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BOARD OF SELECTMEN

The Board of Selectmen, under the Town Charter, is vested with all executive powers of the Town, except as otherwise provided by the Charter. The Board “shall exercise control over town affairs by recommending major courses of action to the Town Meeting and by setting policies to be carried out by the Town Administrator, and other officers, boards, and commissions appointed by the Board of Selectmen.”

The Board also is empowered by the Charter “to enact rules and regulations relating to the conduct of town elections and for the establishment of town policies, not otherwise governed by Statute, this Charter, or By-law, provided, however, that whenever an appropriation shall be necessary to implement such action, the vote of the Board shall be effective only if such appropriation shall be made by the Town Meeting.” The Town Charter also invests in the Board of Selectmen the power to make and rescind appointments for various committees and department heads.

The Board of Selectmen has served as the chief executive power in the Town since its establishment as a municipality. Selectmen were originally elected to one-year terms at the annual town meeting. The three-year overlapping term system for the Board was not adopted until the 1950s.

As the new year began, Town Administrator James M. Boudreau, who previously served in the same role in Holbrook and Norwell, took over for William J. Gustus, who retired after 12 years of service to the Town. Mr. Gustus received a heartfelt thank you and some respectful ribbing in a retirement party held at Spinelli’s in January, while Mr. Boudreau, who had been appointed by the Board in November of 2014 after a thorough search process, immediately dove into the many roles and responsibilities associated with his position.

The winter season brought record-breaking snowfall amounts to the Boston region, and Lynnfield’s snow removal budget, equipment, supplies and manpower were put to the test. Despite an unprecedented amount of snow, the Town was able to keep its roadways clear and its residents were able to go about their business without major disruption.

In January, the Board embarked on its annual review of budget requests from Town departments and committees. This year’s spending plan submitted to Town Meeting included a 2.8 percent increase in the operating budget as well as a significant increase in the capital budget to address aging equipment and maintenance issues. The budget also addressed the need for additional public safety positions due to the growth of the Town’s commercial and residential sectors as well as establishing the Town’s first full-time Director of Recreation and additional hours for the increasingly busy Conservation Commission staff. Fixed costs associated with employee benefits continue to rise and the Board and Town departments and committees continue ongoing efforts to mitigate these increases.

Town meeting approved the funding recommendation of the Board and the Finance Committee at April’s annual town meeting, while adding additional funds to the budget to expand roadway projects. Expanding revenues due in part to the continuing build-out of the Market Street development also allowed the Town to make additional appropriations to its stabilization fund and capital facilities fund. Voters at the annual town meeting also enacted a scenic roads bylaw, which would provide certain restrictions on the Town’s ability to change the landscape of roadways that would be later designated as scenic by vote of town meeting.

April also brought a change in Board membership. David Nelson completed his term as a member of the Board and chose not to seek re-election. Mr. Nelson had previously served as a member of the Finance Committee and Board of Assessors and graciously agreed to stay on as the Town's representative to the Reading Municipal Light Department's Citizen Advisory Board. His fellow Board members thank him for his past and continued dedication to civic service and the residents of Lynnfield. After a spirited campaign and close election that resulted in a recount, Christopher Barrett was elected to fill the seat vacated by Mr. Nelson. With his long record of service to the Town as a member of the School Committee, Recreation Commission and Personnel Board, Mr. Barrett was able to step right in and participate fully in the Board's deliberations and duties.

Major projects also moved ahead during 2016. The Fields Committee, under leadership of Chairman Arthur Bourque, worked on completion of the historic and long-awaited upgrade to the Town's playing fields and facilities at the Lynnfield High School site while moving forward on plans to address the remainder of the playing fields and playgrounds around Town. Due to the expanding revenues from Market Street and other sources, the costs associated with this project have not required Proposition 2-1/2 debt exclusion.

The Capital Needs Facilities Committee, chaired by Ted Caswell, continued its review of the state of Town facilities and examination of the needs of various Town departments and functions. Voters at annual town meeting chose to retain the Center Farm property to allow for consideration of possible Town uses for that historic Main Street site. One specific building need is being addressed by a special committee. The Library Building Committee, another ad-hoc committee appointed by the Board of Selectmen, is chaired by Board of Library Trustees member Russell Boekenkroeger. It examined several potential sites, chose Design Techniques as an owner's project manager and William Rawn Associates as an architect, and has focused on a portion of the land that holds Reedy Meadow Golf Course as a potential site for a new library. In addition, the Town prepared for the re-opening of the King Rail Reserve Golf Course, closed during the construction at Market Street for use as a staging area, in the spring of 2017; the School Department's superintendent's office and business office relocated from Town Hall to the Senior Center, providing much needed additional space for Town Hall-based departments.

The Town also saw the departure in 2016 of one of its longest-serving department heads, as Town Accountant and Assistant Finance Director Julianne McCarthy left to become Finance Director in the Town of Norfolk. Ms. McCarthy, who was appointed town accountant here in 2001, oversaw the implementation of the MUNIS accounting system and worked diligently with Town department heads, employees and board and commission members on every facet of Town finances. Her contributions were often out of the public spotlight but her patient guidance and efficiency and good cheer will be missed. The Board wishes her well in her future endeavors. The Board embarked on a search for a successor and was unanimous in its choice of Colleen Tam, who previously served as deputy auditor for the City of Somerville.

