through concerts, musicals, and events like Drama Fest, students in the Performing Arts department had an exciting and eventful year. This fall, they performed *Shrek* and participated in community events such as Manchester's Harvest Fest and the Friendship Tree Lighting. Additionally, they performed at the elementary school, hosted a talent show, and traveled to New York City in May.

Clubs and extracurricular activities at MERHS continue to thrive, offering students meaningful opportunities for growth and engagement. Students organized and participated in several community service initiatives, including donation drives for Beverly Bootstraps and Planet Aid, as well



as various toy, clothing, and food collections. The Green Team actively worked to promote environmental change within the community.

Our academic and competitive teams had an outstanding year, with the science, math, and debate teams achieving success in their respective competitions. The new Mock Trial team had an impressive debut season, and the Robotics team excelled, finishing 12th at the New England Regional Competition. Meanwhile, our DECA chapter continues to flourish, with many students advancing to the national championship held at Disneyland. Additionally, SCAR participated in the impactful Connections Conference, further broadening their horizons.

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Julie Sgroi, MERHS Principal

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 2024, the Committee continued work on projects that are priority actions of the OSRP as well as those funded by grants from the Community Preservation Act. There is currently a vacancy on the committee, and we urge anyone interested to volunteer.

Open Space Recreation Plan: The DCR approved Plan can be found on the Town's website. The committee is currently reviewing the Plan to identify new projects to focus on in the coming year.

Powder House Hill: The survey has been completed for two new parking spaces in Newport Park at the entrance to Powder House Hill. They will balance the needs of the Newport Park residents and Powder House Hill trail users. The committee is currently working to place permanent signage at public access to the trailheads. We acknowledge the continued excellent work of volunteers and CATS who do trail clearing and maintenance throughout the year.

Western Woods Preservation: The final DCR approved Forest Stewardship Plan can be found on the Town's website. The

committee is currently formalizing public access to various trailheads, permanent signage, and parking where appropriate.

We are grateful to all our current volunteers and thank Helen Bethell who stepped down for her contributions.

OSRC Members:

- Steve Gang, Co-Chair, Conservation Commission Rep (2025)
- Olga Hayes, Co-Chair, Parks & Rec Committee Rep (2025)
- David Saunders and Terry Cowman, Bicycle and Pedestrian Committee Reps (2026)
- Patti Mitchell, Coastal Stream Team Rep (2025)
- Morgan Evans, (2027)
- Nick De Sherbinin, (2027)
- Vacant

VISION STATEMENT from OPEN SPACE AND RECREATION PLAN

"The residents of Manchester have expressed a deep desire for their community to actively engage in environmental stewardship and to provide a wide array of recreational opportunities that meet the needs and interest of resident of all life stages and abilities. Manchester is envisioned as a beautiful seaside community blessed with a variety of landscapes and ecosystems that are preserved for their intrinsic ecological values and for social and recreational pursuits. Our harbor and beaches, woodlands, and wetlands, along with our parks and open spaces are integral to the health and vitality of our community and our strong sense of place.

The Town's overarching goals that were gleaned from the residents and other stakeholders throughout the planning process include:

- *Better understanding, protecting, and managing the Town's natural resources for the purposes of clean drinking water, wildlife habitat, passive recreation and resiliency.*
- *Providing active recreational opportunities for residents of all ages and ability levels, including additional playing fields and more access to water-related activities.*

- *Creating a more accessible, pedestrian- and bicycle-friendly community."*

PARKING CLERK

Number of Resident Stickers Issued: 5,188
 Parking Placards Issued: 222
 Parking Fines Collected: \$ 31,910

Respectfully Submitted,
 Christine Dixon, MMC/CMC
 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 and Tuck's Point. We serve as the appointed advisory committee to the Select Board 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 Select Board as needed.

In 2024 we have been working diligently on following through with the Town's Athletic Field Master Plan; it is great to see the Pine St Field getting so much use and now we are ready to move forward with the design engineering happening at Sweeney Park. Of course, there are many obstacles there for us to navigate in the coming year. New projects include some new amenities at Singing Beach including the accessible Mobi Mat, some new benches and some upgrades to the Tuck's Point restrooms along with the ongoing management of the new Pickleball Courts. Most of these 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!

As is our goal every year, we have been working hard to keep bringing families and the community together. We are proud to say that we feel we are doing better at that every year!

We successfully held all our programs including the Summer Concert Series, which is a resident favorite! Our Summer Playground Program continues to evolve while also maintaining the traditional aspect of it. Summer Playground continues to grow every year, we had the extended program run until 3 PM every day making a full 9 AM to 3 PM program for those that chose it. Field trips every week, Friday special days at Manchester locations and entertainment that came to us were all part of the amazing line up at the program.

Singing Beach was at its full capacity this past summer, there were great crowds on the beautiful summer weekend days. The third year of resident stickers as opposed to beach stickers has been a challenge, and now that we have three years of data it is safe to say there are more cars trying to get into the parking lot at the beach but not necessarily more days than before. The Chowder House at Tuck's Point continued to be a favorite place for all events, big and small. Community events without the Community Center have continued to flourish at Masconomo Park and has been a seamless transition. The many families that enjoy Wobblin Goblin and Jingle Bell Walk probably didn't even notice a difference. It is more work on the Parks and Recreation office, but it is off season work that is very rewarding!

We hope you have enjoyed the *Music in Masconomo Summer Concert Series* which takes place on Tuesday nights at Masconomo Park from 6 PM to 8 PM during the summer. This annual concert series will be entering into its 23rd year in 2025 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. They all realize as we do how important these community events are!

Parks and Recreation, under the guidance of the Parks and Recreation Committee, worked hard throughout 2024 to improve the services we provide. Some key accomplishments of Parks and Recreation were expanding the programs, continuing to tweak operations at Singing Beach, balancing the use of the Chowder House at Tuck's Point and finishing the installation of the sound panels at the pickleball courts.

The 4th of July was back in full swing in 2024 with the fireworks, parade and concert! All events were very well attended, and you could feel how excited people were to be together enjoying the traditional celebrations. Fireworks will be back again in 2026, and we look forward to gathering donations to make this possible.

Moving into 2025 the Committee and Department are excited to see some projects through such as some amenities at Pine St and the continued work involved to renovate Sweeney Park. These projects as well as new ones that come up that will improve the opportunities for our residents are what keep 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 members. Principle responsibilities include administering the Town Zoning By-Law, Subdivision Rules and Regulations, implementing the Master Plan, and proposing Town planning policies, initiatives, and amendments to the Town Zoning By-Law.

The Board meets twice monthly and conducts visits to sites subject to applications for Special Permits. In 2024 the Board held 32 public meetings.

In 2024 the Planning Board:

- Administered the Zoning By-Law by:
 - o Reviewing 8 Approval Not Required [ANR] Plans for Subdivision of Land
- Held Public Hearings and approved Special Permits, with conditions, for:
 - o Crocker's Boat Yard dock expansion
 - o Manchester Marine dock expansion
 - o 19 Smith's Point Rd
 - o Tuck's Point Rotunda
 - o Reed Park docks
 - o Commercial fish pier dock expansion
 - o Cell Signaling Technologies (Old Quarry Lane)
 - o 9 Proctor Street
- Held Public Hearings for Zoning By-Law changes presented at Annual Town Meeting in April 2024 and Special Town Meeting in September 2024
- Undertook a comprehensive process to develop zoning to comply with the MBTA Communities law (Ch 40A Section 3A).
 - o Board members chaired the Task Force for the zoning changes. The Task Force represented the Selectboard, Finance Committee, Historic Commission, Downtown Improvement Committee, and members at large.
 - o The Task Force developed draft zoning and held 21 public forums or public events and produced informative materials and videos.
 - o The zoning changes were passed at the November 2024 meeting by a vote of 636 to 214 with 7 abstentions.

The Board was saddened by the sudden passing of Ron Mastrogiacono, veteran Board member and chair. Ron's humble approach, engineering knowledge, and commitment to the Town were exemplary.

The Board would also like to acknowledge the advice, counsel, reports, and wisdom of Town Planner, Marc Resnick. The Board also acknowledges the work of the Board's Administrator, Gail Hunter, in keeping us on track and the work of Town Administrator Greg Federspiel for his sound wisdom and helpful behind-the-scenes work.

As Chair of the Planning Board, I am grateful

for vice chairman, Susan Hanson Philbrick, and current members Gordon Brewster, Mary Foley, Peter Morton, Christopher Olney, and Laura Tenny who are tireless advocates for a better Manchester-by-the-Sea.

Sarah Hammond Creighton, Chairman

MANCHESTER BY-THE-SEA POLICE DEPARTMENT

As we reflect on the year 2024, the Manchester by-the-Sea Police Department is proud to present our annual report, highlighting our unwavering commitment to enhancing community safety and fostering positive relationships. This year has brought challenges and triumphs, underscoring our dedication to transparency, accountability, and service excellence. Our dedicated officers have worked tirelessly to ensure the well-being of our residents and visitors, responding swiftly to incidents, engaging in proactive community policing, and promoting initiatives focused on education and prevention. Together, we continue to build a safer, more vibrant community, and we look forward to the opportunities that lie ahead as we strive to serve with integrity and compassion. Thank you for your continued support and partnership in making Manchester by-the-Sea a remarkable place to live and visit.

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, respecting the sanctity of human life and 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.

In Memoriam

In 2024, Manchester by-the-Sea lost a great leader and a true friend. Retired Fire Chief Bruce MacDonald was a remarkable leader and an inspiring mentor to many within the Manchester by-the-Sea Fire Department. His unwavering dedication to service and community safety was matched only by his

genuine kindness and compassion for those around him. Chief MacDonald’s vast knowledge and expertise not only shaped the department but also fostered a culture of teamwork and camaraderie that has endured long past his tenure. For me as a very young police officer, Chief MacDonald was a steadfast friend. He always took the time to listen, offer guidance, and share wisdom, leaving an indelible mark on me both professionally and personally. His legacy will continue to inspire current and future generations of firefighters and other public safety officials as we strive to uphold the values he instilled in all of us: integrity, bravery, and unwavering dedication to the community we serve.

BY THE NUMBERS (This is a snapshot, does not include all calls for service/activity)

Manchester-by-the-Sea Police Department 2023 Calls for Service

NATURE	2019	2020	2021	2022	2023	2024
911 Calls (now 911 Accidental calls in 2024)	786	888	1209	1149	n/a	n/a
Alarms (Residential & Commercial Police/Fire)	566	465	462	492	433	398
Animal Control (All)	483	411	356	430	282	272
Arrests (Adult)	28	22	40	65	53	72
Arrests (Juvenile)	1	0	0	1	1	0
Assault (Including Assault on Police Officer)	6	0	7	2	1	22
Burglary/Breaking & Entering (Residential, includes attempted)	5	1	3	5	3	10*
Burglary/Breaking & Entering (Commercial, includes attempted)	1	0	0	0	3	10*
Burglary/Breaking & Entering (Motor Vehicle, includes attempted)	1	7	0	2	3	10*
Disorderly Conduct (now Disturbances in 2024)	6	2	0	0	0	69
Domestic (includes physical, verbal, 209A violations)	25	56	68	29	22	6
Fraud (all types)	21	35	21	31	35	31
Harassment (includes phone and other electronic communication)	2	21	44	64	24	10
Identity Theft (see Fraud)	7	85	14	18	21	-
Juvenile Matters/SRO	27	26	11	17	22	21
Larceny (all types, including attempted)	27	25	18	29	n/a	11
Larceny (of Motor Vehicle)	1	1	0	0	1	0

Missing Persons (Adult)	8	3	11	4	1	5*
Missing Persons (Juvenile)	20	4	10	2	0	5*
Erratic Operation (Motor Vehicle)	98	94	112	102	42	18
Motor Vehicle Crashes	183	107	119	125	89	58
OUI (Alcohol or Drugs)	6	5	13	27	10	10
Protective Custody (Adult)	4	0	8	5	1	0
Protective Custody (Juvenile)	0	0	0	0	0	0
Robbery (all types)	1	0	1	0	n/a	0
Sexual Assault	4	2	4	2	2	1
Threats (all types)	7	3	3	4	6	3
Property Damage (town and personal property)	29	31	18	43	26	6
Town bylaw Violations	7	5	0	3	1	0
Trespassing	10	33	2	10	8	0

Emergency Management

In 2024, Emergency Management emerged as a vital focus for the community of Manchester by-the-Sea, reflecting our commitment to safeguarding residents and visitors alike in an unpredictable world. As we have witnessed across the country this year through various challenges, ranging from natural disasters to public health crises, the need for a proactive and effective emergency management strategy has never been more crucial. Engaging in comprehensive planning enables us to enhance our readiness, streamline response efforts, and foster resilience within our community. Moving forward, it is essential that we prioritize collaboration among local agencies, stakeholders, and residents to ensure that Manchester by-the-Sea remains a safe and vibrant place to live, work, and play, even in the face of adversity.

Tabletop Exercise (TTX)

On June 5, 2024, we hosted a successful Cape Ann tabletop exercise that simulated a direct hit of a Category 3 hurricane striking the Cape Ann Region. The following objectives were developed and associated with the appropriate FEMA and MEMA capability:

- **Objective 1:** Evaluate the region's ability to establish preparedness, response and

recovery plans, and protocols 72 hours before hurricane landfall, during landfall, and 72 hours after.

- **Objective 2:** Evaluate each community's ability to operationalize shelter plans during a worst-case scenario hurricane.
- **Objective 3:** Assess internal and external communication across the region 72 hours before hurricane landfall, during landfall, and 72 hours after.
- **Objective 4:** Identify critical infrastructure and vulnerable populations during the preparedness, response, and recovery phases.
- **Objective 5:** Identify and operationalize staff, resources, and critical equipment required 72 hours before hurricane landfall, during landfall, and 72 hours after.

At the end of the day, we were able to identify 10 strengths and 6 key areas for improvement and to create a list of our top 5 priorities that need to be addressed in the short term. If any resident would like to review the final AAR (After Action Report) along with an executive summary, please reach out to me and I would be happy to share it with you. As a result of this collaboration and my communications with Gloucester on July 11, 2024, we have reconvened the Cape Ann Emergency Management Team for future planning purposes.

Mass Care, Shelter, And Coordination Plan

May 2024 marked a significant milestone in our community's preparedness efforts as we were able to finalize the Mass Care, shelter, and coordination plan. This comprehensive plan ensures that in the event of a disaster or emergency, we have the necessary resources and systems in place to provide support and assistance to those in need. Through collaboration and diligent planning, we have created new frameworks and updated old ones that will help us respond effectively and efficiently during challenging times. This achievement is a testament to the dedication and hard work of all who have worked on developing and implementing this vital plan.

As a final phase of the project, we were also able to develop a one-page brochure targeting vulnerable populations and residents to increase their awareness of Manchester

by-the-Sea, Essex, Gloucester, Rockport, and Ipswich individual local shelter plans. If you would like a copy, please let me know. This has been distributed to the COA with the assistance of COA Director Nancy Hammond. On June 25th, 2024, we held a senior luncheon where a representative from the Commonwealth of Mass came in to discuss sheltering and Emergency preparedness. There were about 50 attendees who took our brochures and other preparedness items given out by the state.

We are also working regionally here in Cape Ann on our preparedness and response to active shooter or hostile intruders. Most of the Cape Ann Police Chiefs have met in collaboration with the MPTC (Municipal Police Training Council) and, in September, with the collaboration of the MERSD we held a regional drill. Since Manchester's school buildings are the most modern, Manchester was asked to host the training. Middle School Principal Joanne Maino, who is the head of the MERSD School Safety Committee, along with Jason Walderon MERSD Facilities Director played instrumental roles in helping to work out the logistics. Chief McNeilly and I plan to expand on this ever-important training in 2025.

Regional Shelter

Throughout 2024 we have partnered with MAPC (Metropolitan Area Planning Council) and continue to work on a regional shelter plan which is different than our local plan. This is in collaboration with several communities across Cape Ann and the North Shore. This project will be housed at Gordon College in Wenham, and we look forward to its positive impact on the community.

By coming together with neighboring towns and prioritizing the well-being of all residents, we are creating a safe and welcoming environment for those in need of shelter during a crisis. This project will not only provide shelter for individuals facing homelessness because of a catastrophic event, but it will also support local businesses, and our hope is to promote a sense of unity among all members of the community.

We are proud to be a part of this initiative and look forward to continuing this work in 2025 to thrive and flourish as a united and harmonious town. More to follow on this project in 2025.

Further Emergency Management Planning 2025

One of the next steps in our emergency preparedness efforts for the Town is the development of a debris management plan. We will be collaborating with the Massachusetts Emergency Management Agency (MEMA) and our local Department of Public Works (DPW) to create this essential plan. Once we have established a rough draft, we intend to engage other key departments, including the Board of Health and local schools, to gather their input and ensure a comprehensive approach. This collaborative effort will help us effectively manage debris during emergencies, ultimately enhancing our community's resilience and preparedness.

A debris management plan is a strategic framework designed to prepare for, respond to, and recover from incidents that generate significant amounts of debris, such as natural disasters (hurricanes, earthquakes, floods), industrial accidents, or other emergencies. The purpose of this plan is to ensure an organized and efficient approach to managing debris, minimizing its impact on the community, and facilitating recovery efforts.

A well-structured debris management plan is essential for effective emergency response. By anticipating the challenges posed by debris, communities can enhance their resilience, promote public safety, and expedite recovery efforts following a disaster. It is a vital component of an overall emergency management strategy that ultimately aids in restoring normalcy and supporting affected individuals and businesses.

Massachusetts Emergency Management EMD Advisory Board

As your Chief of Police and Emergency Management Director, I am honored to announce that in early 2024 I was invited by the Deputy Director of the Massachusetts Emergency Management Agency (MEMA) to serve on the State's Emergency Management Directors Advisory Board. This opportunity allows me to represent our community and Greater Cape Ann at a higher level and collaborate with state officials and other local leaders on critical emergency management issues. By participating in this advisory board, I can bring our Town's unique challenges

and needs to the forefront, ensuring that our voices are heard in discussions that shape emergency response strategies and resource allocation. This position not only enhances our Town's preparedness and resilience but also fosters stronger partnerships with state agencies, ultimately benefiting all our residents in times of need.

NEMLEC (Northeastern Massachusetts Law Enforcement Council)

In early 2024 the remaining three Cape Ann Community police departments (Rockport, Manchester, Essex) met and decided to join the Northeastern Massachusetts Law Enforcement Council (NEMLEC) which brings about numerous benefits to the community and our agency itself. By becoming a part of NEMLEC, a small police department such as ours has enhanced its capabilities, strengthened relationships with neighboring departments, and improved overall public safety.

Firstly, joining NEMLEC provides access to a wide range of resources and specialized units that may not be economically feasible for our small Cape Ann police department to maintain on its own. By pooling resources, departments within NEMLEC can share equipment, personnel, and training programs. This allows smaller departments to tap into expertise and acquire advanced tools and technologies that promote efficient law enforcement practices. Benefits such as tactical response units, specialized investigative resources, and intelligence-sharing platforms can greatly enhance the effectiveness of a small police department.

Additionally, NEMLEC fosters collaboration and cooperation among law enforcement agencies in the region. Through regular meetings, joint training exercises, and information sharing, participating departments can establish strong relationships and enhance communication channels. This collaboration ensures a coordinated response to emergencies, effectively tackling crime and providing seamless support during major incidents. By working together, small police departments can leverage the collective knowledge and experience of their counterparts, leading to improved strategies and outcomes.

Moreover, joining NEMLEC enhances public safety by promoting a unified approach

to addressing issues within the community. Participating departments can collectively identify emerging challenges and develop proactive solutions. By sharing intelligence and coordinating efforts, they can effectively combat criminal activities such as drug trafficking, gang violence, or organized crime. The smaller police departments benefit from a broader network of support, making them better equipped to respond to public safety concerns promptly and efficiently.

Furthermore, being a part of NEMLEC offers opportunities for professional growth and development for individual officers. The council organizes various training programs, workshops, and seminars on topics such as leadership, crisis management, and new policing techniques. These initiatives enrich the skill set of officers, fostering a culture of continuous learning and improvement within the department. Small police departments can leverage these resources to enhance the capabilities of their personnel and provide better services to their communities. By joining the Northeastern Massachusetts Law Enforcement Council at a minimal annual cost of \$5, 500, a small police department is provided numerous benefits almost like an insurance policy. It provides access to specialized units (for our July 4th celebration), equipment, and training programs that may not be economically viable individually. Additionally, it fosters collaboration, communication, and cooperation among law enforcement agencies, which leads to enhanced public safety. The resources, expertise, and collective efforts of NEMLEC contribute to stronger and more efficient law enforcement practices. Ultimately, by becoming a part of NEMLEC, a small police department can better serve its community and face the evolving challenges of modern policing at minimal costs to the town.

Accreditation

On September 17th, 2024, a team of assessors from the Massachusetts Police Accreditation Commission arrived for our three-day, on-site re-accreditation evaluation. At the end of the grueling assessment, the team determined that we were in compliance with 273 out of 274 mandatory standards, plus another 74 optional standards (only needed 55). The one standard that they flagged was

regarding parking enforcement training, but we were able to immediately rectify the deficiency on-site. I would like to give my heartfelt thanks to our accreditation manager, Sergeant Ryan Machain, for his preparation and diligence in getting us through this process. Ryan's subject matter expertise is truly exceptional when it comes to accreditation and MBTS is lucky to have such a dedicated sergeant on the command staff. Further I would like to thank Lieutenant Mark McCoy and Sergeant Stephen Louf for their assistance in helping Sergeant Machain finalize some of the finer details of this process. Lastly, I would like to thank our administrative assistant, Patrice Rotondo, for her role in helping organize the three days and assisting with some of the finer details of the accreditation process. I truly believe that Patrice's knowledge, professionalism, and willingness and ability to adapt on the fly truly makes both public safety departments a better place to work.

Community Policing

In our ever-evolving society, the importance of community policing cannot be overstated. As we reflect on the achievements and challenges of the past year in Manchester by-the-Sea, it is vital to recognize that fostering strong relationships between law enforcement and the community is foundational to creating a safe and vibrant environment for all residents. Community policing emphasizes collaboration, trust, and open communication, empowering residents to play an active role in shaping the safety and quality of life in our town. By prioritizing partnerships with community members, we not only enhance public safety but also build resilience, promote understanding, and respond more effectively to the unique needs of our population. Through this annual report, we reaffirm our commitment to community policing principles and highlight the positive impact they have on our efforts to ensure a secure and welcoming town for everyone.

Comfort Dog Daisy

Since joining our Department in April, Officer K-9 Daisy has been incredibly well-received. Her presence has brought so much comfort and joy to everyone here in the community and the police department.



With Daisy being assigned to our School Resource Officer, Andrea Locke, middle school principal Joanne Maino has expressed glowing feedback regarding Daisy highlighting her remarkable impact on a few students who have faced challenges adapting to the school environment. The principal noted that Daisy has become a source of emotional support, fostering a sense of safety and calm among the students, which has significantly improved their overall well-being. Her gentle demeanor encourages students to open up about their feelings, helping them feel more comfortable in their school setting. As a result, these students have shown notable improvements in their engagement, social interactions, and academic performance, demonstrating how Daisy's presence has not only eased their anxiety but also enriched the school community as a whole. I would like to extend our heartfelt gratitude to everyone who has donated to our Police Comfort Dog Program. I would like to thank the many residents, Cape Ann Savings Bank, Manchester Essex Rotary, Manchester Club, and Manchester Woman's Club, for their generous donations. Also, my sincere thanks goes to the Hooper Fund for their substantial donation of \$5,000 in support of our comfort dog program. This remarkable contribution will significantly enhance our ability to provide

much-needed comfort and companionship to those in our community facing difficult times. Their commitment to improving the lives of others, especially our local youth, through this initiative is truly inspiring, and it enables us to continue our mission of promoting healing and well-being. Thank you for believing in Daisy and for your unwavering support! Please use the QR codes below to follow and support Daisy.



