

TOWN OF LYNNFIELD

2011 Annual Report



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BOARD OF SELECTMEN

Once again in 2011, the Board of Selectmen committed itself to the goal of providing Lynnfield residents with excellent services in a fiscally prudent manner. With reductions in local aid and other challenges presented by the local and national economic climate, achieving this goal required an unprecedented spirit of cooperation and commitment by the Town's government, residents and employees.

As the year opened, the Board began reviewing budget requests for Fiscal Year 2012 submitted by Town department heads and committees. While these requests were reasonable and well considered, continued reductions to local aid from the Commonwealth as well as the impact of the economy on local receipts made it clear that budgetary requests would far exceed expected revenues. Initial revenue projections were \$1.7 million below proposed expenditures.

The Board determined that a number of measures would have to be considered, including reductions in proposed budgets, and that Town employees and residents would have to share the burden of balancing the budget.

Town Administrator William Gustus presented to the Board a number of proposed cost-saving measures as well as revenue enhancements. Rising insurance costs, especially in the area of employee health insurance, presented a major budgetary issue. The Town's health insurance provider estimated that the premium on its health care offerings would increase by 16 percent.

As a result, the Town entered into negotiations with its employees and retirees to explore health insurance alternatives. During these negotiations, both the Town and its employees were committed to preserving the quality of services Lynnfield residents had come to expect from the Town, and providing excellent health care at reasonable rates to employees and retirees.

Town officials worked with representatives of the Commonwealth's Group Insurance Commission (GIC) as well as the Town's legislative delegation to allow for the Town to join the GIC program, which provides state and municipal employees and retirees with a choice of insurance plans from several providers. As a result of these efforts, the Town of Lynnfield was accepted into the GIC as of November 1, 2011. By taking the initiative on this matter, Lynnfield was able to enter the GIC in advance of other communities seeking to do the same, creating additional savings for the Town and its employees and retirees.

The Board reached an agreement with the Public Employee Committee under which the Town would receive the first \$750,000 in savings from the Town's share of employee and retiree health insurance premiums, with any additional savings to be shared with employees and retirees. In addition, due to the lower premiums of most GIC offerings, most employees and retirees would see a significant savings on their share of health

premiums. As part of this agreement, the Town agreed that no Town employees would be laid off during Fiscal Year 2012.

The potential savings in health insurance, even coupled with reductions in requested budgets, however, would not be enough to offset the projected budget deficit. Of the many revenue enhancements considered, the Board agreed to implement increases in certain Town fees and ask voters to approve local meals tax of 0.75 percent, as well as a pay-as-you-throw trash program. At annual town meeting, however, voters rejected the proposed pay-as-you-throw (PAYT) trash program.

Without these additional revenues from the PAYT initiative, it would have been impossible to balance the budget without resorting to layoffs, which would have breached the agreement with employees and retirees and resulted in the loss of the \$750,000 in savings on health insurance, necessitating further budgetary reductions and loss of services.

As a result, the Board proposed an override of Proposition 2-1/2 that would achieve a balanced budget without the PAYT program. Voters approved that override by a wide margin, and as a result the goal of maintaining services through cooperation of Town government, residents and employees was achieved. While operating budgets merely ensured that the current level of services were maintained, the spending program did address several capital equipment items for which further deferral would have been costly and which would have hampered delivery of services.

While the annual spring town meeting was successful, the fall town meeting, which lacked dramatic issues, failed to draw a quorum. The Board remains concerned about this persistent quorum problem.

The Board and other Town committees and departments continued to work to help bring the planned Market Street at Lynnfield (formerly Meadow Walk) development to fruition. Due to the state of the economy, National Development asked for a change to the development agreement with the Town that would allow for phased construction, with the residential portion of the development to be built after the retail and office space is completed. The Board approved a revised agreement that allows for phased development while ensuring that land to be donated to the Town, including that portion that will be sold to LIFE, Inc. for the development of senior housing, will be conveyed when the first building permit is granted. When completed, this development will provide significant benefits to the Town, including funds from the sale of the land to LIFE, Inc., donation of land for a Town-owned, nine-hole golf course, fulfillment of the Town's affordable housing obligations, preservation of the Reedy Meadow ecosystem and habitat, and diversification of the Town's tax base.

The backbone of Lynnfield town government is the willingness of its residents to step forward and serve on a volunteer basis on its various committees. The Board would like to thank those many residents who have continued to serve and agreed to re-appointment in 2011 and was gratified to appoint the following residents to committees: Brian Shaffer

and Patrick Rondeau (Board of Appeals), Matthew Monkiewicz and Christopher Barrett (Recreation Commission), and Liz Visco and Karen Duggan (Cultural Council). The Board was also pleased to approve promotion of two Lynnfield police officers, David Mayerson and Louis Trapasso, to the position of sergeant.

In addition to the many annual events that help bring townspeople together, the Town commemorated the tenth anniversary of the 9/11 tragedy with moving observances organized by a committee led by Rev. Dennis Bailey, pastor of Centre Congregational Church and chaplain to the Lynnfield Fire Department.

The Board also wished to mark the passing of two former members: John "Jack" Donegan, the longest serving selectman of the 20th century, who was serving as a Housing Authority member at the time of his passing, and Joseph Moran, who served alongside Mr. Donegan for six years and previously served as a member of the Board of Library Trustees. Both men will long be remembered for the dedication to the Town and for the good humor they brought to their duties, and their friendship formed during their services to the Town is a fitting reminder to all that while we may have from time to time differences on matters of policy and politics, we are first, foremost and finally, all friends and neighbors.

Respectfully submitted,
Arthur J. Bourque III, Chairman
Robert P. MacKendrick, Vice Chairman
Al Merritt, Selectman

William J. Gustus, Town Administrator

ACCOUNTANT

A Fiscal 2011 audit of the Town's financial records was successfully completed by Melanson Heath & Co, PC. The Town of Lynnfield has addressed all of the prior year's management comments and is implementing recommendations made by the Auditors.

The Town is in compliance of GASB (Governmental Accounting Standards Board) statement 45. GASB 45 addresses other post-employment benefits (OPEB), including medical, dental, and other health-related benefits provided to terminated or retired employees and their dependents and beneficiaries. The actuarial study was updated this year and is done on a bi-annual basis.

As of July 1 the Accounting Department along with Police and Fire personnel implemented an automated invoice billing system through our current financial software for our Police and Fire Details and alarms. This has greatly improved the efficiency of processing these invoices.

I would like to thank the many members of the various boards, committees and departments for their support and assistance during the year. Also, my sincere appreciation to my assistant Janice Coburn for all her efforts and commitment. Together we look forward to serving the Town of Lynnfield in the upcoming year

**Respectfully Submitted,
Julie McCarthy
Town Accountant**

Town of Lynnfield Special Revenue Accounts Fiscal 2011

	Carry Forward	Receipts or Grant Amount	Transfers In	Transfers Out	Expended	Encumbered	Balance
Federal Grants							
Comp. Emerg. Mgmt. Prog.	\$2,500	\$0	\$0	\$0	\$0	\$0	\$2,500
Local Preparedness Grant	\$12,819	\$0	\$0	\$0	\$0	\$0	\$12,819
Title IV Safe & Drug Free School	\$335	\$7,416	\$0	\$0	\$4,324	\$0	\$3,427
Enhancing Education/Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Title V (formerly Title VI)	\$1,200	\$0	\$0	\$0	\$0	\$0	\$1,200
Title I Reading	-\$12,535	\$74,024	\$0	\$0	\$60,481	\$0	\$1,008
Teacher Quality	-\$6,830	\$35,706	\$0	\$0	\$30,846	\$0	-\$1,969
Special Ed Reimbursement Fund	-\$29,819	\$158,828	\$0	\$0	\$129,009	\$0	\$0
Sped Program Improvement	\$0	\$0	\$0	\$0	\$0	\$0	\$0
94-142 Inclusion Education	-\$10,802	\$511,186	\$0	\$0	\$472,941	\$0	\$27,444
Early Childhood	\$427	\$16,540	\$0	\$0	\$15,738	\$0	\$1,229
ARRA IDEA grant	\$0	\$314,958	\$0	\$0	\$314,958	\$0	\$0
ARRA IDEA-Early Childhood grant	\$0	\$12,446	\$0	\$0	\$12,446	\$0	\$0
ARRA SFSF grant	\$0	\$20,290	\$0	\$0	\$20,290	\$0	\$0
Ed Jobs Program	\$0	\$62,755	\$0	\$0	\$62,755	\$0	\$0
Graeter Lawrence Consortium	-\$750	\$750	\$0	\$0	\$0	\$0	\$0
GLSS Lifeline	\$30	\$0	\$0	\$0	\$30	\$0	\$0
Council on Aging GLSS grant	\$24,828	\$0	\$0	\$0	-\$30	\$0	\$24,858
<i>Current Year Federal Grants</i>	<i>-\$12,182</i>	<i>\$1,214,899</i>	<i>\$0</i>	<i>\$0</i>	<i>\$1,123,787</i>	<i>\$0</i>	<i>\$72,515</i>
State Grants							
Extended Polling Hours	\$12,981	\$4,152	\$0	\$0	\$8,899	\$0	\$8,234
Community Policing	\$171	\$0	\$0	\$0	\$171	\$0	\$0
E911 Grant	\$0	\$24,979	\$0	\$0	\$24,979	\$0	\$0
S.A.F.E. Grant	\$5,412	\$4,815	\$0	\$0	\$10,226	\$0	\$0
Academic Support	\$2,500	\$2,800	\$0	\$0	\$5,300	\$0	\$0
Racial Imbalance (Metco)	\$3,000	\$178,834	\$0	\$0	\$181,834	\$0	\$0
Chapter 90	-\$299,650	\$232,851	\$0	\$0	\$360,766	\$0	-\$427,565
Green St. Sidewalk	\$1,308	\$0	\$0	\$0	\$0	\$0	\$1,308
MEMA reimbursement	\$0	\$0	\$0	\$0	\$78,803	\$0	-\$78,803
Elderly Programs	\$0	\$18,039	\$0	\$0	\$18,039	\$0	\$0
WPAT Setic Sytem Loan Admin	\$6,053	\$0	\$0	\$0	\$0	\$0	\$6,053
Library library state aid	\$68,886	\$10,974	\$0	\$0	\$482	\$0	\$79,379
Center of Excellence (Library)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Current Year State Grants</i>	<i>-\$202,340</i>	<i>\$477,444</i>	<i>\$0</i>	<i>\$0</i>	<i>\$689,499</i>	<i>\$0</i>	<i>-\$411,395</i>
Revolving Funds							
Cable PEG Access	\$218,623	\$162,706	\$0	\$0	\$72,913	\$0	\$308,416
Pillings Pond Benches	\$39	\$0	\$0	\$0	\$0	\$0	\$39
Design Review Planning	\$47,646	\$7,087	\$0	\$0	\$21,875	\$0	\$32,858
Design Review Conservation	\$49,615	\$31,725	\$0	\$0	\$37,579	\$0	\$43,761
Design Review Board of Appeals	\$18,098	\$0	\$0	\$0	\$0	\$0	\$18,098
Meadowwalk Consultants DSR	\$8,438	\$75	\$0	\$0	\$0	\$0	\$8,513
Highway Design Review	\$347	\$0	\$0	\$0	\$0	\$0	\$347
Police Ins Reimb Under 20K	\$1,313	\$0	\$0	\$0	\$1,313	\$0	\$0
Fire Ins Reimb Under 20K	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DPW Ins Reimb Under 20K	\$9,726	\$0	\$0	\$0	\$9,726	\$0	\$0
Law Enforcement Trust	\$9,808	\$0	\$0	\$0	\$0	\$0	\$9,808
Athletic Fund	\$23,208	\$42,342	\$0	\$0	\$28,272	\$0	\$37,278
Activity Fee	\$54,149	\$179,450	\$0	\$195,000	\$6,219	\$0	\$32,380
Full Day Kindergarten Fee	\$102,787	\$235,694	\$0	\$176,800	\$0	\$0	\$161,681
Book Damage Ch. 88 HS	\$3,184	\$3,674	\$0	\$0	\$1,230	\$0	\$5,628
Book Damage Ch. 88 MS	\$841	\$292	\$0	\$0	\$1,009	\$0	\$124
Book Damage Ch. 88 Summer	\$618	-\$5	\$0	\$0	\$0	\$0	\$613
Book Damage Ch. 88 Huckleberry	\$85	\$0	\$0	\$0	\$0	\$0	\$85
Adult Education	\$0	\$7,129	\$0	\$2,339	\$4,790	\$0	\$0
Art Works	\$0	\$108,718	\$0	\$12,904	\$95,814	\$0	\$0
Extended Day	\$0	\$312,153	\$0	\$114,251	\$197,749	\$153	\$0
Intramurals	\$0	\$43,060	\$0	\$13,216	\$29,845	\$0	\$0
S.O.F.A.	\$1,936	\$208,051	\$0	\$40,285	\$169,702	\$0	\$0
Support	\$42,173	\$0	\$182,050	\$47,000	\$122,726	\$0	\$54,497
Lunch Program System Wide	\$264,252	\$402,541	\$0	\$0	\$105,785	\$0	\$561,007
Lunch Program Summer St.	-\$39,889	\$41,195	\$0	\$0	\$91,868	\$0	-\$90,563
Lunch Program Huckleberry Hill	-\$50,511	\$32,895	\$0	\$0	\$106,739	\$0	-\$124,354
Lunch Program Middle School	-\$63,925	\$126,483	\$0	\$0	\$223,826	\$0	-\$161,269
Lunch Program High School	-\$25,879	\$137,326	\$0	\$0	\$184,592	\$0	-\$73,145

	Carry Forward	Receipts or Grant Amount	Transfers In	Transfers Out	Expended	Encumbered	Balance
School Build Ins Reimb Under 20k	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Board of Health Revolving	\$23,978	\$4,008	\$0	\$0	\$12,431	\$0	\$15,555
Recreation Revolving	\$0	\$45,781	\$0	\$0	\$29,469	\$0	\$16,312
C.O.A. Activity Revolving	\$51,630	\$24,875	\$0	\$0	\$17,897	\$0	\$58,608
Library Revolving	\$509	\$1,833	\$0	\$0	\$2,050	\$0	\$292
Arts Revolving	\$6,724	\$3,939	\$0	\$0	\$5,785	\$0	\$4,878
<i>Revolving Funds</i>	<i>\$754,412</i>	<i>\$2,163,026</i>	<i>\$182,050</i>	<i>\$601,795</i>	<i>\$1,581,205</i>	<i>\$153</i>	<i>\$921,447</i>

Receipts Reserved for Appropriation

Sale of Real Estate	\$858,952	\$10,646	\$0	\$0	\$0	\$0	\$869,598
Insurance Proceeds >20K	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Wetland Protection	\$38,378	\$2,535	\$0	\$0	\$0	\$0	\$40,913
Sale of Cemetary Lots	\$21,987	\$14,577	\$0	\$25,000	\$0	\$0	\$11,564
Betterments-WPAT Septic Loans	\$121,004	\$61,392	\$0	\$10,100	\$0	\$0	\$172,296
<i>Receipts Reserved for Approp.</i>	<i>\$1,040,320</i>	<i>\$89,150</i>	<i>\$0</i>	<i>\$35,100</i>	<i>\$0</i>	<i>\$0</i>	<i>\$1,094,370</i>