Much of 2015 was spent dealing with several ongoing issues. The Board continued to work on all fronts to solve the issue at the former Perley Burrill service station on Salem Street, which has become a nuisance and blight to the neighborhood. The Board is working through town counsel to address legal issues related to the clean-up of that property, and worked through the courts to order all business activity to cease on that site. The Board also monitored plans by the Commonwealth to place one or more wireless communication towers on the Camp Curtis Guild site to ensure such a structure would not have an adverse effect on local residents. The Board has taken a two-pronged approach to the proposed NED Northeast Gas Pipeline project put forward

by Kinder Morgan, which calls for the installation of a gas pipeline that crosses through Lynnfield and affects Town streets, residents' yards and the Lynnfield Center Water District well fields. The Board filed for intervener status in order to preserve the Town's standing with the Federal Energy Regulatory Commission in order to participate fully in the permit process, and while the Board has passed a resolution opposing the project, it is also working to minimize the effects of the pipeline on the Town and its residents should the pipeline be approved. The Town is also working with other affected communities in a coalition opposing the construction of the pipeline. The Board is also working with residents in Lynnfield and the region to oppose a proposal by Partners Healthcare to, over time, shut down the Union Hospital campus in Lynn. The Board has pointed out that the emergency and trauma services offered at Union Hospital are relied upon by Lynnfield residents to provide essential and easily accessed services. Moving these services to Salem could result in a life-endangering delay to residents in medical distress due to longer travel times.

In October, a clear majority of voters at fall town meeting voted down a citizen petition article which would have expanded membership of the Board from three members to five. The majority of the Board opposed the article on the grounds that no study had been undertaken that demonstrated a five-member board would be more effective or efficient and that any such major revision of the charter should undergo a full charter review process. A proposed rezoning of land at the intersection of Route 1 and Salem street that would have paved the way for replacement of a CVS Pharmacy on the former Bridgewell site was opposed by neighbors and the Board, and a warrant article submitted by the landowner was withdrawn prior to fall town meeting. Voters also approved a recodification of the general bylaws of the Town, the product of an extensive project to ensure that the Town's bylaws will be in conformity with state and federal law and will be in a format that can be easily accessed and understood by not only Town officials but by the general public.

While the Board is deeply indebted to the many Town employees who work so hard on behalf of the residents, the Town of Lynnfield's Open Town Meeting/Board of Selectmen form of government could not be maintained without the countless volunteer hours of its board and committee members. We thank all those residents who are willing to work on behalf of their fellow townspeople. Without your efforts and those of your predecessors, the Town would not enjoy the bright future your efforts have secured.

Respectfully submitted,

BOARD OF SELECTMEN

Philip B. Crawford, Chairman

Thomas J. Terranova, Jr., Vice Chairman

Christopher J. Barrett, Clerk

James M. Boudreau, Town Administrator

ACCOUNTANT

A Fiscal 2015 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.

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 in fiscal year 2015 and is done on a bi-annual basis. The Town of Lynnfield has created an OPEB Trust Fund in the fall of 2013 and has made annual contributions to the trust.

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,
Colleen Tam
Town Accountant

Town of Lynnfield Operating Budget Fiscal 2015

	Appropriation	Revised Budget	Encumbrances	
	Carryforward	Transfers In / (Out)	Expenditures	Returned Surplus
General Government				
Selectmen				
Board Salaries	\$0	\$2,250	\$0	\$2,250
Town Administrator	\$0	\$172,510	\$29,800	\$202,310
Other Salaries	\$0	\$63,398	\$2,354	\$65,752
Professional Service	\$9,200	\$77,000	-\$8,450	\$77,750
Contingency Fund	\$0	\$50,000	-\$49,495	\$505
General Town Insurance	\$0	\$459,571	\$14,000	\$473,571
Expenses	\$0	\$17,500	\$0	\$17,500
Selectmen	\$9,200	\$842,229	(11,791)	\$839,638
			\$823,730	\$0
				\$15,908
Finance Committee				
Other Salaries	\$0	\$2,550	\$0	\$2,550
Reserve Fund	\$0	\$45,000	\$0	\$45,000
Town Reports	\$0	\$1,800	\$0	\$1,800
Expenses	\$0	\$420	\$0	\$420
Finance Committee	\$0	\$49,770	-	\$49,770
			\$3,697	\$0
				\$46,073
Town Accountant				
Accountant Salary	\$0	\$99,000	\$6,000	\$105,000
Other Salaries	\$0	\$49,342	\$591	\$49,933
Expenses	\$0	\$4,125	\$0	\$4,125
Town Accountant	\$0	\$152,467	6,591	\$159,058
			\$159,038	\$0
				\$20
Board of Assessors				
Board Salaries	\$0	\$11,500	\$0	\$11,500
Other salaries	\$0	\$129,944	\$2,000	\$131,944
Revaluation	\$0	\$11,700	\$0	\$11,700
Professional Services	\$0	\$27,100	\$0	\$27,100
Expenses	\$0	\$8,470	\$0	\$8,470
Board of Assessors	\$0	\$188,714	2,000	\$190,714
			\$172,084	\$0
				\$18,630
Town Counsel				
Professional Services	\$0	\$43,092	\$30,000	\$73,092
Expenses	\$0	\$2,200	\$0	\$2,200
Town Counsel	\$0	\$45,292	30,000	\$75,292
			\$57,608	\$0
				\$17,684
Personnel Board				
Other Salaries	\$0	\$2,874	\$0	\$2,874
Professional Services	\$0	\$2,870	\$0	\$2,870
Expenses	\$0	\$330	\$0	\$330
Personnel Board	\$0	\$6,074	-	\$6,074
			\$1,049	\$0
				\$5,025
Conservation Commission				
Other Salaries	\$0	\$69,641	\$1,173	\$70,814
Professional Services	\$0	\$1,500	\$0	\$1,500
Expenses	\$0	\$2,266	\$0	\$2,266
Open Space	\$0	\$1,500	\$0	\$1,500
Conservation Commission	\$0	\$74,907	1,173	\$76,080
			\$74,814	\$0
				\$1,267
Planning Board				
Other Salaries	\$0	\$41,854	\$399	\$42,253
Expenses	\$378	\$3,286	\$0	\$3,664
Planning Board	\$378	\$45,140	399	\$45,917
			\$43,498	\$0
				\$2,419
Board of Appeals				
Expenses	\$0	\$2,741	\$0	\$2,741
Board of Appeals	\$0	\$2,741	-	\$2,741
			\$610	\$0
				\$2,131
General Government	\$9,578	\$1,407,334	28,372	\$1,445,285
			\$1,336,129	\$0
				\$109,155
Finance & Administration				
Treasurer				
Treasurer Salaries	\$0	\$71,416	\$3,000	\$74,416
Clerical Salaries	\$0	\$72,684	\$651	\$73,335
Expenses	\$0	\$21,190	\$0	\$21,190
Treasurer	\$0	\$165,290	3,651	\$168,941
			\$158,638	\$0
				\$10,303