Public Safety Day

The Annual Public Safety Day, a collaboration between our local law enforcement officers, Manchester Fire Department, the Parks and Recreation Department, and the Summer Playground program, was a resounding success! Officers engaged with our local youth, fostering positive relationships while promoting safety awareness. A highlight of the event was the exciting demonstration by the Massachusetts State Police K9 Unit, who showed the incredible skills of their canine partners. These talented dogs captivated the audience with their agility and training, providing a thrilling yet educational experience for all attendees. This event continues not only to strengthen community bonds but also emphasizes the vital role of public safety. Thank you to everyone who participated and contributed to making this day memorable! We look forward to next summer.



Gloucester Police Lobster CRATE RACE

On July 20th Lieutenant Mark McCoy and Officer Sean Mullins participated in the Gloucester Lobster Crate Race at Pavilion Beach. Lt. McCoy was able to get across 7 crates, but Ofc. Mullins beat him by getting across 8 before veering off course. Given Ofc. Mullins’ history of sinking when he participates in the Manchester Cardboard Boat Regatta, the department is happy he was able to get more than 1 crate down the course!

All donations at this wonderful event benefit the Gloucester Stage Company. Pictured with Lt. McCoy and Ofc. Mullins are Gloucester Police Officer Joe Parady and SRO Mike Scola. Thanks for having us, can’t wait for next year’s race!



End Of School Ice Cream Social

On June 13, in collaboration with Chief McNeilly and Chief Francis of Essex PD, we hosted our annual ice cream social. Thanks to Lisa Bartlett and her Captain Dusty’s team for helping with the event. Again, like last year, we hosted over 100 students from Manchester and Essex. It was a great day, and Officer Daisy was another huge hit.



Back To School Slush

With the Manchester Fire Department we hosted a very successful back to school slush celebration. There were an estimated 300 students who took advantage of this event. Officers and Firefighters served the slush and everyone had a fun-time playing with Daisy.



Bike Run For The Troops

On September 7th the Manchester by-the-Sea Police Department assisted with the Bike Run for the Troops organized by Operation Troop Support. Sgt. Stephen Louf was on our department's motorcycle, and members from the NEMLEC Motors Unit joined as well. It was a phenomenal day for a ride.



Harvest Fest

The Manchester Welcoming Committee sponsored a Harvest event on the weekend of October 18th. They hosted an apple pie contest on Friday Oct 18th and a chili cook-off on Saturday October 19th during the carnival. Lt. McCoy, SRO Locke, Officer K-9 Daisy and I volunteered to be part of a panel of judges for both events. It was a great time and great weather. Congratulations to the winners of both contests.

Manchester By The Sea July 4 Celebrations

I want to express my heartfelt gratitude for all the collaboration and efforts in organizing/working the July 3rd fireworks and July 4th parade. The hard work and dedication of all the departments involved truly made the celebrations of 2024 memorable and enjoyable for everyone in our town. I had many residents express to me their appreciation and gratitude for how well coordinated they thought July 3rd and 4th festivities were. Special shout out to Sergeants Louf and Machain for their great work as incident commanders for both days; Lt. McCoy, Officer Mullins, and Detective Ramos for their time in setting up; and to Officer Mullins for cooking breakfast for all public safety staff on the morning of the parade.

I also want to thank Chief McNeilly and the

rest of the Fire Department along with Chuck Dam, Shawn Johnson, Frank Miles and the rest of the DPW team for all their assistance with the fireworks. Parks & Rec Director Cheryl Marshall once again outdid herself and organized two great days of events. The fireworks were a true team effort and would not have happened without the efforts from all. With that said the budgetary impact of these two days of events continues to significantly affect our operations each year. The cost of police overtime (OT) amounting to \$13,690.82 for the July 3 Fireworks and July 4 Parade is a necessary but costly expense associated with ensuring public safety during these high-profile events.



However, as I have stated in the past, we need to separate this expense from our regular overtime budget into a distinct line item and funding it appropriately is crucial, as it would create a clearer financial picture and better aid resource allocation. By doing so, we can more accurately track and budget for these significant annual events **without impact on the resources available for regular operations.** This separation would alleviate the financial strain on our budget each fiscal year, allowing for more effective planning and prioritization of funds, ultimately leading to improved community safety and service delivery during these festive occasions every year. In our preliminary budget preparation

for FY26 I have made this initial request to the Finance Committee and Select Board for approval.



Team Building/Staff

The Manchester Police and Fire Departments engaged in a friendly softball game against the Essex Police and Fire Departments on Sunday, October 12, at 11 AM. The event took place at the Memorial Ball Field located at 24 Martin Street in Essex. This game served as a fantastic team-building exercise, fostering camaraderie and collaboration between the two departments while also providing an opportunity for community members to come out and support their local heroes.



Cardboard Boat Regatta

On Sunday October 13th Ofc. Mullins continued his 3-year strong tradition of attempting to build a boat. He's convinced it is seaworthy but somehow sinks before even getting to the buoy. This year he got the MFD to get in the race. Chief McNeilly (wearing a cold-water rescue suit, so maybe not the most confident in their boat) managed to take a quick lead at the start and kept it going as Ofc. Mullins sank but swam the remainder of the course. A huge congrats to the FD as they got the first win in what we hope is a tradition that continues for many years.



August 2024 First Day of School Slush with Fire and Police



Decemembr 2024 Chorus Sings at Friendship Tree Lighting



January 2024 COA Receives Electric Van



December 2024 Jingle Bell Walk



Ofc. Mullins and Richard



Ofc. Mullins and Chief McNeilly

Swearing In Of Newest Sergeant

On July 2, 2024, the Manchester by-the-Sea Police Department swore in our newest Sergeant, Ryan Machain. He was joined by friends, family, and members of the department. Sergeant Machain is a paramedic, a licensed drone operator, and our accreditation manager. He is a lifelong resident and has been with our department since 2004. Sergeant Machain is our fourth sergeant, joining Sgts. Louf, Newton, and Shrewsbury. Congratulations Sgt. Machain!



Lt. McCoy, Sgt. Machain, Ch. Fitzgerald

Swearing In Of New Officer

In August, after graduating at the top of her class from the Lynnfield Police Academy, Officer Chelsie Reilly was officially sworn in as a police officer for our town. Officer Reilly had previously joined the Department in May 2016 as a Public Safety Dispatcher, where she served until July 2023. She also worked as a Reserve Police Officer from 2021 to 2023 before heading off to the Police Academy to become a full-time sworn officer. Having completed rigorous training and successfully passed all academic courses, along with her many years of public service as dispatcher, Officer Reilly is well-prepared to face the challenges of the job and continue to build strong connections with the community she has sworn to protect. Officer Reilly holds an Associate Degree in Criminal Justice, she is an EMT and serves on our Overdose and Mental Health Outreach team. Congratulations, Officer Reilly!



Ch. Fitzgerald, Ofc. Reilly, Lt. McCoy

Swearing In Of Newest Officer

At the December 16, 2024, Select Board meeting, Officer Kevin David was officially sworn in by Town Clerk Christine Dixon, surrounded by family and friends who proudly

supported him. Having served part-time with our department since 2021, Officer David has shown immense dedication and commitment to our community. A proud graduate of Triton Regional High School's Class of 2016, he furthered his education by earning a Bachelor of Science Degree in Criminal Justice with a minor in Psychology. With his extensive training and status as a fully certified police officer, Officer David is well-prepared to take on his new role and contribute positively to the safety and well-being of our residents. Congratulations Officer David!



Ch. Fitzgerald, Ofc. David, Lt. McCoy



Sgt: Stephen Louf

Sergeant Stephen Louf Completes FBI LEEDA Training

I would like to recognize Sergeant Stephen Louf, who recently earned his Trilogy Award through FBI-LEEDA. The FBI-LEEDA Program is recognized as one of the leading providers of law enforcement leadership education in the nation. They offer three different course curriculums encompassing the best national practices towards effective

leadership (Supervisory Institute, Command Institute, and Executive Institute). This award is presented to students who successfully complete all three, resulting in what's referred to as the Trilogy. FBI-LEEDA presented him with a diploma, and glass plaque for his achievement. Sgt. Louf is our dayshift supervisor as well as a field training officer and the leader of our department outreach team.

Administrative Assistant Patrice Rotondo Completes MMA-Suffolk Certificate

I would like to congratulate my Administrative Assistant, Patrice Rotondo, who graduated from the MMA-Suffolk Certificate in Local Government Leadership and Management program in June 2024. The Massachusetts Municipal Association in collaboration with Suffolk University offers a Certificate in Local Government Leadership and Management which is an academic program for public management. Over the course of 25 Fridays from September to May, five, graduate-level courses were taught by Suffolk University professors covering topics in strategic leadership, public policy and safety, budgeting and financial management, human resource management and foundations in local government administration. I'd like to commend Patrice on her ability to juggle the intense academic workload of this nine-month long certificate program along with her full-time responsibilities at the Police and Fire Departments.



Admin Asst. Patrice Rotondo

Training

As we prepare the budget for Fiscal Year 2026, I feel it is essential to address the increased training requirements mandated by the Police Officers Standards of Training (POST) and the Massachusetts Police Accreditation Commission. Below outlines the necessary budget adjustments to accommodate these mandatory training sessions, which are crucial for enhancing the skills, safety, and preparedness of our police officers. The standards require the following training sessions for all officers:

1. Firearms Qualifications 4 hours
2. Firearms low light training / Use of Force annual review
3. Defensive Tactics Practical 4 hours
4. Taser Training 4 hours
5. CPR Certification 4 hours
6. Police Armorer Certification 16 hours x2
7. ASHER Training 16 hours every other year
8. CIT/Mental health First Aid Avg 8 hours per year
9. Emergency Vehicle Operation Recert 8 hours
10. New Firearms transition course (FY26 only) 8 hours

Each of these training components plays a vital role in ensuring our officers are equipped with the skills and knowledge needed to perform their duties effectively and safely. The proposed \$13,919 increase in the training line represents a vital investment in the professional development of our workforce, specifically aimed at ensuring that 17 full-time officers can complete their mandatory yearly in-service training. This additional funding will also facilitate an allocation of 8 hours of professional development per officer each year, which is essential for enhancing skills and knowledge within our team. By providing this training, we not only comply with necessary regulations but also reinforce our commitment to maintaining high standards of service and preparedness. Investing in our officers' ongoing education helps improve overall performance and effectiveness, ultimately benefiting the community we serve. In the years past we have been able to offset some of the training costs

with our State 911 Support and Incentive & Training grants. However, we are no longer able to participate in these grants since we have regionalized our dispatch services.

In addition, annual classroom in-service training of 40 hours for our officers is conducted every year while on duty, allowing officers to complete their required courses without the need to leave their posts. This approach not only ensures that our officers remain on duty and actively serving the community at no additional cost to the town, but it also represents significant savings compared to traditional training methods. If we were to send officers to an external police academy, as many other departments do, we would incur substantial expenses for travel, and substitute coverage for the officers' shifts. By utilizing online training, we maintain operational efficiency and budgetary responsibility while ensuring our team stays up to date with essential skills and knowledge.

Regional Training Exercise

As mentioned, previously and part of our ongoing training and our commitment to public safety in 2024 I have worked with the Manchester Essex Regional School District (MERSD) to host an Active Attack Integrated Response class that was held on October 26th & 27th. For this training we partnered with The ALERRT Center of Massachusetts, EOPSS, MPTC, DFS, and MSP and co-hosted by the towns of Manchester-by-the-Sea, Rockport and Essex. ALERRT, or Advanced Law Enforcement Rapid Response Training, is a critical program designed to prepare public safety personnel for active shooter situations and other high-pressure crisis events. This specialized training equips public safety personnel with the skills necessary to effectively respond in real-time, ensuring they can protect themselves and the public while minimizing casualties. Conducting regional integrated training is essential as it fosters collaboration and communication among different agencies, allowing them to work seamlessly together during emergencies. Additionally, such training helps standardize response protocols, enhance situational awareness, and build trust within the community, ultimately leading to a more resilient and prepared response to potential threats. By investing in ALERRT training, we

prioritize safety and preparedness, enabling our public safety team to face challenges with confidence and competence.

Year End

In conclusion, as I wrap up our 2024 Annual Report, we celebrate the significant strides we've made in enhancing public safety and community trust. Our continued commitment to emergency management will enable us to respond effectively to crises, ensuring the well-being of our residents. The department's expanding commitment in 2024 to Community Policing has fostered stronger relationships between officers and citizens, creating a collaborative environment where safety thrives. Looking ahead to the Fiscal Year 2026 budget, I am hopeful that we will continue to secure the resources necessary to advance our ongoing initiatives. This includes completing our mandatory training programs that are now required to uphold the highest standards of professionalism and ethics, as well as investing in officer professional development to empower our personnel with the skills needed to meet the evolving challenges of law enforcement. The FY26 budget put forward is a well thought out process and together these efforts will fortify our mission to serve and protect, ensuring a safer and more resilient community for all. Thank you for your unwavering support as we move forward on this important journey into 2025.

I remain humbled that I have been able to serve this police department and Town for over 33 years. I also want to thank the Officers for their continued professionalism and commitment to the town and its residents. Lastly, I would like to acknowledge our Administrative Assistant, Patrice Rotondo. Patrice is someone behind the scenes who works tirelessly everyday not only to support both myself and Fire Chief McNeilly but every Police Officer and Firefighter in town. I want to thank her for her continued professionalism, support and dedication to the success of Public Safety in Manchester.

Respectfully,
Todd J. Fitzgerald
Chief of Police

MANCHESTER COASTAL STREAM TEAM

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

In 2024 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. We worked with Salem Sound Coastwatch over the summer to conduct water testing and monitor for marine invasive species.

We continued to address issues that impact fish habitat in our brooks, working with the DPW, Conservation Commission and other committees our members serve on, to do clean ups, remove obstructions and protect water quality.

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

Jessica Lamothe
Streamteam Chair

SUSTAINABILITY COMMITTEE REPORT

The Sustainability Committee continued to strive to fulfill its mission of promoting strategies and initiatives to reduce the negative environmental impacts of town activities and encourage residents to live a more environmentally responsible lifestyle.

The Sustainability Committee helped promote the Manchester Community Center's Annual Town Cleanup event held in May and, on the day of the event, hosted a table to share information on recycling practices. We are working in collaboration with the Manchester Parks & Recreation department to carry on and enhance the event in 2025.

In June, the Sustainability Committee and DPW invited the public on a tour of the Gravelly Pond Water Treatment Facility to increase awareness around how our drinking water is treated and encourage conservation of

this precious resource.

We continue to work closely with Black Earth Compost to increase resident and commercial participation in our town's composting program and are investigating how we can work together to advance further activities. We helped get the word out about the grand opening of the new North Shore Regional Composting Facility and a few members attended to celebrate this exciting development.

In collaboration with the Manchester-by-the-Sea Public Library, we conducted a Zero Waste Challenge in September in which we invited residents to weigh their trash at the beginning and end of the challenge. The exercise is meant to engage families in reducing landfill waste by utilizing our local recycling and composting programs while simultaneously cutting single-use waste. The event also drew community interest and a great set of prize sponsors and helped educate individuals beyond those that participated in the contest on zero waste best practices.

In December, we tabled alongside the Friends of the Library during the Manchester-by-the-Sea Holiday Stroll. We demonstrated different ways that gifts can be wrapped in a more sustainable way with recycled, reusable, and natural materials. We also got the word out about the "broken holiday lights" collection at the transfer station as well as waste-free holiday gift ideas.

We continue to share sustainability content via local outlets like The Cricket, The Tide, and our social media platforms. We also regularly provide content for the town's quarterly Community Update newsletter with an emphasis on seasonal topics and reminders of sustainable resources.

Alison Anholt and Sue Henderson stepped off the committee, and we thank them both for all their contributions and leadership. Alison remains a tremendous supporter and knowledgeable resource to the team. We have since welcomed two new members and look forward to expanding and scaling the Sustainability Committee's impact.

Sustainability Committee members as of February 2025: Annie McBride (co-chair), Sandy Rogers (co-chair), Nadia Wetzler, Louisa Mackintosh, John Croft, Jennifer Moulton, Max Messervy

TOWN CLERK

In 2024, the Town Clerk's Office recorded the following new vital records:

25 Births

49 Deaths

24 Marriages

The Town Clerk's Office processed:

595 Dog Licenses

24 Business Certificates (DBAs)

4 Flammable Registrations

6 Raffle Permits

13 Hunting Permits

42 Land Use Applications (Historic District Commission, Planning Board and Zoning Board of Appeals)

Over 500 Meeting Agendas (with the help of Communications Director Tiffany Marletta during staffing changes)

The Town Clerk's Office distributed:

44 Street List Books

More than 450 Birth, Death, and Marriage Certificates

\$6,300 worth of DPW Transfer Station Stickers and Car Passes

The Town Clerk's Office facilitated:

105 Public Records Requests

2 Town Meetings

4 Elections

1 Recount

Annual Census/Street List Mailing

The Town Clerk's Office also provided notary services to Manchester residents and administered the oath of office to newly elected and appointed town officials.

Respectfully Submitted,
Christine Dixon, CMC, Town Clerk

WINTHROP FIELD COMMITTEE

The Winthrop Field Committee is an advisory committee to the Select Board in the preservation and management of Winthrop Field in accordance with the applicable restrictions. Winthrop Field is open for passive recreation all year. This year, Town residents used the area for walking, snow shoeing, cross country skiing, kite flying, and dog walking.

Several activities were completed in 2024. The field was mowed and the hay was baled

by Sea View Farm of Rockport in the summer. The second rotary mowing of the field was not done as the grass had not grown enough to require it. Neighbors and committee members cleared the brush along the west and south borders of the field with the brush being hauled to the compost site by the DPW. Committee members also cleared by hand many of the cattails growing in the pond. The area south of the pond was staked out so that it wasn't mowed again this year. This provided an area with an abundance of goldenrod and Joe-Pye-Weed which benefitted pollinators.

Committee members toured the field and drainage system with members of the Conservation Commission. An application was made to the Conservation Commission to continue work on part of the drainage system that has failed. This work is planned for spring or fall 2025 depending on field conditions.

Generous donations were received from the Clara Winthrop Charitable Trust, members of the Winthrop Field Committee, friends of Winthrop Field, and the CPC. This will continue to enable the field work to be done without the use of Town funds.

Respectfully submitted,
Michael Carvalho
Tony Leggett
Prescott Logan, Secretary
Jim Moroney
Gar Morse
Elizabeth Nickless
Mike Chapman, Chair

**ZONING BOARD OF APPEALS
Manchester-by-the-Sea, Massachusetts
2024 ANNUAL REPORT**

Zoning Board of Appeals Members: Sarah Sarah Mellish (Chair), John Binieris, Georgia Pendergast (replaced Kathryn Howe mid-year), Sean Zahn, Robert Scott, Diane Lindquist (replaced Brian Sollosy mid-year) (1st Alternate), and James Diedrich (2nd Alternate). Gail Hunter (Administrative Assistant).

After an application is submitted to the Zoning Board of Appeals ("ZBA") by a property owner, the ZBA holds a Site Visit and Public Hearing to determine whether to grant the relief requested under the Zoning By-Law. Public Hearing Notices are published in the Manchester Cricket for two weeks, the

first of which is at least 14 days prior to the Public Hearing. All abutters within 300' of the property are sent a copy of the Public Hearing Notice through the US Postal Service.

Property owners may submit Applications to request a Special Permit to change, alter or extend an existing nonconforming structure or use and certain accessory uses; a Variance for a new nonconformity; an Appeal of an Administrative Decision issued by the Building Inspector or a Board pertaining to our Zoning By-Law; and a Comprehensive Permit under M.G.L.C. 40B.

During 2024, the ZBA received twenty-four (24) applications, held twenty-four (24) Public Hearings and conducted twenty-four (24) site visits. Public Hearings were continued three (3) times at the Request of the Applicant.

Variance Requests:

- Three were granted to attach a conforming accessory structure to a primary structure where the accessory structure did not meet the setback required for a primary structure and the accessory structure use was not changing.
- One was granted for a tool shed located in the side setback due to topography and wetlands.
- Two requests for replacement residential structures which exceeded coverage by structures and total coverage by structures and impervious surfaces were revised at the request of the Board and new designs were submitted which met all coverage requirements.
- One was granted for a side setback encroachment for a replacement residential structure to decrease the existing setback encroachment on the opposite side of the lot.
- One request to create a new lot without adequate frontage was withdrawn when the Applicant realized the ZBA would deny the request.

Special Permit Requests:

- Five were granted for pools and one request for a pool was withdrawn.
- One request for a sports court was withdrawn due to noise concerns raised by neighbors.

- Fourteen Special Requests were granted for alterations to nonconforming structures, including one to make a residence accessible for a young child.

Appeal of an Administrative Decision:

- One request was denied due to lack of jurisdiction and failure to file the Appeal in a timely manner.

A written Decision is completed for each application which is not withdrawn and filed in the Town Clerk's Office, which certifies the Decision at the end of the 20-day Appeal Period; after which, the Final Decision is sent to the Applicant and recorded with the Salem Registry of Deeds. Decisions are made available to abutters and the public upon their request.

Comprehensive Permit under M.G.L.C. 40B:

- On September 27, 2021, the ZBA received an Application for a 136-unit apartment complex on upper School Street.
- On July 27, 2022, the ZBA closed the Public Hearing.
- On August 25, 2022, the ZBA DENIED the Application based on a determination that no conditions could be implemented to protect the safety of the residents who would reside in the apartment complex and the environmental issues due to the constraints of the site, including a large number of vernal pools and one of only two remaining cold-water fisheries along the coast.
- On September 15, 2022, The Applicant (SLV) filed an Appeal of our Denial with the Housing Appeals Committee (HAC).
- On July 14, 2023, the HAC DENIED intervenor status to Manchester Essex Conservation Trust (MECT) and APPROVED intervenor status for a Group of 10 Citizens (Ten Person Group) affiliated with MECT with respect to potential environmental damage to vernal pools and the cold-water fishery.
- On November 8, 2023, a site visit was held with HAC. The Hearing Officer commented she had never seen such a large turnout of concerned citizens.
- On March 4, 2023, the Public Hearing commenced in Manchester and continued

with remote sessions.

- On December 3, 2024, the HAC issued its Decision overturning the ZBA's denial of the Comprehensive Permit.
- On January 2, 2025, the ZBA, MECT and Ten Person Group filed Appeals of the HAC Decision in Superior Court. The Court is not expected to start hearing the case until 2026.
- We thank the residents for their support of the ZBA during this process and for approving funding for legal expenses as we continue the process to defend our Decision.

We appreciate the increased participation of neighbors in our Public Hearing process and request all Applicants to meet with their neighbors to provide them with details of their proposed project and address their concerns before submitting an Application to the ZBA.

I encourage all residents to consider volunteering to be a member of the Board. Thank you.