Gift Accounts

Metco Late Bus	\$3,067	\$0	\$0	\$0	\$800	\$0	\$2,267
LHS Softball Gift	\$3,650	\$0	\$0	\$0	\$0	\$0	\$3,650
Italian Program Gift	\$29,424	\$5,000	\$0	\$0	\$17,735	\$0	\$16,689
LET Gift (Huck Subs)	\$150	\$150	\$0	\$0	\$300	\$0	\$0
Nurse Substitutes	\$0	\$375	\$0	\$0	\$225	\$0	\$150
Technology Gifts	\$0	\$50	\$0	\$0	\$50	\$0	\$0
Staff Development Gift	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Special Education Gift	\$6,775	\$13,792	\$0	\$0	\$6,409	\$0	\$14,158
Summer St. Gift	\$15,467	\$15,653	\$0	\$0	\$7,621	\$0	\$23,498
Hucklebery Hill Gift	\$2,163	\$23,195	\$0	\$0	\$21,908	\$0	\$3,450
Middle School Misc. Gifts	\$2,981	\$3,677	\$0	\$0	\$793	\$0	\$5,865
Wilson Memorial Scholarship	\$6,578	\$64	\$0	\$0	\$500	\$0	\$6,142
High School Gifts	\$1,460	\$5,134	\$0	\$0	\$5,212	\$0	\$1,382
Unified Arts	\$7,938	\$22,470	\$0	\$0	\$22,126	\$0	\$8,283
Partridge Island Gift	\$128	\$13,775	\$0	\$0	\$10,625	\$0	\$3,278
Wetlands Mitigation Gift	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Engineering Study-Drainage	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Traffic Mitigation Measures	\$15,799	\$0	\$0	\$0	\$0	\$0	\$15,799
Parks & Recreation Gifts	\$1,935	\$0	\$0	\$0	\$0	\$0	\$1,935
Lynnfield Common Lighting Fund	\$27	\$0	\$0	\$0	\$0	\$0	\$27
Senior Center Gifts	\$14,498	\$1,680	\$0	\$0	\$1,745	\$0	\$14,433
Senior Center Renovation Gift	\$16,387	\$0	\$0	\$0	\$13,489	\$0	\$2,898
Library Gifts	\$17,494	\$1,962	\$0	\$0	\$3,110	\$0	\$16,346
Local History & Genealogy Gift	\$9,491	\$0	\$0	\$0	\$170	\$0	\$9,321
Public Libraries Fund	\$7,338	\$0	\$0	\$0	\$0	\$0	\$7,338
Library Expansion Gift	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Concerts on the Common	\$3,549	\$2,980	\$0	\$0	\$2,419	\$0	\$4,111
Essex National Heritage Partnership	\$17	\$0	\$0	\$0	\$0	\$0	\$17
Historical Book Proceeds	\$654	\$0	\$0	\$0	\$0	\$0	\$654
Cultural Council Gift	\$12,591	\$0	\$0	\$0	\$0	\$0	\$12,591
<i>Gifts</i>	<i>\$282,199</i>	<i>\$109,956</i>	<i>\$0</i>	<i>\$0</i>	<i>\$115,236</i>	<i>\$0</i>	<i>\$294,280</i>

Grand Total	\$1,862,410	\$4,054,476	\$182,050	\$636,895	\$3,509,727	\$153	\$1,971,219
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Town of Lynnfield Operating Budget Fiscal 2011

	Carryforward	Appropriation	Transfers In	Transfers Out	Expenditures	Encumbrances	Returned Surplus
General Government							
Selectmen							
Board Salaries	\$0	\$2,250	\$0	\$0	\$2,250	\$0	\$0
Town Administrator	\$0	\$147,517	\$8,062	\$0	\$155,579	\$0	\$0
Other Salaries	\$0	\$58,000	\$1,000	\$0	\$59,000	\$0	\$0
General Town Insurance	\$0	\$325,000	\$0	\$21,104	\$303,896	\$0	\$0
Professional Service	\$3,140	\$47,000	\$0	\$5,735	\$40,017	\$2,500	\$1,887
Expenses	\$0	\$15,000	\$0	\$0	\$11,974	\$0	\$3,026
Court Judgements	\$0	\$0	\$94,148	\$0	\$94,148	\$0	\$0
Contingency Fund	\$0	\$30,000	\$0	\$29,965	\$0	\$0	\$35
Selectmen	\$3,140	\$624,767	\$103,210	\$56,804	\$666,865	\$2,500	\$4,948
Finance Committee							
Other Salaries	\$0	\$2,500	\$0	\$2,500	\$0	\$0	\$0
Reserve Fund	\$0	\$45,000	\$0	\$0	\$0	\$0	\$45,000
Town Reports	\$0	\$1,500	\$0	\$0	\$1,080	\$0	\$420
Expenses	\$0	\$420	\$0	\$0	\$200	\$0	\$220
Finance Committee	\$0	\$49,420	\$0	\$2,500	\$1,280	\$0	\$45,640
Town Accountant							
Accountant Salary	\$0	\$77,626	\$3,469	\$0	\$81,094	\$0	\$1
Other Salaries	\$0	\$43,383	\$0	\$0	\$43,383	\$0	\$0
Expenses	\$0	\$3,198	\$0	\$0	\$3,037	\$0	\$161
Town Accountant	\$0	\$124,207	\$3,469	\$0	\$127,514	\$0	\$162
Board of Assessors							
Board Salaries	\$0	\$11,500	\$0	\$0	\$11,500	\$0	\$0
Other salaries	\$0	\$116,989	\$0	\$47,565	\$65,740	\$0	\$3,684
Revaluation	\$0	\$12,700	\$29,065	\$0	\$38,700	\$0	\$3,065
Professional Services	\$0	\$10,300	\$0	\$0	\$7,700	\$1,695	\$905
Expenses	\$0	\$10,250	\$0	\$0	\$5,122	\$0	\$5,128
Board of Assessors	\$0	\$161,739	\$29,065	\$47,565	\$128,762	\$1,695	\$12,782
Town Counsel							
Professional Services	\$0	\$34,000	\$7,837	\$0	\$31,989	\$0	\$9,848
Expenses	\$0	\$1,750	\$0	\$0	\$1,750	\$0	\$0
Town Counsel	\$0	\$35,750	\$7,837	\$0	\$33,739	\$0	\$9,848
Personnel Board							
Other Salaries	\$0	\$2,818	\$0	\$2,500	\$94	\$0	\$224
Professional Services	\$0	\$2,870	\$0	\$2,500	\$370	\$0	\$0
Expenses	\$0	\$330	\$0	\$0	\$280	\$0	\$50
Personnel Board	\$0	\$6,018	\$0	\$5,000	\$744	\$0	\$274
Conservation Commission							
Other Salaries	\$0	\$54,500	\$750	\$0	\$54,447	\$0	\$803
Professional Services	\$504	\$520	\$0	\$0	\$1,004	\$20	\$0
Expenses	\$71	\$1,725	\$0	\$0	\$1,692	\$102	\$1
Open Space	\$0	\$3,000	\$0	\$0	\$583	\$2,417	\$0
Conservation Commission	\$575	\$59,745	\$750	\$0	\$57,726	\$2,539	\$805
Planning Board							
Other Salaries	\$0	\$37,425	\$0	\$0	\$37,424	\$0	\$1
Expenses	\$552	\$3,286	\$0	\$0	\$1,588	\$109	\$2,141
Planning Board	\$552	\$40,711	\$0	\$0	\$39,013	\$109	\$2,141
Board of Appeals							
Expenses	\$0	\$2,661	\$0	\$0	\$2,036	\$0	\$625
Board of Appeals	\$0	\$2,661	\$0	\$0	\$2,036	\$0	\$625
General Government	\$4,267	\$1,105,018	\$144,331	\$111,869	\$1,057,679	\$6,843	\$77,225

	Carryforward	Appropriation	Transfers In	Transfers Out	Expenditures	Encumbrances	Returned Surplus
Finance & Administration							
Treasurer							
Treasurer Salaries	\$0	\$65,019	\$1,733	\$0	\$66,751	\$0	\$1
Clerical Salaries	\$0	\$64,565	\$254	\$0	\$64,819	\$0	\$0
Expenses	\$4,531	\$15,219	\$0	\$0	\$13,954	\$5,797	-\$1
Treasurer	\$4,531	\$144,803	\$1,987	\$0	\$145,524	\$5,797	\$0
Tax Collector							
Tax Title Expenses	\$4,458	\$7,000	\$0	\$0	\$7,000	\$0	\$4,458
Expenses	\$0	\$8,993	\$0	\$0	\$5,920	\$794	\$2,279
SR-work off program	\$0	\$10,000	\$0	\$3,160	\$6,840	\$0	\$0
Tax Collector	\$4,458	\$25,993	\$0	\$3,160	\$19,760	\$794	\$6,737
Operations Support							
Other Salaries	\$0	\$65,691	\$3,647	\$0	\$69,338	\$0	\$0
Expenses	\$0	\$35,100	\$0	\$0	\$33,869	\$0	\$1,231
Operations Support	\$0	\$100,791	\$3,647	\$0	\$103,207	\$0	\$1,231
Information Systems							
Other Salaries	\$0	\$65,882	\$0	\$17,757	\$48,125	\$0	\$0
IT Capital	\$0	\$22,000	\$0	\$0	\$19,850	\$1,650	\$500
Expenses	\$3,000	\$55,130	\$3,015	\$0	\$56,085	\$5,000	\$61
Information Systems	\$3,000	\$143,012	\$3,015	\$17,757	\$124,060	\$6,650	\$561
Town Clerk							
Other Salaries	\$0	\$91,364	\$1,000	\$0	\$92,364	\$0	\$0
Election Expense	\$0	\$22,876	\$0	\$0	\$22,876	\$0	\$0
Registration Expense	\$0	\$3,550	\$795	\$0	\$4,345	\$0	\$0
Expenses	\$0	\$5,450	\$0	\$795	\$3,532	\$56	\$1,066
Town Clerk	\$0	\$123,240	\$1,795	\$795	\$123,118	\$56	\$1,066
Finance & Admin	\$11,989	\$537,839	\$10,445	\$21,712	\$515,668	\$13,297	\$9,596
Public Safety							
Police Department							
Chief Salary	\$0	\$117,225	\$48,701	\$0	\$165,926	\$0	\$0
Patrolmen Overtime	\$0	\$375,000	\$50,000	\$0	\$425,000	\$0	\$0
Patrolmen Training	\$0	\$46,705	\$5,000	\$0	\$47,217	\$0	\$4,488
Other Salaries	\$0	\$1,543,478	\$0	\$168,980	\$1,359,989	\$7,650	\$6,859
Expenses	\$1,024	\$140,417	\$0	\$0	\$138,684	\$950	\$1,808
Police Department	\$1,024	\$2,222,825	\$103,701	\$168,980	\$2,136,815	\$8,600	\$13,155
Fire Department							
Chief Salary	\$0	\$111,925	\$7,326	\$0	\$119,251	\$0	\$0
Firefighter Salaries	\$6,350	\$499,274	\$0	\$6,502	\$499,120	\$0	\$2
Call Firefighter Salaries	\$0	\$346,183	\$66,191	\$0	\$412,374	\$0	\$0
Fire Alarm Salaries	\$0	\$11,903	\$0	\$441	\$11,462	\$0	\$0
Expenses	\$8,364	\$102,000	\$0	\$7,573	\$102,490	\$8,364	-\$8,064
Fire Alarm Expenses	\$883	\$7,500	\$0	\$4,000	\$4,019	\$0	\$364
Fire Department	\$15,597	\$1,078,785	\$73,517	\$18,517	\$1,148,716	\$8,364	-\$7,698
Zoning Enforcement/Inspect							
Other Salaries	\$0	\$103,969	\$0	\$1,815	\$102,153	\$0	\$1
Professional Services	\$0	\$35,200	\$5,735	\$0	\$40,935	\$0	\$0
Expenses	\$0	\$7,851	\$1,815	\$0	\$4,685	\$4,980	\$1
Zoning Enforcement/Inspec	\$0	\$147,020	\$7,550	\$1,815	\$147,774	\$4,980	\$2
Civil Defense							
Director Salary	\$0	\$250	\$0	\$0	\$250	\$0	\$0
Expenses	\$0	\$1	\$0	\$0	\$0	\$0	\$1
Civil Defense	\$0	\$251	\$0	\$0	\$250	\$0	\$1
Dog Officer							
Director Salary	\$0	\$23,634	\$0	\$0	\$23,634	\$0	\$0
Expenses	\$56	\$1,800	\$0	\$0	\$1,110	\$0	\$746
Dog Officer	\$56	\$25,434	\$0	\$0	\$24,744	\$0	\$746
Public Safety	\$16,678	\$3,474,315	\$184,768	\$189,312	\$3,458,299	\$21,944	\$6,206

	Carryforward	Appropriation	Transfers In	Transfers Out	Expenditures	Encumbrances	Returned Surplus
Education							
Treasurer							
North Shore Voke	\$0	\$164,164	\$27,570	\$0	\$191,668	\$0	\$66
Treasurer	\$0	\$164,164	\$27,570	\$0	\$191,668	\$0	\$66
School Administration							
School Committee	\$0	\$11,211	\$0	\$0	\$11,226	\$0	-\$15
Superintendent's Office	\$0	\$307,623	\$0	\$0	\$308,195	\$0	-\$572
Business Office	\$0	\$212,277	\$3,667	\$0	\$217,231	\$0	-\$1,287
Legal Services	\$0	\$50,000	\$0	\$0	\$70,564	\$0	-\$20,564
Administrative Technology	\$0	\$308,461	\$51,662	\$0	\$365,587	\$30,653	-\$36,117
Attendance & Parent Liason	\$0	\$1,500	\$0	\$0	\$1,500	\$0	\$0
Utilities	\$0	\$10,000	\$0	\$0	\$5,623	\$0	\$4,377
Maintenance of Buildings	\$0	\$6,000	\$0	\$0	\$9,480	\$0	-\$3,480
Maintenance of Equipment	\$0	\$8,000	\$0	\$0	\$3,324	\$9,197	-\$4,521
Health Insurance	\$0	\$2,038,300	\$0	\$83,045	\$1,987,550	\$0	-\$32,295
Unemployment Ins	\$0	\$30,000	\$0	\$0	\$33,165	\$0	-\$3,165
Rental Payments	\$0	\$90,000	\$0	\$0	\$119,559	\$0	-\$29,559
School Administration	\$0	\$3,073,372	\$55,328	\$83,045	\$3,133,003	\$39,850	-\$127,197
Special Education							
Districtwide Leadership	\$0	\$343,716	\$0	\$0	\$300,420	\$0	\$43,296
Classroom Instruction	\$0	\$297,621	\$53,000	\$0	\$342,672	\$0	\$7,949
Teachers & Specialists	\$0	\$140,628	\$0	\$0	\$134,388	\$0	\$6,240
Substitutes	\$0	\$102,500	\$0	\$0	\$135,089	\$0	-\$32,589
Instructional Aides	\$0	\$99,004	\$0	\$20,000	\$68,691	\$0	\$10,313
Professional Development	\$0	\$51,800	\$413	\$0	\$39,441	\$0	\$12,772
Textbooks	\$0	\$1,450	\$0	\$0	\$630	\$0	\$820
Instructional Equipment	\$0	\$17,000	\$0	\$0	\$16,251	\$861	-\$113
Testing & Assessment	\$0	\$11,000	\$0	\$0	\$13,604	\$0	-\$2,604
Psychological	\$0	\$110,600	\$34,968	\$0	\$90,739	\$0	\$54,829
Pupil Transportation	\$0	\$250,343	\$0	\$0	\$269,846	\$0	-\$19,503
Programs with Others	\$0	\$944,617	\$0	\$53,000	\$905,661	\$0	-\$14,044
Special Education	\$0	\$2,370,279	\$88,381	\$73,000	\$2,317,431	\$861	\$67,368
Summer Street School							
Principal/School Leadership	\$0	\$184,317	\$0	\$0	\$182,704	\$0	\$1,613
Principal's Office Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Classroom Instruction	\$0	\$1,999,533	\$0	\$0	\$2,010,793	\$0	-\$11,260
Teachers & Specialists	\$0	\$123,269	\$0	\$0	\$124,979	\$0	-\$1,710
Substitutes	\$0	\$22,000	\$0	\$0	\$26,395	\$0	-\$4,395
Instructional Aides	\$0	\$238,213	\$0	\$67,000	\$173,421	\$0	-\$2,208
Librarians & Media Center	\$0	\$77,753	\$0	\$0	\$76,875	\$0	\$878
Professional Development	\$0	\$77,310	\$0	\$0	\$77,309	\$0	\$1
Professional Development S	\$0	\$8,700	\$0	\$0	\$7,901	\$0	\$799
Textbooks	\$0	\$1,541	\$0	\$0	\$19	\$0	\$1,522
Other Instructional Materials	\$0	\$10,200	\$0	\$0	\$11,217	\$0	-\$1,017
Instructional Equipment	\$0	\$1,500	\$0	\$0	\$992	\$0	\$508
General Supplies	\$0	\$73,477	\$1,233	\$0	\$58,623	\$12,940	\$3,147
Instructional Technology	\$0	\$9,900	\$0	\$0	\$14,593	\$0	-\$4,693
Other Instructional Hardware	\$0	\$400	\$0	\$0	\$2,474	\$0	-\$2,074
Testing & Assessment	\$0	\$400	\$0	\$0	\$560	\$0	-\$160
Psychological	\$0	\$75,790	\$0	\$0	\$76,140	\$0	-\$350
Health Services	\$0	\$64,458	\$0	\$0	\$64,467	\$0	-\$9
Utilities	\$0	\$3,500	\$0	\$0	\$3,210	\$0	\$290
Maintenance of Equipment	\$0	\$400	\$0	\$0	\$199	\$0	\$201
Summer Street School	\$0	\$2,972,661	\$1,233	\$67,000	\$2,912,870	\$12,940	-\$18,915
Huckleberry Hill School							
Building Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Principal/School Leadership	\$0	\$182,984	\$0	\$0	\$181,340	\$0	\$1,644
Classroom Instruction	\$0	\$1,436,859	\$0	\$0	\$1,433,706	\$0	\$3,153
Teachers & Specialists	\$0	\$138,603	\$0	\$0	\$138,938	\$0	-\$335
Substitutes	\$0	\$20,000	\$0	\$0	\$23,373	\$0	-\$3,373
Instructional Aides	\$0	\$180,509	\$39,000	\$0	\$213,306	\$0	\$6,203
Librarians	\$0	\$74,649	\$0	\$0	\$76,640	\$0	-\$1,991
Professional Development L	\$0	\$77,310	\$0	\$0	\$77,309	\$0	\$1