	Appropriation		Revised Budget		Encumbrances	
	Carryforward	Transfers In / (Out)	Expenditures	Returned Surplus		
Tax Collector						
Expenses	\$0	\$20,400	\$0	\$20,400	\$9,907	\$0
SR-work off program	\$0	\$9,000	-\$4,300	\$4,700	\$4,618	\$0
Tax Collector	\$0	\$29,400	(4,300)	\$25,100	\$14,525	\$0
						\$10,493
						\$82
						\$10,575
Operations Support						
Other Salaries	\$0	\$83,755	\$0	\$83,755	\$60,150	\$0
Expenses	\$0	\$41,400	\$0	\$41,400	\$38,532	\$0
Operations Support	\$0	\$125,155	-	\$125,155	\$98,683	\$0
						\$23,605
						\$2,868
						\$26,472
Information Systems						
Other Salaries	\$0	\$0	\$0	\$0	\$0	\$0
IT Capital	\$0	\$32,000	\$0	\$32,000	\$32,000	\$0
Expenses	\$270	\$94,515	\$0	\$94,785	\$94,781	\$0
Information Systems	\$270	\$126,515	-	\$126,785	\$126,781	\$0
						\$4
Town Clerk						
Other Salaries	\$0	\$100,823	\$3,553	\$104,376	\$104,376	\$0
Election Expense	\$1,465	\$22,682	\$0	\$24,147	\$24,037	\$0
Registration Expense	\$0	\$4,350	\$0	\$4,350	\$3,713	\$0
Expenses	\$0	\$5,800	\$0	\$5,800	\$4,933	\$0
Town Clerk	\$1,465	\$133,655	3,553	\$138,673	\$137,059	\$0
						\$1,614
Finance & Admin	\$1,735	\$580,015	2,904	\$584,654	\$535,686	\$0
						\$48,969
Public Safety						
Police Department						
Chief Salary	\$0	\$147,460	\$18,248	\$165,708	\$165,708	\$0
Patrolmen Overtime	\$0	\$358,383	\$80,000	\$438,383	\$421,973	\$0
Patrolmen Training	\$0	\$48,592	\$15,000	\$63,592	\$58,981	\$0
Other Salaries	\$0	\$1,853,384	\$0	\$1,853,384	\$1,805,766	\$0
Expenses	\$0	\$191,582	\$0	\$191,582	\$164,545	\$0
Police Department	\$0	\$2,599,401	113,248	\$2,712,649	\$2,616,973	\$0
						\$95,676
Fire Department						
Chief Salary	\$0	\$112,200	\$4,000	\$116,200	\$114,000	\$0
Firefighter Salaries	\$0	\$598,800	\$22,238	\$621,038	\$620,671	\$0
Call Firefighter Salaries	\$0	\$313,229	\$0	\$313,229	\$308,806	\$0
Fire Alarm Salaries	\$0	\$13,007	\$1,232	\$14,240	\$14,240	\$0
Expenses	\$8,819	\$105,369	\$0	\$114,188	\$98,710	\$0
Fire Alarm Expenses	\$667	\$8,000	\$0	\$8,667	\$6,583	\$0
Fire Department	\$9,486	\$1,150,605	27,471	\$1,187,562	\$1,163,010	\$0
						\$2,200
						\$367
						\$4,423
						\$0
						\$15,478
						\$2,084
						\$24,552
Zoning Enforcement/Inspect						
Other Salaries	\$0	\$77,466	-\$14,548	\$62,918	\$60,046	\$0
Professional Services	\$0	\$106,647	\$27,048	\$133,695	\$133,627	\$0
Expenses	\$359	\$11,211	\$0	\$11,570	\$6,239	\$0
Zoning Enforcement/Inspect	\$359	\$195,324	12,500	\$208,183	\$199,913	\$0
						\$2,872
						\$68
						\$5,331
						\$8,270
Civil Defense						
Director Salary	\$0	\$250	\$0	\$250	\$250	\$0
Expenses	\$0	\$1	\$0	\$1	\$0	\$0
Civil Defense	\$0	\$251	-	\$251	\$250	\$0
						\$1
Dog Officer						
Director Salary	\$0	\$25,835	\$0	\$25,835	\$25,831	\$0
Expenses	\$0	\$1,854	\$0	\$1,854	\$1,147	\$0
Dog Officer	\$0	\$27,689	-	\$27,689	\$26,978	\$0
						\$4
						\$707
						\$711
Public Safety	\$9,845	\$3,973,270	153,219	\$4,136,334	\$4,007,124	\$0
						\$129,209
Education						
Treasurer						
North Shore Voke	\$0	\$498,319	-\$169,291	\$329,028	\$329,028	\$0
Treasurer	\$0	\$498,319	(169,291)	\$329,028	\$329,028	\$0
						\$0
School Administration						
School Committee	\$0	\$12,032	\$54	\$12,086	\$11,873	\$0
Superintendent's Office	\$0	\$330,218	\$10,810	\$341,028	\$331,893	\$0
Business Office	\$0	\$242,537	\$1,050	\$243,587	\$245,120	\$0
Legal Services	\$0	\$60,000	\$1,233	\$61,233	\$51,918	\$0
Administrative Technology	\$0	\$517,557	-\$105,969	\$411,588	\$475,894	\$15,143
Attendance & Parent Liason	\$0	\$1,762	\$0	\$1,762	\$1,761	\$0
Utilities	\$0	\$7,000	\$0	\$7,000	\$6,189	\$0
						\$9,135
						-\$1,533
						\$9,315
						-\$79,449
						\$1
						\$811