Sarah Mellish, Chair
Zoning Board of Appeals
Manchester-by-the-Sea, Massachusetts
December 31, 2024



May 2024 Becky Jaques Retires from Select Board



July 2024 Parade



July 2024 Parade



July 2024 Singing Beach Fireworks

MANCHESTER-BY-THE-SEA ANNUAL TOWN MEETING WEDNESDAY APRIL 24, 2024

Memorial Elementary School, 43 Lincoln Street, Manchester-by-the-Sea

The Annual Town Meeting of the Town of Manchester-by-the-Sea was called to order at 6:30 with 239 voters, well over the required quorum of 100. The final tally was 377 voters out of the 4,325 registered voters (8% turnout).

Moderator Wilson thanked the acapella group of the Manchester/Essex Regional High School, Soundwaves and their Music Teacher for a wonderful pre-Town Meeting performance.

Moderator Wilson led the Meeting in the Pledge of Allegiance and read the Memorial Resolution which was moved, seconded and unanimously approved:

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

We 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:

Catherine B. Erickson, Housing Authority
June Nickless, Zoning Board of Appeals
Cynthia A. Manos, Asst. Treasurer
Pamela Grady, Cultural Council
Katherine Graham, School Librarian
George S. Scharfe, School Building Committee
Mildred A. Nahatis, Council on Aging

Moderator Wilson then asked that those who can rise and observe a moment of silence in memory of these former town citizens and of Planning Board Chair Ron Mastrogiacono who died recently after many years of service.

Moderator Wilson held the traditional election for the ancient and honorary positions.

Poundkeeper: Tom Kehoe
Fence Viewers: Gar Morse and Bruce Heisey
Field Drivers: Sue Thorne and Christy White
Measurers of Lumber: Henry Oettinger and Denny Hall
Measurer of Wood and Bark: Jeff Parker

Moderator Wilson thanked all Town staff and volunteers who helped to prepare and bring this meeting to fruition.

After the Moderator reviewed the procedural points and tested the electronic voting system, the Meeting moved to Article 1.

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 Select Board

Recommendation

The Select Board recommended approval.

Motion

Brian Sollosy moved, and Ann Harrison seconded the article as presented in the warrant.

Vote

Article 1 was approved with a majority vote; 229 yes, 1 no and 8 abstentions.

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 MGL 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

Recommendation

The Select Board recommended approval.

Motion

Catherine Bilotta moved, and Ann Harrison seconded the article as presented in the warrant.

Vote

Article 2 was approved with a majority vote; 254 yes, 7 no and 13 abstentions.

ARTICLE 3.

To see if the Town will vote to raise and appropriate or transfer from available funds \$243,385 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 Select Board

Recommendation

The Finance Committee and Select Board recommended approval.

Motion

John Round moved, and Brian Sollosy seconded that the Town raise and appropriate \$243,385 and that it be funded by taxation, for the purpose of funding the Town’s share of the Essex North Shore Agricultural and Technical School District.

Discussion

None

Vote

Article 3 was approved with a majority vote; 281 yes, 10 no and 8 abstentions.

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, 2024, and appropriate the same.

Per petition of the Select Board

Recommendation

The Finance Committee and Select Board recommended approval.

Motion

Ann Harrison moved, and Sarah Mellish seconded that the Town raise by taxation or otherwise to pay Town debts and charges for the ensuing 12 months, effective July 1, 2024, and appropriate the same, the amounts presented in the “Expenses Budget Summary” section under the “recommended” and “funding sources” columns of the Finance Committee Report, page 25 and 26 under Article 4, provided however that, with prior approval of the Select Board and the Finance Committee, the Town Administrator is authorized to transfer unexpended funds within a summary category (for example, within General Government).

DEPARTMENTAL REQUESTS AND
FINANCE COMMITTEE RECOMMENDATIONS

Item No.		Appropriations FY - 2024	Requests FY - 2025	Recommendations FY - 2025	Funding Sources
GENERAL GOVERNMENT					
33.5%					
<u>SELECTMEN’S DEPARTMENT</u>					
1	Salaries	326,434	351,199	351,199	TAXATION
2	Expenses	65,500	59,500	59,500	TAXATION
3	Audit	40,500	48,000	48,000	TAXATION
<u>INFORMATION TECHNOLOGY</u>					
4	Expenses	171,500	179,900	179,900	TAXATION
<u>FINANCE COMMITTEE</u>					
5	Salaries	3,800	3,914	3,914	TAXATION
6	Expenses	300	300	300	TAXATION
7	Reserve Fund	190,000	150,000	150,000	TAXATION 25,000
<u>ELECTION & REGISTRATION</u>					
8	Salaries	5,150	10,570	10,570	TAXATION
9	Expenses	22,550	26,225	26,225	TAXATION
<u>ACCOUNTING</u>					
10	Salaries	173,356	181,390	181,390	TAXATION
11	Expenses	4,700	7,000	7,000	TAXATION
<u>ASSESSORS</u>					
12	Salaries	132,511	163,355	163,355	TAXATION
13	Expenses	62,750	64,234	64,234	TAXATION
<u>TREASURER/COLLECTOR</u>					
14	Salaries	167,953	172,692	172,692	TAXATION
15	Expenses	32,225	32,875	32,875	TAXATION
<u>TOWN CLERK</u>					
16	Salaries	109,841	122,894	122,894	TAXATION
17	Expenses	7,545	10,250	10,250	TAXATION
<u>LEGAL/PROF. SERVICES</u>					
18	Expenses	110,000	150,000	150,000	TAXATION

Item No.		Appropriations FY - 2024	Requests FY - 2025	Recommendations FY - 2025	Funding Sources
<u>APPEALS BOARD</u>					
19	Salaries	8,528	5,000	5,000	TAXATION
20	Expenses	12,000	12,000	12,000	TAXATION
<u>PLANNING DEPARTMENT</u>					
21	Salaries	103,682	127,406	127,406	TAXATION
22	Expenses	6,600	26,600	26,600	TAXATION
<u>TOWN HALL & COMMON</u>					
23	Expenses	39,400	51,900	51,900	TAXATION
<u>PENSIONS</u>					
24	Contributory	1,628,887	1,744,942	1,744,942	TAXATION 1,585,678 SEWER RATES 90,707 WATER RATES 68,557
<u>INSURANCE</u>					
25	Group Health Insurance	1,471,720	1,548,985	1,548,985	TAXATION 1,388,636 SEWER RATES 96,945 WATER RATES 63,404
26	Workers' Compensation	100,000	105,000	105,000	TAXATION 83,500 SEWER RATES 10,500 WATER RATES 11,000
27	Fire/Auto/Liability	135,000	155,000	155,000	TAXATION 130,500 SEWER RATES 12,500 WATER RATES 12,000
28	Unemployment Compensation	7,000	7,000	7,000	TAXATION
29	FICA-Medicare	118,796	123,785	123,785	TAXATION 115,130 SEWER RATES 4,791 WATER RATES 3,864
Total General Government		5,258,228	5,641,916	5,641,916	TAXATION 5,142,648 OVERLAY SUR. 125,000 SEWER RATES 215,443 WATER RATES 158,825
					5,641,916

**PUBLIC SAFETY
26.3%**

<u>POLICE</u>					
30	Salaries	1,932,565	1,977,081	1,977,081	TAXATION
31	Expenses	101,350	114,050	114,050	TAXATION
<u>PARKING CLERK/RESIDENT PARKING</u>					
32	Salaries	6,549	6,745	6,745	TAXATION
33	Expenses	27,000	26,050	26,050	TAXATION
<u>FIRE</u>					
34	Salaries	1,502,525	1,667,475	1,667,475	TAXATION
35	Expenses	173,550	200,950	200,950	TAXATION
<u>HARBOR MASTER</u>					
36	Salaries	191,017	271,747	271,747	MOORING FEES
37	Expenses	26,610	27,600	27,600	MOORING FEES 299,347

Item No.		Appropriations FY - 2024	Requests FY - 2025	Recommendations FY - 2025	Funding Sources	
<u>BUILDING DEPARTMENT</u>						
38	Building Inspector	49,119	50,593	50,593	TAXATION	
39	Gas/Plumbing Inspector	14,504	14,939	14,939	TAXATION	
40	Sealer of Weights & Measures	3,000	3,000	3,000	TAXATION	
41	Electrical Inspector	14,504	14,939	14,939	TAXATION	
42	Inspector's Expenses	5,600	7,000	7,000	TAXATION	
43	Permit Software	18,160	19,068	19,068	TAXATION	
<u>EMERGENCY MANAGEMENT</u>						
44	Expenses	750	1,500	1,500	TAXATION	
45	Emergency Notification	5,500	6,000	6,000	TAXATION	
<u>ANIMAL CONTROL</u>						
46	Expenses	16,315	16,315	16,315	TAXATION	
Total Public Safety		4,088,618	4,425,052	4,425,052	TAXATION	4,125,705
					MOORING FEES	299,347
						4,425,052
PUBLIC WORKS						
14.7%						
<u>DEPARTMENT OF PUBLIC WORKS</u>						
47	Salaries	919,659	1,073,711	1,073,711	TAXATION	968,695
					SEWER RATES	52,508
48	Expenses	349,400	369,100	369,100	WATER RATES	52,508
					TAXATION	
<u>FACILITIES</u>						
49	Salaries	42,968	45,055	45,055	TAXATION	
50	Expenses	108,100	130,100	130,100	TAXATION	
<u>SNOW REMOVAL</u>						
51	Salaries	32,000	32,000	32,000	TAXATION	
52	Expenses	128,000	113,000	113,000	TAXATION	
53	Street Lighting	60,000	55,000	55,000	TAXATION	
<u>SANITATION/COMPOSTING/RECYCLING</u>						
54	Salaries	5,000	-	-	TAXATION	
55	Expenses	43,500	53,500	53,500	TAXATION	
56	Rubbish Collection/ Recycling	370,000	370,000	370,000	TAXATION	
57	Disposal	235,000	239,000	239,000	TAXATION	
Total Dept. of Public Works		2,293,627	2,480,466	2,480,466	TAXATION	2,375,450
					SEWER RATES	52,508
					WATER RATES	52,508
						2,480,466
OTHER ENVIRONMENTAL						
0.4%						
<u>HISTORIC DISTRICT COMMISSION</u>						
58	Salaries	5,125	5,125	5,125	TAXATION	
59	Expenses	950	950	950	TAXATION	

Item No.		Appropriations FY - 2024	Requests FY - 2025	Recommendations FY - 2025	Funding Sources	
<u>CONSERVATION COMMISSION</u>						
60	Salaries	69,531	15,112	15,112	TAXATION	10,112
					WETLANDS FD.	5,000
61	Expenses	2,900	45,900	45,900	TAXATION	
62	Chebacco Woods	1,250	1,250	1,250	TAXATION	
Total Other Environmental		79,756	68,337	68,337	TAXATION	63,337
					WETLANDS FD.	5,000
						68,337
HUMAN SERVICES						
2.7%						
<u>HEALTH</u>						
63	Salaries	166,303	176,251	176,251	TAXATION	
64	Expenses	30,250	29,250	29,250	TAXATION	
<u>VETERANS' SERVICES</u>						
65	Expenses	17,250	17,250	17,250	TAXATION	
66	Veterans' Benefits	5,000	5,000	5,000	TAXATION	
<u>COUNCIL ON AGING</u>						
67	Salaries	186,148	195,626	195,626	TAXATION	
68	Expenses	20,480	23,150	23,150	TAXATION	
Total Human Services		425,431	446,527	446,527	TAXATION	446,527
LIBRARY						
3.3%						
<u>LIBRARY</u>						
69	Salaries	377,518	387,637	387,637	TAXATION	
70	Expenses	160,012	166,100	166,100	TAXATION	
Total Culture and Informational Services		537,530	553,737	553,737	TAXATION	553,737
RECREATION						
2.7%						
<u>PARKS & RECREATION</u>						
71	Salaries	156,704	164,841	164,841	TAXATION	114,841
					PROGRAM FEES	50,000
72	Expenses	8,200	8,200	8,200	TAXATION	
<u>SINGING BEACH OPERATIONS</u>						
73	Salaries	105,634	113,916	113,916	TAXATION	
74	Expenses	19,300	24,280	24,280	TAXATION	
<u>LIFEGUARDS</u>						
75	Salaries	86,308	90,623	90,623	TAXATION	
76	Expenses	3,500	3,500	3,500	TAXATION	
<u>TUCK'S POINT</u>						
77	Salaries	10,640	11,172	11,172	TAXATION	
78	Expenses	20,100	20,350	20,350	TAXATION	

Item No.		Appropriations FY - 2024	Requests FY - 2025	Recommendations FY - 2025	Funding Sources
OTHER RECREATION					
79	Memorial Day	4,000	3,000	3,000	TAXATION
80	Fourth of July	10,000	10,000	10,000	TAXATION
Total Recreation		424,386	449,882	449,882	TAXATION 399,882 PROGRAM FEES 50,000 <u>449,882</u>
DEBT SERVICE					
6.0%					
DEBT SERVICE					
	Principal on Bonds	651,270	755,219	755,219	
	Interest on Bonds	242,201	217,001	217,001	
	TEMPORARY LOANS/ INTEREST	-	30,000	30,000	
	WPAT Administration Fees	1,607	1,507	1,507	
81	Total Debt Service	895,078	1,003,727	1,003,727	TAXATION 848,749 SEWER RATES 154,978 <u>1,003,727</u>
ENTERPRISE FUNDS					
10.4%					
SEWER FUND					
82	Salaries	317,763	330,443	330,443	SEWER RATES
83	Expenses	337,800	340,400	340,400	SEWER RATES
WATER FUND					
84	Salaries	255,006	266,460	266,460	WATER RATES
85	Distribution Expenses	135,500	138,500	138,500	WATER RATES
86	Treatment Expenses	646,150	672,665	672,665	WATER RATES
Total Enterprise Funds		1,692,219	1,748,468	1,748,468	SEWER RATES 670,843 WATER RATES 1,077,625 <u>1,748,468</u>
TOTAL ARTICLE 4		15,694,873	16,818,112	16,818,112	
EXPENSES BUDGET SUMMARY					
GENERAL					
GOVERNMENT	33.5%	5,258,228	5,641,916	5,641,916	TAXATION 5,142,648 OVERLAY SUR. 125,000 SEWER RATES 215,443 WATER RATES 158,825 <u>5,641,916</u>
PUBLIC SAFETY	26.3%	4,088,618	4,425,052	4,425,052	TAXATION 4,125,705 MOORING FEES 299,347 <u>4,425,052</u>
DEPARTMENT OF PUBLIC WORKS	14.7%	2,293,627	2,480,466	2,480,466	TAXATION 2,375,450 SEWER RATES 52,508 WATER RATES 52,508 <u>2,480,466</u>

Item No.		Appropriations FY - 2024	Requests FY - 2025	Recommendations FY - 2025	Funding Sources	
OTHER ENVIRONMENTAL	0.4%	79,756	68,337	68,337	TAXATION	63,337
					WETLANDS FD.	5,000
						<u>68,337</u>
HUMAN SERVICES	2.7%	425,431	446,527	446,527	TAXATION	<u>446,527</u>
LIBRARY	3.3%	537,530	553,737	553,737	TAXATION	<u>553,737</u>
PARKS & RECREATION	2.7%	424,386	449,882	449,882	TAXATION	399,882
					PROGRAM FEES	50,000
						<u>449,882</u>
DEBT SERVICE	6.0%	895,078	1,003,727	1,003,727	TAXATION	848,749
					SEWER RATES	154,978
						<u>1,003,727</u>
ENTERPRISE FUNDS	10.4%	1,692,219	1,748,468	1,748,468	SEWER RATES	670,843
					WATER RATES	1,077,625
						<u>1,748,468</u>
TOTALS	100%	<u>15,694,873</u>	<u>16,818,112</u>	<u>16,818,112</u>		<u>16,818,112</u>

FUNDING SOURCES SUMMARY

TAXATION	13,956,035
OVERLAY SURPLUS	125,000
MOORING FEES	299,347
PROGRAM FEES	50,000
WETLANDS FD	5,000
SEWER RATES	1,093,772
WATER RATES	<u>1,288,958</u>
TOTAL	<u>16,818,112</u>

Discussion

Isabella Bates, 2 Masconomo Street questioned Line 60; Conservation Commission salaries. Town Administrator Greg Federspiel explained that we now pay the conservation agent out of expenses as a contracted employee rather than out of salaries.

Sandy Rogers, Old Essex Road questioned line #36; Harbormaster salaries and if that increase was related to Article 7. Town Administrator Federspiel replied that no, the increase was due to succession planning and on creating a new deputy harbormaster position.

Vote

Article 4 was approved with a majority vote; 301 yes, 8 no and 7 abstentions.

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	\$550,000	\$550,000	Taxation
2. DPW	DPW Facility Siting: geotechnical analysis	\$250,000	\$250,000	Taxation & Fund Bal.
3. DPW	Drainage/Sidewalk Improvements	\$250,000	\$250,000	Taxation
4. DPW	Storm Damage Repair	\$ 50,000	\$ 0	
5. DPW	General Building Upgrades	\$ 50,000	\$ 50,000	Fund Balance
6. DPW	Backhoe replacement	\$150,000	\$150,000	Fund Balance
7. Town Hall	Upgrades inc. IT & telephone	\$ 30,000	\$ 30,000	Fund Balance
8. Land Mgmt	Planning and Zoning Studies	\$ 20,000	\$ 0	(in operating budget)
9. Library	Walkway repairs	\$ 6,500	\$ 6,500	Reappropriate
10. Library	Building Assessment	\$ 43,500	\$ 43,500	Reappropriate
11. Public Safety	Fire Engine Replacement Fund	\$250,000	\$ 0	
12. Public Safety	Ambulance 2 replacement	\$470,000	\$470,000	Taxation
13. Public Safety	Police Tasers	\$ 12,600	\$ 12,600	Fund Balance
14. Public Safety	Police Admin V ehicle Replacement	\$ 73,000	\$ 73,000	Fund Balance
15. Public Safety	Cardiac Monitors & Defibrillators	\$ 54,000	\$ 54,000	Fund Balance
16. Public Safety	Fire Station repairs/upgrades	\$ 30,000	\$ 0	(in operating Budget)
17. Harbor	Dredging Engineering/ Permitting	\$100,000	\$100,000	Waterway Fund
18. Harbor	No Wake Buoys	\$ 9,500	\$ 9,500	Waterway Fund
19. Water	Plant Upgrades/PFAS Design	\$2,000,000	\$150,000	Water Enterprise*
20. Water	Pipe replacement/improvements	\$2,000,000	\$ 0	(Bond)*
21. Water	Meter Replacement ("smart" meters)	\$1,500,000	\$ 0	(Bond)*
22. Water	Water Truck replacement	\$ 50,000	\$ 50,000	Water Enterprise
23. Sewer	Plant Upgrades/Equipment Replacement	\$4,100,000	\$550,000	Taxation & Sewer Enterprise*
TOTAL		\$12,049,100	\$ 2,799,100	

*** See Article 8 for additional bonded capital appropriation**

Per petition of the Select Board

Recommendation

The Finance Committee and Select Board recommended approval.

Motion

Ann Harrison moved, and Sarah Mellish seconded that the Town raise by taxation or otherwise to pay for the items listed and appropriate the same as presented in the “Recommended” and “Funding Source” columns of Article 5 as presented in the Warrant with the following clarifications:

- Item 2: \$20,000 from Taxation and \$230,000 from Fund Balance;
- Item 9 & 10: Reappropriate from the Library Restroom Renovation project funded as part of the FY23 capital appropriation under Article 5 of the April 2022 Town Meeting
- Item 23: \$350,000 from Taxation and \$200,00 from Sewer Enterprise Funds
- And one correction: Item 14 should read “Public Safety Police Patrol Vehicle Replacement”

For a total of \$1,640,000 from taxation, \$50,000 from Reappropriation, \$200,000 each from the Water and Sewer Enterprise funds, \$109,500 from the Waterways Fund, and \$599,600 from the Fund Balance.

Dept.	Item	Requested	Recommended	Funding Source
24. DPW	Road resurfacing	\$550,000	\$550,000	Taxation
25. DPW	DPW Facility Siting: geotechnical analysis	\$250,000	\$250,000	Taxation & Fund Bal.
26. DPW	Drainage/Sidewalk Improvements	\$250,000	\$250,000	Taxation
27. DPW	Storm Damage Repair	\$ 50,000	\$ 0	
28. DPW	General Building Upgrades	\$ 50,000	\$ 50,000	Fund Balance
29. DPW	Backhoe replacement	\$150,000	\$150,000	Fund Balance
30. Town Hall	Upgrades inc. IT & telephone	\$ 30,000	\$ 30,000	Fund Balance
31. Land Mgmt	Planning and Zoning Studies	\$ 20,000	\$ 0	(in operating budget)
32. Library	Walkway repairs	\$ 6,500	\$ 6,500	Reappropriate
33. Library	Building Assessment	\$ 43,500	\$ 43,500	Reappropriate
34. Public Safety	Fire Engine Replacement Fund	\$250,000	\$ 0	
35. Public Safety	Ambulance 2 replacement	\$470,000	\$470,000	Taxation
36. Public Safety	Police Tasers	\$ 12,600	\$ 12,600	Fund Balance
37. Public Safety	Police Admin Vehicle Replacement	\$ 73,000	\$ 73,000	Fund Balance
38. Public Safety	Cardiac Monitors & Defibrillators	\$ 54,000	\$ 54,000	Fund Balance
39. Public Safety	Fire Station repairs/upgrades	\$ 30,000	\$ 0	(in operating Budget)
40. Harbor	Dredging Engineering/ Permitting	\$100,000	\$100,000	Waterway Fund
41. Harbor	No Wake Buoys	\$ 9,500	\$ 9,500	Waterway Fund
42. Water	Plant Upgrades/PFAS Design	\$2,000,000	\$150,000	Water Enterprise*
43. Water	Pipe replacement/improvements	\$2,000,000	\$ 0	(Bond)*
44. Water	Meter Replacement (“smart” meters)	\$1,500,000	\$ 0	(Bond)*
45. Water	Water Truck replacement	\$ 50,000	\$ 50,000	Water Enterprise

46. Sewer	Plant Upgrades/Equipment Replacement	\$4,100,000	\$550,000	Taxation & Sewer Enterprise*
TOTAL		\$12,049,100	\$ 2,799,1000	

*** See Article 8 for additional bonded capital appropriation**

Discussion

Morgan Evans, 20 Boardman Avenue questioned the need and cost for smart meters. Although smart meters are part of Article 8, Moderator Wilson allowed DPW Director Charles Dam to respond. Mr. Dam explained that the current meters are over 20 years old and over time they do not give accurate reads. Also the smart meters allow residents to watch and learn about their water use and thereby can catch water leaks and advance conservation efforts better.

Vote

Article 5 was approved with a majority vote; 302 yes, 21 no and 12 abstentions.

ARTICLE 6:

To see if the Town will vote to authorize the Select Board to: acquire, by purchase, gift and/or eminent domain and for senior center, community center and/or general municipal purposes, all or a portion of the Mason’s parcel of land with the building and other improvements located at 10 Church Street, containing 26,045 square feet, more or less, and described in a deed recorded with the Essex South District Registry of Deeds in Book 5102, Page 358, which portion may consist of a condominium unit created pursuant to the provisions of G.L. c. 183A, establish a condominium under the provisions of G.L. c. 183A, §20, record a master deed, and convey any interests therein, if applicable, and participate in the organization of unit owners and pay the Town’s proportionate share of the common expenses of said condominium, all on such terms and conditions as the Select Board deems appropriate, and to enter into any and all agreements and take any and all actions as may be necessary and/or appropriate to accomplish the foregoing, and, further, to raise and appropriate, transfer from available funds, and/or borrow the sum of \$1,000,000.00 for the purpose of acquiring the foregoing property and costs incidental or related thereto, and to or take any other action related thereto.
Per petition of the Select Board

Recommendation

The Finance Committee and Select Board recommended approval. As required by General Town Bylaw Article IV, Section 8, the Planning Board also recommended the proposed purchase on April 18, 2024.