	Carryforward	Appropriation	Transfers In	Transfers Out	Expenditures	Encumbrances	Returned Surplus
Professional Development	\$0	\$8,600	\$0	\$0	\$4,999	\$299	\$3,302
Textbooks	\$0	\$1,200	\$0	\$0	\$0	\$0	\$1,200
Other Instructional Materials	\$0	\$6,700	\$0	\$0	\$6,774	\$0	-\$74
Instructional Equipment	\$0	\$1,000	\$362	\$0	\$362	\$0	\$1,000
General Supplies	\$0	\$65,728	\$1,524	\$0	\$61,574	\$12,004	-\$6,326
Instructional Technology	\$0	\$6,980	\$0	\$0	\$7,132	\$0	-\$152
Other Instructional Hardware	\$0	\$300	\$0	\$0	\$4,004	\$1,413	-\$5,117
Testing & Assessment	\$0	\$300	\$0	\$0	\$34	\$0	\$266
Psychological	\$0	\$79,963	\$0	\$0	\$80,062	\$0	-\$99
Health Services	\$0	\$67,359	\$0	\$0	\$67,357	\$0	\$2
Utilities	\$0	\$3,900	\$0	\$0	\$3,671	\$0	\$229
Maintenance of Equipment	\$0	\$400	\$0	\$0	\$0	\$0	\$400
Huckleberry Hill School	\$0	\$2,353,344	\$40,886	\$0	\$2,380,582	\$13,716	-\$69

Middle School

Principal's Office	\$0	\$275,927	\$0	\$0	\$273,849	\$0	\$2,078
Classroom Instruction	\$0	\$2,930,199	\$0	\$0	\$2,885,200	\$0	\$44,999
Teachers & Specialists	\$0	\$56,573	\$0	\$0	\$53,548	\$0	\$3,025
Substitutes	\$0	\$41,853	\$0	\$0	\$43,863	\$0	-\$2,010
Instructional Aides	\$0	\$206,015	\$39,000	\$0	\$208,142	\$0	\$36,873
Librarians & Media Center	\$0	\$54,637	\$0	\$0	\$54,636	\$0	\$1
Professional Development	\$0	\$5,420	\$447	\$0	\$5,474	\$0	\$393
Textbooks	\$0	\$28,160	\$6,258	\$0	\$48,661	\$633	-\$14,875
Other Instructional Materials	\$0	\$5,040	\$1,000	\$0	\$6,349	\$0	-\$309
General Supplies	\$0	\$72,460	\$0	\$6,170	\$59,541	\$0	\$6,749
Instructional Technology	\$0	\$14,890	\$0	\$0	\$9,480	\$1,063	\$4,346
Other Instructional Hardware	\$0	\$3,350	\$0	\$400	\$5,824	\$0	-\$2,874
Guidance & Counseling	\$0	\$29,481	\$0	\$0	\$29,851	\$0	-\$370
Testing & Assessment	\$0	\$550	\$173	\$0	\$549	\$0	\$174
Psychological	\$0	\$143,089	\$0	\$31,500	\$136,243	\$0	-\$24,654
Health Services	\$0	\$68,458	\$0	\$0	\$68,443	\$0	\$15
Student Activities	\$0	\$5,830	\$0	\$0	\$5,597	\$0	\$233
Utilities	\$0	\$5,128	\$0	\$0	\$8,828	\$0	-\$3,700
Maintenance of Equipment	\$0	\$3,600	\$29,291	\$0	\$40,683	\$16,034	-\$23,826
Middle School	\$0	\$3,950,660	\$76,169	\$38,070	\$3,944,760	\$17,730	\$26,269

High School

Principal's Office	\$0	\$362,456	\$0	\$0	\$359,634	\$0	\$2,822
Building Technology	\$0	\$1,000	\$0	\$0	\$0	\$0	\$1,000
Classroom Instruction	\$0	\$3,760,566	\$0	\$0	\$3,750,316	\$0	\$10,250
Teachers & Specialists	\$0	\$7,600	\$0	\$0	\$4,948	\$0	\$2,653
Substitutes	\$0	\$35,918	\$0	\$0	\$32,385	\$0	\$3,533
Instructional Aides	\$0	\$106,877	\$9,000	\$0	\$95,713	\$0	\$20,164
Librarians & Media Center	\$0	\$78,034	\$0	\$0	\$77,267	\$0	\$767
Professional Development S	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Development	\$0	\$15,782	\$0	\$0	\$8,001	\$0	\$7,781
Textbooks	\$0	\$51,458	\$40,000	\$0	\$82,603	\$664	\$8,191
Other Instructional Materials	\$0	\$8,550	\$0	\$0	\$9,508	\$0	-\$958
General Supplies	\$0	\$65,426	\$0	\$0	\$56,755	\$1,236	\$7,435
Instructional Technology	\$0	\$2,000	\$0	\$0	\$3,772	\$0	-\$1,772
Other Instructional Hardware	\$0	\$10,399	\$0	\$0	\$12,255	\$0	-\$1,856
Guidance & Counseling	\$0	\$287,331	\$0	\$0	\$286,507	\$0	\$824
Testing & Assessment	\$0	\$2,500	\$0	\$0	\$2,724	\$357	-\$581
Psychological	\$0	\$78,441	\$0	\$0	\$78,440	\$0	\$1
Attendance	\$0	\$39,826	\$0	\$0	\$41,413	\$0	-\$1,587
Health Services	\$0	\$80,062	\$0	\$0	\$73,443	\$0	\$6,619
Athletics	\$0	\$544,196	\$0	\$0	\$534,946	\$4,999	\$4,251
Student Activities	\$0	\$9,657	\$0	\$0	\$12,777	\$170	-\$3,289
Utilities	\$0	\$4,500	\$0	\$0	\$5,632	\$0	-\$1,132
Maintenance of Equipment	\$0	\$1,000	\$4,385	\$0	\$7,869	\$0	-\$2,484
High School	\$0	\$5,553,579	\$53,385	\$0	\$5,536,908	\$7,425	\$62,631

Education	\$0	\$20,438,059	\$342,952	\$261,115	\$20,417,223	\$92,522	\$10,151
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	Carryforward	Appropriation	Transfers In	Transfers Out	Expenditures	Encumbrances	Returned Surplus
Public Works							
Municipal Buildings							
Other Salaries	\$0	\$200,356	\$0	\$15,000	\$184,578	\$0	\$778
Expenses	\$26,319	\$296,750	\$0	\$15,000	\$285,372	\$9,646	\$13,051
Municipal Buildings	\$26,319	\$497,106	\$0	\$30,000	\$469,950	\$9,646	\$13,829
School Buildings							
Other Salaries	\$0	\$993,025	\$0	\$160,000	\$820,924	\$0	\$12,101
Expenses	\$27,439	\$490,500	\$120,000	\$0	\$589,829	\$39,049	\$9,061
Energy Supply	\$0	\$613,054	\$0	\$0	\$604,630	\$0	\$8,424
School Buildings	\$27,439	\$2,096,579	\$120,000	\$160,000	\$2,015,384	\$39,049	\$29,585
Public Works Admin							
Director Salary	\$0	\$101,040	\$0	\$0	\$101,039	\$0	\$1
Other Salaries	\$0	\$289,774	\$0	\$18,732	\$271,042	\$0	\$0
Expenses	\$6	\$6,050	\$0	\$0	\$4,163	\$6	\$1,887
Motor fuel/oil	\$0	\$160,000	\$0	\$15,000	\$144,397	\$0	\$603
Public Works Admin	\$0	\$556,864	\$0	\$33,732	\$520,641	\$6	\$2,490
Highway							
Other Salaries	\$0	\$771,751	\$0	\$30,000	\$740,753	\$0	\$998
Expenses	\$7,268	\$297,151	\$0	\$0	\$250,916	\$11,806	\$41,697
Highway	\$7,268	\$1,068,902	\$0	\$30,000	\$991,669	\$11,806	\$42,694
Snow & Ice							
Expenses	\$0	\$120,000	\$265,512	\$0	\$481,616	\$0	-\$96,104
Snow & Ice	\$0	\$120,000	\$265,512	\$0	\$481,616	\$0	-\$96,104
Street Lights							
Expenses	\$2,192	\$164,000	\$0	\$0	\$154,482	\$0	\$11,710
Street Lights	\$2,192	\$164,000	\$0	\$0	\$154,482	\$0	\$11,710
Rubbish Removal							
Expenses	\$0	\$729,948	\$0	\$34,000	\$687,104	\$0	\$8,844
Rubbish Removal	\$0	\$729,948	\$0	\$34,000	\$687,104	\$0	\$8,844
Public Works	\$63,217	\$5,233,399	\$385,512	\$287,732	\$5,320,847	\$60,507	\$13,048
Human Services							
Board of Health							
Other Salaries	\$0	\$26,408	\$30,475	\$0	\$35,402	\$0	\$21,481
Expenses	\$284	\$14,013	\$20,000	\$0	\$28,402	\$5,895	\$0
Board of Health	\$284	\$40,421	\$50,475	\$0	\$63,804	\$5,895	\$21,481
Council on Aging							
Other Salaries	\$0	\$210,872	\$2,000	\$0	\$212,872	\$0	\$0
Expenses	\$952	\$22,550	\$0	\$0	\$23,502	\$0	\$0
Council on Aging	\$952	\$233,422	\$2,000	\$0	\$236,374	\$0	\$0
Veterans Agents							
Director Salary	\$0	\$5,000	\$0	\$2,000	\$3,000	\$0	\$0
Veterans Benefits	\$0	\$4,000	\$10,000	\$0	\$12,623	\$0	\$1,377
Expenses	\$0	\$500	\$2,000	\$0	\$2,425	\$0	\$75
Veterans Agents	\$0	\$9,500	\$12,000	\$2,000	\$18,049	\$0	\$1,451
Human Services	\$1,236	\$283,343	\$64,475	\$2,000	\$318,226	\$5,895	\$22,933
Culture & Recreation							
Veterans Agent							
Memorial Day	\$0	\$990	\$0	\$0	\$990	\$0	\$0
Veterans Agent	\$0	\$990	\$0	\$0	\$990	\$0	\$0

	Carryforward	Appropriation	Transfers In	Transfers Out	Expenditures	Encumbrances	Returned Surplus
Library							
Director Salary	\$0	\$69,434	\$1,451	\$0	\$70,885	\$0	\$0
Other Salaries	\$0	\$372,682	\$0	\$5,000	\$366,938	\$0	\$744
Expenses	\$385	\$169,893	\$0	\$0	\$170,278	\$385	-\$385
Library	\$385	\$612,009	\$1,451	\$5,000	\$385	\$385	\$359
Recreation							
Other Salaries	\$0	\$11,729	\$0	\$0	\$10,980	\$0	\$749
Expenses	\$0	\$9,530	\$0	\$0	\$5,256	\$0	\$4,274
Recreation	\$0	\$21,259	\$0	\$0	\$16,236	\$0	\$5,023
Historical Commission							
Expenses	\$10	\$5,425	\$0	\$0	\$3,995	\$1,403	\$38
Historical Commission	\$10	\$5,425	\$0	\$0	\$3,995	\$1,403	\$38
<i>Cultural & Recreation</i>	\$395	\$639,683	\$1,451	\$5,000	\$21,605	\$1,788	\$5,420
Debt & Interest							
Treasurer							
Long-term Principal	\$0	\$186,100	\$0	\$0	\$186,100	\$0	\$0
Debt-Exclusion Principal	\$0	\$1,829,000	\$0	\$0	\$1,829,000	\$0	\$0
Long-term Interest	\$0	\$45,359	\$0	\$0	\$45,359	\$0	\$0
Debt-Exclusion Interest	\$0	\$1,100,334	\$0	\$0	\$1,100,334	\$0	\$0
Short-term Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Treasurer	\$0	\$3,160,793	\$0	\$0	\$3,160,793	\$0	\$0
Tax Collector							
Short-term Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Tax Collector	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Debt & Interest</i>	\$0	\$3,160,793	\$0	\$0	\$3,160,793	\$0	\$0
Employee Benefits							
Selectmen							
Other Employee Benefits	\$0	\$3,891	\$600	\$0	\$4,397	\$0	\$94
Selectmen	\$0	\$3,891	\$600	\$0	\$4,397	\$0	\$94
Treasurer							
Retirement Contribution	\$0	\$1,485,142	\$0	\$20,837	\$1,464,304	\$0	\$1
Workers' Compensation	\$0	\$187,100	\$0	\$20,000	\$166,182	\$0	\$918
Unemployment Compensatic	\$5,376	\$40,000	\$9,000	\$0	\$52,618	\$0	\$1,758
Insurance Benefits	\$0	\$2,819,028	\$0	\$0	\$2,814,824	\$0	\$4,204
FICA	\$0	\$314,055	\$0	\$9,600	\$294,544	\$0	\$9,911
Treasurer	\$5,376	\$4,845,325	\$9,000	\$50,437	\$4,792,473	\$0	\$16,791
<i>Employee Benefits</i>	\$5,376	\$4,849,216	\$9,600	\$50,437	\$4,796,869	\$0	\$16,885
Grand Total	\$103,157	\$39,721,665	\$1,143,534	\$929,177	\$39,067,208	\$202,796	\$161,465

**Town of Lynnfield
Balance Sheet
June 30, 2011**

ASSETS			
CASH:			
GENERAL CASH	\$5,574,582		
TRUSTS IN CUSTODY OF TREASURER	\$2,555,632		
PETTY CASH	\$1,000	\$8,131,214	
ACCOUNTS RECEIVABLE:			
REAL ESTATE TAXES	\$640,674		
PERSONAL PROPERTY TAXES	\$4,625		
MOTOR VEHICLE EXCISE TAXES	\$196,093		
SPECIAL ASSESSMENTS	\$372,042		
TAX LEINS AND FORECLOSURES	\$345,654		
TAXES IN LITIGATION	\$2,159		
RESERVE FOR ABATEMENTS AND EXEMPTIONS	\$38,217		
EMERGENCY MEDICAL SERVICES	\$352,992	\$1,952,456	
PREPAID EXPENSES		\$0	
AMOUNT TO BE PROVIDED FOR BOND PAYMENT		\$27,615,776	
TOTAL ASSETS			\$37,699,446
LIABILITIES AND FUND BALANCE			
WARRANTS PAYABLE		\$675,668	
PAYROLL WITHHOLDINGS		\$195,591	
ACCRUED LIABILITIES		\$197,677	
NOTES PAYABLE		\$452,841	
BONDS PAYABLE		\$27,615,776	
AGENCY ACCOUNTS		\$289,614	
DEFERRED REVENUE:			
TAX TITLE AND POSSESSION	\$345,654		
REAL ESTATE AND PERSONAL PROPERTY	\$677,691		
MOTOR VEHICLE	\$196,093		
SPECIAL ASSESSMENTS	\$372,042		
EMERGENCY MEDICAL SERVICES	\$360,976	\$1,952,455	
FUND BALANCE:			
RESERVE FOR ENCUMBRANCES	\$203,088		
RESERVE FOR EXPENDITURES	\$665,000		
RESERVE FOR PETTY CASH	\$1,000		
RESERVE FOR APPROPRIATION DEFICITS	(\$96,104)		
RESERVED FOR OVERLAY DEFICIT	(\$33,480)		
DESIGNATED:			
CAPITAL ARTICLES	\$298,948		
SPECIAL REVENUE FUNDS	\$2,007,086		
CAPITAL PROJECT FUNDS	(\$232,649)		
ENTERPRISE FUNDS	\$72,233		
TRUSTS	\$2,554,395		
UNDESIGNATED	\$880,305	\$6,319,823	
TOTAL LIABILITIES AND FUND BALANCE			\$37,699,446