	Appropriation		Revised Budget		Encumbrances		
	Carryforward	Transfers In / (Out)		Expenditures		Returned Surplus	
Maintenance of Buildings	\$0	\$9,000	\$0	\$9,000	\$8,741	\$0	\$259
Building Security System	\$0	\$0	\$17,000	\$17,000	\$15,843	\$0	\$1,157
Maintenance of Equipment	\$0	\$3,000	\$0	\$3,000	\$11,492	\$7,644	-\$16,136
Networking & Telecommunic	\$0	\$0	\$27,000	\$27,000	\$20,132	\$0	\$6,868
Technology Maintenance	\$0	\$0	\$110,000	\$110,000	\$107,328	\$0	\$2,672
Health Insurance	\$0	\$2,200,000	\$0	\$2,200,000	\$2,200,000	\$0	\$0
Unemployment Ins	\$0	\$33,500	\$0	\$33,500	\$12,213	\$1,686	\$19,601
Rental Payments	\$0	\$114,000	\$0	\$114,000	\$125,204	\$27	-\$11,231
School Administration	\$0	\$3,530,606	\$61,178	\$3,591,784	\$3,625,600	\$24,500	-\$58,316
Special Education							
Districtwide Leadership	\$0	\$358,466	-\$552	\$357,914	\$364,980	\$0	-\$7,066
Classroom Instruction	\$0	\$315,253	\$0	\$315,253	\$308,264	\$0	\$6,989
Teachers & Specialists	\$0	\$198,609	\$0	\$198,609	\$198,611	\$0	-\$2
Medical / Therapeutic Service	\$0	\$0	\$120,000	\$120,000	\$153,268	\$1,884	-\$35,151
Substitutes	\$0	\$106,500	\$0	\$106,500	\$137,825	\$0	-\$31,325
Instructional Aides	\$0	\$86,796	-\$14,000	\$72,796	\$87,392	\$0	-\$14,596
Professional Development	\$0	\$91,300	\$1,534	\$92,834	\$82,814	-\$1,254	\$11,274
Textbooks	\$0	\$5,000	\$0	\$5,000	\$4,343	\$0	\$657
Instructional Equipment	\$0	\$38,500	\$341	\$38,841	\$23,510	\$10	\$15,321
Testing & Assessment	\$0	\$15,000	\$4,725	\$19,725	\$13,087	\$880	\$5,758
Psychological	\$0	\$182,312	\$0	\$182,312	\$198,483	\$100	-\$16,271
Pupil Transportation	\$0	\$164,994	\$0	\$164,994	\$156,744	\$4,675	\$3,575
Maintenance of Equipment	\$0	\$1,000	\$0	\$1,000	\$745	\$0	\$255
Programs with Others	\$0	\$452,507	-\$120,000	\$332,507	\$375,168	\$0	-\$42,661
Special Education	\$0	\$2,016,237	(7,952)	\$2,008,285	\$2,105,236	\$6,294	-\$103,245
Summer Street School							
Principal/School Leadership	\$0	\$214,964	\$3,260	\$218,224	\$210,303	\$0	\$7,921
Principal's Office Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Classroom Instruction	\$0	\$2,168,526	\$89,217	\$2,257,743	\$2,266,929	\$0	-\$9,186
Teachers & Specialists	\$0	\$213,697	\$22,177	\$235,874	\$230,156	\$0	\$5,718
Substitutes	\$0	\$27,000	\$0	\$27,000	\$20,340	\$0	\$6,660
Instructional Aides	\$0	\$138,695	\$4,000	\$142,695	\$160,404	\$0	-\$17,709
Librarians & Media Center	\$0	\$54,689	\$0	\$54,689	\$54,689	\$0	\$0
Professional Development	\$0	\$91,132	\$0	\$91,132	\$90,780	\$0	\$352
Professional Development S	\$0	\$9,700	\$0	\$9,700	\$10,761	\$0	-\$1,061
Textbooks	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Instructional Materials	\$0	\$9,400	\$0	\$9,400	\$8,192	\$562	\$646
Instructional Equipment	\$0	\$1,500	\$0	\$1,500	\$1,250	\$0	\$251
General Supplies	\$0	\$77,250	\$0	\$77,250	\$64,075	\$14,993	-\$1,818
Instructional Technology	\$0	\$17,500	\$0	\$17,500	\$14,428	\$11,812	-\$8,740
Other Instructional Hardware	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Testing & Assessment	\$0	\$800	\$0	\$800	\$54	\$0	\$746
Psychological	\$0	\$77,627	\$0	\$77,627	\$77,798	\$0	-\$171
Health Services	\$0	\$80,380	\$0	\$80,380	\$80,308	\$69	\$3
Utilities	\$0	\$3,800	\$0	\$3,800	\$3,106	\$0	\$694
Maintenance of Equipment	\$0	\$0	\$0	\$0	\$433	\$0	-\$433
Summer Street School	\$0	\$3,186,660	118,654	\$3,305,314	\$3,294,006	\$27,435	-\$16,127
Huckleberry Hill School							
Building Technology	\$0	\$220,035	\$600	\$220,635	\$220,158	\$31	\$446
Principal/School Leadership	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Classroom Instruction	\$0	\$1,965,275	-\$26,425	\$1,938,850	\$1,884,798	\$0	\$54,052
Teachers & Specialists	\$0	\$235,394	-\$20,000	\$215,394	\$209,545	\$0	\$5,849
Substitutes	\$0	\$21,000	\$0	\$21,000	\$26,433	\$0	-\$5,433
Instructional Aides	\$0	\$228,220	\$4,000	\$232,220	\$249,934	\$0	-\$17,714
Librarians	\$0	\$84,028	\$0	\$84,028	\$85,006	\$0	-\$978
Professional Development L	\$0	\$91,132	\$0	\$91,132	\$90,780	\$0	\$352
Professional Development	\$0	\$10,100	\$0	\$10,100	\$6,143	\$0	\$3,957
Textbooks	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Instructional Materials	\$0	\$7,950	\$0	\$7,950	\$8,716	\$0	-\$766
Instructional Equipment	\$0	\$1,000	\$0	\$1,000	\$1,555	\$0	-\$555
General Supplies	\$0	\$73,500	\$0	\$73,500	\$76,819	\$2,647	-\$5,966
Instructional Technology	\$0	\$17,850	\$0	\$17,850	\$15,489	\$554	\$1,807
Other Instructional Hardware	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Testing & Assessment	\$0	\$600	\$0	\$600	\$0	\$0	\$600
Psychological	\$0	\$87,990	\$0	\$87,990	\$87,966	\$0	\$24
Health Services	\$0	\$73,533	\$0	\$73,533	\$74,202	\$0	-\$669
Utilities	\$0	\$3,800	\$0	\$3,800	\$3,826	\$0	-\$26
Maintenance of Equipment	\$0	\$0	\$0	\$0	\$178	\$0	-\$178
Huckleberry Hill School	\$0	\$3,121,407	(41,825)	\$3,079,582	\$3,041,548	\$3,232	\$34,803
Middle School							