Motion

Brian Sollosy moved, and John Round seconded that the Town authorize the Select Board to acquire, by purchase, for senior center and/or general municipal purposes, a portion of the Mason’s parcel of land with the building and other improvements located at 10 Church Street, containing 26,045 square feet, more or less, and described in a deed recorded with the Essex South District Registry of Deeds in Book 5102, Page 358, which portion is to consist of a condominium unit created pursuant to the provisions of G.L. c. 183A, establish a condominium under the provisions of G.L. c. 183A, §20, record a master deed, and convey any interests

therein, if applicable, and participate in the organization of unit owners and pay the Town’s proportionate share of the common expenses of said condominium, all on such terms and conditions as the Select Board deems appropriate, and to enter into any and all agreements and take any and all actions as may be necessary and/or appropriate to accomplish the foregoing, and, further, to raise and appropriate \$500,000 and transfer from available funds \$500,000 from the Town’s Stabilization Account, for the purpose of acquiring the foregoing property and costs incidental or related thereto.

Discussion

Town Administrator Federspiel answered resident questions about possible flooding, increase to future operating budgets as well as appraisals and sale price. Carl Doane, 52 Summer Street moved the question. It was seconded. Vote to move the question prevailed by more than 2/3rds.

Vote

Article 6 was approved with over a 2/3rd majority: 326 yes, 28 no and 2 abstentions.

ARTICLE 7:

To see if the Town will vote to raise and appropriate or transfer from available funds sums of money to operate a Town sponsored Launch Service in Manchester Harbor including:

- a. Transferring from available funds \$9,500 for FY24 launch operating



June 2024 Sue Thorne Honored for Service

- expenses and,
- b. Transferring from available funds \$125,000 for the purchase of two launch boats and,
- c. Appropriating \$41,000 for FY25 launch operating expenses.

The Launch Service is to be fully funded by user fees. Or take any other action related thereto. Per petition of the Select Board

Recommendation

The Finance Committee and Select Board recommended approval.

Motion

Catherine Bilotta moved, and Ann Harrison seconded that the Town establish a mooring launch service through the Harbormaster's Department and that a) \$9,500 be transferred from the Town's Fund balance for FY24 Launch operating expenses, b) \$125,000 be transferred from the Town's Fund Balance for the purchase of two launch boats as a capital expense, and c) \$41,000 be appropriated for FY25 operating expenses. Furthermore, the launch service is to be fully funded by user fees within three years.

Discussion

Questions about costs & inspections of the boats, any other uses for the boats, any effect on the Harbormaster's schedule were answered by Bion Pike, Harbormaster and Select Board member Cathy Bilotta.

Jim Starkey, 13 Tucks Point amended the motion to stipulate that the expenditure be conditional on the Harbormaster having the 70 subscriber checks in hand as of noon on Monday May 6th. It was seconded. Town Administrator Federspiel explained that the business plan called for the operations to be fully self-sustaining within 3 years and that this amendment would be more restrictive.

Vote on the amendment prevailed with a majority vote: 187 yes, 136 no and 12 abstentions.

Vote

Article 7 as amended was approved with a majority vote; 309 yes, 34 no and 6 abstentions.

ARTICLE 8

To see if the Town will vote to appropriate \$7,550,000 to pay costs of capital improvements to the Town's water and wastewater systems as follows: i) \$4,100,000 to pay costs of capital improvements to the Town's water system, including the payment of all costs incidental and related thereto, and ii) \$3,450,000 to pay costs of capital improvements to the Town's wastewater system, including the payment of all costs incidental and related thereto, and to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amounts under and pursuant to Chapter 44 Sections 7 and 8 of the General Laws, or pursuant to any other enabling authority, to issue bonds or notes of the Town therefore; and further that the incurrence of such indebtedness shall be submitted to the voters as a ballot question at a Town election in accordance with the provisions of Chapter 270 of the Acts of 1991 and Article II, Section 18 of the Town's General By-law. No amount shall be borrowed or expended hereunder unless and until voters approve excluding the amounts required to repay any borrowing pursuant to the vote from the limitation on total property taxes contained in Chapter 59, Section 21C of the General Laws (also known as Proposition 2 ½.) Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs

approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, or take any other action relative thereto.
Per petition of the Select Board

Recommendation

The Finance Committee and Select Board recommended approval.

Motion

John Round moved, and Ann Harrison seconded to appropriate \$7,550,000 to pay costs of capital improvements to the Town’s water and wastewater systems as follows: i) \$4,100,000 to pay costs of capital improvements to the Town’s water system, including the payment of all costs incidental and related thereto, and ii) \$3,450,000 to pay costs of capital improvements to the Town’s wastewater system, including the payment of all costs incidental and related thereto, and to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amounts under and pursuant to Chapter 44 Sections 7 and 8 of the General Laws, or pursuant to any other enabling authority, to issue bonds or notes of the Town therefore; and further that the incurrence of such indebtedness shall be submitted to the voters as a ballot question at a Town election in accordance with the provisions of Chapter 270 of the Acts of 1991 and Article II, Section 18 of the Town’s General By-law. Moreover, no amount shall be borrowed or expended hereunder unless and until voters approve excluding the amounts required to repay any borrowing pursuant to the vote from the limitation on total property taxes contained in Chapter 59, Section 21C of the General Laws (also known as Proposition 2 ½.)



June 2024 Sustainability Committee Hosts Tour of Water Plant

Discussion

There were questions on the costs of the smart meters, the need for them and the cost effects on septic homes vs. sewer ones were all answered by Town Accountant Andrea Mainville, Town Administrator Greg Federspiel and DPW Director Charles Dam.

Morgan Evens, Boardman Road moved to amend the motion to reduce the cost to \$6,050.00 by removing the smart meters. It was seconded. Numerous additional comments in favor and against the amendment were made.

Jeff Bodmer-Turner moved the previous question. It was seconded.

The motion passed by more than the required 2/3rds vote.

Amended Motion did not prevail with a vote of 87 yes, 231 no and 12 abstentions.

Vote

Article 8 was approved with a majority vote; 290 yes, 33 no and 10 abstentions.

ARTICLE 9:

To see is the Town will vote to apply for, accept and expend Massachusetts Public Library Construction Program (MPLCP) grant funds if approved, and reappropriate \$150,000 of the \$200,000 previously appropriated for Library Restroom renovations as part of the FY24 capital appropriation under Article 5 of the April 2023 Town Meeting, as the Town's match of the MPLCP grant if approved, to be expended by the Town for planning and design activities related to possible library renovations and expansion or take any other action related thereto.

Per petition of the Select Board

Recommendation

The Finance Committee and the Select Board recommended approval.

The Town Moderator noted that the dates of the previously approved Library Restroom capital project funds were incorrectly printed in the article. The correct dates are FY23 and April 2022.

Motion

John Round moved, and Catherine Bilotta seconded that the Town:

Apply for, accept, and expend Massachusetts Public Library Construction Program grant funds if the Town is approved and selected to advance in the grant program, for the purpose of planning and designing possible library renovations and expansion, and Reappropriate \$150,000 as the Town's match of the MPLCP grant if approved, said reappropriation to come from the \$200,000 previously appropriated for Library Restroom Renovations as part of the FY23 capital appropriation under Article 5 of the April 2022 Town Meeting.

Discussion

None

Vote

Article 9 was approved with a majority vote; 300 yes, 19 no and 1 abstention.

ARTICLE 10:

To see if the Town will vote in accordance with the provisions of Chapter 77 of the Acts

of 2023 to create a Special Opioid Settlement Stabilization Fund and dedicate 100% of the opioid litigation settlement funds received by the Town to such fund pursuant to G.L. c. 40, §5B, such funds henceforth to be placed in this special stabilization fund to be expended without further appropriation for all of the purposes allowed by law, including those outlined in applicable opioid litigation settlement documents; and further, to transfer from the Town's Free Cash account the sum of \$8,892 into this special stabilization fund which was previously received and rolled into the Town's Free Cash account, or take any other action related thereto.

Per petition of the Select Board

Recommendation

The Finance Committee and Select Board recommended approval.

Motion

Brian Sollosy moved, and Ann Harrison seconded to transfer from Free Cash the sum of \$8,892.00 into a special revenue account created pursuant to Chapter 77 of the Acts of 2023, for purposes of depositing all funds received by the Town in connection with opioid litigation settlement(s), said funds to be expended without further appropriation for all of the purposes allowed by law, including those outlined in applicable opioid litigation settlement documents; said amount having been received by the Town and deposited into the general fund prior to the enactment of Chapter 77 of the Acts of 2023.

Discussion

None

Vote

Article 10 was approved with a majority vote; 284 yes, 9 no and 6 abstentions.

ARTICLE 11

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 MGL 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-four; or take any other action relative thereto.

Per petition of the Manchester-Essex Regional School Committee

Recommendation

The Finance Committee and Select Board recommended approval.

Motion #1

Anna Lin Mitchell of the Manchester Essex Regional School Committee moved, and Erica Spencer also 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 four.

Discussion

None

Vote

Motion 1 under Article 11 was approved with a majority vote; 267 yes, 8 no and 16 abstentions.

Motion #2

Anna Lin Mitchell of the Manchester Essex Regional School Committee moved, and Erica Spencer also of the Manchester Essex Regional School Committee seconded that the Town raise and appropriate \$16,339,528 to fund the Town’s assessment from the Manchester Essex Regional School District for the fiscal year beginning July first, two thousand twenty four for the gross operating and maintenance budget.

Discussion

Anna Lin Mitchell spoke briefly on the School District’s operating budget and the quality of the education program, ranked favorably when compared with other schools.

Vote

Motion 2 under Article 11 was approved by majority vote: 271 yes, 18 no and 7 abstentions.



March 2024 Rep. Seth Moulton Tours Water Plant



October 2024 Laughing Gull's Bruce Warren At The Annual Flu Clinic



September 2024 MBTA Zoning Task Force Visits the Manchester Womens Club



April 2024 Town Hall Staff Enjoys the Eclipse



Biking in Masconomo Park by Reid Van Gorder

Motion #3

Anna Lin Mitchell of the Manchester Essex Regional School Committee moved, and Erica Spencer also of the Manchester Essex Regional School Committee seconded that the Town raise and appropriate \$2,720.907 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 four.

Discussion

None.

Vote

Motion 3 under Article 11 was approved by majority vote: 261 yes, 14 no and 8 abstentions.

ARTICLE 12:

To see if the Town will vote to raise and appropriate or transfer from available funds \$660,000, or some other sum, which represents its apportioned share of the Essex Elementary School feasibility study, authorized by the Manchester Essex Regional School District (MERSD), for the purpose of paying costs of the Essex Memorial Elementary School feasibility study, for the school currently located at 12 Story St, Essex, MA 01929, and further described in two separate deeds recorded in a) Book 4203 on Page 399, and b) in Book 4216 on Page 501 and shown together on a plot plan in Plan Book 86, Plan 88 in the Essex South Registry of Deeds and depicted on Map 129, Lot 5 of the Town of Essex Assessors' maps, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of MERSD Essex Elementary School Building Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA. Said appropriation shall be contingent upon the approval by voters of a Capital Exclusion ballot question in accordance with G. L. c.59 sec. 21c, or take any other action related thereto.

Per petition of the Manchester-Essex Regional School Committee

Recommendation

The Finance Committee and Select Board recommended approval.

Motion

Jon Bineris of the Manchester Essex Regional School Committee moved, and Chris Reed also of the Manchester Essex Regional School Committee seconded that the Town raise and appropriate the sum of \$660,000 for the purpose of its allocable share of the costs of the Essex Elementary School Feasibility Study, authorized by the Manchester-Essex Regional School District ("District") for the school located at 12 Story Street, Essex MA 01929 and as further described in the article, including the payment of all costs incidental or related thereto (the "Study"), and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the Manchester-Essex School Building Committee; that the Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs

the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that the District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA. Provided further that the appropriation made under this article is subject to and contingent upon an affirmative vote of the Town on a Capital Exclusion ballot question in accordance with M.G.L. 59, Section 21C (Proposition 2 1/2); and that the amount authorized by the District shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA.

Discussion

There were speakers in favor and those not in favor of this cost.

Vote

Article 12 was approved with a majority vote; 244 yes, 42 no and 3 abstentions.

ARTICLE 13:

To see if the Town will vote to appropriate or transfer from available funds \$248,348 for the purpose of funding the Town's final share of the cost to refurbish the turf fields, or take any other action related thereto.

Per petition of the Manchester-Essex Regional School Committee

Recommendation

The Finance Committee and Select Board recommended approval.

Motion

Ann Harrison moved, and John Round seconded that the Town transfer from Free Cash the sum of \$248,348 for the purpose of funding the Town's final share of the cost to refurbish the turf fields (Hyland Field and Coach Field Field.)

Discussion

Ann Harrison described the history of funding the refurbishment of the turf fields.

Vote

Article 13 was approved with a majority vote; 239 yes, 17 no and 5 abstentions.

ARTICLE 14:

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2024 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 2024; 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 2024 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)	\$ 25,000*
2. Winthrop Field Drainage Project	(open space & recreation)	\$ 10,000
3. Masconomo Park ADA Accessibility Study	(open space & recreation)	\$ 10,000
4. Powder House Hill Parking and Access Easement	(open space & recreation)	\$ 20,000
5. Resurface Basketball Court at Sweeney Park	(open space & recreation)	\$ 28,500
6. Double Lifeguard Chair for Singing	(open space & recreation)	\$ 4,500
7. Mobility Mat for Singing Beach	(open space & recreation)	\$ 7,270
8. Research Unknown Land Parcels, Western Woods	(open space & recreation)	\$ 25,000
9. Causeway Brook Restoration @ Memorial School	(open space & recreation)	\$ 35,000
10. Manchester Affordable Housing Trust Project Funding	(community housing)	\$ 200,000
11. Restoration of Town Cemeteries	(historic preservation)	\$ 25,000
12. Church Steeple Restoration (First Parish Church)	(historic preservation)	\$ 60,000
13. UV Window Protection for Historic Assets (MHM)	(historic preservation)	\$ 7,000
14. Portico Restoration at Hooper Trask House (MHM)	(historic preservation)	\$ 24,400
TOTAL		\$ 481,670

(*Administrative amount limited to a maximum of 5% of total annual revenue)

Per petition of the Select Board and the Community Preservation Committee

Recommendation

The Finance Committee and Select Board recommended approval.

Motion

Joan McDonald of the Community Preservation Committee moved, and Brian Sollosy seconded the motion as presented in the Warrant with the following clarifications:

Items 1, 4, 5, 10, 12, and 14 to be funded from FY2025 Community Preservation estimated receipts for the purposes stated; and

Items 2, 3, 6, 7, 8, 9, 11, and 13 to be funded from the FY2024 Community Preservation undesignated Fund Balance for the purposes state.

Discussion

There was a small exchange about line #10 Affordable Housing Trust whether that is necessary.

Gar Morse, 11 Jersey Lane moved to remove line item #10 (\$200,000 to the Affordable Housing Trust). It was seconded.

Vote on the amendment failed with a vote of 45 yes, 178 no and 11 abstentions.

Vote

Article 14 was approved with a majority vote; 208 yes, 21 no and 3 abstentions.

ARTICLE 15:

To see if the Town will vote to authorize the Select Board to acquire an access and parking easement on property owned by the Manchester Housing Authority, located at Newport

Park shown as Parcel 1 on Assessor’s Map 42 for the purpose of public access to Powder House Hill conservation lands, and, in consideration for the new easement, authorize the Select Board to release an existing easement the Town has on the Housing Authority property, or take any other action related thereto.
Per petition of the Select Board

Recommendation

The Select Board recommended approval. As required by General Town Bylaw Article IV, Section 8, the Planning Board also provided their report, recommending the proposed easement exchange on April 18, 2024.

Motion

Catherine Bilotta moved, and John Round seconded the article as presented in the warrant.

Discussion

Beth Heisey, 49 Pleasant Street raised a concern that the Housing Authority had not approved this easement. Town Administrator Greg Federspiel assured the Meeting that once the final language and funds have been determined that they will be brought to the Housing Authority for final approval.

Vote

Article 15 was approved with a majority vote; 185 yes, 28 no and 3 abstentions.

ARTICLE 16:

To see if the Town will vote to transfer from available funds \$100,000 to supplement the FY24 Legal Expenses account in order to cover additional expenses incurred for various legal services, or take any other action related thereto.
Per petition of the Select Board

Recommendation

The Finance Committee and Select Board recommended approval.

Motion

Brian Sollosy moved, and Ann Harrison seconded that the Town transfer from Free Cash the sum of \$100,000 to supplement the FY24 Legal Expenses Account to cover additional expenses incurred for various legal services.

Discussion

None

Vote

Article 16 was approved with a majority vote;181 yes, 4 no and 3 abstentions.

ARTICLE 17:

To see if the Town will vote to raise and appropriate or transfer from available funds \$300,000 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

Recommendation

The Finance Committee and Select Board recommended approval.

Motion

John Round moved, and Ann Harrison seconded that the Town raise and appropriate \$300,000 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.

Discussion

None

Vote

Article 17 was approved with a majority vote; 184 yes, 4 no and 3 abstentions.

ARTICLE 18:

To see if the Town will vote, pursuant to the provisions of MGL c.44, §53E½ to set the following Fiscal Year 2025 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:

1. Program or Purpose: Costs Associated with Town of Manchester-by-the-Sea Recreation Programs; FY2025 spending limit: \$400,000.
2. Program or Purpose: Costs Associated with Town of Manchester Board of Health Emergency Dispensing Sites and Clinics Programs; FY25 spending limit: \$50,000.

Or take any other action relative thereto.

Per petition of the Select Board

Recommendation

The Finance Committee and Select Board recommended approval.

Motion

Ann Harrison moved, and Cathy Bilotta seconded the article as presented in the warrant.

Discussion

None

Vote

Article 18 was approved with a majority vote; 186 yes, 2 no and 6 abstentions.

ARTICLE 19:

To see if the Town will vote to amend Section 4, Subsections 5 and 6 of Article I General Provisions (Enforcement: Tobacco Products Regulations and Tobacco Use Regulations) of the Town's General By-laws, as follows, by deleting text shown below as stricken through, or take any action relative thereto. Fines and enforcement are covered by other bylaws and state statutes/regulations.

~~5. Tobacco Products Regulations~~
~~Fine allowed:—\$100 for the first violation;~~
~~\$200 for the second violation;~~

~~\$300 for the third and subsequent violations.
Enforcement agents: Designated employees of the Police Department
and the Board of
Health Agent. [Added 1997]~~

~~6. Tobacco Use Regulations
Fine allowed: \$50.00 for the first violation;
\$100.00 for the second violation;
\$125.00 for the third violation.
Enforcement agents: Employees of the Police Department designated
by the Police Chief and employees of the School Department as
designated by the School Superintendent. [Added 1998]~~

Per petition of the Select Board and the Board of Health

Recommendation

The Select Board recommended approval.

Motion

Ann Harrison moved, and Brian Sollosy seconded to amend Section 4, Subsections 5 and 6 of Article I General Provisions (Enforcement: Tobacco Products Regulations and Tobacco Use Regulations) of the Town's General By-laws, by deleting the text as presented in the warrant.

Discussion

None

Vote

Article 19 was approved with a majority vote; 180 yes, 5 no and 7 abstentions.

ARTICLE 20:

To see if the Town will vote to amend Article X, Section 23 of the General By-law by adding the underlined language after the second sentence: No person shall erect or maintain a non-accessory sign within the Town of Manchester, except as may be permitted by Section 32 of Chapter 93 of the General Laws or the Zoning By-laws of the Town. A non-accessory sign shall mean any sign other than a sign that advertises or indicates the person occupying the premises on which the sign is erected or maintained, or the business transacted thereon, or advertises the property itself or any part thereof as for sale or rent, and which contains no other matter. **The provisions of this section shall not apply to non-accessory signs located on Town-owned property, subject to the approval by the Select Board, nor to non-accessory signs on Town-owned property used for educational purposes, subject to approval by the Manchester Essex Regional School Committee.**

Per Citizen petition

Recommendation

The Select Board recommended approval at the Meeting.

Motion

Donna Furse moved, and Ann Harrison seconded the article as presented in the warrant.

Discussion

Donna Furse, 8 Blossom Lane explained that the purpose of the amendment was to permit advertising signs at Hyland Field, the proceeds of which would support the school's athletic program.

Vote

Article 20 was approved with a majority vote; 163 yes, 25 no and 7 abstentions.

ARTICLE 21:

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

Recommendation

The Finance Committee and Select Board both recommended passing over this article.

Motion

Ann Harrison moved to pass over (take no action on) this article, and Sarah Mellish seconded.

Discussion

None

Vote

A voice vote was taken, and Moderator Wilson declared a unanimous vote.

Dissolution

Ann Harrison moved, and John Round seconded a motion to adjourn that was unanimous by voice vote.

Moderator Wilson declared the Meeting dissolved at 9:12 p.m. and thanked everyone for coming.



January 2024 Skiing at ECC by Karen Kenny



November 2024 Special Town Meeting



July 2024 Music in the Park



July 2024 Summer Playground Fun

SPECIAL TOWN MEETING MINUTES
TOWN OF MANCHESTER-BY-THE-SEA
NOVEMBER 18, 2024, 6:30PM
Manchester Essex Regional High School
36 Lincoln Street, Manchester, MA 01944

The quorum of 100 voters was reached well before 6:30pm, and Moderator Alan Wilson called the Special Town Meeting to order at 6:35pm while voters were continuing to check in. Ann Harrison, Chair of the Select Board, gave a word of welcome to those in attendance. After the Pledge of Allegiance and the Moderator's procedural comments and thanks to volunteers, he reminded the Meeting of Manchester's tradition of civil and respectful debate. Moderator Wilson said, "Disagreement doesn't require being disagreeable... let's engage as neighbors, remembering that we all want the best for Manchester." The Moderator announced he will not stand for re-election in May and stated that at the end of the current term he will have been moderator for thirty years. The Meeting then set itself to the business of the day.

The final tally of attendees was 927 voters plus 26 non-voters. There were 4,467 registered voters in Manchester-by-the-Sea.

ARTICLE 1: To see if the Town will vote to authorize the Select Board to acquire, by purchase, gift, and/or eminent domain and on such terms and conditions as the Select Board deems appropriate, a permanent conservation restriction on three parcels, one being an approximately 30-acre portion of the property located on Colburn Road and identified by the Assessors as Parcel 36-0-3 and the others being two abutting parcels, Parcel 36-0-56 and Parcel 34-0-3, together comprising 6.25 acres, which conservation restriction shall be co-held and administered by the Conservation Commission under the provisions of GL c. 40, §8C, and, further, to appropriate the sum of \$250,000 from the Community Preservation Fund for the foregoing purposes; or take any other action relative thereto.

Per petition of the Select Board

The Finance Committee, Select Board, and Planning Board recommended approval.

MOTION

Steve Gang moved and John Round seconded the article as presented in the warrant.

DISCUSSION

Steve Gang, Chair of the Conservation Commission, stated this connects conservation land that is already protected, this will protect a portion of land that otherwise would be very developable, and these funds are already collected and in CPC accounts, so there will be no additional taxation or fees.

Dick Goutal, 17 Desmond Ave., spoke against the article and stated he is on principle against giving Manchester more conservation land because the town is constantly squished for the need of other things including more senior housing and more affordable housing.