Town of Lynnfield Capital and Special Articles Fiscal 2011

	Carry Forward	Appropriation	Transfers In	Transfers Out	Expended	Continuing Appropriation	Balance Available
Selectmen							
Prior Year Bills	\$0	\$25,098	\$0	\$0	\$25,098	\$0	\$0
Weights & Measures Ex	\$0	\$2,900	\$0	\$0	\$0	\$2,900	\$0
Bicycle transportation pl	\$5,419	\$0	\$0	\$0	\$2,295	\$3,124	\$0
Saugus river watershed	\$6,250	\$0	\$0	\$0	\$0	\$6,250	\$0
Pillings Pond Maintenar	\$3,429	\$0	\$0	\$0	\$3,429	\$0	\$0
<i>Selectmen</i>	\$15,098	\$27,998	\$0	\$0	\$30,822	\$12,274	\$0
Accounting							
Actuarial Services	\$3,000	\$0	\$0	\$0	\$0	\$3,000	\$0
<i>Accounting</i>	\$3,000	\$0	\$0	\$0	\$0	\$3,000	\$0
Information Technology							
Desktop Virtualization	\$0	\$12,000	\$0	\$0	\$11,998	\$2	\$0
<i>Information Technology</i>	\$0	\$12,000	\$0	\$0	\$11,998	\$2	\$0
Town Clerk							
Database Program	\$0	\$4,866	\$0	\$0	\$4,866	\$0	\$0
<i>Town Clerk</i>	\$0	\$4,866	\$0	\$0	\$4,866	\$0	\$0
Police							
Telecommunications#2	\$13,596	\$0	\$0	\$0	\$1,071	\$12,525	\$0
Cruisers 2009	\$6,110	\$0	\$0	\$0	\$6,110	\$0	\$0
Fingerprint Scanner	\$0	\$16,500	\$0	\$0	\$0	\$16,500	\$0
Cruisers 2011	\$0	\$66,000	\$0	\$0	\$52,059	\$13,941	\$0
<i>Police</i>	\$19,706	\$82,500	\$0	\$0	\$59,239	\$42,967	\$0
Fire							
Gear Replacement	\$486	\$0	\$0	\$0	\$486	\$0	\$0
Computer Aecessories 1	\$1,138	\$0	\$0	\$0	\$1,138	\$0	\$0
<i>Schools System-Wide</i>	\$1,624	\$0	\$0	\$0	\$1,624	\$0	\$0
Schools System -Wide							
Computer Aecessories 1	\$0	\$220,000	\$0	\$0	\$209,517	\$10,483	\$0
Computer Aecessories 1	\$12,966	\$0	\$0	\$0	\$12,966	\$0	\$0
<i>Schools System-Wide</i>	\$12,966	\$220,000	\$0	\$0	\$222,482	\$10,484	\$0
Municipal Buildings							
Energy Management Sy	\$14,906	\$0	\$0	\$74	\$14,832	\$0	\$0
Library Gutters	\$6,451	\$0	\$0	\$0	\$492	\$5,959	\$0
Library Shutters	\$9,686	\$0	\$0	\$9,686	\$0	\$0	\$0
Town Hall Exterior Pain	\$1,540	\$0	\$0	\$802	\$738	\$0	\$0
S. Fire Plumbing	\$10,180	\$0	\$0	\$7,430	\$2,750	\$0	\$0
Town Wide Door Repla	\$8,590	\$0	\$0	\$128	\$8,462	\$0	\$0
<i>Municipal Buildings</i>	\$51,353	\$0	\$0	\$18,120	\$27,275	\$5,959	\$0

	Carry Forward		Transfers	Transfers	Expended	Continuing	Balance
	Appropriation		In	Out		Appropriation	Available
School Buildings							
High School Boiler	\$293	\$0	\$0	\$0	\$68	\$225	\$0
South School Playgroun	\$2,588	\$0	\$0	\$313	\$2,275	\$0	\$0
Schoolwide Interior	\$9,067	\$0	\$0	\$0	\$5,367	\$3,700	\$0
High School Parking	\$15,337	\$0	\$0	\$9,195	\$5,582	\$560	\$0
Field Upgrades	\$13,130	\$0	\$0	\$0	\$13,130	\$0	\$0
Fencing/Backstop	\$30,077	\$0	\$0	\$1,824	\$18,755	\$9,498	\$0
Eng. Study-Energy Mgn	\$0	\$27,000	\$0	\$0	\$14,825	\$12,175	\$0
Energy Mgmty Software	\$0	\$73,000	\$0	\$0	\$11,789	\$61,211	\$0
<i>School Buildings</i>	\$70,492	\$100,000	\$0	\$11,332	\$71,791	\$87,369	\$0
Highway							
Truck Replacements	\$0	\$63,000	\$0	\$0	\$0	\$63,000	\$0
Field Upgrades	\$0	\$30,000	\$0	\$0	\$28,493	\$1,507	\$0
Small Equipment	\$0	\$10,000	\$0	\$0	\$2,545	\$7,455	\$0
Street Lamp Replacem	\$477	\$0	\$0	\$0	\$477	\$0	\$0
Pillings Pond Dam Imp	\$764	\$0	\$0	\$0	\$764	\$0	\$0
Storm Water Compliance	\$3,446	\$0	\$0	\$3,446	\$0	\$0	\$0
pillings Pond Maint.	\$0	\$25,000	\$0	\$0	\$9,254	\$15,746	\$0
Storm Water Compliance	\$0	\$10,000	\$0	\$0	\$0	\$10,000	\$0
<i>Cemetery & Parks</i>	\$4,687	\$138,000	\$0	\$3,446	\$41,533	\$97,709	\$0
Library							
Furniture	\$0	\$5,000	\$0	\$0	\$19	\$4,981	\$0
Lighting	\$0	\$7,000	\$0	\$0	\$300	\$6,700	\$0
Feasibility Study	\$10,000	\$0	\$0	\$0	\$3,602	\$6,398	\$0
<i>Library</i>	\$10,000	\$0	\$0	\$0	\$3,602	\$6,398	\$0
Recreation							
Consession Stand	\$29,902	\$0	\$0	\$0	\$0	\$29,902	\$0
<i>Consession Stand</i>	\$29,902	\$0	\$0	\$0	\$0	\$29,902	\$0
General Fund	\$218,828	\$585,364	\$0	\$32,898	\$475,232	\$296,062	\$0
School							
High School Exp. Proj.	\$0	\$179,500	\$0	\$0	\$0	\$179,500	\$0
<i>Schools</i>	\$0	\$179,500	\$0	\$0	\$0	\$179,500	\$0
Board of Health							
Septic Loan Program Fy	\$198,039	\$0	\$0	\$0	\$116,949	\$81,090	\$0
Septic System Loan Pro	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Septic System Loan P</i>	\$198,039	\$0	\$0	\$0	\$116,949	\$81,090	\$0
Golf Course							
Golf Course Capital	\$6,761	\$0	\$0	\$0	\$0	\$6,761	\$0
<i>Golf Course Capital</i>	\$6,761	\$0	\$0	\$0	\$0	\$6,761	\$0
Capital Projects	\$204,800	\$179,500	\$0	\$0	\$116,949	\$267,351	\$0
Grand Total	\$423,628	\$764,864	\$0	\$32,898	\$592,181	\$563,414	\$0

Town of Lynnfield Enterprise Fund Summary Fiscal 2011

	Carry Forward	Receipts	Transfers In	Transfers Out	Expended	Balance
Enterprise Funds						
Emergency Medical Services	\$287,532	\$580,997	\$0	\$0	\$645,010	\$223,519
Reedy Meadow /King Rail Golf	\$329,323	\$897,258	\$0	\$0	\$892,665	\$333,916
<i>Enterprise Funds</i>	<u>\$616,855</u>	<u>\$1,478,255</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,537,675</u>	<u>\$557,435</u>
 Grand Total	 \$616,855	 \$1,478,255	 \$0	 \$0	 \$1,537,675	 \$557,435

Town of Lynnfield Trust Fund Summary Fiscal 2011

	Carry Forward	Receipts	Transfers In	Transfers Out	Expended	Balance
Expendable Trusts Funds						
Perpetual Care	\$1,448	\$7,862	\$0	\$5,000	\$0	\$4,311
Library Trust Funds	\$10,660	1533.31	\$0	\$0	\$2,067	\$10,127
Legion Memorial	\$8,636	\$84	\$0	\$990	\$0	\$7,730
M.A. Maney Scholarship Fund	\$31,087	\$388	\$0	\$0	\$1,000	\$30,475
L.I.F.E.	\$34	\$0	\$0	\$0	\$0	\$34
Lynnfield Tricentennial	\$4,860	\$53	\$0	\$0	\$0	\$4,914
Peabody Memorial	\$34,388	\$486	\$0	\$0	\$600	\$34,273
Kuestenmacher Scholarship	\$872	\$1,115	\$0	\$0	\$1,290	\$697
Conservation Land	\$74,625	\$11,791	\$0	\$0	\$833	\$85,583
Stabilization Fund	\$1,099,760	\$9,738	\$0	\$250,000	\$0	\$859,499
Capital Facilities Maintenance Fund	\$684,426	\$6,749	\$0	\$100,000	\$0	\$591,175
<i>Expendable Trust Funds</i>	<u>\$1,950,797</u>	<u>\$39,800</u>	<u>\$0</u>	<u>\$355,990</u>	<u>\$5,789</u>	<u>\$1,628,817</u>
 Non Expendable Trust Funds						
Perpetual Care	\$710,900	\$15,425	\$0	\$0	\$0	\$726,325
Library Trust Funds	\$22,400	\$0	\$0	\$0	\$0	\$22,400
Peabody Memorial	\$10,000	\$0	\$0	\$0	\$0	\$10,000
Kuestenmacher Scholarship	\$152,966	\$557	\$0	\$0	\$0	\$153,524
<i>Non Expendable Trust Funds</i>	<u>\$896,266</u>	<u>\$15,982</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$912,249</u>
 Grand Total	 \$2,847,063	 \$55,782	 \$0	 \$355,990	 \$5,789	 \$2,541,066

Town of Lynnfield

Fiscal 2011 Revenue Summary

TAXES

Personal Property	\$409,016	
Real Estate (net of refunds)	\$30,814,687	
Tax Leins	\$250,894	
TOTAL PROPERTY TAXES		\$31,474,597

LOCAL RECEIPTS

MOTOR VEHICLE EXCISE (net of refunds)	\$2,021,065
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PENALTIES AND INTEREST

Property Taxes	\$59,963	
Motor Vehicle	\$18,644	
Leins	\$72,909	
TOTAL PENALTIES		\$151,515

PAYMENTS IN LIEU OF TAXES	\$432,554
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FEES	\$14,085
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RENTALS

South Hall/Post office	\$38,524	
South Hall Lower level	\$11,700	
Parking lot	\$3,675	
Total Rentals		\$53,899

DEPARTMENTAL REVENUE

Selectmen	\$26,918	
Assessors	\$387	
Treasurer	\$15,119	
Tax Collector	\$18,232	
Town clerk	\$10,978	
Conservation	\$114	
Planning Board	\$7,856	
Board of Appeals	\$3,625	
Police	\$18,315	
Fire	\$27,030	
School	\$138,840	
Public Works	\$22,388	
Cemetery	\$46,453	
Board of Health	\$13,730	
Zoning	\$2,456	
TOTAL DEPARTMENTAL REVENUES		\$352,443

LICENSES AND PERMITS

Selectmen	\$69,072	
Town Clerk	\$7,774	
Police	\$3,300	
Fire	\$5,306	
Zoning Enforcement	\$174,692	
Board of Health	\$41,125	
TOTAL LICENSES & PERMITS		\$301,269

FINES AND FORFEITS

Police	\$66,078	
Library	\$7,346	
TOTAL FINES & FORFEITS		\$73,424

MISCELLANEOUS REVENUES	\$46,244
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INVESTMENT INCOME	\$4,137
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TOTAL LOCAL RECEIPTS		\$3,450,633
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INTEGOVERNMENTAL RECEIPTS

STATE "CHERRY SHEET" RECEIPTS

Exemption Reimbursements	\$102,663
State Owned Land	\$31,798
Unrestricted General Gov Aid	\$879,672
Chapter 70 School Aid	\$3,779,396
Police Career Incentive	\$6,598

Town of Lynnfield

Fiscal 2011 Revenue Summary

Veterans Benefits	\$5,836	
TOTAL "CHERRY SHEET" RECEIPTS		\$4,805,963

EXPENDITURE REIBURSEMENTS

Minicipal Medicaid	\$49,972	
Medicare Part D Subsidy	\$203,008	
FEMA reimbursement	\$43,062	
TOTAL GOVERNMENT REIMBURSEMENT		\$296,041

STATE OTHER RECEIPTS

\$0

Total OTHER RECEIPTS

\$0

TOTAL INTERGOVERNMENTAL RECEIPTS

\$5,102,004

SPECIAL REVENUES

FEDERAL GRANTS

Teacher Quality	\$35,706	
Enhancing Education/Technology	\$0	
State Special Ed Reimbursement	\$158,828	
Title I Reading	\$74,024	
Sped Program Improvement	\$0	
94-142 Inclusion Education	\$511,186	
Early Childhood	\$16,540	
Title IV Safe & Drug Free Schools	\$7,416	
School Lunch	\$91,436	
Greater Lawrence Coalition	\$750	
ARRA IDEA Grant	\$314,958	
ARRA IDEA-Early Childhood Grant	\$12,446	
ARRA SFSF grant	\$20,990	
Ed Jobs Program	\$62,755	
TOTAL FEDERAL GRANTS		\$1,307,035

STATE GRANTS

Arts Lottery	\$3,870	
Extended Polling Hours	\$4,152	
E 911 Grant	\$24,979	
S.A.F.E. Grant	\$4,815	
Metco	\$178,834	
Academic Support Services	\$2,800	
Chapter 90 Highway	\$232,851	
Elderly Programs	\$18,039	
Library State Aid	\$10,974	
TOTAL STATE GRANTS		\$481,315

REVOLVING FUNDS

Pillings Pond Benches		
Cable/Peg Access	\$162,706	
Patridge Island	\$13,775	
Conservation Design Review Fees	\$31,725	
Planning Bd Design Review Fees	\$7,087	
Meadowwalk Consultants	\$75	
Insurance Reimb Under \$20,000	\$0	
Insurance Reimb > \$20,000	\$0	
Athletics	\$42,342	
Activity Fee	\$179,450	
Kindergarten Fee	\$235,694	
Community Schools	\$679,111	
Book Damage	\$3,886	
School Lunch	\$649,003	
Recreation	\$45,781	
Board of Health	\$4,008	
Council on Aging Programs	\$24,875	
Library Lost Books	\$1,833	
Arts Lottery	\$69	
TOTAL REVOLVING FUNDS		\$2,081,421

Town of Lynnfield

Fiscal 2011 Revenue Summary

RECEIPTS RESERVED FOR APPROPRIATION

Sale of Real Estate	\$10,646		
Conservation NOI Fees	\$2,535		
Cemetery Lots	\$14,577		
Septic Betterment receipts	\$61,392		
TOTAL RECEIPTS RESERVED		\$89,150	