	Appropriation		Revised Budget		Encumbrances	
	Carryforward	Transfers In / (Out)	Expenditures	Returned Surplus		
Principal's Office	\$0	\$306,388	\$310	\$306,698	\$309,274	\$0
Classroom Instruction	\$0	\$3,698,953	-\$34,728	\$3,664,225	\$3,592,405	\$0
Teachers & Specialists	\$0	\$128,888	\$1,000	\$129,888	\$118,342	\$0
Substitutes	\$0	\$57,019	\$0	\$57,019	\$50,740	\$0
Instructional Aides	\$0	\$268,252	\$11,238	\$279,490	\$296,453	\$0
Librarians & Media Center	\$0	\$72,716	\$0	\$72,716	\$72,715	\$0
Professional Development L	\$0	\$182,264	-\$5,780	\$176,484	\$164,774	\$0
Professional Development	\$0	\$12,800	\$6,700	\$19,500	\$12,374	\$0
Textbooks	\$0	\$27,075	-\$1,700	\$25,375	\$22,983	\$172
Other Instructional Materials	\$0	\$5,475	\$400	\$5,875	\$5,704	\$0
General Supplies	\$0	\$74,895	-\$4,329	\$70,566	\$67,438	\$709
Instructional Technology	\$0	\$15,000	\$0	\$15,000	\$29,060	\$2,394
Other Instructional Hardware	\$0	\$3,300	-\$400	\$2,900	\$2,445	\$0
Guidance & Counseling	\$0	\$32,842	\$0	\$32,842	\$33,920	\$0
Testing & Assessment	\$0	\$700	\$0	\$700	\$452	\$0
Psychological	\$0	\$160,596	\$0	\$160,596	\$160,428	\$0
Health Services	\$0	\$81,684	\$0	\$81,684	\$81,590	\$0
Student Activities	\$0	\$5,830	\$0	\$5,830	\$4,206	\$0
Utilities	\$0	\$8,500	\$0	\$8,500	\$6,321	\$0
Maintenance of Equipment	\$0	\$3,500	\$1,021	\$4,521	\$3,931	\$0
Middle School	\$0	\$5,146,677	(26,268)	\$5,120,409	\$5,035,555	\$3,276
High School						
Principal's Office	\$0	\$372,899	\$1,159	\$374,058	\$374,424	\$0
Building Technology	\$0	\$85,568	\$0	\$85,568	\$85,386	\$0
Classroom Instruction	\$0	\$4,483,513	-\$43,521	\$4,439,992	\$4,400,435	\$0
Teachers & Specialists	\$0	\$21,000	\$0	\$21,000	\$15,120	\$0
Substitutes	\$0	\$35,084	\$0	\$35,084	\$36,563	\$0
Instructional Aides	\$0	\$142,377	\$0	\$142,377	\$116,652	\$0
Librarians & Media Center	\$0	\$85,551	\$0	\$85,551	\$85,550	\$0
Professional Development S	\$0	\$0	\$0	\$0	\$0	\$0
Professional Development	\$0	\$12,730	\$0	\$12,730	\$18,413	\$0
Textbooks	\$0	\$41,147	\$146	\$41,293	\$38,526	\$0
Other Instructional Materials	\$0	\$8,550	\$396	\$8,946	\$7,518	\$502
General Supplies	\$0	\$57,893	\$2,233	\$60,126	\$54,544	\$1,394
Instructional Technology	\$0	\$1,000	\$0	\$1,000	\$6,697	\$0
Other Instructional Hardware	\$0	\$9,619	\$0	\$9,619	\$8,944	\$0
Guidance & Counseling	\$0	\$343,314	-\$110	\$343,204	\$343,393	\$0
Testing & Assessment	\$0	\$2,500	\$95	\$2,595	\$2,499	\$0
Psychological	\$0	\$86,454	\$0	\$86,454	\$86,453	\$0
Attendance	\$0	\$45,337	-\$8,078	\$37,259	\$35,243	\$0
Health Services	\$0	\$85,968	\$0	\$85,968	\$86,218	\$0
Athletics	\$0	\$652,304	\$4,714	\$657,018	\$649,459	\$0
Student Activities	\$0	\$13,657	\$0	\$13,657	\$13,953	\$0
Utilities	\$0	\$7,500	\$0	\$7,500	\$5,843	\$0
Maintenance of Equipment	\$0	\$18,000	\$2,706	\$20,706	\$9,332	\$0
High School	\$0	\$6,611,965	(40,259)	\$6,571,706	\$6,481,165	\$1,896
Education	\$0	\$24,111,871	(105,763)	\$24,006,108	\$23,912,136	\$66,633
		\$23,613,552	63,528	\$23,677,080	\$23,583,108	\$66,633
Public Works						
Municipal Buildings						
Other Salaries	\$0	\$215,291	-\$902	\$214,389	\$214,389	\$0
Expenses	\$13,234	\$318,888	\$5,000	\$337,122	\$275,821	\$0
Municipal Buildings	\$13,234	\$534,179	4,098	\$551,511	\$490,210	\$0
School Buildings						
Other Salaries	\$0	\$1,030,917	-\$112,000	\$918,917	\$877,872	\$0
Expenses	\$40,291	\$902,990	\$135,000	\$1,078,281	\$889,572	\$0
Energy Supply	\$0	\$645,000	\$80,000	\$725,000	\$632,165	\$0
School Buildings	\$40,291	\$2,578,907	103,000	\$2,722,198	\$2,399,610	\$0
Public Works Admin						
Director Salary	\$0	\$108,275	\$0	\$108,275	\$90,199	\$0
Other Salaries	\$0	\$347,179	\$0	\$347,179	\$331,112	\$0
Expenses	\$418	\$6,500	\$0	\$6,918	\$3,640	\$0
Motor fuel/oil	\$0	\$191,500	-\$50,000	\$141,500	\$116,679	\$0