VOTE

With 858 voters checked in, the vote was 734 yes, 75 no, and 17 abstained.
The motion under Article 1 prevailed by more than a 2/3 vote.

ARTICLE 2: To see if the Town will vote to amend the Town’s General Bylaw by replacing the entirety of Article XXIII Stormwater Management with a new Article XXIII Stormwater Management as follows; or take any other action relative thereto:

ARTICLE XXIII: STORMWATER MANAGEMENT

SECTION 1 PURPOSE AND INTENT

The purpose and intent of this bylaw are to:

- A. Protect water resources;
- B. Require practices that mitigate soil erosion and sedimentation and control the volume and rate of stormwater runoff resulting from land disturbance activities;
- C. Promote infiltration and the recharge of groundwater;
- D. Ensure that soil erosion and sedimentation control measures and stormwater runoff control practices are incorporated into the site planning and design process, and are implemented and maintained;
- E. Encourage the use of Low-Impact Development practices such as reducing impervious cover and the preservation of green space and other natural areas, to the maximum extent practicable;
- F. Comply with state and federal statutes and regulations relating to stormwater discharges;
- G. Establish the Town of Manchester-by-the-Sea as the legal authority to ensure compliance with the provisions of this bylaw through inspection, monitoring, and enforcement.

SECTION 2 DEFINITIONS

ADMINISTRATIVE LAND DISTURBANCE APPROVAL: A determination by the Permit Authority that land disturbance activity does not require a Stormwater Management Permit.

APPLICANT: Any person, individual, partnership, association, firm, company, corporation, trust, authority, agency, department, or political subdivision, of the Commonwealth or the Federal government to the extent permitted by law requesting a Stormwater Management Permit and/or Administrative Land Disturbance Review for proposed land-disturbance activity.

LAND-DISTURBING ACTIVITY: Any activity that causes a change in the position or location of soil, sand, rock, gravel, or similar earth material, including tree cutting, grubbing, clearing, grading or excavation.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) or MUNICIPAL STORM DRAIN SYSTEM: The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel,

reservoir, and other drainage structure that together comprise the storm drainage system owned or operated by Manchester-by-the-Sea.

PERMIT AUTHORITY: The Department of Public Works.

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

STORMWATER MANAGEMENT PERMIT (“SMP” and/or “Permit”): A permit issued by the Permit Authority, after review of an application, plans, calculations, and other supporting documents, which shows that the proposed project is designed to protect the environment of the Town from the deleterious effects of uncontrolled and untreated stormwater runoff.

SECTION 3 AUTHORITY

A. This bylaw is adopted under authority granted by the Home Rule Amendment of the Massachusetts Constitution, the Home Rule statutes, and pursuant to the regulations of the federal Clean Water Act found at 40 CFR §22.34

B. Nothing in this bylaw is intended to replace the requirements of any other bylaw that has been made or may be adopted by the Town of Manchester-by-the-Sea.

SECTION 4 APPLICABILITY

A. This bylaw shall apply to all activities that result in land disturbance exceeding the threshold established in the regulations promulgated hereunder.

B. Administrative Land Disturbance Review is required for projects that result in the amount of land disturbance described in the regulations promulgated hereunder.

C. Exempt Activities – the regulations promulgated hereunder shall identify certain exempt land disturbance activities.

SECTION 5 PERMITS AND PROCEDURES

A. The procedures for a Stormwater Management Permit and/or Administrative Land Disturbance Review application shall be described in detail in the regulations promulgated hereunder.

B. Waivers.

1. The Permit Authority may waive strict compliance with any requirement of this bylaw or the regulations adopted hereunder, where:

a. Such action is allowed by federal, state, and local statutes and/or regulations;

b. It is in the public interest; and

c. It is not inconsistent with the purpose and intent of this bylaw.

2. Any Applicant may submit a written request to be granted such a waiver. Such a request shall be accompanied by an explanation or documentation supporting the waiver request

and demonstrating that strict application of the bylaw does not further the purpose or objectives of this bylaw.

C. Appeals. A decision of the Permit Authority shall be final. Further relief of a decision by the Permit Authority made under this bylaw shall be reviewable in the Superior Court in an action filed within 60 days of the final action taken by the Permit Authority, in accordance with M.G.L. c. 249, §4.

SECTION 6 FINAL REPORT

Upon completion of the work, the Applicant shall submit a report (including certified as-built construction plans) from a Registered Professional Engineer (P.E.), certifying that all erosion and sediment control devices, and approved changes and modifications, have been completed in accordance with the conditions of the approved permit. Any discrepancies should be noted in the cover letter.

SECTION 7 CERTIFICATE OF COMPLETION

The Permit Authority will issue a letter certifying completion upon receipt and approval of the Final Report and/or upon otherwise determining that all work allowed by the permit has been satisfactorily completed in conformance with the permit and this bylaw.

SECTION 8 EMPLOYMENT OF OUTSIDE CONSULTANTS

The Permit Authority may employ outside consultants, at the Applicant's expense to assist in its permit decision, including but not limited to plan review, drainage, and stormwater analysis; to determine conformance with this bylaw and other requirements; and for construction inspection.

SECTION 9 PERFORMANCE GUARANTEE

A. The Permit Authority may require the Applicant to post, before the start of land disturbance activity, a surety bond, irrevocable letter of credit, cash, or other acceptable security as performance guarantee, to be in an amount deemed sufficient by the Permit Authority to ensure that the work will be completed in accordance with the permit. If the project is phased, the Permit Authority may release part of the bond as each phase is completed in compliance with the permit but the bond may not be fully released until the Permit Authority has received the Final Report as required by Section 6 of this bylaw and issued a Certificate of Completion.

B. The regulations promulgated hereunder shall establish reasonable criteria for assessing the Performance Guarantee.

SECTION 10 DURATION OF STORMWATER MANAGEMENT PERMIT

A Stormwater Management Permit is granted for a period of three years from the date of its approval and shall lapse if substantial use or construction has not commenced by such date, except for good cause as shown.

SECTION 11 ENFORCEMENT

A. Land disturbance activities in excess of the thresholds established in the regulations promulgated hereunder conducted without a Stormwater Management Permit or Administrative Land Disturbance

Approval shall constitute a violation of this bylaw. The Permit Authority, or an authorized agent of the Permit Authority, shall enforce this bylaw, regulations, orders, violation notices, and enforcement orders, and may pursue all civil and criminal remedies for such violations.

B. Non-Criminal Disposition. As an alternative to criminal prosecution or civil action, the Town may elect to utilize the non-criminal disposition procedure set forth in M.G.L. c. 40, §21D and General Bylaw Article 1, Section 4, in which case the Permit Authority or its agent shall be the enforcing person. The penalty for the 1st violation shall be \$100.00. The penalty for the 2nd violation shall be \$200.00. The penalty for the 3rd and subsequent violations shall be \$300.00. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

SECTION 12 REGULATIONS

The Permit Authority shall adopt, and may periodically amend regulations, rules and/or written guidance relating to the terms, conditions, definitions, enforcement, fees, procedures, and administration of this Bylaw by majority vote of the Town of Manchester-by-the-Sea Select Board after conducting a duly noticed public hearing to receive comments pursuant to the Town's public notice requirements. Failure of the Permit Authority to issue such rules, or regulations, or a legal declaration of their invalidity by a court, shall not act to suspend or invalidate the effect of this Bylaw.

Stormwater Management Regulations (Regulations), rules, or guidance shall identify requirements for stormwater permits or approvals required by this Bylaw and be consistent with or more stringent than the relevant requirements of the most recent MS4 General Permit.

SECTION 13 SEVERABILITY

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

Per petition of the Select Board

The Finance Committee took no position on the article. The Select Board recommended approval.

MOTION

Brian Sollosy moved and Jeffrey Delaney seconded the article as printed in the warrant.

DISCUSSION

Sollosy stated this allows the town to make the necessary changes to ensure compliance with the EPA and MassDEP in the future.

Thomas Frank, 195 Summer St., asked for clarification.

Chuck Dam, Director of the Department of Public Works, stated this will not take issues of compliance away from the boards and committees. This update was asked for by the DEP and EPA to catch things that otherwise may have slipped through the cracks.

VOTE

With 858 voters checked in, the vote was 698 yes, 76 no, and 51 abstained.
The motion under Article 2 prevailed by a majority.

ARTICLE 3: To see if the Town will vote to raise and appropriate or transfer from available funds \$9,886 for the purpose of paying expenses incurred in the previous Fiscal Year for consulting services related to the defense of the ZBA’s denial of the proposed 40B project off Upper School Street or take any other action relative thereto.

Per petition of the Select Board

The Finance Committee and Select Board recommended approval.

MOTION

Sarah Mellish moved and Catherine Bilotta seconded that the Town transfer from Free Cash ~~\$9,886~~ \$14,581 for the purpose of paying expenses incurred in the previous fiscal year for consulting services related to the defense of the ZBA’s denial of the proposed 40B project off Upper School Street.

DISCUSSION

There was no discussion on the motion.

VOTE

With 886 voters checked in, the vote was 793 yes, 29 no, and 18 abstained.
The motion under Article 3 prevailed by a 9/10th vote.

ARTICLE 4: To see if the Town will vote to amend the Town of Manchester-by-the-Sea Zoning By-Laws by inserting a new Section 9.4, to create a new Community Housing Overlay District, and to amend Section 2.0 (“Definitions”) by inserting the new definitions as presented; and further, to see if the Town will vote to amend the Zoning Map of Manchester-by-the-Sea to accept and incorporate the Community Housing Overlay District Maps, dated October 28, 2024 as part of the Zoning Map of Manchester-by-the-Sea or take any other action relative thereto. The full text of the proposed new Section 9.4, proposed definitions and overlay maps are on file in the Office of the Town Clerk and the Library and are available on the MBTA Zoning page on the Town’s website.

Per petition of the Select Board and Planning Board

The Finance Committee, Select Board, and Planning Board recommended approval.

MOTION

Susan Philbrick moved and Ann Harrison seconded that the Town adopt the article as presented in the warrant and amend the Town’s zoning bylaws as stated in the handout at Town Meeting.

DISCUSSION

Sue Philbrick of the Planning Board gave an overview of what will be voted on, which includes four overlay districts that will include by right multi-family development. The other part of the compliance package are design guidelines so that any project will conform to the character of the community. The package also includes affordability. Twenty percent of each project would be required to be affordable.

Sarah Mellish of the Finance Committee spoke to the fiscal impact, stating that with a “Yes” vote, additional tax revenue should cover additional costs of town services. With a “No” vote, there would be a projected 7-14% increase in the tax rate due to litigation costs and loss of state grants.

MOTION TO AMEND

Sarah Mellish moved to amend the main motion by adding in line 101 (page 11 of the packet for the meeting) after the word “district” the following: “and no division of a parcel shall increase the maximum number of dwelling units allowed per lot in existence on November 18, 2024.” Then section 4 of 9.4.2 would read, “4. **Lot Division.** The division of a parcel of land in any CHOD District shall meet the minimum lot size and frontage requirements of the underlying base zoning district and no division of a parcel shall increase the maximum number of dwelling units allowed per lot in existence on November 18, 2024.” Susan Philbrick seconded the motion.

Mellish stated the purpose of this is to protect against the division of properties increasing the total number of allowed units. This is so the per property maximum cannot be circumvented and to avoid unintended consequences.

DISCUSSION

Moderator Wilson limited discussion for now to only the proposed amendment.

Mary Foley, 1 Pulaski Drive, asked for clarification if a lot is split. Foley gave the example of a lot that would be allowed five units being split into two parcels. Foley asked if the owner of one parcel built five units, then could the new owner of the other parcel not build at all.

Mellish stated the new parcel could have a house built on it under the underlying zoning, outside of this multifamily housing zoning.

Foley expressed concern about possible legal issues of controlling what people can do with their lots.

Carolyn Murray of KP Law stated the town’s legal counsel reviewed this proposed amendment and it is consistent with MBTA zoning. The Attorney General might look at this as an issue with the sub-division control law, but if that is the case then the Attorney General can strike any language that is deemed to be inconsistent with state law.

Town Administrator Greg Federspiel noted that currently two town bylaws refer to analogous date impressions in the bylaw, under the ADU bylaw and in D2. This is similar to that, and the Attorney General has not ruled that inconsistent and already approved those provisions, which gives us confidence that this also would be approved.

Christine Delisio, 6 Lincoln Ave., asked for confirmation that the proposed amendment has not been submitted to the state yet.

Moderator Wilson confirmed.

VOTE ON AMENDMENT

With 903 voters checked in, the vote was 757 yes, 98 no, and 24 abstained.

The amendment to the main motion under Article 4 prevailed by a majority vote.

DISCUSSION

The meeting returned to discussion on the main motion as now amended.

Christine Delisio, 6 Lincoln Ave., urged others to vote “no” to postpone this decision. Delisio stated that the SJC has not yet ruled on the Milton case and that similar communities like Hamilton and Wenham are waiting for the Milton decision. Delisio suggested not acting in haste now and delaying this matter until spring by voting “no” tonight.

Susan Wadia-Ells, 0 Elm St., stated she resides in one of the neighborhoods this targets and this will change the patina of Manchester-by-the-Sea. Wadia-Ells spoke against the proposed changes.

Wendy Brady, 10 Lincoln Ave., asked if Finance Committee, Select Board, and Planning Board could comment on why the town is voting tonight and not waiting for Milton decision.

Carolyn Murray of KP Law stated the primary reason this is before the town tonight is that there is a compliance deadline of December 31 of this year. If this is not voted by then, the town will be out of compliance. There is risk of additional loss of grant; even though the statute only lists four pockets of money, other discretionary grants could be denied if the town is not in compliance with state law. The Attorney General has already sued Milton and could start suing other communities for noncompliance.

Town Administrator Greg Federspiel stated the Milton case does not challenge legality of the law. It is a technical challenge where Milton is stating that it is not a rapid transit line and has a different deadline. The SJC would not vacate the law because of that case.

Robert Coyne, 115 Beach St., agreed with a no vote to pause until the court case has been resolved.

Shelia Doherty, 7 Lincoln Ave., asked about the tax increase implications and where those costs are coming from.

Sarah Mellish, chair of the Finance Committee, stated that a \$300,00 increase in expenses or loss of revenue translates into a 1% increase, so estimated legal expenses and loss of grants would bring it to between a 7% and 14% increase in tax rate.

John Feuerbach, 5 Harold St., spoke in favor of a “yes” vote. This would offer diverse housing options and affordable housing. The Affordable Housing Trust voted in favor of this.

Isabella Bates, 2 Masconomo St., stated we live in a commonwealth and are supposed to look after each other. For 20 years the state has asked towns to develop more housing. Bates spoke in favor of a yes vote. Change evokes fear, but we don’t make good decisions out of fear.

Gretchen Wood, 19 Brook St., spoke on behalf of the Housing Authority in favor of a yes vote.

Matt Gibbs, 9 Lincoln Ave., asked if there is an estimate of the projected grants the town would be applying for in the next one to three years.

Sandy Bodmer-Turner, member of MBTA Task Force, stated the Task Force looked at grants in fiscal year 2024 and 2025, and what was planned for fiscal year 2026. There are two broad categories of grants. Those for which Manchester would automatically be ineligible, would be an average \$2.3 million/year from those three years. The rest of the grants add up to \$3.2 million for all three years; Bodmer-Turner stated it seems they would be very much at risk as well. Grants generally require compliance with state laws.

Gibbs asked if reserve funds would be enough to cover the gap in funds while waiting for court rulings.

Mellish stated the reserve level is at 8% and that has been used. Our reserves are minuscule in comparison.

Tom Kehoe, 20 Lincoln Ave., stated the MBTA zoning act is not a suggestion, it is a state law. Cities and towns do not have the ability to vote to not pay attention to those laws. It is best to have a group of residents, as we have done, who know the town make the decisions rather than the Attorney General. This will keep local control over zoning issues, with the least possible changes to the town. This plan does not require any new units to be built. The town must comply with state law.

Frederick Gibson, 11 Tanglewood Rd., requested to move the question.

Moderator Wilson stated there are still people in the gym waiting to speak and asked Mr. Gibson to defer that for now.

Christopher Gates, 19 Desmond Ave., stated it seems it would be adopting governance through extortion to accept these strange and sweeping changes.

Sandy Rogers, 82 Old Essex Rd., stated we were told that 20% of what is proposed in the zoning would be affordable; that is not necessarily the case because it is every fifth unit. Rogers said she would like that clarified. Rogers also asked about language in the compliance letters for other towns. Rogers asked if design guidelines are enforceable. Once we give up our zoning rights here, then the state can come in and mandate more changes.

Chris Olney of the Planning Board stated that under 3A affordability is not required but has been included as much as possible under the law. Olney confirmed that if a development is four units, there would not be a required affordable unit.

Rogers expressed concern about falling behind on affordability with the small developments.

Caroline Murray, Town Counsel, stated with respect to the compliance letters, the standard language means the vote will still need to be certified for compliance if approved by the town tonight. Murray gave an example of another community where the state asked for an amendment to make the town's vote in compliance with the state statute.

John Carlson, 9 Walker Rd., spoke to a flyer that was sent out and called it fearmonger. The flyer states that a "yes" vote will increase Manchester's population by 20% and Carlson said that is not a fact. Carlson spoke in support of a "yes" vote.

Sarah Creighton, Chair of the Planning Board, 37 Proctor St., circled back to the site plan review and conditions that would still be allowed. Creighton addressed some items in a flyer that was circulated asking residents to vote "no" regarding the chances of development and population changes. This a zoning proposal, not a development plan. Many properties around town have the ability to develop into a two-family and have remained

single-family for decades. The districts have been carefully constructed. The Milton case really is not relevant. Creighton spoke in support of a “yes” vote.

Gary Gilbert, 11 Magnolia Ave., stated this has been approaching a year and a half of work, has not been a rush at all, and is set up in a way that very few lots are likely to be developed. Design guidelines were set that will be incorporated and for the first time ever the town will have a design review committee. The state already tells us what to do in a lot of ways. Gilbert stated he does not want to pay that much more in taxes. With sea level rise, we will be confronted with a lot more need for grants. This is well-crafted and we should all support it.

Mary Foley, 1 Pulaski Dr., expressed concerns and stated that data shows a negative impact to Manchester. There will be increases in population, schools, hospitals, highways, residential parking, and cars that the town cannot sustain. Foley asked if the state would fund the impact of these changes. Foley spoke of the current court case and recommended waiting to see what happens. Foley stated a “no” vote will preserve community and is a vote to postpone.

Eden Davies, 20 Blynman Cir., encouraged a “yes” vote. Change is inevitable, and we can only kick the can down the road for so long. We have to be in compliance with state laws. Voting “no” is short-sighted and not in the best interest of the town.

MOTION TO CALL THE QUESTION

Ken Warnock, 5 Running Ridge Row, stated he would like to move the question to a vote. The motion was seconded.

Moderator Wilson stated it would require a 2/3 vote to cut off debate.

VOTE ON MOTION TO CALL THE QUESTION

With 927 voters checked in (and at least 24 left the meeting before the vote), the vote was 778 in favor, 83 no, and 6 abstained.

The motion to move the question prevailed by more than a 2/3 vote.

VOTE

Moderator Wilson called for the vote on the main motion as amended.

There was an issue with the clickers in the overflow room (auditorium) not registering. After three tests of the system, it was determined that part of the wiring in the overflow room had become loose. It was reconnected, and the final vote was taken.

The vote was 636 yes, 214 no, and 7 abstained.

The motion under Article 4 prevailed by a majority vote.

At 8:45pm, Ann Harrison moved to dissolve the Meeting. The motion was seconded.

The Moderator declared it a unanimous vote and declared the meeting dissolved.

TAX COLLECTOR'S REPORT
FISCAL YEAR 2024

REAL ESTATE OUTSTANDING
AS OF 6/30/2024

FISCAL YEAR 2023	-
FISCAL YEAR 2024	\$179,589.60

PERSONAL PROPERTY OUTSTANDING
AS OF 6/30/2024

FISCAL YEAR 2020	\$2,213.92
FISCAL YEAR 2021	\$2,202.33
FISCAL YEAR 2022	\$2,099.86
FISCAL YEAR 2023	\$1,681.97
FISCAL YEAR 2024	\$2,006.85

MOTOR VEHICLE EXCISE OUSTAND-
ING AS OF 6/30/2024

CALENDAR YEAR 2022	\$8,609.74
FISCAL YEAR 2023	\$11,209.05
FISCAL YEAR 2024	\$64,878.88

BOAT EXCISE OUTSTANDING AS OF
6/30/2024

FISCAL YEAR 2019	\$969.00
FISCAL YEAR 2020	\$2,071.00
FISCAL YEAR 2021	\$246.00
FISCAL YEAR 2022	\$1,016.00
FISCAL YEAR 2023	1,261.33
FISCAL YEAR 2024	1649.33



July 2024 Whale Visits Singing Beach

**TREASURER'S TRUST FUND REPORT
AS OF 6/30/2024**

CEMETERY PERPETUAL CARE FUND

	General Ledger	Bank Balance	Due to (Due from)
Balance June 30, 2023	\$529,543.00	\$468,018.00	
Income from Perpetual Care	\$26,925.00		
Interest Earned	\$30,958.87		
Withdrawals	\$-		
Balance June 30, 2024	<u>\$587,426.87</u>	\$587,426.87	\$-

CEMETERY SALE OF LOTS FUND

	General Ledger	Bank Balance	Due to (Due from)
Balance June 30, 2023	\$249,693.31	\$186,518.31	
Income from Sale of Lots	\$26,925.00		
Interest Earned	\$16,740.72		
Withdrawals	\$-		
Balance June 30, 2024	<u>\$293,359.03</u>	\$293,359.03	\$-

MISCELLANEOUS FUNDS

6/30/23 General Ledger	INCOME	DEPOSITS	EXPENDITURES	6/30/24 General Ledger	6/30/24 Bank Balance	Due to (Due from)	
B.L. Allen Fund							
\$1,536.09	\$77.94			\$1,614.03	\$1,614.03		\$-
Tuck's Point Invest							
\$11,178.45	\$567.26			\$11,745.71	\$11,745.71		\$-
Post War Rehab							
\$5,899.18	\$299.37			\$6,198.55	\$6,198.55		\$-
Essex Woods Park							
\$18,943.88	\$961.30			\$19,905.18	\$19,905.18		\$-
Clara Winthrop							
\$34,158.95	\$2,275.16	\$11,550.00	\$(3,345.17)	\$44,638.94	\$45,137.94	\$499.00	*
Susan Crowell							
\$14,048.19	\$712.85			\$14,761.04	\$14,761.04		\$-
Knight Cemetery							
\$9,171.76	\$465.42			\$9,637.18	\$9,637.18		\$-
Julia Ware Fund							
\$3,293.22	\$127.97		\$(972.45)	\$2,448.74	\$2,448.74		\$-
Odd Fellows							
\$4,859.80	\$246.62			\$5,106.42	\$5,106.42		\$-
Adele Q Ervin Library Fund							
\$104,049.74	\$5,983.57		\$(9,800.00)	\$100,233.31	\$110,033.31	\$9,800.00	*
Ron Borel Library Trust							
\$495,157.88	\$29,136.07		\$(579.84)	\$523,714.11	\$535,788.23	\$12,074.12	*
Stabilization Fund							
\$1,953,159.71	\$99,111.82			\$2,052,271.53	\$2,052,271.53		\$-
OPEB							
\$3,788,686.44	\$450,088.56	\$289,300.00		\$4,528,075.00	\$4,528,075.00		\$-