GIFTS

Special Education Gift	\$6,409		
Wilson Memorial Scholarship	\$64		
Summer St. School Gifts	\$15,653		
Huckleberry School Gifts	\$23,195		
Middle School Gifts	\$3,337		
High School Gifts	\$5,134		
School Arts	\$22,470		
Nurse Substitutes	\$375		
Technology Gifts	\$50		
LET Subs	\$150		
Italian Program Gift	\$5,000		
Council on Aging Gifts	\$1,680		
Library Gifts	\$1,962		
Concerts on the Common	\$2,980		
TOTAL GIFTS		\$88,459	\$4,047,380
TOTAL SPECIAL REVENUES			

CAPITAL PROJECT

CAPITAL PROJECT REVENUES

Bond Proceeds	\$0		
Transfer In- HS Expansion Project	\$179,500		
		\$179,500	\$179,500

ENTERPRISE

EMS ENTERPRISE

Charges for Services	\$579,752		
Interest	\$1,245		
TOTAL EMS ENTERPRISE		\$580,997	

GOLF ENTERPRISE

Charges for Services	\$896,081		
Interest	\$1,177		
TOTAL GOLF ENTERPRISE		\$897,258	\$1,478,255

TRUSTS

TRUST FUND INVESTMENT INCOME

Legion Memorial	\$84		
L.I.F.E.	\$0		
Lynnfield Tricentennial	\$53		
Peabody Memorial	\$486		
Stabilization Fund	\$9,738		
Capital Facilities Maintenance Fund	\$6,749		
Conservation Land	\$241		
Kuestenmacher Scholarship	\$1,672		
M.A. Maney Scholarship	\$388		
Cemetery Perpetual Care	\$7,862		
Library	\$1,533		
TOTAL TRUST FUND INCOME		\$28,807	

TRUST FUND PRINCIPAL

Conservation Land Fund	\$11,550		
Stabilization Fund	\$0		
Capital Facilities Maintenance Fund	\$0		
Cemetery Perpetual Care	\$15,425		
TOTAL TRUST FUND PRINCIPAL		\$26,975	

TOTAL TRUST FUND RECEIPTS **\$55,782**

BOARD OF APPEALS

The Board of Appeals acts under the Zoning By-laws for requests of variances, special permits or site plan approvals. The Board currently meets in the Selectman's Room of Town Hall on the first Tuesday of each month to act on all cases submitted at least four weeks prior to the hearing.

The Board acted on nineteen cases this year: Application fee revenue from these Petitions totaled \$4,125.00. The cases were disposed of as follows:

Sixteen Cases were granted

Two Cases were withdrawn without prejudice

One Case was denied.

BOARD OF ASSESSORS

Every community in Massachusetts is mandated by law to undertake a recertification of values every three years with interim revaluations in the two interim years. The Town of Lynnfield underwent a full recertification for Fiscal Year 2011. The next revaluation is scheduled for FY2014.

For the eighth year the Board of Selectmen voted for a split tax rate for FY2011. The residential tax rate was \$13.49 while the commercial rate was \$14.61. The splitting of the tax rate effectively shifts a portion of the tax levy from residential onto commercial properties.

APPLICATION PROCESS FOR RECEIVING STATUTORY EXEMPTIONS

The Town of Lynnfield, through the Board of Assessors, offers several types of exemptions. An exemption is the forgiveness of a portion of one's taxes because physical infirmity or age and an inability to pay taxes or because of military service to the country. Below is a listing of the elderly exemptions. More details on exemptions are available at the Assessor's Office or online.

When an exemption is based on a maximum income, the Lynnfield Board of Assessors is required to verify all sources of income when processing an application for any real estate exemption.

The following lists the documentation needed for the various sources of income and age.

1. Supplemental Security Income (SSI) statement
2. Pension statement
3. Interest from stocks, bond, savings, CD's, etc.
4. Tax returns from previous year
5. Bank books-savings/checking accounts (as of Dec.31st)
6. Rent receipts from rental income
7. Birth certificate

Additionally, a taxpayer's property has been placed in a trust, they must submit a copy of the beneficial interest document with their application.

Real Estate Exemptions/deferrals available from the Assessors for the Elderly

1. CLAUSE 17E Exemption Amount = \$248.00

Eligibility Requirements:

1. Widow or minor occupied premises on July 1
2. Be at least 70 years of age, and own and occupy premises for the preceding five years
3. Total net worth cannot exceed \$56,695.00 (Excluding value of principal residence)

2. CLAUSE 41D Exemption Amount = \$750.00

Eligibility Requirements:

1. Be at least 65 years old before the beginning of the fiscal year (July 1)
2. Own and occupy a principal residence in Massachusetts for ten years. In the year of the application, property must be owned and occupied on July 1 and be the place of domicile for the previous five years.

3. Net Worth:	Single person	\$45,385.00
	Married	\$59,831.00
(Excluding principal residence)		

4. Total Income:	Single person	\$23,442.00
	Married	\$35,161.00

5. Social Security Deductions:		
	Worker	\$4,158.00
	Spouse	<u>\$2,079.00</u>
	Total	\$6,237.00

3. CLAUSE 41A (Elderly Tax Deferrals)

What is a Tax Deferral?

A tax deferral permits the postponement of property tax payments. As opposed to an exemption, deferred taxes must eventually be repaid to the Town of Lynnfield with interest.

Under Clause 41A, one enters into an agreement with the Town to defer payment of all or part of the taxes plus 4% simple (non-compounding) interest. The total amounts deferred cannot exceed 50% of the property assessed value.

Who is Eligible?

Applicants must be 65 years or older by July 1st of the year in which the application is made; must solely own the property on which the taxes are being deferred, or be a joint owner with a spouse, or own property jointly with another person.

What are the Requirements?

1. Applicants must have owned and occupied any real estate property in Massachusetts for 5 years.
2. Resided in Massachusetts for the preceding 10 years.
3. Income cannot exceed \$40,000 in calendar year preceding the year of application.

How to apply for a Tax Deferral.

Contact the Board of Assessors for an application. Clause 41A can also be used in conjunction with an exemption for which an individual qualifies.

Applications under 41A must be filed with the Board of Assessors within three months from the mailing of the first actual tax bill.

SUMMARY OF ASSESSMENTS AND TAXES FOR FY 2011**A. TOWN of LYNNFIELD**

1.	Total Amount to be Raised	\$42,905,732.61
	Total Estimated Receipts and Revenue	<u>(\$11,351,728.82)</u>
	From Other Sources	
	Net Amount to be Raised by Taxation	\$31,554,003.79
2.	Residential Property Valuation	\$2,134,855,004
	Commercial/Industrial Property Valuation	\$160,084,508
	Personal Property Valuation	<u>\$28,471,946</u>
	Total Assessed Value, R.E. & Personal Prop	\$2,323,411,458
3.	Fiscal 2010 Residential Tax Rate: \$13.49	
	Fiscal 2010 Commercial/Industrial/Personal Tax Rate: \$14.61	
4.	Residential Property Tax	\$28,799,194.00
	Commercial/Industrial Property Tax	\$2,338,834.66
	Personal Property Tax	<u>\$415,975.13</u>
	Total Taxes Levied on Property	\$31,554,003.79

B. LYNNFIELD WATER DISTRICT

1.	Total Amount to be Raised	\$1,168,678.19
	Total Estimated Receipts & Revenue from other Sources	<u>\$601,250.00</u>
	Net Amount to be Raised by Taxation	\$567,428.19
2.	Real Property Valuation	\$765,648,100
	Personal Property Valuation	<u>\$11,650,797</u>
	Total Assessed Value, Real Estate & Personal Property	\$777,298,897
3.	Fiscal 2010 Tax rate: \$0.73	
4.	Real Estate Property Tax	\$558,923.01
	Personal Property Tax	<u>\$8,505.18</u>
	Total Taxes Levied on Property	\$567,428.19

C. LYNNFIELD CENTER WATER DISTRICT

1. Total Amount to be raised:	\$1,294,824.76
Total Estimated Receipts & Revenue from other Sources	<u>\$603,500.00</u>
Net Amount to be Raised by Taxation	\$691,324.76
2. Real Property Valuation	\$1,488,475,255
Personal Property Valuation	<u>\$14,404,665</u>
Total Assessed Value, Real Estate & Personal Property	\$1,502,879,920
3. Fiscal 2010 Tax Rate: \$0.46	
4. Real Estate Property Tax	\$684,698.61
Personal Property Tax	<u>\$6,626.15</u>
Total Taxes Levied on Property	\$691,324.76

D. MOTOR VEHICLE EXCISE

1. MOTOR VEHICLE EXCISE COMMITMENTS

Levy of 2011	\$1,976,913.55
Dealer Plates in 2011	<u>\$5,300.00</u>
TOTAL:	\$1,982,213.55

2. MOTOR VEHICLE EXCISE ABATEMENTS

Levy of 2011	\$62,479.18
Levy of 2010 in 2011	\$19,837.75
Levy of 2009 in 2011	\$738.45
Levy of 2008 in 2011	\$28.78
Levy of 2003 in 2011	<u>\$6855.02</u>
TOTAL:	\$89,939.15

Please call the Assessors' Office at 781-334-9450, if you have any questions.

Respectfully submitted,
David M. Nelson, Chairman
Ronald V. Patton
Bonnie Celi

TOWN CLERK

The Town Clerk's Office is the hub of activity in the Town Hall. Residents use the Town Clerk's Office as a source of information and assistance for nearly all phases of Town Business. At the state level the Town Clerk has duties and responsibilities under the jurisdiction of the Secretary of State, the Attorney General, the Division of Fisheries and Wildlife and many other departments. At the county level the Town Clerk deals with the Commissioners and the Courts.

The Town Clerk is the keeper of the records of the Town. All vital events affecting residents, i.e. birth records, marriage and death records are recorded by the Town Clerk's Office. These vital statistics provide the basis for the Commonwealth of Massachusetts central vital registration system. During 2011 the Town recorded 97 births, 29 marriages, and 112 deaths. The Town of Lynnfield population was 12,395 in 2011.

The most complex duties and authorities of the Town Clerk are prescribed by law and are those relating to elections and town meetings. The Town Clerk must abide by a multitude of ever changing laws relating to those areas.

As Chief Election Official the Town Clerk oversees the election officers, polling places and the general conduct of all elections. The Town Clerk directs preparation of ballots, polling places, voting machines, voting lists, administers campaign finance laws, and certifies nomination papers and initiative petitions. The Town Clerk also serves as Clerk on the Board of Registrars; is the supervisor of voter registration and absentee balloting; prepares records; and reports official election reports to the Secretary of State.

Town Meeting legislation and all other official actions of the Town are recorded and certified by the Town Clerk. Various types of actions taken at Town Meeting are forwarded to the Attorney General for their review and approval.

The Town Clerk is the keeper of the town seal. The Town Clerk attests by signature and seal to bonds, contracts, bylaws, resolution and any other documents requiring town certification. The Clerk provides certified copies of all vital records and conducts genealogical research for members of the public, and is responsible for maintenance, disposition, and preservation of municipal archival records and materials. The Town Clerk administers the oath of office to all town officials, whether they are elected or appointed.

The Town Clerk and Assistant Town Clerk are also Commissioners to Qualify Public Officials. People who need to be sworn in as Notary Publics and Justice of the Peace, as well as other public designations can come to the office, instead of going to Boston. In 2011 the Town Clerk's Office swore in 25 Notary Publics and Justices of the Peace.

Planning Board and Zoning Board of Appeals decisions are kept and certified by the Town Clerk's Office.

The annual census is maintained and the street list is prepared by the Town Clerk's Office. The jury list is prepared by the Town Clerk's Office and is furnished to the State Office of the Jury Commissioner.

The Town Clerk's Office also issues dog licenses. 703 dog licenses were issued in 2011, resulting in \$3,685.00 in revenue.

The Town Clerk's Office issues business certificates. According to Massachusetts General Law Chapter 11, Section 5, "Any person conducting business under a title other than the real name of the person conducting the business must have a business certificate." In 2011 the Town Clerk's Office issued 49 business certificates, resulting in \$1,225.00 in revenue.

Tax liens, imposed by the Federal and State Government are retained by the Clerk.

I would like to thank Assistant Town Clerk Diane Hammerbeck and all my election workers for all their hard work during this busy year.

Respectfully submitted,
Amy K. Summers
Town Clerk

TOWN OF LYNNFIELD APRIL 12, 2010 TOWN ELECTION FINAL NUMBERS					
OFFICE/CANDIDATE	PREC 1	PREC 2	PREC 3	PREC 4	TOTALS
BOARD OF SELECTMEN					
AL MERRITT, JR	63	43	32	81	219
WRITE-IN	2	2	0	2	6
BLANKS	5	11	9	9	34
BOARD OF ASSESSORS					
BONNIE CELI	58	45	35	73	211
WRITE-IN	1	0	0	1	2
BLANKS	11	11	6	18	46
LIBRARY TRUSTEE					
ROBERT CALIMARI	63	47	33	74	217
WRITE-IN	0	9	0	1	10
BLANKS	7		8	17	32
					0
TOWN MODERATOR					
DAVID E. MILLER	61	46	34	81	222
WRITE-IN	1	0	0	2	3
BLANKS	8	10	7	9	34
PLANNING BOARD					
ALAN KENT DRESIOS	2	8	8	20	38
WRITE-IN	8	0	0	1	9
BLANKS	8	8	7	14	37
PLANNING BOARD					
CHARLES B. WILLS	61	52	35	78	226
WRITE-IN	1	0	0	1	2
BLANKS	8	4	6	13	31
SCHOOL COMMITTEE					
JAMES J. FAGAN	64	47	29	74	214
WRITE-IN	0	0	0	1	1
BLANKS	6	9	12	17	44
BALLOTS CAST BY PRECINCT	70	56	41	92	259
LYNNFIELD VOTER TURNOUT					

PROPOSITION 2 ½ OVERRIDE BALLOT QUESTION

YES 1613 NO 1052

TOTAL REGISTERED VOTERS PRECINCT 1:					2242
TOTAL REGISTERED VOTERS PRECINCT 2:					2393
TOTAL REGISTERED VOTERS PRECINCT 3:					1980
TOTAL REGISTERED VOTERS PRECINCT 4:					2292
TOTAL REGISTERED VOTERS FOR LYNNFIELD:					8907
TOTAL VOTES CAST P1:(regular, Absentee; provisional)					767
TOTAL VOTES CAST P2: (regular, absentee, provisional)					639
TOTAL VOTES CAST P3:(regular, Absentee; provisional)					470
TOTAL VOTES CAST P4: (regular, absentee, provisional)					787
	Prec. 1	Prec. 2	Prec. 3	Prec. 4	TOTAL
YES	495	450	396	272	1613
NO	272	339	243	198	1052

Pursuant to the forgoing warrant, the legal voters of the Town of Lynnfield met in the Middle School Auditorium, Cafeteria, Gymnasium, and classrooms in said Town of Lynnfield on Monday, April 25, 2011. A quorum being present (578 present ---175 required) the meeting was called to order by the Moderator, Mr. David Miller, at 7:30 p.m.

The moderator read the part of the warrant preceding the articles and with consent of the voters, omitted the reading of the article which would be read at the time they were taken up for action. The close of the warrant was read, including the names of the board of Selectmen, as was the Constable's return of service.

MOTION: *I move that if necessary, this Annual Town Meeting be adjourned to MONDAY, MAY 2, 2011 at 7:30 p.m. in the Middle School Auditorium, Gymnasium and Cafeteria, if need be, should the business of the meetings not be completed.*

MAJORITY VOTE REQUIRED

ACTION: **Motion carries by the necessary majority.**

CONSENT AGENDA MOTION
BY SELECTMAN MacKENDRICK

MOTION: *I move that the Town vote to take Articles 1, 2, 3, 12, 13, 14, 15, 16, 17 and 18 out of order and that they be "Passed by Consent" in accordance with the Motions shown on the Consent Agenda distributed this evening.*

4/5 VOTE REQUIRED; SINGLE EXCEPTION WILL REMOVE ARTICLE FROM CONSENT AGENDA

A motion was made to hold Article 1 & Article 13 from the consent agenda.