		Appropriation		Transfers In	Revised Budget	Encumbrances	
		Carryforward		/ (Out)	Expenditures		Returned Surplus
Public Works Admin		\$0	\$653,454	(50,000)	\$603,872	\$541,631	\$0 \$62,241
Highway							
Other Salaries		\$0	\$845,222	-\$45,000	\$800,222	\$797,369	\$0 \$2,853
Expenses		\$23,792	\$459,000	-\$20,000	\$462,792	\$448,018	\$0 \$14,774
Highway		\$23,792	\$1,304,222	(65,000)	\$1,263,014	\$1,245,387	\$0 \$17,627
Snow & Ice							
Expenses		\$0	\$120,000	\$150,000	\$270,000	\$535,432	\$0 -\$265,432
Snow & Ice		\$0	\$120,000	150,000	\$270,000	\$535,432	\$0 -\$265,432
Street Lights							
Expenses		\$2,350	\$174,070	-\$20,000	\$156,420	\$131,156	\$0 \$25,264
Street Lights		\$2,350	\$174,070	(20,000)	\$156,420	\$131,156	\$0 \$25,264
Sidewalks							
Expenses		\$0	\$25,000	\$0	\$25,000	\$24,338	\$0 \$662
Sidewalks		\$0	\$25,000	-	\$25,000	\$24,338	\$0 \$662
Rubbish Removal							
Expenses		\$0	\$771,779	\$0	\$771,779	\$633,683	\$0 \$138,096
Rubbish Removal		\$0	\$771,779	-	\$771,779	\$633,683	\$0 \$138,096
<i>Public Works</i>		\$79,667	\$6,161,611	\$122,098	\$6,363,794	\$6,001,446	\$0 \$362,347
Human Services							
Board of Health							
Other Salaries		\$0	\$84,558	\$0	\$84,558	\$78,706	\$0 \$5,852
Expenses		\$13	\$30,724	\$0	\$30,737	\$28,591	\$0 \$2,146
Board of Health		\$13	\$115,282	-	\$115,295	\$107,297	\$0 \$7,998
Council on Aging							
Other Salaries		\$0	\$253,458	\$3,393	\$256,851	\$252,825	\$0 \$4,027
Expenses		\$0	\$25,615	\$0	\$25,615	\$25,539	\$0 \$76
Council on Aging		\$0	\$279,073	3,393	\$282,466	\$278,364	\$0 \$4,102
Veterans Agents							
Director Salary		\$0	\$10,200	\$0	\$10,200	\$10,200	\$0 \$0
Veterans Benefits		\$0	\$12,500	\$0	\$12,500	\$12,428	\$0 \$72
Expenses		\$0	\$900	\$0	\$900	\$872	\$0 \$28
Veterans Agents		\$0	\$23,600	-	\$23,600	\$23,500	\$0 \$100
<i>Human Services</i>		\$13	\$417,955	3,393	\$421,361	\$409,161	\$0 \$12,200
Culture & Recreation							
Veterans Agent							
Memorial Day		\$0	\$4,000	\$0	\$4,000	\$3,974	\$0 \$26
Veterans Agent		\$0	\$4,000	-	\$4,000	\$3,974	\$0 \$26
Library							
Director Salary		\$0	\$75,896	\$2,500	\$78,396	\$78,396	\$0 \$0
Other Salaries		\$0	\$476,276	\$0	\$476,276	\$471,380	\$0 \$4,896
Expenses		\$0	\$193,170	\$0	\$193,170	\$189,695	\$0 \$3,475
Library		\$0	\$745,342	2,500	\$747,842	\$739,471	\$0 \$8,371
Recreation							
Other Salaries		\$0	\$44,000	\$1,035	\$45,035	\$45,035	\$0 \$0
Expenses		\$0	\$3,872	\$0	\$3,872	\$3,872	\$0 \$0
Recreation		\$0	\$47,872	1,035	\$48,907	\$48,907	\$0 \$0
Historical Commission							
Expenses		\$1,784	\$8,280	\$0	\$10,064	\$8,778	\$0 \$1,285
Historical Commission		\$1,784	\$8,280	-	\$10,064	\$8,778	\$0 \$1,285
<i>Cultural & Recreation</i>		\$1,784	\$805,494	3,535	\$810,812	\$801,130	\$0 \$9,682
Debt & Interest							
Treasurer							
Long-term Principal		\$0	\$319,611	\$856,037	\$1,175,648	\$1,175,648	\$0 \$0
Debt-Exclusion Principal		\$0	\$2,004,000	\$0	\$2,004,000	\$2,004,000	\$0 \$0
Long-term Interest		\$0	\$24,317	\$67,929	\$92,246	\$92,246	\$0 \$0