* Fiscal Year 2024 year-end balance transfers carried out in Quarter 1 of Fiscal Year 2025

**TOWN OF MANCHESTER-BY-THE-SEA
TOWN ACCOUNTANTS REPORT
FISCAL YEAR ENDING JUNE 30, 2023**

Receipts General Fund

TAXES

REAL ESTATE TAXES	30,938,768.62
PERSONAL PROPERTY TAXES	731,684.84
TAX LIENS REDEEMED	11,540.16
SEWER BETTERMENT	6,184.65

MOTOR VEHICLE EXCISE	1,123,291.19
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BOAT TAX	16,542.66
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EXCISE - SHORT TERM RENTAL TAX	46,385.74
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INTEREST/CHARGES RE & PP TAXES	57,759.27
INT. CHGS. REL. MV TAXES	17,003.06
INTEREST/SEWER BETTERMENTS	41.94
INTEREST/CHARGES ON BOAT TAXES	576.45
INTEREST ON TAX LIENS	55.64

FEES AND CHARGES

FEES-AFFORDABLE HOUSING TRUST	-
FEES-BOARD OF APPEALS	14,040.00
FEES-CABLE	728.50
FEES-COMM-FLU CLINIC REIMB.	484.88
FEES-CONSERVATION COMMISSION	8,809.00
FEES-COPIES-ZONING BY-LAWS	-
FEES-COPYING	-
FEES-FILM/PHOTO	-
FEES-HARBOR BOAT TOURS	575.00
FEES-HARBOR LAUNCH SERVICE	41,950.00
FEES-HISTORIC DISTRICT	500.00
FEES-HOUSEHOLD HAZARDOUS WASTE	1,625.00
FEES-INSURANCE REPORTS	75.00
FEES-LIBRARY	-
FEES-MISCELLANEOUS-FIRE DEPT.	1,750.00
FEES-MISCELLANEOUS-TOWN CLERK	40.00
FEES-MOORING WAITING LIST FEES	9,800.00
FEES-MUNICIPAL LIENS	2,475.00
FEES-OIL BURNER INSPECTIONS	100.00
FEES-PARKING-ELECTRIC	5,321.49
FEES-PLANNING BOARD	2,625.00
FEES-PLAN REVIEW	-
FEES-PUBLIC RECORDS	385.00
FEES-SALE OF MAPS	-
FEES-SHORT-TERM PAYING GUEST	300.00
FEES-SPECIAL DUTY-ADMIN.	17,969.38
FEES-STREET LISTS	980.00
FEES-TRANSIENT DOCK FEES	35,882.98
FEES-UNDERGROUND STORAGE	40.00
FEES-VITAL CERTIFICATES	6,440.00

RENTALS

RENTALS-SPRINT-SCHOOL ANTENNA	17,581.68
RENTALS-STATION CELL TOWER	125,986.56

RENTALS-WATER TOWER ANTENNA	47,441.56
RENTALS-TUCK'S POINT	36,360.00
RENTALS-SINGING BEACH CANTEEN	10,000.00
RENTALS-ATHLETIC FIELD	6,763.90
RENTALS-KAYAK RACK	2,400.00
RENTALS-CROWELL CHAPEL RENTAL	2,350.00

CEMETERIES

CEMETERIES-BURIALS/CREMATIONS	34,350.00
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FINES & FORFEITURES

FINES-PARKING	30,259.00
FINES-COURT	8,443.54
FINES-DOGS	-
FINES-LIBRARY	1,300.86

STATE AID

COMM.-CSI-STATE AID UNRESTRICTED	265,854.00
COMM.-CSI-LOSS OF TAXES ELDERLY	20,301.00
COMM.-CSI-VETERAN'S BENEFITS	2,559.73

TRANSFERS INTO GENERAL FUND

TRANSFERS FROM SEWER	374,144.00
TRANSFERS FROM WATER	173,767.00
TRANSFER FROM SPECIAL REVENUES	55,000.00
TRANSFER FROM HARBOR IMPROV.	-

MEALS TAX COLLECTIONS	82,457.28
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RECREATION-BEACH PASSES	263,605.00
RECREATION-NON-RESIDENT PARKING	50,160.00
RECREATION-PARKING STICKERS	64,518.00

AMBULANCE CHARGES	216,007.12
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INVESTMENT INCOME	463,210.80
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OTHER RECEIPTS

SHARED SCHOOL RESOURCE OFFICER	67,976.97
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LICENSES AND PERMITS

LICENSES-BUSINESS CERTIFICATES	960.00
LICENSES-CAMP	145.00
LICENSES-COMMON VICTUALERS	850.00
LICENSES-DOG	13,667.00
LICENSES-FIREARMS	2,150.00
LICENSES-INN HOLDERS	100.00
LICENSES-LIQUOR	17,350.00
LICENSES-MARRIAGE INTENTIONS	-
LICENSES-ONE(1)-DAY LIQUOR	35.00
LICENSES-SEPTIC PUMP	440.00
LICENSES-SEPTIC SYSTEMS	9,670.00
LICENSES-SUNDAY ENTERTAINMENT	-
LICENSES-SWIMMING POOL	515.00
LICENSES-TAXI AND LIVERY	150.00

LICENSES-USED CAR DEALER	140.00
PERMITS-BLASTING	100.00
PERMITS-BUILDING	306,913.00
PERMITS-BUSINES/BOATER PLACARD	11,276.00
PERMITS-DEMOLITION	-
PERMITS-DIS. WORK CONSTRUCTION	2,035.00
PERMITS-ELECTRICAL	76,575.77
PERMITS-FOOD SERVICE PERMITS	6,025.00
PERMITS-GAS	14,415.00
PERMITS-KEEPING OF ANIMALS	40.00
PERMITS-LODGING HOUSE	-
PERMITS-LPG	950.00
PERMITS-OPEN BURNING	880.00
PERMITS-PERC TESTING	3,690.00
PERMITS-PLUMBING	32,454.10
PERMITS-ROAD OPENING	3,900.00
PERMITS-SMOKE ALARM INSPECTION	3,070.00
PERMITS-TANK REMOVAL	1,200.00
PERMITS-TITLE V INSPECTION REV	4,665.00
PERMITS-WELL	770.00
PAYMENTS IN LIEU OF TAXES	4,716.90
TRASH-RUBBISH STICKERS\	
TRANSFER STATION STICKERS	304,945.00
NON-RECURRING-MISCELLANEOUS	209,977.65
TOTAL RECEIPTS GENERAL FUND	36,560,298.87

Receipts all Other Funds

HARBOR MASTER FUNDS

TRANSFER TO HARBOR IMPROV.	330,599.53
TRANSFER FROM GENERAL	
FUND FOR LAUNCH	132,255.47
MOORING FEES	251,944.75
BOAT EXCISE TAX	16,542.67
DREDGE ASSESSMENT	31,540.00

RECREATION REVOLVING

RECREATION RECEIPTS	457,048.15
PLAYGROUND RECEIPTS	74,819.61
CONCERTS RECEIPTS	4,300.00

HEALTH REVOLVING

HEALTH RECEIPTS	19,635.58
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HIGHWAY IMPROVEMENT FUND

CHAPTER 90	-
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SEPTIC LOAN PROGRAM

BORROWING/WITHDRAW	-
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SENIOR CENTER CAPTIAL PROJECT

TRANSFER IN FROM STABILIZATION	500,000.00
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SEWER FUND

UTILITY USAGE RECEIVABLES	1,325,358.50
SEWER HOOKUP	21,800.00
TRANSFER FROM GENERAL FUND	-

WATER FUND

UTILITY USAGE RECEIVABLES	712,862.65
WATER HOOKUP	750.00
SALE OF WATER METERS	6,777.50
TRANSFER FROM GENERAL FUND	1,602,110.00

WATER TREATMENT

UTILITY USAGE RECEIVABLES	643,515.16
TRANSFER IN FROM GENERAL FUND	75,000.00

AFFORDABLE HOUSING TRUST

APPROPRIATION FROM CPA	200,000.00
DONATIONS/GIFTS/OTHER TO MAHT	750.00
INVESTMENT INCOME	48,936.68

COMMUNITY PRESERVATION ACT

R.E. TAXES-COMMUNITY PRESERV.	435,216.75
COMM.-COMMUNITY PRESERVATION	88,348.00
EARNINGS ON INVESTMENTS/	
UNREALIZED GAINS & (LOSSES)	18,271.48
INTEREST/R.E. TAXES	659.09

STABILIZATION FUND

EARNINGS ON INVESTMENTS/	
UNREALIZED GAINS & (LOSSES)	99,111.82
TRANSFERS IN	-

OTHER POST EMPLOYEE BENEFITS

EARNINGS ON INVESTMENTS/	
UNREALIZED GAINS & (LOSSES)	450,088.56
TRANSFERS IN	289,300.00

TOTAL RECEIPTS ALL OTHER FUNDS	7,837,541.95
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GRAND TOTAL ALL RECEIPTS	44,397,840.82
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**DEBT SERVICE
FY 2024**

Article 5 TM 4/05/10 & Land Acquisition

Date of Issue 5/26/2011	Principal	Interest
FY 2023 Ending Balances	\$1,080,000.00	\$167,212.16
FY 2024 Payments	<u>\$(180,000.00)</u>	<u>\$(38,868.76)</u>
Total Balances Outstanding	\$900,000.00	\$128,343.40

Municipal Pupose Loan of 2014 (G.O.)

Date of Issue 2/13/14	Principal	Interest
FY 2023 Ending Balances	\$900,000.00	\$146,999.65
FY 2024 Payments	<u>\$(100,000.00)</u>	<u>\$(28,500.00)</u>
Total Balances Outstanding	\$800,000.00	\$118,499.65

Municipal Pupose Loan of 2018 (G.O.)

Date of Issue 3/29/18	Principal	Interest
FY 2023 Ending Balances	\$3,805,000.00	\$815,762.50
FY 2024 Payments	<u>\$(305,000.00)</u>	<u>\$(153,412.50)</u>
Total Balances Outstanding	\$3,500,000.00	\$662,350.00

MA Clean Water Trust (DW-14-03)

Date of Issue 4/13/17	Principal	Interest
FY 2023 Ending Balances	\$1,070,955.00	\$168,115.54
FY 2024 Payments	<u>\$(66,270.00)</u>	<u>\$(21,419.10)</u>
Total Balances Outstanding	\$1,004,685.00	\$146,696.44



October 2024 Pickleball Tournament



October 2024 Wobblin Goblin Event



October 2024 Wobblin Goblin Hay Ride

TOWN OF MANCHESTER **COMBINED BALANCE SHEET-ALL FUND TYPES AND ACCOUNT GROUPS** **JUNE 30, 2024**

	GOVERNMENTAL FUND TYPES			FIDUCIARY FUND TYPES	PROPRIETARY FUND TYPES	ACCOUNT GROUP GENERAL	June 30, 2024
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	TRUST AND AGENCY	ENTERPRISE FUND	LONG-TERM OBLIGATIONS	TOTALS
ASSETS							
Cash	8,293,180.77	2,828,981.03	1,871,284.76	8,902,490.37	760,029.17		22,655,966.10
Petty Cash	585.00						585.00
Property Tax Receivable:							
Real Estate	177,363.26	2,226.34					179,589.60
P/P Tax	10,204.78						10,204.78
Other Accounts Receivable:							
Motor Vehicle Excise	84,697.67						84,697.67
Boat Excise	7,212.66						7,212.66
Tax Liens	366,557.44						366,557.44
Water & Sewer User Charges					294,190.03		294,190.03
Departmental	335,238.95						335,238.95
Due from the other governments	67,976.97						67,976.97
Tax Foreclosure	11,792.45						11,792.45
Special Assessments	46,240.99						46,240.99
Amount Provided Bond Payments						6,204,685.00	6,204,685.00
Total Assets	9,401,050.94	2,831,207.37	1,871,284.76	8,902,490.37	1,054,219.20	6,204,685.00	30,264,937.64

	GOVERNMENTAL FUND TYPES				FIDUCIARY FUND TYPES	PROPRIETARY FUND TYPES	ACCOUNT GROUP GENERAL	June 30, 2024
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	TRUST AND AGENCY			LONG-TERM OBLIGATIONS	TOTALS
LIABILITIES								
Accounts Payable	272,344.00	181,135.54	-	499.00		47,883.53		501,862.07
Accrued Payroll	184,402.07							184,402.07
Payroll Withholdings	59,828.69							59,828.69
Other Liabilities	15,811.33							15,811.33
Deferred Revenue	518,760.14	2,226.34						520,986.48
Reserve for Abatements	520,548.06						6,204,685.00	520,548.06
Bonds and Notes Payable								6,204,685.00
Total Liabilities	1,571,694.29	183,361.88	-	499.00		47,883.53	6,204,685.00	8,008,123.70
Fund Equity								
Fund Balances:								
Retained Earnings						930,370.77		930,370.77
Reserved for Encumbrances	3,874,944.19	871,275.10	10,421,284.76	-		75,964.90		15,243,468.95
Reserved for Expenditures	180,000.00							180,000.00
Reserved for Petty Cash	585.00							585.00
Reserved for Special Duty				(87,332.08)				(87,332.08)
Reserved for Open Space		-						-
Reserved for Community Housing		28.00						28.00
Designated Overlay Surplus								-
Undesignated	3,773,827.46	1,776,542.39	(8,550,000.00)	8,989,323.45				5,989,693.30
Fund Equity (Deficit)	7,829,356.65	2,647,845.49	1,871,284.76	8,901,991.37		1,006,335.67	-	22,256,813.94
Total Liabilities & Fund Equity	9,401,050.94	2,831,207.37	1,871,284.76	8,902,490.37		1,054,219.20	6,204,685.00	30,264,937.64

**SPECIAL REVENUE FUNDS
FISCAL YEAR ENDING JUNE 30, 2024**

SPECIAL REVENUE FUNDS	BALANCE 06/30/23	EXPENDITURES	RECEIPTS	ADJUSTMENTS & TRANSFERS (-) / +	RESERVED FOR 07/01/24
<u>Gift's Accounts Fund 200</u>					
Library Gifts	\$14,741.57	\$15,067.17	\$3,961.87	\$-	\$3,636.27
Library Children's Room Gifts	4,818.47	920.00	1,370.00	-	5,268.47
Winthrop Field	66,654.22	5,300.00	12,500.00	-	73,854.22
Tuck's Point Gift Account	14,192.15	-	150.00	-	14,342.15
Library Anniversary Gifts	5,081.89	-	-	-	5,081.89
Police Gifts Account	1,630.70	-	250.00	-	1,880.70
Council on Aging Vans Gift	68.90	-	-	-	68.90
Council on Aging Gifts	7,928.99	-	3,278.13	-	11,207.12
Adopt A Bench Gifts	2,121.58	13,127.99	14,351.00	-	3,344.59
Selectmen's Gifts	6,890.42	984.50	-	-	5,905.92
Fire Engine Gift Fund	1,062.86	-	-	-	1,062.86
Fire Gifts	4,120.52	1,695.59	-	-	2,424.93
Fire-Equip Gift	51.91	-	-	-	51.91
Fire CPR Gifts	3,123.98	5,545.19	4,040.00	-	1,618.79
Recreation 4TH OF JULY GIFTS	29,947.66	34,946.77	35,856.30	-	30,857.19
Friends of COA	10,068.84	3,933.45	-	-	6,135.39
Pedestrian Sign/Safety Gifts	1,050.00	-	-	-	1,050.00
Selectmen - Street light conversion	14,721.53	-	-	-	14,721.53
Harbor Gifts	100.00	-	-	-	100.00
Cultural Council Gifts	-	-	230.00	-	230.00
Police Canine Gifts	-	86.45	6,600.00	-	6,513.55
Total	\$188,376.19	\$81,607.11	\$82,587.30	\$-	\$189,356.38

Performance Bonds & Deposit's Fund 260

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	1,952.50	-	-	1,952.50
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 Windowover Bond	25,000.00	-	-	25,000.00
Planning Marina Antenna-Terrasearch	5,461.47	-	180.91	5,642.38
Zoning First Parish Church Antenna-T Mobile	3,240.16	-	107.24	3,347.40
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	1,105.00	-	-	1,105.00
Zoning Board of Appeals-0 School St	7,467.26	-	-	7,467.26
Planning-CST at Old Quarry	-	18,361.15	26,800.00	8,438.85
Total	\$76,464.60	\$18,361.15	\$27,088.15	\$85,191.60

State and Federal Grants Fund 290

Bulletproof Vests Grant	\$ (16,052.11)	\$3,648.70	\$9,123.61	\$ (10,577.20)
Law Enforcement Grant	38,498.62	5,198.56	-	33,300.06
Law Enforcement Canine Grant	1,985.35	1,234.41	-	750.94
State Aid for Libraries	10,412.14	2,331.32	10,340.50	18,421.32
Cultural Council-State Grant	10,584.30	6,031.00	5,748.01	10,301.31
H.M. Pump Out Grant Program	(214.56)	1.50	-	(216.06)
Council on Aging State Formula Grant	3,899.05	17,616.50	24,878.00	11,160.55
DPW - Recycling Dividends	65,531.14	1,919.00	8,400.00	72,012.14
Dept of Ecol. Restor. Morsr Pier Grant	25,585.59	-	-	25,585.59
Fire FEMA Equipment Grant	2,428.09	2,700.00	-	(271.91)
DPW Waste Reduction/Compost Education Grant	1,500.00	-	-	1,500.00

Continued . . .

**SPECIAL REVENUE FUNDS
FISCAL YEAR ENDING JUNE 30, 2024**

SPECIAL REVENUE FUNDS	BALANCE 06/30/23	EXPENDITURES	RECEIPTS	ADJUSTMENTS & TRANSFERS (+) / -	RESERVED FOR 07/01/24
COA Community Collaborative Grant	12,188.20	-	-	-	12,188.20
Police Med Project Drug Program	2,786.10	1,562.83	1,300.00	-	2,523.27
Fire Hazmat	9,114.13	-	-	-	9,114.13
ARPA Federal Funding - COVID-19	607,863.49	220,027.58	-	-	387,835.91
Fire Assistance to Firefighters (AFG) Grant	(4,500.00)	3,250.00	-	-	(7,750.00)
Harbor-SEC Morss Pier Improv Grant	(27,384.50)	38,272.50	65,657.00	-	-
Downtown Improvement Earmark	(28,051.97)	2,136.25	31,169.39	-	981.17
Climate Change Project Earmark	100,000.00	100,000.00	-	-	-
Harbor SEC Grant - Tuck's Point Phase 2	(17,730.65)	57,269.75	32,229.40	-	(42,771.00)
Community Health Inclusion Grant	2,208.75	2,208.75	-	-	-
Urban Agenda Grant	(24,354.02)	-	24,421.69	-	67.67
Police North Shore Health Outreach	5,641.75	9,968.87	10,000.00	-	5,672.88
DPW CZM Coastal Vulnerability Action Plan	(107,836.00)	-	107,836.00	-	-
National Oceanic and Atmospheric Administration Grant	-	206,308.00	183,125.00	-	(23,183.00)
Harbor SEC Grant - Reed Park Phase 2	-	108,290.10	65,995.16	-	(42,294.94)
Harbor Dredging Grant	-	77,151.87	49,644.67	-	(27,507.20)
Community Planning Action Grant	-	16,500.00	50,000.00	-	33,500.00
Massachusetts Electric Vehicle Initiative	-	3,647.55	3,080.87	-	(566.68)
CZM Coastal Resilience Grant	-	60,550.00	-	-	(60,550.00)
Emergency Preparedness Earmark	-	32,112.79	37,500.00	-	5,387.21
Massachusetts Electric Vehicle Program	-	15,000.00	15,000.00	-	-
Public Safety Training Grant	-	1,389.96	-	-	(1,389.96)
Fire AED Grant	-	2,500.00	2,500.00	-	-
Fire DFS Safety Equipment Grant	-	14,064.07	-	-	(14,064.07)
DEP/DEOR Clean Energy Grant	-	60,671.00	6,454.00	-	(54,217.00)
DPW Municipal Facilities Study	-	15,000.00	15,000.00	-	-
MCWT Lead Service Line Grant	-	18,455.03	-	-	(18,455.03)
Shared Streets and Spaces Grant	-	49,650.00	49,650.00	-	-

Total	\$674,102.89	\$1,156,667.89	\$809,053.30	\$-	\$326,488.30
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Other Special Revenue Fund 320

Special Detail Police	\$(26,584.15)	\$450,973.40	\$395,772.30	\$-	\$(81,785.25)
Special Detail Fire	4,041.77	17,661.60	8,073.00	-	(5,546.83)
Insurance Reimbursement	1,879.17	9,926.48	49,724.92	-	41,677.61
Commonwealth - Extended Polling Hours	9,158.76	3,250.00	2,173.00	-	8,081.76
Town Technology Fund	117,272.03	-	32,274.28	-	149,546.31
Tuck's Point Deposits	6,821.39	-	-	-	6,821.39
Conservation Fund	20,361.50	10,293.75	355.98	-	10,423.73 *
Wetlands Protection Fund	27,501.77	2,472.00	6,654.50	(5,000.00)	26,684.27
Police Cell Block Fees	6,965.92	3,098.32	-	-	3,867.60
Police Narcotic Fund	1,259.26	45.51	353.54	-	1,567.29 *
Tax Collector Agency Account	-	7,631.00	7,631.00	-	-
TNC Surcharge Distribution-Dept. of Public Utilities	2,513.00	-	629.40	-	3,142.40
Plum Hill Road Improvements	45,000.00	45,000.00	-	-	-
Veteran's Benefits CH115 Benefit Program	948.00	-	-	-	948.00
Opioid Settlement Funds	-	-	10,287.80	8,892.00	19,179.80

Total

\$217,138.42	\$550,352.06	\$513,929.72	\$3,892.00	\$184,608.08
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*Unrealized gains and losses are recorded

Community Preservation Fund (CPA) Fund 210

\$839,113.12	\$568,009.09	\$542,495.32	\$-	\$813,599.35
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Recreation Revolving Account Fund 220

Recreation Programs/Playground/Concerts

\$625,732.15	\$384,825.30	\$536,167.76	\$(50,000.00)	\$727,074.61
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Transfer to the General Fund

Highway Improvements Fund (Ch90) Fund 230

\$(372,921.06)	\$54,308.75	\$-	\$-	\$(427,229.81)
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Septic Loan Program Fund 215

\$0.26	\$-	\$-	\$-	\$0.26
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Health Revolving Fund 221

\$-	\$3,143.30	\$19,635.58	\$-	\$16,492.28
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**RECAPITULATION
FISCAL YEAR ENDING JUNE 30, 2024**

BALANCES FROM ENCUMBRANCES FY-2023	APPROPRIATIONS TOWN MEETING APRIL - 2023	APPROPRIATIONS SPECIAL TOWN MEETING JUNE - 2023	APPROPRIATIONS SPECIAL TOWN MEETING NOVEMBER - 2023	APPROPRIATIONS TOWN MEETING APRIL - 2024	TRANSFERS In - Out (-)	REVISED BUDGET FY-2024	EXPENDITURES FY-2024	RESERVED FOR ENCUMBRANCES FY-2024	TRANSFERRED TO UNRESERVED FUND BALANCE
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GENERAL GOVERNMENT