ACTION: Motion to hold Article 1 & 13 from consent agenda passes by standing vote: Yes: 551 No: 0

ACTION: Consent agenda passes for Articles 2,3,12,14,16,16,17,18.

ARTICLE 1. To act on reports of town officers and special committees as published.

Submitted by BOARD OF SELECTMEN
BY SELECTMAN MERRITT

MOTION: *I move to accept the Reports of Town officers and special committees, as published.*

MAJORITY VOTE REQUIRED

ACTION: Article 1 passes by the necessary majority.

ARTICLE 2. To choose all Town officers not required to be chosen by ballot: viz.; three field drivers, one pound keeper and three wood measurers.

Submitted by BOARD OF SELECTMEN

BY CHAIRMAN BOURQUE

MOTION: *I move that the Town vote to choose all Town officers not required to be chosen by ballot as follows: R. Gabriel Zavala, Jon Procurot and Betty Adelson as Field Drivers; Jon Procurot as Pound Keeper; and Kenneth Burnham and R. Gabriel Zavala as Wood Measurers.*

MAJORITY VOTE REQUIRED

ACTION: Article 2 passed by consent agenda.

ARTICLE 3. To see if the Town will vote to FIX THE COMPENSATION of each of the Elective Officers of the Town as required by General Laws, Chapter 41, Section 108, as amended.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN MacKENDRICK

MOTION: I move that the Town vote to FIX THE COMPENSATION of each of the Elective Officers of the Town as required by General Laws, Chapter 41, Section 108, as amended as follows: Board of Selectmen – Chairman \$850 and Member \$700; Board of Assessors – Chairman \$4,100 and Member \$3,550

MAJORITY VOTE REQUIRED

ACTION: Article 3 passed by consent agenda.

ARTICLE 4. To see if the Town will vote to raise and appropriate or transfer from available funds, sums of money to supplement certain accounts in the current 2011 Fiscal Year where balances are below projected expenditures for various reasons; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN MERRITT

MOTION: I move that the town vote to transfer from existing appropriation accounts the sums listed in the handout entitled "FY 2011 Transfers (ARTICLE 4)" to the accounts listed in said handout.

MAJORITY VOTE REQUIRED

ACTION: Article 4 passed by consent agenda.

ARTICLE 5. To see if the Town will vote to raise and appropriate from Emergency Medical Services Enterprise receipts and/ or transfer from Ambulance Enterprise Retained Earnings a sum of money to defray the costs and expenses of the Emergency Medical Services Enterprise operation in the current 2011 Fiscal Year; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN BOURQUE

MOTION: I move that the Town raise and appropriate from Emergency Medical Services Enterprise Retained Earnings \$60,000 to defray the costs and expenses of the Emergency Medical Services Enterprise operation in the current 2011 Fiscal Year.

MAJORITY VOTE REQUIRED

ACTION: Article 5 passes by the necessary majority.

ARTICLE 6. To see if the Town will vote to raise and appropriate from Golf Enterprise receipts a sum of money to defray the costs and expenses of the Golf Enterprise operation in the current 2011 Fiscal Year; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN MacKENDRICK

MOTION: *I move that the Town raise and appropriate from Golf Enterprise receipts \$100,000 to defray the costs and expenses related to the operation of the Reedy Meadow at Lynnfield Centre and King Rail Reserve golf courses in the current 2011 Fiscal Year.*
MAJORITY VOTE REQUIRED

ACTION: Article 6 carries by the necessary majority.

ARTICLE 7. To see if the Town will vote to raise and appropriate or appropriate by transfer from available funds, sums of money to pay overdue bills of a prior fiscal year, or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN MERRITT

MOTION: *I move that the Town appropriate the sum of \$142.50 from FREE CASH to pay an unpaid bill of a prior year as shown on Town Meeting titled "FY 2011 Transfers."*
4/5 VOTE REQUIRED

ACTION: Article 7 carries by the necessary majority.

ARTICLE 8. To see if the Town will vote to accept the provisions of M.G.L. c. 64L, § 2, to impose a tax upon the sale of restaurant meals originating within Lynnfield by any vendors at a rate of three-quarters of one percent (.75%) of the gross receipts of such vendors from the sale of restaurant meals, and that such provisions take effect on July 1, 2011; or what action it will take thereon.

Submitted By BOARD OF SELECTMEN

BY SELECTMAN MacKENDRICK

MOTION: I move that the Town accept the provisions of Massachusetts General Laws Chapter 64L, Section 2, to impose a tax upon the sale of restaurant meals originating within Lynnfield by vendors at a rate of three-quarters of one percent of the gross receipts of such vendors from the sale of restaurant meals.

MAJORITY VOTE REQUIRED

A motion was made to recess for a 23 minute film and passed.

A motion was made to call the question and passed.

ACTION: Article 8 carries by the necessary majority.

ARTICLE 9. To see if the Town will vote to accept the provisions of G.L. c. 44, Sec. 53 F1/2 establishing a Solid Waste and Recycling Enterprise Fund effective Fiscal Year 2012 for the curbside collection of solid waste; and to raise and appropriate or transfer from available funds a sufficient sum of money to operate the Solid Waste and Recycling Enterprise Fund; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN MERRITT

MOTION: *I move that the town vote to institute a "Pay As You Throw" household waste disposal program and accept the provisions of G.L. c. 44, Sec. 53 F1/2 establishing a Solid Waste and Recycling Enterprise Fund effective Fiscal Year 2012 for the curbside collection and disposal of solid waste; and to raise and appropriate from said enterprise receipts the sum of \$350,000 to operate the Solid Waste and Recycling Enterprise.*

MAJORITY VOTE REQUIRED

The moderator split the motion into two sections for discussion and voting: 1) *I move that the town vote to institute a "Pay As You Throw" household waste disposal program* and 2) *program and accept the provisions of G.L. c. 44, Sec. 53 F1/2 establishing a Solid Waste and Recycling Enterprise Fund effective Fiscal Year 2012 for the curbside collection and disposal of solid waste; and to raise and appropriate from said enterprise receipts the sum of \$350,000 to operate the Solid Waste and Recycling Enterprise.*

A motion was made and passed to move the question of part 1 of the Article.

ACTION: "Pay as You Throw" fails.

Part 2 of Article 9 for establishing the Solid Waste & Recycling Enterprise Fund fails unanimously.

ARTICLE 10. To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds, or otherwise, a sum of money for the necessary Town charges and expenses; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY CHAIRMAN BOURQUE

MOTION: *I move that the Town vote to raise and appropriate, appropriate by transfer from available funds in accordance with the summary of revenue sources found on page 8 of the Finance Committee report, the sum of \$40,203,128 for the necessary Town charges and expenses as presented by the Board of Selectmen and as shown in the Finance Committee Report on page 21 thereof.*

MAJORITY VOTE REQUIRED

A motion to amend line 9 of the budget from \$85,000.00 to \$77,626.00.

A motion was made to modify \$77,626.00 to \$80,000.00.

A motion was made to move the question and passed by the necessary majority.

ACTION: A standing vote was taken to amend line 9 from \$77,626.00 to \$80,000.00.
Yes: 143 No: 115.

ACTION: A standing vote was taken to replace \$85,000.00 with \$80,000.00 in line 9 of the budget. Yes: 129 No: 120.

A motion to adjourn was made and passed at 10:50 pm and reconvene Monday May 2, 2011 at 7:30 p.m.

A quorum being present (402 present ---175 required) the meeting was called to order by the Moderator, Mr. David Miller, at 7:32 p.m.

It was moved and seconded to reconsider line 13 & 14 (Town Counsel).

Voice vote fails to carry.

A motion was made to amend line 50 (Police Officer's Overtime) from \$382,500.00 to \$0.

**A motion was made to move the question and passes.
The amendment fails to carry.**

A motion was made by Selectmen Arthur Borque to amend line item 78 (Rubbish Collection Expenses) from \$370,000.00 to \$729, 948.00.

A motion was made and passed to move the question.

The motion to amend line 75 from \$370,000.00 to \$729,948.00 carries by the necessary majority.

ARTICLE 11. To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds or by borrowing, or from any or all such sources, sums of money for the purchase of various equipment and items in the nature of capital expenditure and to give authority to credit the value of the various old equipment to be turned in toward the purchase price of said items, said sums of money to be expended under the direction of various Town boards, committees, or officers; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY CHAIRMAN BOURQUE

MOTION: *I move that the Town vote to appropriate the sum of \$1,147,037 for the purchase of various equipment and items in the nature of capital expenditures as shown in the Finance Committee Report on pages 23 and 24 thereof and to give authority to credit the value of the various old equipment to be turned in toward the purchase price of said items, said sums of money to be expended under the direction of various Town board and committees and; to fund said appropriation, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum under the provisions of General Laws Ch. 44; and to appropriate the sum of \$15,000 from Ambulance Enterprise Retained Earnings for the purchase of (3) Tough Book Computers to be installed in town owned ambulances.*

2/3 REQUIRED

A motion to indefinitely postpone Article 11 fails.

ACTION: Voice vote carries unanimously.

ARTICLE 12. To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Council on Aging, limited to a certain amount, without further appropriation during FY 2012, to pay expenses and contractual services required to operate Senior Center Activities and field trips; said fund to be credited with all fees and charges received during FY 2012 from persons taking part in said activities and field trips; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN MacKENDRICK

MOTION: I move that the Town vote to authorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Council on Aging, and to authorize said Council on Aging to expend no more than \$30,000, without further appropriation during FY2012, to pay expenses and contractual services required to operate Senior Center Activities and field trips; said fund to be credited with all fees and charges received during FY2012 from persons taking part in said activities and field trips.

MAJORITY VOTE REQUIRED

ACTION: Article 12 passes by consent agenda.

ARTICLE 13. To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Board of Health, limited to a certain amount, without further appropriation during FY 2012, to pay expenses and contractual services required to operate the Flu Clinic; said fund to be credited with recovery through third party billing received during FY 2012 from persons taking part in said activities; or what action it will take thereon.

Submitted by BOARD OF HEALTH

BY SELECTMAN MERRITT

MOTION: I move that the Town vote to authorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Board of Health, and to authorize said Board of Health to expend no more than \$15,000, without further appropriation during FY2012, to pay expenses and contractual services required to operate the Flu Clinic; said fund to be credited with recovery through third party billing received during FY 2012 from persons taking part in said activities.

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

ARTICLE 14. To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Board of Library Trustees, limited to a certain amount, without further appropriation during FY 2012, to pay expenses related to book replacement and new book acquisitions, said fund to be credited with all fines collected for the loss of library books received during FY 2012 from persons paying such fines; or what action it will take thereon.

Submitted by BOARD OF LIBRARY TRUSTEES

BY CHAIRMAN BOURQUE

MOTION: I move that the Town vote to authorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Board of Library Trustees, limited to \$10,000, without further appropriation during FY 2012, to pay expenses related to book replacement and new book acquisitions, said fund to be credited with all fines collected for the loss of library books received during FY 2012 from persons paying such fines.

MAJORITY VOTE REQUIRED

ACTION: Article 14 carries by consent agenda.

ARTICLE 15. To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Recreation Commission, limited to a certain amount, without further appropriation during FY 2012, to pay expenses and contractual services required to operate Recreation Activities and field trips; said fund to be credited with all fees and charges received during FY 2012 from persons taking part in said activities and field trips; or what action it will take thereon.

Submitted By BOARD OF SELECTMEN

BY SELECTMAN MacKENDRICK

MOTION: I move that the Town vote to authorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Recreation Commission, limited to \$50,000, without further appropriation during FY 2012, to pay expenses and contractual services required to operate Recreation Activities and field trips; said fund to be credited with all fees and charges received during FY 2012 from persons taking part in said activities and field trips.

MAJORITY VOTE REQUIRED

ACTION: Article 15 carries by consent agenda.

ARTICLE 16. To see if the Town will vote to appropriate a sum of money from Emergency Medical Service Enterprise receipts to defray the cost of providing emergency medical services in the Town of Lynnfield; or what action it will take thereon.

Submitted By BOARD OF SELECTMEN

BY SELECTMAN MERRITT

MOTION: I move that the vote to appropriate during Fiscal Year 2012, the sum of \$550,000 from the Emergency Medical Service Enterprise receipts to defray the cost of providing emergency medical services in the Town of Lynnfield.

MAJORITY VOTE REQUIRED

ACTION: Article 16 passes by consent agenda.

ARTICLE 17. To see if the Town will vote to appropriate a sum of money from Golf Enterprise receipts and or Golf Enterprise Retained Earnings to pay expenses and contractual services required to operate the Reedy Meadow Golf Course and King Rail Golf Course, said Enterprise Fund to be credited with all fees and charges received during Fiscal Year 2012 from persons using the golf course; or what action it will take thereon.

Submitted By BOARD OF SELECTMEN

BY CHAIRMAN BOURQUE

MOTION: I move that the Town vote to appropriate during Fiscal Year 2012, the sum of \$650,000 in Golf Course Enterprise receipts to pay expenses and contractual services required to fund golf course operations; said fund to be credited with all fees and charges received during Fiscal Year 2012 from persons using golf assets and appropriate the sum of \$300,000 in Golf Enterprise Retained Earnings to be expended for golf course reconstruction and maintenance at the King Rail Golf Course during FY 12.

MAJORITY VOTE REQUIRED

ACTION: Article 17 passes by consent agenda.

ARTICLE 18. To see if the Town will vote to appropriate a sum of money for highway design, construction and maintenance and for all other purposes which are authorized by law and to fund such effort with so-called Chapter 90 money approved for said use by the Commonwealth of Massachusetts; or what action it will take thereon.

Submitted By BOARD OF SELECTMEN

BY SELECTMAN MacKENDRICK

MOTION: I move that the Town vote to appropriate the sum of \$413,766 for highway design, construction and maintenance and for all other purposes which are authorized by law and to fund such effort with so-called Chapter 90 grant funds approved for said use by the Commonwealth of Massachusetts.

MAJORITY VOTE REQUIRED

ACTION: Article 18 passes by consent agenda.

CLOSING MOTION

BY CHAIRMAN BOURQUE

I move that this Town Meeting be adjourned sine die.

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

Town Meeting is adjourned at 11:12 p.m.

CONSERVATION COMMISSION

The Conservation Commission's role is to enforce the State's Wetland Protection Act (WPA) and Lynnfield's Environmental Bylaw. The Commission also oversees open space planning and management. Since we are a regulatory board, the board works diligently and fairly in administering wetland permits. These truly dedicated volunteers enjoy the interaction with town residents to protect our precious environment, observe wildlife in its natural habitat, and preserve our open space areas. In fact one of our former members, Bob Senk, certified two vernal pools in the Bennett Keenan Conservation Area located near the Ipswich River on the Lynnfield/North Reading lines.

Site visits are a major requirement of all members and each wetlands application requires at least one site visit. Commission members contribute a great deal of their time, interest and concern to each project. Our meetings are held once or twice each month, depending on the volume of projects submitted to the Commission for review.

Town Meeting adopted a Stormwater Management Bylaw which designated the Commission as the enforcement authority to review construction and post construction projects with land alteration of an acre or more. Working with the Town Engineer, the Commission promulgated Stormwater Regulations and a Permit Application.

Another important Town Meeting vote was the adoption of Lynnfield's Environmental Bylaw in 2005. Through the promulgation of Lynnfield Regulations, the Commission protects a 25 foot no disturb zone and 50 foot no build zone measured from the edge of wetlands. Variances may be requested and granted when the Commission finds that literal compliance with the regulations would cause substantial hardship to the applicant, the hardship is not caused by the applicant or the variance will not result in any harm to the values protected by the bylaw. Various projects that have complied with this bylaw are Market Street, Grandview Estates, Windsor Estates, 433 Broadway, Stony Ridge subdivision, Pebble Cove subdivision, 344 Essex Street, Chambers dealerships, Lynnfield Commons and Kelly dealerships.