	Appropriation		Transfers In	Revised Budget		Encumbrances	
	Carryforward		/(Out)		Expenditures		Returned Surplus
Debt-Exclusion Interest	\$0	\$776,172	\$0	\$776,172	\$776,172	\$0	\$0
Short-term Interest	\$0	\$49,000	-\$37,561	\$11,439	\$11,439	\$0	\$0
Treasurer	\$0	\$3,173,100	\$886,405	\$4,059,505	\$4,059,504	\$0	\$1
Tax Collector							
Short-term Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Tax Collector	\$0	\$0	-	\$0	\$0	\$0	\$0
<i>Debt & Interest</i>	\$0	\$3,173,100	886,405	\$4,059,505	\$4,059,504	\$0	\$1
Employee Benefits							
Selectmen							
Other Employee Benefits	\$41	\$3,891	\$0	\$3,932	\$3,932	\$0	\$0
Selectmen	\$41	\$3,891	-	\$3,932	\$3,932	\$0	\$0
Treasurer							
Retirement Contribution	\$0	\$2,118,002	\$0	\$2,118,002	\$2,118,002	\$0	\$0
Workers' Compensation	\$0	\$206,203	-\$75,000	\$131,203	\$128,667	\$0	\$2,536
Unemployment Compensation	\$0	\$40,000	\$4,219	\$44,219	\$16,269	\$0	\$27,950
Insurance Benefits	\$0	\$2,564,000	-\$72,842	\$2,491,158	\$2,464,923	\$0	\$26,235
FICA	\$0	\$353,464	\$43,968	\$397,432	\$397,388	\$0	\$44
Treasurer	\$0	\$5,281,669	(99,656)	\$5,182,013	\$5,125,249	\$0	\$56,765
<i>Employee Benefits</i>	\$41	\$5,285,560	(99,656)	\$5,185,945	\$5,129,180	\$0	\$56,765
Grand Total	\$102,663	\$46,414,529	\$825,216	\$47,342,825	\$46,520,525	\$66,633	\$755,668

**Town of Lynnfield
Balance Sheet
June 30, 2015**

ASSETS			
CASH:			
GENERAL CASH		\$10,565,541	
TRUSTS IN CUSTODY OF TREASURER		\$3,343,991	
PETTY CASH		\$900	\$13,910,432
ACCOUNTS RECEIVABLE:			
REAL ESTATE TAXES		\$609,100	
PERSONAL PROPERTY TAXES		\$8,865	
MOTOR VEHICLE EXCISE TAXES		\$296,514	
DUE FROM OTHER Governments		\$0	
SPECIAL ASSESSMENTS		\$193,837	
TAX LEINS AND FORECLOSURES		\$372,702	
TAXES IN LITIGATION		\$5,027	
RESERVE FOR ABATEMENTS AND EXEMPTIONS		(\$661,352)	
OTHER RECEIVABLES		\$139,385	
EMERGENCY MEDICAL SERVICES		\$632,157	\$1,596,235
PREPAID EXPENSES			\$0
AMOUNT TO BE PROVIDED FOR BOND PAYMENT			\$25,925,207
TOTAL ASSETS			\$41,431,874
TOTAL LIABILITIES AND FUND BALANCE			\$41,431,874