EXECUTIVE/LEGISLATIVE

Selectmen's Department									
Salaries	-	-	-	-	5,950.00	332,384.00	332,380.31	-	3.69
Expenses	550.00	65,500.00	-	-	14,500.00	80,550.00	80,020.74	83.00	446.26
Audit	-	40,500.00	-	-	-	40,500.00	38,460.00	-	2,040.00
Information Technology									
Expenses	-	171,500.00	-	-	-	171,500.00	171,500.00	-	-
Finance Committee									
Salaries	-	3,800.00	-	-	1,134.00	4,934.00	4,933.32	-	0.68
Expenses	-	300.00	-	-	-	300.00	130.00	-	170.00
Reserve Fund	-	190,000.00	-	-	(190,000.00)	-	-	-	-
Salary Reserve Fund	-	-	-	-	(50,000.00)	-	-	-	-
Election & Registration									
Salaries	-	5,150.00	-	-	-	5,150.00	3,332.32	-	1,817.68
Expenses	1,500.00	22,550.00	-	-	(2,666.00)	21,384.00	18,607.19	-	2,776.81

FINANCIAL ADMINISTRATION

Accounting Department									
Salaries	-	173,356.00	-	-	1,684.00	175,040.00	175,040.04	-	(0.04)
Expenses	-	4,700.00	-	-	-	4,700.00	4,700.00	-	-
Assessors Department									
Salaries	-	132,511.00	-	-	-	132,511.00	129,975.21	-	2,535.79
Expenses	4,745.00	62,750.00	-	-	-	67,495.00	57,092.86	5,495.00	4,907.14
Treasurer/Collector's Department									
Salaries	-	167,953.00	-	-	-	167,953.00	155,964.20	-	11,988.80
Expenses	3,995.00	32,225.00	-	-	-	36,220.00	34,390.69	663.28	1,166.03
Town Clerk's Department									
Salaries	-	109,841.00	-	-	-	109,841.00	108,545.23	-	1,295.77
Expenses	1,000.00	7,545.00	-	-	-	8,545.00	8,545.00	-	-
Legal Services									
Expenses	3,975.00	110,000.00	-	120,000.00	100,000.00	333,975.00	303,109.77	30,710.00	155.23

Zoning Board of Appeals										
Salaries	-	8,528.00	-	-	-	13,410.00	21,938.00	13,409.82	-	8,528.18
Expenses	1,000.00	12,000.00	-	-	-	-	13,000.00	6,840.60	119.00	6,040.40
Planning Board										
Salaries	-	103,682.00	(10,000.00)	-	-	-	93,682.00	81,824.40	-	11,857.60
Expenses	10,100.00	6,600.00	10,000.00	-	-	-	26,700.00	12,963.20	13,500.00	236.80
Town Hall & Common										
Expenses	10,260.00	39,400.00	-	-	-	24,000.00	73,660.00	72,217.63	-	1,442.37
Pensions										
Contributory Pensions	-	1,628,887.00	-	-	-	-	1,628,887.00	1,628,887.00	-	-
Insurance										
Workers' Compensation	13,675.47	100,000.00	-	-	-	(6,500.00)	107,175.47	92,810.76	14,364.71	-
Unemployment Compensation	-	7,000.00	-	-	-	35,250.00	42,250.00	35,995.92	6,254.08	-
FICA	-	118,796.00	-	-	-	(6,140.00)	112,656.00	109,198.11	-	3,457.89
Group Insurance-Town's Share	-	1,471,720.00	-	-	-	(150,000.00)	1,321,720.00	1,309,672.70	-	12,047.30
Insurance-Liability, Fire, Auto	-	135,000.00	-	-	-	18,552.00	153,552.00	153,551.56	-	0.44
TOTAL GENERAL GOVERNMENT	50,800.47	5,258,228.00	50,000.00	-	120,000.00	(190,826.00)	5,288,202.47	5,144,098.58	71,189.07	72,914.82

**RECAPITULATION
FISCAL YEAR ENDING JUNE 30, 2024**

	BALANCES FROM ENCUMBRANCES FY-2023	APPROPRIATIONS TOWN MEETING APRIL - 2023	APPROPRIATIONS SPECIAL TOWN MEETING JUNE - 2023	APPROPRIATIONS SPECIAL TOWN MEETING NOVEMBER - 2023	APPROPRIATIONS TOWN MEETING APRIL - 2024	TRANSFERS RECEIPTS In + Out (-)	REVISED BUDGET FY-2024	EXPENDITURES FY-2024	RESERVED FOR ENCUMBRANCES FY-2024	TRANSFERRED TO UNRESERVED FUND BALANCE
Inspectors' Expenses	-	5,600.00	-	-	-	2,500.00	8,100.00	8,029.61	70.39	0.00
Permitting Software	4,500.00	18,160.00	-	-	-	-	22,660.00	18,160.00	4,500.00	-
Emergency Management	-	-	-	-	-	-	-	-	-	-
Expenses	-	750.00	-	-	-	-	750.00	-	-	750.00
Emergency Notification	-	5,500.00	-	-	-	-	5,500.00	5,500.00	-	-
Animal Control	-	-	-	-	-	-	-	-	-	-
Expenses	-	16,315.00	-	-	-	-	16,315.00	15,646.90	-	668.10
TOTAL PUBLIC SAFETY	18,329.49	4,088,618.00	-	916.00	9,500.00	78,969.00	4,196,332.49	4,171,633.71	5,684.23	19,014.55
<u>PUBLIC WORKS</u>										
Department of Public Works	-	919,659.00	-	-	-	16,814.00	936,473.00	934,679.69	-	1,793.31
Salaries	-	349,400.00	-	-	-	20,000.00	377,936.50	359,900.52	18,035.98	-
Expenses	8,536.50	-	-	-	-	-	-	-	-	-
Facilities	-	42,968.00	-	-	-	1,450.00	44,418.00	44,417.95	-	0.05
Salaries	-	108,100.00	-	-	-	6,000.00	118,472.96	104,987.13	12,992.28	493.55
Expenses	4,372.96	-	-	-	-	-	-	-	-	-
Snow Removal	-	32,000.00	-	-	-	-	32,000.00	15,635.80	-	16,364.20
Snow Removal Salaries	-	128,000.00	-	-	-	(53,802.00)	74,198.00	54,350.90	-	19,847.10
Snow Removal Expenses	-	-	-	-	-	-	-	-	-	-
Street Lighting	-	60,000.00	-	-	-	-	61,648.09	39,435.84	20,582.32	1,629.93
Expenses	1,648.09	-	-	-	-	-	-	-	-	-
Sanitation/Composting/Recycling	-	5,000.00	-	-	-	-	5,000.00	-	-	5,000.00
Sanitation Salaries	-	43,500.00	-	-	-	15,500.00	59,000.00	50,214.53	-	8,785.47
Sanitation Expenses	-	370,000.00	-	-	-	(44,000.00)	326,000.00	323,553.35	-	2,446.65
Rubbish and Garbage Collection	-	235,000.00	-	-	-	-	235,000.00	206,468.48	-	28,531.52
Rubbish and Garbage Disposal	-	-	-	-	-	-	-	-	-	-
TOTAL PUBLIC WORKS	14,557.55	2,293,627.00	-	-	-	(38,038.00)	2,270,146.55	2,133,644.19	51,610.58	84,891.78

OTHER ENVIRONMENTAL

Historic District Commission										
Salaries	-	5,125.00	-	-	-	-	5,125.00	2,679.37	-	2,445.63
Expenses	500.00	950.00	-	-	-	-	-	578.70	-	871.30
Conservation Commission										
Salaries	-	69,531.00	-	-	(35,000.00)	-	34,531.00	33,631.39	-	899.61
Expenses	700.00	2,900.00	-	-	35,000.00	-	38,600.00	36,486.41	-	2,113.59
Expenses (Chebacco Woods)	-	1,250.00	-	-	-	-	1,250.00	-	-	1,250.00
TOTAL OTHER ENVIRONMENTAL										
	1,200.00	79,756.00	-	-	-	-	80,956.00	73,375.87	-	7,580.13

HUMAN SERVICES

Health Department	-	166,303.00	-	-	-	6,702.00	173,005.00	173,005.26	-	(0.26)
SALARIES	250.00	30,250.00	-	-	-	-	30,500.00	30,500.00	-	-
Veterans' Services	-	17,250.00	-	-	-	-	17,250.00	17,250.00	-	-
EXPENSES	-	5,000.00	-	-	-	-	5,000.00	2,924.43	-	-
BENEFITS	-	-	-	-	-	-	-	-	-	2,075.57
Council on Aging	-	186,148.00	-	-	-	-	186,148.00	186,148.00	-	-
SALARIES	200.00	20,480.00	-	-	-	-	20,680.00	20,025.08	-	654.92
EXPENSES	-	-	-	-	-	-	-	-	-	-
TOTAL HUMAN SERVICES	450.00	425,431.00	-	-	-	6,702.00	432,583.00	429,852.77	-	2,730.23

CULTURE AND INFORMATIONAL SERVICES

[illegible]

RECREATION

Recreation	-	-	-	-	-	-
Salaries	156,704.00	-	-	-	156,704.00	-
Expenses	300.00	8,200.00	-	-	8,500.00	308.99

Continued...

**RECAPITULATION
FISCAL YEAR ENDING JUNE 30, 2024**

	BALANCES FROM ENCUMBRANCES FY-2023	APPROPRIATIONS TOWN MEETING APRIL - 2023	APPROPRIATIONS SPECIAL TOWN MEETING JUNE - 2023	APPROPRIATIONS SPECIAL TOWN MEETING NOVEMBER - 2023	APPROPRIATIONS TOWN MEETING APRIL - 2024	TRANSFERS RECEIPTS In + Out (-)	REVISED BUDGET FY-2024	EXPENDITURES FY-2024	ENCUMBRANCES FY-2024	RESERVED FOR	TRANSFERRED TO UNRESERVED FUND BALANCE
Singing Beach Operations											
Salaries	-	105,634.00	-	-	-	1,131.00	106,765.00	106,765.21	-	-	(0.21)
Expenses	-	19,300.00	-	-	-	2,500.00	21,800.00	21,800.00	-	-	-
Lifeguards											
Salaries	-	86,308.00	-	-	-	11,472.00	97,780.00	97,780.09	-	-	(0.09)
Expenses	-	3,500.00	-	-	-	-	3,500.00	3,453.70	-	-	46.30
Tuck's Point											
Salaries	-	10,640.00	-	-	-	-	10,640.00	10,486.50	-	-	153.50
Expenses	700.00	20,100.00	-	-	-	-	20,800.00	17,618.64	-	-	3,181.36
Other											
Memorial Day	-	3,000.00	-	-	-	-	3,000.00	3,000.00	-	-	-
Memorial Day - Freedom for Flowers	-	1,000.00	-	-	-	-	1,000.00	-	-	-	1,000.00
Fourth of July	-	10,000.00	-	-	-	-	10,000.00	10,000.00	-	-	-
TOTAL RECREATION	1,000.00	424,386.00	-	-	-	15,103.00	440,489.00	435,799.15	-	-	4,689.85

DEBT SERVICE

INTEREST AND MATURING DEBT											
Principal on Bonds	-	651,270.00	-	-	-	-	651,270.00	651,270.00	-	-	-
Interest on Bonds	-	242,201.00	-	-	-	-	242,201.00	242,200.36	-	-	0.64
WPAT Administration Fees	-	1,607.00	-	-	-	-	1,607.00	1,606.44	-	-	0.56
TOTAL DEBT SERVICE	-	895,078.00	-	-	-	-	895,078.00	895,076.80	-	-	1.20

ENTERPRISE FUNDS

Sewer Fund											
Salaries	-	317,763.00	-	-	-	1,678.00	319,441.00	319,440.87	-	-	0.13
Expenses	27,095.30	337,800.00	-	-	-	-	364,895.30	307,129.66	20,664.19	37,101.45	
Water Fund											
Salaries	-	255,006.00	-	-	-	-	255,006.00	253,802.37	-	-	1,203.63
Expenses	13,991.27	135,500.00	-	-	-	2,110.00	151,601.27	137,597.68	13,567.18	436.41	
Treatment Expenses	2,737.90	646,150.00	-	-	-	75,000.00	723,887.90	678,669.53	41,733.53	3,484.84	

TOTAL ENTERPRISE FUNDS									
	43,824.47	1,692,219.00	-	-	-	78,788.00	1,814,831.47	1,696,640.11	75,964.90 42,226.46
TOTAL ARTICLE 4 OPERATING									
	131,214.56	15,694,873.00	50,000.00	916.00	129,500.00	(19,302.00)	15,987,201.56	15,509,545.35	221,723.84 255,932.37
Treasuries Tax Liens (tax title)									
Tax Title Purposes	349.80	5,000.00	-	-	-	1,802.00	7,151.80	7,145.87	- 5.93
Article 3 & 7 - Education									
North Shore Regional Vocational School Dist.	-	245,081.00	-	-	-	(2,500.00)	242,581.00	233,773.00	- 8,808.00
Manchester Essex Regional School	-	16,535,944.00	(491,610.00)	-	-	-	16,044,334.00	16,044,334.00	- -
Manchester Essex Regional School Debt	-	2,787,440.00	-	-	-	-	2,787,440.00	2,787,440.03	- (0.03)
Total Education	-	19,568,465.00	(491,610.00)	-	-	(2,500.00)	19,074,355.00	19,065,547.03	- 8,807.97
CAPITAL PROJECTS GENERAL FUNDS									
General Government									
Water Resources Protection Studies	65,583.00	-	-	-	-	-	65,583.00	16,398.80	49,184.20 -
Street Light Purchase/LED Conversion	7,716.79	-	-	-	-	-	7,716.79	7,716.79	- -
Renovations/Upgrades including elevator	34,911.25	-	-	-	-	-	34,911.25	31,406.35	3,504.90 -
Computer Network/IT Upgrades	48,104.00	-	-	30,000.00	30,000.00	-	108,104.00	49,974.42	58,129.58 -
Community Center Lease/Use	-	-	-	10,000.00	-	-	10,000.00	-	10,000.00 -
Zoning By-Law Rewrite	8,589.50	-	-	-	-	-	8,589.50	6,427.00	2,162.50 -
Zoning Improvements	14,901.00	-	-	-	-	-	14,901.00	-	14,901.00 -
Planning Downtown Strategic Plan	37,500.00	-	-	-	-	-	37,500.00	-	37,500.00 -
Police									
Access Control/Cell Monitoring	565.39	-	-	-	-	-	565.39	379.90	185.49 -
Police Car	88,720.61	-	-	-	73,000.00	-	161,720.61	90,697.15	71,023.46 -
Police Tasers	12,600.00	-	-	-	12,600.00	-	25,200.00	12,600.00	12,600.00 -
Fire									
Fire Dept. Reporting Software	35,000.00	-	-	-	-	-	35,000.00	35,000.00	- -
Fire Dept. Gear/Dryer/Washer/Racks	35,000.00	-	-	-	-	-	35,000.00	35,000.00	- -
Ambulance or Ambulance Rebuild	450,000.00	-	(450,000.00)	-	-	-	-	-	- -
Fire Engine Fund	865,000.00	-	(865,000.00)	-	-	-	-	-	- -
Fire Station Renovations	66,904.80	-	-	-	-	-	66,904.80	20,009.49	46,895.31 -
Paramedic Monitor/Defibrillator Replacements	-	-	-	-	54,000.00	-	54,000.00	-	54,000.00 -
Ladder Truck	-	-	1,495,000.00	(64,000.00)	-	-	1,431,000.00	-	1,431,000.00 -
Fire Vehicle	-	-	-	64,000.00	-	-	64,000.00	64,000.00	- -
School District									
MERSD Athletic Field Improvements	400,000.00	-	400,000.00	-	248,348.00	-	1,048,348.00	1,048,348.00	- -

Continued . . .

RECAPITULATION FISCAL YEAR ENDING JUNE 30, 2024

	BALANCES FROM ENCUMBRANCES FY-2023	APPROPRIATIONS TOWN MEETING APRIL - 2023	APPROPRIATIONS SPECIAL TOWN MEETING JUNE - 2023	APPROPRIATIONS SPECIAL TOWN MEETING NOVEMBER - 2023	APPROPRIATIONS TOWN MEETING APRIL - 2024	TRANSFERS RECEIPTS In - Out (-)	REVISED BUDGET FY-2024	EXPENDITURES FY-2024	RESERVED FOR ENCUMBRANCES FY-2024	TRANSFERRED TO UNRESERVED FUND BALANCE
Public Works										
Storm Drains/Drainage/Sidewalk Improvements	220,254.24	-	-	-	-	-	220,254.24	127,295.62	92,958.62	-
Facility Assessment/Options	71,368.34	-	-	-	-	-	71,368.34	61,620.00	9,748.34	-
Road Maintenance & Construction	205,354.74	-	-	-	-	-	205,354.74	87,750.63	117,604.11	-
Guardrail Replacement	6,000.00	-	-	-	-	-	6,000.00	-	6,000.00	-
Town Grant Match - DEP Compost	678.95	-	-	-	-	-	678.95	-	678.95	-
Town Grant Match - Complete Streets	10,955.88	-	-	-	-	-	10,955.88	-	10,955.88	-
Compost Facility	194,903.88	-	-	-	-	-	194,903.88	60,087.21	134,816.67	-
Storm Damage Repairs	79,987.00	-	-	-	-	-	79,987.00	35,437.66	44,549.34	-
Central Street Culvert Article 19 - ATM	04/2013 758,539.49	-	-	-	-	-	758,539.49	145,529.79	613,009.70	-
Mechanic Equipment	6,312.54	-	-	-	-	-	6,312.54	6,312.54	-	-
General Building Upgrades	50,000.00	-	-	-	50,000.00	-	100,000.00	15,800.00	84,200.00	-
Barn/DPW Garage Area	100,000.00	-	-	-	100,000.00	-	100,000.00	100,000.00	-	-
Town Hall Generator	97,450.00	-	-	-	-	-	97,450.00	450.00	97,000.00	-
Roof/Restrooms Chowder House	35,000.00	-	-	-	-	-	35,000.00	28,758.46	-	6,241.54
Seaside 1 HVAC	8,000.00	-	-	-	-	-	8,000.00	-	8,000.00	-
DPW Facility Assessment	-	-	-	-	230,000.00	-	230,000.00	-	230,000.00	-
Backhoe Replacement	-	-	-	-	150,000.00	-	150,000.00	135,224.91	14,775.09	-
Conservation										
Conservation Lands Management Plan	10,000.00	-	-	-	-	-	10,000.00	-	10,000.00	-
Historic District										
HDC-National Register Survey	15,000.00	-	-	-	-	-	15,000.00	15,000.00	-	-
Library										
Library Interior Upgrades	701.44	-	-	-	-	-	701.44	-	-	701.44
Interior Painting/Carpets, Etc.	5,232.73	-	-	-	-	-	5,232.73	-	-	5,232.73
Library Accessible Bathroom Project	207,802.11	-	-	-	(200,000.00)	-	7,802.11	-	7,802.11	-
Floodproofing & Generator	45,000.00	-	-	-	-	-	45,000.00	-	45,000.00	-
Library Building Assessment	-	-	-	-	43,500.00	-	43,500.00	43,500.00	-	-
Walkway	-	-	-	-	6,500.00	-	6,500.00	-	6,500.00	-
Library Building Construction Grant	-	-	-	-	150,000.00	-	150,000.00	-	150,000.00	-
Recreation										
Sweeney Park Engineering	70,000.00	-	-	-	-	-	70,000.00	7,500.00	62,500.00	-
Sweeney Parking Lot Re-paving	32,000.00	-	-	-	-	-	32,000.00	-	32,000.00	-
Tuck's Point Rotunda	60,000.00	-	-	-	-	-	60,000.00	-	60,000.00	-
Brook St. Turf Replacement	-	-	-	-	-	-	-	-	-	*

**RECAPITULATION
FISCAL YEAR ENDING JUNE 30, 2024**

	BALANCES FROM ENCUMBRANCES FY-2023	APPROPRIATIONS TOWN MEETING APRIL - 2023	APPROPRIATIONS SPECIAL TOWN MEETING JUNE - 2023	APPROPRIATIONS SPECIAL TOWN MEETING NOVEMBER - 2023	APPROPRIATIONS TOWN MEETING APRIL - 2024	TRANSFERS In - Out (-)	REVISED BUDGET FY-2024	EXPENDITURES FY-2024	RESERVED FOR ENCUMBRANCES FY-2024	TRANSFERRED TO UNRESERVED FUND BALANCE
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TOTAL CAPITAL WATER	412,941.19	1,800,000.00	-	-	-	-	2,212,941.19	1,277,057.46	935,883.73	-
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<u>Sewer</u>										
Transfers to the General fund	-	374,144.00	-	-	-	-	374,144.00	374,144.00	-	-

<u>Water</u>										
Transfers to the General fund	-	173,767.00	-	-	-	-	173,767.00	173,767.00	-	-

Community Preservation Fund

<u>ARTICLES</u>										
CPC Administrative Costs	-	25,000.00	-	-	-	-	25,000.00	4,467.09	-	20,532.91
Comm. Housing Project Funding	-	200,000.00	-	-	-	-	200,000.00	200,000.00	-	-
Historic Origin of 'Masconomo'										
Sign (MHM)	3,500.00	-	-	-	-	-	3,500.00	-	3,500.00	-
Fire Department Antiques Preservation	10,000.00	-	-	-	-	-	10,000.00	1,170.00	8,830.00	-
Preservation of Town Hall Records	13,195.24	-	-	-	-	-	13,195.24	5,389.18	7,806.06	-
Morss Pier Restoration Study	33,000.00	-	-	-	-	-	33,000.00	611.20	32,388.80	-
Tuck's Point Public Access Restoration	27,637.42	-	-	-	-	-	27,637.42	1,576.57	26,060.85	-
Rotunda Restoration	5,355.81	-	-	-	-	-	5,355.81	5,355.81	-	-
Tuck's Point Rotunda Engineering Study	50,000.00	-	-	-	-	-	50,000.00	9,920.47	40,079.53	-
Cemetery Restoration Work	56,947.48	25,000.00	-	-	25,000.00	-	106,947.48	68,620.30	38,327.18	-
Unknown Owner Search of Land										
Records for Open Space	13,575.00	-	-	-	-	-	13,575.00	4,200.00	9,375.00	-
Winthrop Field	-	-	-	-	10,000.00	-	10,000.00	-	10,000.00	-
Picnic Tables - Tuck's Point	12,000.00	-	-	-	-	-	12,000.00	11,857.28	-	142.72
Landscape Restoration - Parks & Tuck's Point	11,921.11	-	-	-	-	-	11,921.11	-	11,921.11	-
Parks-Automatic Defibrillators	4,832.00	-	-	-	-	-	4,832.00	3,483.99	1,348.01	-
Trail Maps, Brochures, App (Bike/ Ped Committee)	3,955.00	45.00	-	-	-	-	4,000.00	1,787.65	2,212.35	-

Causeway Brook/Sawmill Brook	35,000.00	-	-	-	-	35,000.00	2,525.00	32,475.00	-
Western Woods Open Space Research	4,650.00	-	-	-	25,000.00	29,650.00	-	29,650.00	-
Signs-Sweeney Park & Coach Field	12,000.00	-	-	-	-	12,000.00	6,472.50	5,527.50	-
Sound Mitigation - Pickleball Court	19,000.00	-	-	-	-	19,000.00	12,700.00	6,300.00	-
Sweeney Park Design Study	18,125.00	-	-	-	-	18,125.00	-	18,125.00	-
Preservation of Conservation Land	20,000.00	-	-	-	-	20,000.00	-	20,000.00	-
Pine Street Field	399,751.20	-	-	-	-	399,751.20	176,720.49	40,000.00	183,030.71
UV Protection for Historical Assets (MHM)	-	-	-	-	7,000.00	7,000.00	-	7,000.00	-
Library Flood remediation & generator	-	45,000.00	-	-	-	45,000.00	-	45,000.00	-
Seaside 1 HVAC	-	8,000.00	-	-	-	8,000.00	-	8,000.00	-
Lifeguard Chair	-	-	-	-	4,500.00	4,500.00	-	-	-
Singing Beach Equipment-Mobi Mat	-	-	-	-	7,270.00	7,270.00	-	-	0.40
Masonomo Park Eng. Study/ADA Access	-	-	-	-	10,000.00	10,000.00	-	10,000.00	-
Roof/Restrooms Chowder House	-	40,000.00	-	-	-	40,000.00	39,381.96	-	618.04
Causeway Brook Restoration @ Memorial	-	-	-	-	35,000.00	35,000.00	-	35,000.00	-
Lifeguard Chair	-	-	-	-	-	-	-	-	-
Total Community Preservation Fund	754,445.26	343,045.00	-	-	123,770.00	1,221,260.26	568,009.09	448,976.39	204,324.78
SEPTIC LOAN PROGRAM FUND	117,491.26	-	-	-	-	117,491.26	-	117,491.26	-
HARBOR IMPROVEMENT FUND	-	217,627.00	-	-	109,500.00	327,127.00	326,099.53	-	1,027.47
Transfer to Harbor Master (Budget fund 019)	-	217,627.00	-	-	109,500.00	327,127.00	326,099.53	-	1,027.47
HARBOR IMPROVEMENT FUND	-	217,627.00	-	-	109,500.00	327,127.00	326,099.53	-	1,027.47
HIGHWAY IMPROVEMENT FUND (CH90)	-	-	-	-	-	74,103.00	637,797.94	54,308.75	583,489.19
Road construction, repairs, and related	563,694.94	-	-	-	-	74,103.00	637,797.94	54,308.75	583,489.19
HIGHWAY IMPROVEMENT FUND	563,694.94	-	-	-	-	74,103.00	637,797.94	54,308.75	583,489.19
HARBOR DREDGING	1,000,000.00	-	-	-	-	1,000,000.00	-	1,000,000.00	-
SEWER SYSTEM CAPITAL IMPROVMENTS ATM 4/2024	-	-	-	-	3,450,000.00	3,450,000.00	-	3,450,000.00	-

Continued . . .