Various Con Com subcommittees, the Open Space, Pesticide Awareness, Pillings Pond Management, and the Tree Committee provide the Town with a variety of sponsored events, forums and informational nights. The Open Space Committee submitted the 2010 Open Space and Recreation Plan to the State for final acceptance. The Pesticide Awareness Group met with the Board of Health to encourage town-wide alternatives to the use of pesticides on fields and lawns, while promoting the use of native vegetation. The Selectmen and Commission are actively working on the Pillings Pond Management Plan and a consultant was hired to assist in this task. The goal is to improve the pond's water quality by addressing the algae problems that have persisted in the pond. This can be achieved by significantly reducing the nutrient loading and restoring native vegetation. Townscape has assisted in this endeavor by donating four trees which were planted along the banks of Pillings Pond to help shade the pond, while providing nature's way of cleansing nutrients and other pollutants washed into the pond from lawn care products.

The Tree Committee has been active in raising public awareness of the value of trees within our community by assisting Tree Warden Dennis Roy in obtaining Tree City USA status for Lynnfield, sponsoring the Lynnfield Annual Amazing Tree Contest and celebrating Arbor Day with awarding plaques and trees donated by a local nursery to Contest winners. Check your tax bills twice a year for the Tree Talk Newsletter, which is an educational brochure with valuable information on tree care and other information.

Lynnfield's Town website continues to be a great source of information for all Lynnfield residents (www.town.lynnfield.ma.us). Be sure and check out the Conservation Commission webpage!

The Commission is always looking for volunteer board members to fill Board openings. We appreciate the community's ongoing support to protect Lynnfield's natural resources. Stop by the Commission's office on the lower level for various informational brochures. Anyone interested in volunteering may contact our Administrator, Betty Adelson, at bettyadelson@town.lynnfield.ma.us or call (781) 334-9495.

Respectfully submitted,
Denise Young, Chairman
Peter Scantalides, Vice Chairman
Robert Milano
Janice Solomon
Nathan Rawding
William Vitagliano
Robert Lee, Alternate
Betty Adelson, Administrator

COUNCIL ON AGING

“Thank God for this place!” We hear this comment every single day at the Lynnfield Senior Center. Our center is vibrant, beautiful and truly a haven for our elder population, especially for those living alone. Seniors seek and find fellowship, nutritious meals, exercise classes, spa like services such as hair salon, manicures and massage, life skill classes, fitness classes and so much more within our warm, caring walls. We are grateful to the town for offering such beautiful surroundings to our seniors, and we are so grateful to our volunteers and our FRIENDS of the Lynnfield Senior Center for working with us to make this center the most active and exciting on the North Shore.

The Lynnfield Senior Center continues its unprecedented growth! We can no longer add a new program unless we take one away. For the first time, we are forced to turn people away from our lunch program as we do not have the kitchen staff or the space to cook and serve more than 60 meals most days. For the first time, we are offering special programs more than once in an effort to accommodate the number of interested seniors. Space has become a critical issue with over 16 daily programs and well over 200 visitors each day.

The Lynnfield Rotary also revitalized our computer lab with donations of new laptops and iPads. Our faithful instructors, Jack and Jeri Bittner, continue to teach seniors how to use the latest equipment each week. Seniors are learning how to shop for a computer along with how to make travel arrangements, pay bills, Skype and shop on-line.

Our trip coordinator, Sue Lagorio, organized over 100 trips this year with well over 3000 seniors on board! These trips cater to a wide range of interest; we offer trips to the Boston Symphony, shopping, museums, travel throughout New England, the United States and Europe. Traveling helps to keep our seniors active and challenged; travel feeds curiosity and nurtures relationships. This past holiday season we offered three trips to New York City and we turned travelers away for each of them. Our senior population wants to go, go, go! Remember, our trips fill within a few days and our travel office is always busy.

Our outreach worker, Debby Triffletti, attended a 3 month training program to become one of a very few SHINE (Serving the Health Insurance Needs of Elders) Counselors in our area. For the first time our senior population now has someone right here in town to assist with Medicare, MASS Health and supplemental insurance plans. The new Affordable Healthcare Act created many insurance changes that directly impacted seniors and the fall was spent educating and assisting seniors in selecting their supplemental medical plans in light of new open enrollment dates.

The FRIENDS of the Lynnfield Senior Center held a popular Pancake Breakfast at the 99 Restaurant with the 99 donating all of the food and well over 200 seniors and their families attending—this was a fun community event for all!

The FRIENDS also hosted our first Chowda Fest with over 150 seniors enjoying all you can eat “chowda,” games, raffles, entertainment and more!

One of the greatest compliments to our center is the ongoing request from surrounding centers to meet with them and share our ideas and teach others how to model our footprint. The answer? We have an incredibly caring, hardworking staff, Board of Directors and volunteers -- stop in and feel the pulse and experience the joy!

**Respectfully submitted,
Linda Naccara
Director
Lynnfield Senior Center**

FIRE DEPARTMENT

The Lynnfield Fire Department continued to experience a period of transition during 2011. Deputy Chief Francis Lennon retired in February after forty years of full-time service. Chief Bogart appointed Call Captain John Walsh to full-time status in March, and promoted him to the rank of Assistant Chief. Chief Bogart eliminated the position of Deputy Chief as it resulted in a duplication of effort due to the fact that the Town of Lynnfield decided to eliminate the position of Police/Fire Chief. Assistant Chief Walsh, the department's Training Officer and Fire Prevention Officer, is the officer on Engine 2. The chief also eliminated the Emergency Medical Services Director's (EMS) administrator's position as it, too, was redundant. The EMS Director's position is performed by Captain/Paramedic Michael Feinberg, who is the officer on Engine 1. Call Lieutenant/Paramedic Keith Gauvreau was appointed Assistant EMS Director.

Also retiring in 2011 was long-serving full-time Lieutenant Steven Allison, who also served for forty years. Upon Allison's retirement, Chief Bogart appointed Allison to the Call force and promoted him to the rank of Call Captain. Firefighter/EMT Stanley Shechtman retired from the Call force.

Call Firefighter/Paramedic Andrew Lyons was appointed as a full-time Firefighter/Paramedic, increasing the number of on-duty, full-time Advanced Life Support (ALS) personnel to four.

Chief Bogart also appointed four new Call Firefighter/EMTs including Sean Dillon, Adam Hashian, Mark Smallenberger, and Justin Levesque. All four completed their recruit training with the Massachusetts Firefighting Academy's Call/Volunteer Firefighter Training program, which lead to national certification as Firefighter I/II.

Call Lieutenant/EMT-Basic James Wallace received his paramedic license, bringing the total number of ALS personnel to twelve.

Chief Bogart also reinstated the Auxiliary Department. Auxiliary members are not compensated and operate with certain operational restrictions.

In 2011, the department responded to 1566 recorded incidents. The majority of these calls were for emergency medical services by the fire department-run ambulance. Many of these emergency medical service calls were particularly severe including the tragic deaths of Lynnfield residents throughout the year. Several of these calls generated extensive media coverage due to the fact that they were very high profile in nature. In spite of the sometimes intense media coverage and under extremely difficult conditions, department members performed at a high level of competence and professionalism.

Their high level of skill and training is a testament to their capabilities, dedication and willingness to sacrifice. Members are required to complete a tremendous amount training

in both EMS and fire operations. This training enables firefighters and EMTs to perform at a high-level of competence and professionalism in order to best serve and protect our residents.

Federal and state grants were awarded to the fire department in 2011. First, a U.S. Department of Homeland Security/FEMA grant totaling over \$97,000 was awarded to purchase personal protective equipment (PPE). Known as the Assistance to Firefighters Grant, (AFG), it was used to purchase each member of the department new set of firefighting gear (PPE). Almost every member now has two new sets of PPE. Captain Michael Feinberg was responsible for securing this grant.

Also, we received a grant from the Commonwealth of Massachusetts' Department of Fire Services for Student Awareness of Fires Education (S.A.F.E.) for \$6,500. The S.A.F.E. Program is a state initiative to provide resources to local fire departments to conduct fire and life safety education programs in grades K-12. The mission is to enable students to recognize the dangers of fire and more specifically the fire hazards tobacco products pose. Firefighter James Alexander was responsible for securing this grant.

Chief Bogart, having collateral duties as Emergency Management Director, continued to work to finalize the agreement between Emergency Communications Network, Inc. (Code Red) and the town to bring Reverse 911 in the Town of Lynnfield. As a result of the vote by the Board of Selectmen in May, the town now has a policy in place and the ability to communicate with all residents in the event of an emergency with the utilization of the Reverse 911 system. The system can call thousands of homes and businesses within minutes to disseminate important information on any type of emergency or non-emergency. Reverse 911 was used during Tropical Storm Irene and the surprise Halloween snow storm.

Chief Bogart and Deputy Director of Emergency Management Kenneth Burnham continued to bring in supplies and equipment given to the town by the Massachusetts Emergency Management Agency (MEMA) to deal with several types of disasters, including hazardous materials, storms, floods and other natural and man-made disasters.

Once again, the Fire Department/Emergency Management Department has partnered with school administrators and staff in order to be more prepared for an emergency at one of the schools through the development of contingency plans and strategies in the event of a school-related emergency. Also, arrangements are in place with the Senior Center to provide shelter for those in need in the event of a storm or other emergency.

Fire Department Roster

Chief Thomas Bogart*+

Assistant Chief John Walsh***+

Captain Joseph Lingel
Captain Glenn Davis**
Captain Michael Feinberg***+
Captain Steven Allison*
Lieutenant John Conley
Lieutenant Kevin Kiley*
Lieutenant Eric Blackman***+
Lieutenant James Wallace***
Lieutenant Theodore Cohen
Lieutenant Keith Gauvreau***
FF Kim Diorio-McGonnell*
FF Kevin Mutti*+
FF James Alexander**+
FF Andrew Lyons***+
FF Timothy Allison*+
FF Kenneth Carter
FF Ronald Cataldo*
FF Michael Conley*+
FF Stephen Conley*
FF Harry Coukos*

FF David Cumming*+
FF Greg Davis*
FF Michael DiCorato
FF Kevin Dillon*
FF Sean Dillon*+
FF Jeffery Fiorentino*+
FF Stephen Furey*
FF Adam Hashian*+
FF James Johnson**
FF James Kellett*+
FF Joseph Lamusta*+
FF Justin Levesque*+
FF Scott Myette***+
FF John Perkins
FF Richard Ripley*+
FF Keith Robey
FF Anne Romano**
FF Mark Smallenberger*+
FF Matthew Thompson*
FF Maura Walsh***

* Emergency Medical Technician – Basic

** Emergency Medical Technician – Intermediate

*** Emergency Medical Technician – Paramedic

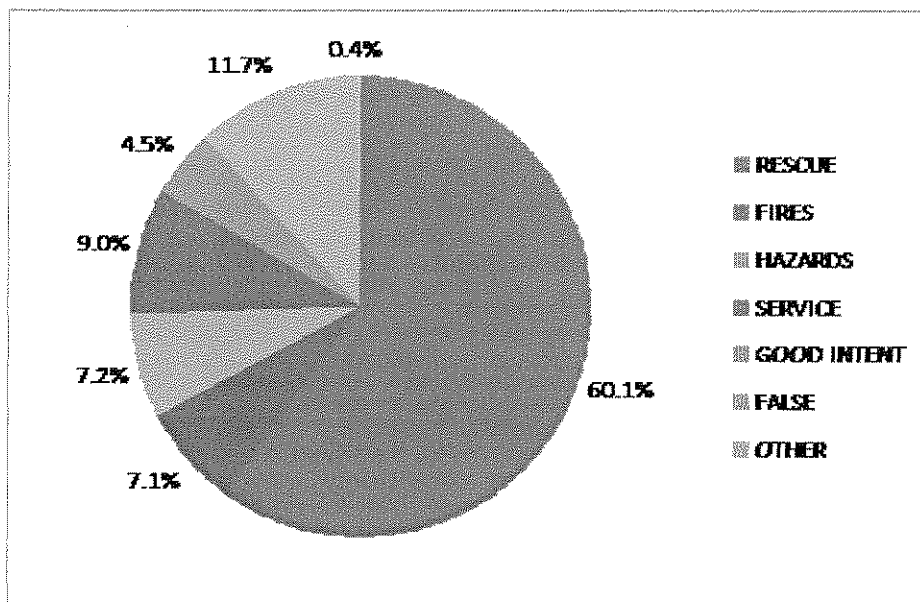
+ Certified Firefighter I/II

2011 Responses

Incident Type	Occurrences	Percentages		
Building fire (includes all inside fires)	10	0.6%		
Cooking fire, confined to container	58	3.7%		
Chimney or flue fire, confined to chimney	1	0.1%		
Incinerator overload or malfunction, fire confined	2	0.1%		
Fuel burner/boiler malfunction, fire confined	14	0.9%		
Trash or rubbish fire, contained	1	0.1%		
Passenger vehicle fire	8	0.5%		
Road freight or transport vehicle fire	2	0.1%	RESCUE	60.1%
Natural vegetation fire, other	1	0.1%	FIRES	7.1%
Forest, woods or wildland fire	5	0.3%	HAZARDS	7.2%
Brush, or brush and grass mixture fire	6	0.4%	SERVICE	9.0%
			GOOD	
Outside rubbish, trash or waste fire	2	0.1%	INTENT	4.5%
Outside equipment fire	1	0.1%	FALSE	11.7%
TOTAL FIRES	111	7.1%	OTHER	0.4%
Medical assist, assist EMS crew	1	0.1%		
EMS call, excluding vehicle accident with injury	810	51.7%		
Vehicle accident with injuries	73	4.7%		
Motor vehicle/pedestrian accident (MV Ped)	2	0.1%		
Motor vehicle accident with no injuries	48	3.1%		
Lock-in	3	0.2%		
Extrication , Rescue, Other	1	0.1%		
Extrication of victim(s) from building/structure	1	0.1%		
Extrication of victim(s) from vehicle	1	0.1%		
Removal of victim(s) from stalled elevator	1	0.1%		
TOTAL RESCUES	941	60.1%		
Overpressure rupture, explosion, overheating	1	0.1%		
Excessive heat, scorch burns with no ignition	2	0.1%		
Hazardous condition, other	2	0.1%		
Flammable gas or liquid condition, other	1	0.1%		
Gasoline or other flammable liquid spill	4	0.3%		
Gas leak (natural gas or LPG)	17	1.1%		
Oil or other combustible liquid spill	3	0.2%		

Carbon monoxide incident	15	1.0%
Electrical wiring/equipment problem, other	15	1.0%
Heat from short circuit (wiring), defective/worn	2	0.1%
Overheated motor	1	0.1%
Power line down	36	2.3%
Arcing, shorted electrical equipment	11	0.7%
Accident, potential accident, other	1	0.1%
Building or structure weakened or collapsed	2	0.1%
TOTAL HAZARDOUS CONDITIONS	113	7.2%
Service Call, other	13	0.8%
Person in distress, other	1	0.1%
Lock-out	49	3.1%
Water problem, other	11	0.7%
Water evacuation	1	0.1%
Water or steam leak	3	0.2%
Smoke or odor removal	3	0.2%
Public service assistance, other	9	0.6%
Assist police or other governmental agency	8	0.5%
Police matter	1	0.1%
Public service	1	0.1%
Assist invalid	11	0.7%
Unauthorized burning	8	0.5%
Cover assignment, standby, move up	22	1.4%
TOTAL SERVICE CALLS	141	9.0%
Good intent call, other	36	2.3%
Dispatched & canceled en route	10	0.6%
Wrong location	1	0.1%
No incident found on arrival at dispatch address	2	0.1%
Authorized controlled burning	6	0.4%
Smoke scare, odor of smoke	13	0.8%
Steam, vapor, fog or dust thought to be smoke	2	0.1%
EMS call, party transported by non-fire	1	0.1%
TOTAL GOOD INTENT CALLS	71	4.5%
False alarm or false call, other	2	0.1%
Malicious, mischievous false call, other	2	0.1%
System malfunction, other	4	0.3%
Smoke detector activation due to malfunction	18	1.1%
Heat detector activation due to malfunction	1	0.1%
Alarm system sounded due to malfunction	38	2.4%

CO detector activation due to malfunction	46	2.9%
Unintentional transmission of alarm, other	13	0.8%
Sprinkler activation, no fire - unintentional	1	0.1%
Smoke detector activation, no fire - unintentional	12	0.8%
Detector activation, no fire - unintentional	7	0.4%
Alarm system sounded, no fire - unintentional	29	1.9%
Carbon monoxide detector activation, no CO	10	0.6%
TOTAL FALSE ALARMS	183	11.7%
Severe weather or natural disaster, other	2	0.1%
Lightning strike (no fire)	3	0.2%
Citizen complaint	1	0.1%
TOTAL OTHER	6	0.4%
TOTAL 2011	1566	100.0%



BOARD OF HEALTH

The Board of Health is charged with the responsibility of protecting the health of the public by adopting health regulations pursuant to Massachusetts General Law. The following summarizes the activities carried out by the BOH in 2011.

Respectfully submitted,
Kristin Esposito McRae, REHS, Director of BOH Office
Richard Peinert, M.D., Chairman
Gail Link McCausland, DMD, Member
David L. Jamison, D.D.S., Member

The Board of Health (BOH) Office handles many topics under the umbrella of public health. Environmental and public health topics under our purview include Title V septic systems, well permitting, food establishments, tobacco sales, semi-public swimming pools, tanning salons, recreational camps, animal inspections, housing and nuisance complaints, communicable disease investigations and immunization clinics. We are also a part of the Emergency Preparedness Region 3B Greater Lawrence Coalition and the Medical Reserve Corps Greater River Valley MRC, comprised of medical and non-medical volunteers.

Below is our 2011 report of those activities along with the associated permitting and inspection summary and milestone achievements. Our Public Health Nurse report follows.

Categories that Require Permitting and Inspection Include:

Animal Keepers
Food Establishments
Tobacco Sales
Tanning Salons
Semi-Public Swimming Pools
Recreational Camps
Title V System Installers
Septage Haulers
Disposal System Construction Permits
Permits for each category expire annually on December 31.

2011 Annual Permit Fee Collected by Category	
Animal	\$125
Food Establishment	\$5,940
Tobacco	\$2,200
Tanning	\$165
Semi-Public Swimming Pool	\$840
Septic Installer License	\$2,600
Septic Hauler	\$1,500
TOTAL Annual Permit fee	\$13,370

Site specific Title V projects involving fees include soil deep hole observation/percolation testing and disposal works construction permits. Site specific well drilling also require permitting.

2011 Site Fees Collected by Category	
Deep Hole/Percolation Testing	\$11,000
Disposal Work Construction Permit	\$17, 115
Total Title V Fees	\$28, 115

Housing Inspections are conducted by complaint or request. No fee is charged for housing inspections.

Housing Inspections per 105 CMR 410.000

5 Housing inspections were conducted in 2011 and the associated "Orders to Correct" were drafted and delivered certified mail. Log for tracking complaints received.

Animal Inspector

Animal Inspector Nomination expires annually in April. The Chairman of the Board of Health is the nominating authority. During 2011 efforts were made to nominate the current Animal Control Officers (ACOs) as Animal Inspectors to allow the ACOs to handle animal bite/wound cases from start to finish including handling quarantines. However, due to the ACOs role not funded for animal quarantine orders associated with bite/wound cases, these are still handled by the Health Director. More effort to coordinate and budget for the full duties of the Animal Inspector role with respect to bite/wound cases is needed.

Annual Animal Permit and Complaint Inspections (Barn Inspections) Conducted=9

Quarantine Orders Issued and Follow-up Release Inspections = 20

January to March = 4

April to June = 6

July to September = 8

October to December =2

Barn Annual or Complaint-Based Inspection	9
Animal Bite/Wound Quarantine	20
Total Animal Inspections	29

Food Establishment and Tobacco Sales Inspections for 2011

131 visits to food establishments were carried out in 2011.

Tobacco grant provided from one round of compliance check for sales to minors; no establishment sold to a minor during this check. Tobacco displays, signs, etc. are also included during routine food establishment inspections.

Food Establishments with 25 seats or more require anti-choking training. The BOH Director coordinated with Lynnfield Fire Department and was able to offer a low-cost (\$10 per person) training session in anti-choking procedures in July 2011. The BOH

coordinated signup while the Fire Department EMT provided the training and retained the fees. All parties agreed this was successful and future trainings are anticipated.

Food Establishment Inspection totals are shown below:

63	Routine Inspections
29	Reinspections
4	Complaints
35	Other (minor modification, distribution of Emergency Guide Hurricane Irene)
131	Total

Tanning Salon Inspections for 2011

1 permit and 2 inspections

Semi-Public Swimming Pool Permits for 2011

11 Total Pool Inspections were conducted in 2011 for the following permit types:

1 Seasonal Outdoor Pool

1 Annual Indoor Pool

2 Annual Whirlpool/Spas

Recreational Camp per for 105 CMR 430.000 Inspections Totals 2011

Recreational Camps 4 applied (1 withdrew)

Camps Fee Collected \$40

7 Inspections Conducted; verification of all required staff background checks, staff and campers immunizations and physicals, and camp policies, etc correlate to lengthy time involved for licensing. In 2011 prepared report to MA DPH and MassDEP as required. Included a draft screening tool to assist with compliance verification. This screening tool may allow for a streamlined approach to the following camp season should the operators complete it ahead of the pre-opening inspection.

Emergency Preparedness Regional Public Health Coalition

Region 3B Greater Lawrence

Andover Health Division is the host agency for Members of the Greater Lawrence Public Health Coalition for the communities of Andover, Lawrence, Lynnfield, Methuen, North Andover, and North Reading. Coalition Member Responsibilities (Lynnfield) include:

To provide Host or coalition staff with all required reporting within designated timetables.

To meet grant deliverables.

To participate regularly in all Coalition activities, including meetings

Lynnfield has an Emergency Dispensing Site (EDS) plan in the event of a public health emergency. The Lynnfield High School is a pre-designated site in the event that prophylaxis, medicine distribution or vaccination needs to be distributed or carried out in the event of a public health emergency.

Deliverables this grant year included:

Initiated Site Activation call down drill of the EDS and completed spreadsheet of results;

March 11, 2011 Conducted Site Setup Drill at Lynnfield High School

July 2011 Revised EDS Plan

July 2011 Director Complete ICS 300 and 400 Training

In August 2011, the Health Director distributed Emergency Action Planning Guidance for Retail Food Establishments in preparation for hurricane/tropical storm Irene. This Guidance document shall be kept by the food operators as it serves for an all-hazards planning and operation document.

Medical Reserve Corps

Greater River Valley Medical Reserve Corps is a coalition of medical and non-medical volunteers who are trained and ready to respond to an emergency when called to assist local health and safety officials. The Director attends coalition monthly meetings to strengthen preparedness goals.

Other Administrative Activities

Annual Permit Renewal mailing and processing of permits by categories.

Implemented policy for issuance of septic installers permits and clarified when an exam is required to address gaps in past permitting practices.

Created request in-take form to better assist and respond to public records requests.

Created a plan review in-take form for Building Dept applications that require BOH approval.

Drafted Food Establishment Plan Review application for new or renovation projects.

Town purchased GeoTMS software in December 2011 for multi-department permitting and information sharing for Building, Health and Assessor Departments. The BOH module will be built and customized for 2012 permitting.

Continued maintenance/update of the Electronic Databases to track:

Inspections and Schedule of Permitted Food/Tobacco Establishments - format useful for MA DPH reporting requirement

Track Title V Inspection Sites - using readily available software (Excel)

Track Title V pumping records for sites that are still using cesspools

Complaint In-Take Form and Tracking Log for Housing, Nuisance, Food or Other

Title V Disposal Systems:

310 CMR 15:000:

The State Environmental Code, Title V: Standard requirements for the siting, construction, inspection, upgrade and expansion of the on-site sewage treatment and disposal systems and for the transport and disposal of septage.

The Title V Septic Loan program was placed on hold in 2011. A waiting list would be initiated however no resident requested such placement or interest. The loan interest rate of 5% appears to be a factor in no requests given lower rates in the general market.

Title V inspections, by state-licensed inspectors, are required for most real estate transactions. During 2011 approximately 123 Title V inspection reports were submitted to the BOH. One case review identified a failed site in which the inspector erroneously passed the system; corrective action was undertaken. Other cases involved seeking further data for completion.

Public records requests are often centered on Title V reports. The BOH has a request intake form and collects copy charges according to Town policy of .20 cents per page standard, \$2.50 for half-size blueprints and \$5 full size blueprints.

Director obtained Soil Evaluator Certification in July 2011.

Title V Site Totals:

74 Total Disposal System Construction Permits were applied in 2011 (inc revisions)

55 Total Deep Hole Observation & Perc Test Applications were applied in 2011

\$28, 115 Total Combined Fee Collected

Percolation test must be witnessed by the BOH Director or Agent and require designated time for such. Accordingly the BOH charges \$200 up to 4 hours of testing and then \$65 for additional hours needed. Disposal System Construction permits require multiple site inspections during the construction/installation prior to signing the Certificate of Compliance. Application totals are provided below:

January 2011 =

1 Disposal System Construction Permit Applications

0 Deep Hole/Perc Test Applications

February 2011 =

0 Disposal System Construction Permit Applications

1 Deep Hole/Perc Test Applications

March 2011 =

4 Disposal System Construction Permit Applications

2 Deep Hole/Perc Test Applications

April 2011 =

4 Disposal System Construction Permit Applications

7 Deep Hole/Perc Test Applications

May 2011 =

6 Disposal System Construction Permit Applications

7 Deep Hole/Perc Test Applications

June 2011 =

4 Disposal System Construction Permit Applications

5 Deep Hole/Perc Test Applications

July 2011 =

9 Disposal System Construction Permit Applications

6 Deep Hole/Perc Test Applications

August 2011 =
 9 Disposal System Construction Permit Applications
 6 Deep Hole/Perc Test Applications
 September 2011 =
 12 Disposal System Construction Permit Applications
 10 Deep Hole/Perc Test Applications
 October 2011 =
 16 Disposal System Construction Permit Applications
 6 Deep Hole/Perc Test Applications
 November 2011 =
 5 Disposal System Construction Permit Applications
 4 Deep Hole/Perc Test Applications
 December 2011 =
 4 Disposal System Construction Permit Applications
 2 Deep Hole/Perc Test Applications

Well Drilling/Installation

\$100 Total = \$100 collected for (1) Site for Geothermal Well

Annual Permit Category Totals	\$13, 370
Disposal System/Perc Test Combined Total	\$28, 115
Septic Installer's Exam Fee \$50	\$100
Recreational Camp (seasonal) Total	\$40
Well Drilling/Installation Total	\$100
Total All Categories Collected for 2011	\$41, 725

Flu clinics were held as outlined in the public health nurse report below. During 2011 the BOH Director discovered that Medicare had deactivated the Town of Lynnfield's enrollment for roster billing dating back to the prior Agent (Feb-May 2010). The Director worked to re-enroll in Medicare reimbursement and continues to petition for reconsideration to recover 2010 reimbursement for flu clinic-related costs.

Report of the Public Health Nurse

Mission Statement

The role of the Lynnfield Public Health nurse is to strengthen the health and well being of its residents. This includes the prevention and control of communicable disease, as well as, preservation and protection of the health of the community.

Activities this year included the following:

Attendance at monthly meetings of Public Health Nurses of North Eastern Massachusetts at Tewksbury Hospital.

Development of policies and procedures relating to vaccines

Approval from the Massachusetts Department of Public Health as a provider of vaccine for children

Follow-up on communicable disease cases which included:

Viral Meningitis	1
Giardiasis	1
Streptococcus Pneumonia	2
Campylobacter	5
Hepatitis B	2
Hepatitis C	10
Lyme Disease	22
Babesiosis	1
Chicken Pox	2
Ehrlichiosis	1
Human Granulocytic Anaplasmosis	3

Annual Seasonal Flu Clinics were conducted which included the primary clinic at the Senior Center on 11-04-11. Three night clinics were conducted at the Town Hall in the Health Department Office on 11-21-11, 12-06-11 and 12-27-11. Flu Vaccine was also administered during the day by appointment in the Health Department office, distribution included Injectable Flu Vaccines and Flu Mist.

Clinics were also held at the Police and Fire Department on 11-09-11, the Lynnfield High School on 10-27-11, the Lynnfield Middle School on 10-28-11, the Summer Street School on 11-03-11 and the Huckleberry School on 11-10-11.

Many home visits were conducted to house bound seniors for administration of Flu Vaccine.

DISTRIBUTION FROM STATE:

SEASONAL FLU VACCINE	SEASONAL FLUMIST
30	8

Because of budget cuts across all departments, the Massachusetts Department of Public Health was no longer able to provide influenza vaccine for insured adults 19 years of age and older, consequently the Board of Health voted to purchase doses. In turn 400 doses of flu vaccine were purchased.

Attendance at the Sixteenth Annual Massachusetts Immunization Action Partnership Skills Building Conference in Marlborough, Massachusetts on October 13, 2011 and attendance at the Annual Massachusetts Department of Public Health Immunization Program-Immunization Update-2011 held at Tewksbury Hospital on April 28, 2011.

**Respectfully submitted,
Sandra K. Wilson, R.N.**

HISTORICAL COMMISSION

The Historical Commission continues to fulfill its mission as caretaker of the significant historical structures of our town. Integral to that end is the continuing update of the Historical Centre. Progress is slowly being made. Selectman Arthur Bourque donated a much needed alarm system and its installation. We appreciate his dedication as a citizen of Lynnfield to the preservation and protection of its history.

Board members installed fire extinguishers, purchased a mini fridge, installed vinyl floor tiles and light fixtures in the bathroom, replaced the exterior front light, and performed yard clean-up. The Board gratefully accepted the donation of two used wood shelf units from the library.

Tim Coburn began re-electrification of the barn with Brett Potter of the DPW who dug a trench for conduit and both sprayed under front corner boards for bees. Coburn also installed timed flood lights to wash the front exterior of the building and will add motion lights when weather permits.

Volumes purchased for the resource library are Historic Preservation: An introduction to its History, Principles, and Practice and The Economics of Preservation.

The Historical Centre experienced a very successful Open House during Geranium Fest in May.

Spirit of Lynnfield Awards were presented to John and Jane Ellis for whose historic home is on Lowell Street and Stephanie and Mark Klove of Chestnut Street. Recipients of the Donald G. Harriss Initiative Award were Andrew Hall, who charted South Burying Ground for his Eagle Scout project, Kory Johnson who mapped the floor plan for the original pews on the second floor of the Old Meeting House, and Ava Landry who compiled the history of bell on the common into one volume for her Gold Star project. Arthur Bourque was presented the Harriss award privately.

During Geranium Fest, the Commission presented a unique hosta exclusively bred and registered as a fundraiser for the 2014 Celebration. The Old Meeting House Hosta created by Perfect Perennials in Peabody is available for purchase from board members Linda Gillon and Faith Honer-Coakley, and soon on the Commission website.

In performance of preservation duties, allowance of a communication device installed in the steeple of Centre Congregational Church was given, Demolition by Neglect letters were sent to the owners of structures on Main Street and 289 Chestnut Street, the owners of structures at 339 Summer Street, 344 Essex Street, 76 Chestnut Street, and 1112 Main Street were granted a release from the requirements of the Demolition Delay By-Law and demolition allowed.

The Commission along with architect Mat Cummings, encouraged the owners of 886 Salem Street to save the historic barn on the property, avoiding use of the Demolition Delay By-Law.

The Spoken History project is on hold temporarily due to damaged equipment owned by the town. The Commission began the project of replacing markers and plaques by taking inventory and having them made by Markarian Sign. The new plaques will begin to be installed in the spring of 2012. Member Nan Hockenbury designed and submitted a proposal for a Salem State University independent study for a student in the history program.

Jack Lukas communicated with the Commission that he would like the new streets in town named after veterans. Don Harnois presented the tribute he created for his aunt Mrs. Margaret Coon, who was a school teacher in Lynnfield for many years. Associate member Roy Sorli created an exhibit of objects in the library display case in honor of the anniversary of the civil war.

Expected expenses submitted for the 2012-2013 budget included continuation of the Spoken History Project, Master Plans for and conservation of Willow, South, Forest Hill, and West cemeteries, membership dues for American Association of State and Local History and National Association of Preservation Commissions, replacement of Historic place markers and house plaques, education seminars, grant writing fees, and additional library titles.