**RECAPITULATION
FISCAL YEAR ENDING JUNE 30, 2024**

	BALANCES FROM ENCUMBRANCES FY-2023	APPROPRIATIONS TOWN MEETING APRIL - 2023	APPROPRIATIONS SPECIAL TOWN MEETING JUNE - 2023	APPROPRIATIONS SPECIAL TOWN MEETING NOVEMBER - 2023	APPROPRIATIONS TOWN MEETING APRIL - 2024	TRANSFERS In - Out (-)	REVISED BUDGET FY-2024	EXPENDITURES FY-2024	RESERVED FOR ENCUMBRANCES FY-2024	TRANSFERRED TO UNRESERVED FUND BALANCE
WATER SYSTEM CAPITAL IMPROVEMENTS ATM 4/2024	-	-	-	-	4,100,000.00	-	4,100,000.00	-	4,100,000.00	-
SENIOR CENTER BUILDING CAPITAL IMPROVEMENTS ATM 4/2024	-	-	-	-	500,000.00	-	500,000.00	-	500,000.00	-
HEALTH DEPT. REVOLVING Expenses	-	-	-	-	-	-	-	3,143.30	-	(3,143.30)
HEALTH DEPT. REVOLVING	-	-	-	-	-	-	-	3,143.30	-	(3,143.30)
RECREATION REVOLVING	-	50,000.00	-	-	-	-	50,000.00	50,000.00	-	-
Transfers To the General Fund	-	-	-	-	-	-	-	298,346.25	-	(298,346.25)
Recreation	-	-	-	-	-	-	-	72,177.42	-	(72,177.42)
Playground	-	-	-	-	-	-	-	14,301.63	-	(14,301.63)
Concerts	-	-	-	-	-	-	-	-	-	-
RECREATION REVOLVING	-	50,000.00	-	-	-	-	50,000.00	434,825.30	-	(384,825.30)
AFFORDABLE HOUSING TRUST Expenditures	786,881.75	200,000.00	-	-	-	-	986,881.75	10,383.18	976,498.57	-
Grand Totals	8,928,140.43	40,801,837.00	138,390.00	40,916.00	9,643,110.00	131,213.00	59,683,606.43	42,787,722.56	16,798,904.71	96,979.16

**RESERVE FUND TRANSFERS
FISCAL YEAR 2024**

RESERVE FUND	001-100-013-57810	FY-2024
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APPROPRIATIONS

ORIGINAL BUDGET FY-2024	4/3/23	190,000.00
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TRANSFERS

Account Description	Account Number	Date	Amount
Police Salaries-Overtime	001-200-100-51300	07/10/24	(18,741.00)
Fire Salaries-Overtime	001-200-103-51300	07/10/24	(43,780.00)
DPW Salaries-Overtime	001-400-301-51300	07/10/24	(11,707.00)
Selectmen Expenses	001-100-003-5*	07/10/24	(14,500.00)
		Total	(190,000.00)
		Balance	-

SALARY RESERVE FUND	001-100-013-57811	FY-2024
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APPROPRIATIONS

ORIGINAL BUDGET FY-2024	4/3/23	50,000.00
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TRANSFERS

Account Description	Account Number	Date	Amount
Selectmen Salaries	001-100-003-51000	07/10/24	(5,950.00)
Finance Committee Salaries	001-100-013-51000	07/10/24	(1,134.00)
Accounting Salaries	001-100-025-51000	07/10/24	(1,684.00)
Appeals Salaries	001-100-062-51000	07/10/24	(13,410.00)
Gas/Plumbing Inspector	001-200-115-51000	07/10/24	(141.00)
Electrical Inspector	001-200-121-51000	07/10/24	(141.00)
DPW Salaries	001-400-301-51000	07/10/24	(5,107.00)
Facilities Salaries	001-400-465-51000	07/10/24	(1,450.00)
Health Salaries	001-500-501-51000	07/10/24	(6,702.00)
Singing Beach Salaries	001-600-631-51000	07/10/24	(1,131.00)
Lifeguard Salaries	001-600-632-51000	07/10/24	(11,472.00)
Sewer Salaries	600-000-000-51000	07/10/24	(1,678.00)
		Total	(50,000.00)
		Balance	-

**TRUST FUNDS -
FISCAL YEAR ENDING JUNE 30, 2024**

Non-Expendable Trust Funds	BALANCE 06/30/23	ADJUSTMENTS & Transfers (-) / +	Receipts	Expenditures	RESERVED FOR 07/01/24
Non-Expendable Trust Funds					
Non-Expendable Trust Funds					
B.L. Allen Fund	\$ 1,300.00	\$ -	\$ -	\$ -	\$ 1,300.00
Tuck's Point Fund	6,000.00	-	-	-	6,000.00
Post War Rehabilitation Fund	3,920.59	-	-	-	3,920.59
Perpetual Care Fund	394,950.51	-	-	-	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	\$ 413,977.30	\$ -	\$ -	\$ -	\$ 413,977.30
Expendable Trust Funds					
B.L. Allen Interest Fund	\$ 236.09	\$ -	\$ 77.94	\$ -	\$ 314.03
Tuck's Point Interest Fund	5,178.45	-	567.26	-	5,745.71
Post War Rehabilitation Fund	1,978.59	-	299.37	-	2,277.96
Essex Woods Park Fund	18,943.88	-	961.30	-	19,905.18
Perpetual Care Interest Fund	134,592.49	-	57,883.87	-	192,476.36
Cemetery Sale of Lots Fund	249,693.31	-	43,665.72	-	293,359.03
Winthrop Library Fund	34,158.95	-	13,825.16	(3,345.17)	44,638.94
Crowell Cemetery Interest Fund	11,048.19	-	712.85	-	11,761.04
Knight Cemetery Fund	7,365.56	-	465.42	-	7,830.98
Julie Ware Library Fund	2,320.77	-	127.97	-	2,448.74
Cemetery Odd Fellows Fund	1,859.80	-	246.62	-	2,106.42
Adele Q. Ervin Library (Principal)	100,000.00	-	-	-	100,000.00
Adele Q. Ervin Library (Int)	4,049.74	-	5,983.57	(9,800.00)	233.31
Ron Borel Library Trust	495,157.88	-	29,136.07	(579.84)	523,714.11
Expendable Trust Funds	\$1,066,583.70	\$ -	\$153,953.12	\$ (13,725.01)	\$1,206,811.81
Unrealized gains and losses are recorded.					
Other Trust Funds					
Stabilization Fund	\$1,953,159.71	\$ (500,000.00)	\$ 99,111.82	\$ -	\$1,552,271.53
Other Post Employee Benefits (OPEB)	3,788,686.44	289,300.00	450,088.56	-	4,528,075.00
Manchester Affordable Housing Trust	1,048,884.31	-	249,686.68	(10,383.18)	1,288,187.81
TOTAL TRUST FUNDS	\$8,271,291.46	\$ (210,700.00)	\$952,840.18	\$ (24,108.19)	\$8,989,323.45
Unrealized gains and losses are recorded..					

Tax Rate Estimated for the Fiscal Year Ending June 30, 2025
July 1, 2024 - June 30, 2025

<u>Estimated Tax Rate - Fiscal year 2025</u>		Recommended By FinCom
Article 4 Department Requests (Salaries and normal operating expenses)	16,818,112.00	
Article 5 Capital items requested by Departments	2,799,100.00	
Article 6 Regional School Operating and Debt	19,060,435.00	
Other Articles (3)	3,367,795.00	
	<u>Town Meeting Total</u>	<u>42,045,442.00</u>
PLUS:		
State Assessments	185,616.00	
Assessors' Overlay	100,000.00	estimated
Tax Lien Purposes	5,000.00	
	<u>Gross Amount to be Raised</u>	<u>42,336,058.00</u>
LESS:		
State Aid	308,169.00	
Estimated Receipts - Local Revenues	3,363,700.00	
Enterprise Accounts - Water & Sewer	2,782,730.00	
Community Preservation Funds (CPA)	481,670.00	
Unreserved Fund Balance (Free Cash)	1,591,340.00	
Overlay Surplus	125,000.00	
Available Funds	613,847.00	
	<u>Subtotal of Deductions</u>	<u>9,266,456.00</u>
	<u>Net Amount to be Raised by Taxation</u>	<u>33,069,602.00</u>
Permitted Levy Limited	29,578,910.00	
Estimated new growth factor	200,000.00	
Previous Debt Exclusion	3,456,899.00	
Capital Exclusion	660,000.00	
	<u>Maximum Permitted Levy</u>	<u>33,895,809.00</u>
TOTAL ASSESSED VALUATION AS OF FY-2024	3,397,768,617.00	
FISCAL YEAR 2024 TAX RATE	9.35	PER THOUSAND
ESTIMATED FISCAL YEAR 2025 TAX RATE	* 9.73	PER THOUSAND*
*BASED ON FY-2024 PROPERTY VALUATIONS AND NET AMOUNT TO BE RAISED BY TAXATION		
<div>4.1% increase</div>		

**MARCH 5, 2024 PRESIDENTIAL PREFERENCE PRIMARY
OFFICIAL RESULTS**

DEMOCRAT	VOTES	REPUBLICAN	VOTES
Presidential Preference		Presidential Preference	
Dean Phillips	15	Chris Christie	6
Joseph R. Biden	655	Ryan Binkley	0
Marianne Williamson	16	Vivek Ramaswamy	1
No Preference	58	Asa Hutchinson	0
Write Ins (Trump 2, Haley 1)	3	Donald J. Trump	287
Blanks	7	Ron DeSantis	8
Total Votes	754	Nikki Haley	402
State Committee Man		No Preference	7
Matthew C. Murray	588	Write Ins	0
Write Ins	0	Blanks	2
Blanks	166	Total Votes	713
Total Votes	754	State Committee Man	
State Committee Woman		Michael J. Scarlata	86
Carla Carol Christensen	605	Clayton R. Sova	306
Write Ins	0	Jeffrey R. Yull	89
Blanks	149	Write Ins	0
Total Votes	754	Blanks	232
Town Committee		Total Votes	713
Group	426	State Committee Woman	
Michele M. Kulick	469	Cynthia C. Bjorlie	130
Mark Jackson	442	Lisa-Marie C. Cashman	159
Regina M.Villa	518	Nicole Coles	63
Isabella H. Bates	464	Ashley Sullivan	130
Stephen D. Bates	447	Write Ins	0
Sandra J. Bodmer-Turner	493	Blanks	231
Christopher Olney	504	Total Votes	713
Jane C. Hardy	442	Town Committee	
Gary W. Gilbert	481	Write Ins	62
Martha C. Farmer	465	Blanks	24893
Peter Psyhos Burns	434	Total Votes	24955
Kathleen Marie Burns	442	Matthew J. Amorello (8)	
Margaret E. Nix	457	Byron L. Winn (8)	
Michael A. Storella	461	Adam H. Thomson (7)	
Mary Vermilye Minott	466	Christina A. Bain (8)	
Llewellyn Parsons Smith	445	John Rohner (8)	
Alison Anholt-White	469	Joseph V. Reineman Jr. (7)	
Eli G. Boling	524	Jared W. Stansfield (8)	
Jeffrey Stephen Ganem	438	Christina Delisio (8)	
Laura L. Tenny	451		
Sylvia Lucipara Emilie Vriesendorp	448		
Richard A. Magnuson	469		
Gretchen A. Wood	560		
M. Jeannine Gosnell	440		
David W. Gosnell	442		
Write Ins	0		
Blanks	14717		
Total Votes	26388		

Continued next page . . .

LIBERTARIAN

	VOTES
Presidential Preference	
Jacob George Hornberger	1
Michael D. Rectenwald	0
Chase Russell Oliver	0
Michael Ter Maat	0
Lars Damian Mapstead	0
No Preference	4
Write Ins (Haley 2)	2
Blanks	2
Total Votes	9
State Committee Man	
Write Ins	0
Blanks	9
Total Votes	9

	VOTES
State Committee Woman	
Write Ins	0
Blanks	9
Total Votes	9
Town Committee	
Write Ins	0
Blanks	90
Total Votes	90

# Ballots cast	1476
# Registered Voters	4335
% Turnout	34%

STATE PRIMARY ELECTION - MARCH 5, 2024
REPUBLICAN STATE COMMITTEE MAN, 1ST ESSEX AND MIDDLESEX SENATE
DISTRICT RECOUNT - MARCH 20, 2024

BALLOT BLOCK	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
Candidate																Total
Michael J Scarlata	7	6	7	6	4	7	7	5	4	3	7	9	7	5	2	86
Clayton R Sova	17	17	22	21	24	29	21	20	19	28	26	22	14	21	3	304
Jeffrey R Yull	1	6	2	5	9	5	3	8	11	5	6	6	15	6	1	89
Write-In	0	0	0	0	0	0	5	0	0	0	0	0	0	0	0	5
Blank	25	21	19	18	13	9	14	17	16	14	11	13	14	18	5	227
	50	50	50	50	50	50	50	50	50	50	50	50	50	50	11	711



September 11 Service

**ANNUAL TOWN ELECTION
MAY 21, 2024**

Library (3 Year)		Question 1-Approval	
Richard Rogers	586	Yes	606
Write In	0	No	98
Blank	137	Blank	19
Total	723	Total	723
Library (1 Year)		Question 2- Debt Exclusion	
Sarah Dunn Davis	595	Yes	546
Write In	1	No	150
Blank	127	Blank	27
Total	723	Total	723
Moderator(1 Year)		Question 3 - Capital Exclusion	
Alan Wilson	637	Yes	484
Write In	8	No	223
Blank	78	Blank	16
Total	723	Total	723
Planning Board (3 Year)		# Registered Voters	4337
Sarah Hammond Creighton	528	# Voters	723
Peter H Morton	515	% Turnout	16.67%
Write In	9		
blank	394	Write In Votes	
Total	1446	MODERATOR	
		Christine Delisio	6
School Committee (3 Year)		John Jay	2
Christopher Alan Reed	556	PLANNING BOARD	
Write In	5	Ron Skates	2
Blank	162	Donna Furse	5
Total	723	John Keefe	1
		John Jay	1
Select Board (3 Year)		SCHOOL COMMITTEE	
Jeffrey Michael Delaney	595	Christine Delisio	1
Write In	5	Jen Wiese	4
Blank	123	SELECT BOARD	
Total	723	Luara Tenny	1
		Becky Jaques	2
		Edward Flammia	1
		Georgia Pendegast	1
		LIBRARY - 1 YEAR	
		John Jay	1

**SEPTEMBER 3 , 2024 STATE PRIMARY
OFFICIAL RESULTS**

DEMOCRATIC

	<u>VOTES</u>
Senator in Congress	
Elizabeth Ann Warren	504
Write Ins	6
Blanks	25
Total Votes	535
Representative in Congress	
Seth Moulton	512
Write Ins	0
Blanks	23
Total Votes	535
Councillor	
Eunice Delice Zeigler	450
Write Ins	0
Blanks	85
Total Votes	535
Senator in General Court	
Write Ins	65
Blanks	470
Total Votes	535
Representative in General Court	
Ann-Margaret Ferrante	474
Write Ins	1
Blanks	60
Total Votes	535
Clerk of Courts	
Thomas H. Driscoll, Jr	361
James FX Doherty	106
Write Ins	0
Blanks	68
Total Votes	535
Register of Deeds	
Eileen R. Duff	458
Joseph Michael Gentleman, III	32
Write Ins	0
Blanks	45
Total Votes	535

LIBERTARIAN

	<u>VOTES</u>
Senator in Congress	
Write Ins	
Blanks	1
Total Votes	
Representative in Congress	
Write Ins	
Blanks	1
Total Votes	
Councillor	
Write Ins	
Blanks	1
Total Votes	

Senator in General Court

Write Ins	
Blanks	1
Total Votes	
Representative in General Court	
Write Ins	
Blanks	1
Total Votes	
Clerk of Courts	
Write Ins	
Blanks	1
Total Votes	
Register of Deeds	
Write Ins	
Blanks 1	
Total Votes	

REPUBLICA

	<u>VOTES</u>
Senator in Congress	
Robert J. Antonellis	44
Ian Cain	20
John Deaton	134
Write Ins	1
Blanks	20
Total Votes	219
Representative in Congress	
Write Ins	16
Blanks	203
Total Votes	219
Councillor	
Anne M. Manning-Martin	142
Write Ins	1
Blanks	76
Total Votes	219
Senator in General Court	
Bruce E. Tarr	192
Write Ins	0
Blanks	27
Total Votes	219
Representative in General Court	
Write Ins	7
Blanks	212
Total Votes	219
Clerk of Courts	
Write Ins	6
Blanks	213
Total Votes	219
Register of Deeds	
Jonathan Edward Ring	161
Write Ins	0
Blanks	58
Total Votes	219

**NOVEMBER 5, 2024 STATE ELECTION
“MANCHESTER-BY-THE-SEA OFFICIAL RESULTS”**

**ELECTORS OF PRESIDENT
AND VICE PRESIDENT**

	<u>Precinct 1 Total</u>
Ayyadurai and Ellis	19
De La Cruz and Garcia	9
Harris and Walz	2,575
Oliver and Ter Maat	29
Stein and Caballero-Roca	22
Trump and Vance	952
All Others	30
Blank	46
Total	3,682

SENATOR IN CONGRESS

	<u>Precinct 1 Total</u>
ELIZABETH ANN WARREN	2,272
JOHN DEATON	1,294
ALL OTHERS	1
BLANK	115
TOTAL	3,682

**REPRESENTATIVE IN CONGRESS
SIXTH DISTRICT**

	<u>Precinct 1 Total</u>
SETH MOULTON	2,897
ALL OTHERS	23
BLANK	762
TOTAL	3,682

COUNCILLOR FIFTH DISTRICT

	<u>Precinct 1 Total</u>
ANNE M. MANNING-MARTIN	1,105
EUNICE DELICE ZEIGLER	1,642
JODY A. ELLIOTT	385
ALL OTHERS	1
BLANK	549
TOTAL	3,682

**SENTATOR IN GENERAL COURT
FIRST ESSEX & MIDDLESEX DISTRICT**

	<u>Precinct 1 Total</u>
BRUCE E. TARR	2,780
ALL OTHERS	22
BLANK	880
TOTAL	3,682

**REPRESENTATIVE IN GENERAL
COURT FIFTH ESSEX DISTRICT**

	<u>Precinct 1 Total</u>
ANN-MARGARET FERRANTE	2,254
STEVEN G. LEBLANC, JR.	902
ALL OTHERS	3
BLANK	523
TOTAL	3,682

CLERK OF COURTS ESSEX COUNTY

	<u>Precinct 1 Total</u>
THOMAS H. DRISCOLL, JR.	2,319
TODD R. ANGILLY	330
DORIS V. RODRIGUEZ	442
ALL OTHERS	7
BLANK	584
TOTAL	3,682

REGISTER OF DEEDS ESSEX COUNTY

	<u>Precinct 1 Total</u>
EILEEN R. DUFF	2,223
JONATHAN EDWARD RING	1,032
ALL OTHERS	6
BLANK	421
TOTAL	3,682

QUESTION 1

	<u>Precinct 1 Total</u>
YES	2,336
NO	1,061
BLANK	285
TOTAL	3,682

QUESTION 2

	<u>Precinct 1 Total</u>
YES	1,824
NO	1,768
BLANK	90
TOTAL	3,682

QUESTION 3

	<u>Precinct 1 Total</u>
YES	1,693
NO	1,752
BLANK	237
TOTAL	3,682

QUESTION 4

	<u>Precinct 1 Total</u>
YES	1,412
NO	2,120
BLANK	150
TOTAL	3,682

QUESTION 5

	<u>Precinct 1 Total</u>
YES	1,139
NO	2,382
BLANK	161
TOTAL	3,682

QUESTION 6

	<u>Precinct 1 Total</u>
YES	1,837
NO	1,472
BLANK	373
TOTAL	3,682

**NOVEMBER 5, 2024
STATE ELECTION
MANCHESTER-BY-THE-SEA**

Mail ballots requested and sent out to voters	1,608
Mail ballots completed and returned to Clerk's Office	1,380
"Early in-person voters October 19 - November 1"	683
Total ballots cast (includes all early, mail, and in-person Election Day ballots)	3,682
Registered voters	4,467
Voter turnout	82.4%

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
Select Board/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

MANCHESTER-BY-THE-SEA TOWN ALMANAC

Incorporated:	1645
Size:	7.73 square miles
Shore Line:	12.8 miles
Population:	5,119
Registered Voters:	4,374
Dogs:	595
Government:	Select Board (meets the first and third Mondays of the month with default to Tuesday in the event of a Monday holiday) Open Town Meeting (normally on the fourth 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:	FY2025 \$9.15 per thousand assessed valuations.
Taxes Due:	August 1st, November 1st, February 1st, and May 1st.
Trash Removal:	Weekly trash curbside service (Monday and Tuesday) Weekly recycling 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, Wednesday, Friday 10 a.m. – 5 p.m. Tuesday and Thursday, 10 a.m. – 7 p.m. Saturday, 10 a.m. – 4 p.m. (closed July and August) Closed Sundays & Saturdays – July through Labor Day Sundays, 1p.m. – 4p.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

NOTES

NOTES

CONGRATULATIONS MERSD HORNETS!



MA Division 4 State Champions
Boys Varsity Tennis



Manchester Essex Regional High School
Class of 2024