Town of Lynnfield Capital and Special Articles Fiscal 2015

	Carry Forward		Transfers	Revised	Expended	Continuing	Balance
	Appropriation		In/(Out)	Budget		Appropriation	Available
General Fund Article							
Selectmen	Fiscal Year						
2015 Prior Year Bills	\$0	\$6,443	\$0	\$6,443	\$6,204	\$239	\$0
2015 Transfer Out - Close Out	\$0	\$0	\$10,788	\$10,788	\$10,788	\$0	\$0
Prior to Saugus river watershed	\$6,250	\$0	\$0	\$6,250	\$0	\$6,250	\$0
2014 Tricentennial Celebration	\$2,188	\$0	\$0	\$2,188	\$2,188	\$0	\$0
2015 Drainage Repairs HS Field	\$0	\$100,000	\$0	\$100,000	\$82,543	\$17,457	\$0
2013 Medical Bills	\$2,702	\$0	\$0	\$2,702	\$0	\$2,702	\$0
2013 Preliminary Field Design	\$2,670	\$0	\$0	\$2,670	\$1,389	\$1,281	\$0
Selectmen	\$13,810	\$106,443	\$10,788	\$131,041	\$103,112	\$27,929	\$0
Operations Support							
2014 Copier Town Hall	\$577	\$0	\$0	\$577	\$577	\$0	\$0
Operations Support	\$577	\$0	\$0	\$577	\$577	\$0	\$0
Police							
2013 Laser Speed Detector	\$500	\$0	\$0	\$500	\$500	\$0	\$0
2014 Cruisers with Lights 14	\$5,734	\$0	\$0	\$5,734	\$5,734	\$0	\$0
2014 Taser Units	\$458	\$0	\$0	\$458	\$458	\$0	\$0
2014 Patrol Bycycle	\$2,820	\$0	\$0	\$2,820	\$0	\$2,820	\$0
2015 Computer Equipment	\$0	\$7,500	\$0	\$7,500	\$7,500	\$0	\$0
2015 Cruiser with Assessories	\$0	\$45,000	\$0	\$45,000	\$28,674	\$16,326	\$0
2015 Recording Devices	\$0	\$3,000	\$0	\$3,000	\$0	\$3,000	\$0
2015 Firearm Parts	\$0	\$2,000	\$0	\$2,000	\$1,985	\$15	\$0
2015 Taser Units	\$0	\$1,650	\$0	\$1,650	\$1,650	\$0	\$0
2015 Patrol Rifles	\$0	\$10,000	\$0	\$10,000	\$10,000	\$0	\$0
Police	\$9,512	\$69,150	\$0	\$78,662	\$56,501	\$22,161	\$0
Fire							
2013 Portable/Mobile Radio	\$3,360	\$0	\$0	\$3,360	\$3,360	\$0	\$0
2014 Fire Equipment	\$1,145	\$0	\$0	\$1,145	\$1,145	\$0	\$0
2014 Portable/Mobile Radio	\$5,025	\$0	\$0	\$5,025	\$5,025	\$0	\$0
2015 Thermal Imaging Camera	\$0	\$15,000	\$0	\$15,000	\$15,000	\$0	\$0
2015 Protective Gear	\$0	\$5,000	\$0	\$5,000	\$5,000	\$0	\$0
2015 Hose Replacement	\$0	\$10,000	\$0	\$10,000	\$4,551	\$5,449	\$0
2015 Extrication Tools	\$0	\$37,500	\$0	\$37,500	\$34,818	\$2,682	\$0
2015 Fire Utility Vehicles	\$0	\$30,000	\$0	\$30,000	\$30,000	\$0	\$0
2015 Fire Chase Vehicle	\$0	\$10,000	\$0	\$10,000	\$10,000	\$0	\$0
	\$9,530	\$107,500	\$0	\$117,030	\$108,899	\$8,131	\$0
Zoning Enforcement							
2015 File Cabinets	\$0	\$9,500	\$0	\$9,500	\$9,500	\$0	\$0
Zoning & Inspection	\$0	\$9,500	\$0	\$9,500	\$9,500	\$0	\$0
Schools System -Wide							
2014 High School Expension	\$2,952	\$0	\$0	\$2,952	\$0	\$2,952	\$0
2015 Middle School Room	\$0	\$51,000	\$0	\$51,000	\$51,000	\$0	\$0
2015 Computer Acessories	\$0	\$250,000	\$0	\$250,000	\$250,000	\$0	\$0
Schools System-Wide	\$2,952	\$301,000	\$0	\$303,952	\$301,000	\$2,952	\$0
Municipal Buildings							
2013 Senior Center Carpet	\$19,057	\$0	\$0	\$19,057	\$9,304	\$9,753	\$0
2014 Replace Concrete Pad	\$24,325	\$0	\$0	\$24,325	\$16,728	\$7,597	\$0
2015 Senior Center Carpet	\$0	\$5,500	\$0	\$5,500	\$0	\$5,500	\$0
Municipal Buildings	\$43,382	\$5,500	\$0	\$48,882	\$26,032	\$22,850	\$0

	Carry Forward		Transfers	Revised	Expended	Continuing	Balance
	Appropriation		In/(Out)	Budget		Appropriation	Available
School Buildings							
2013 High School Boiler	\$7,062	\$0	\$0	\$7,062	\$642	\$6,420	\$0
2013 High School Interior Doors	\$2,488	\$0	\$0	\$2,488	\$2,488	\$0	\$0
2013 High School Floor Tile	\$1,338	\$0	\$0	\$1,338	\$1,338	\$0	\$0
2013 Summer Street Interior Doors	\$787	\$0	\$0	\$787	\$0	\$787	\$0
2013 MS Library Wall	\$5,000	\$0	\$0	\$5,000	\$0	\$5,000	\$0
2013 Eng Study-Energy Mgmt	\$8,675	\$0	-\$8,675	\$0	\$0	\$0	\$0
2013 Energy Mgmt Software	\$1,952	\$0	-\$1,952	\$0	\$0	\$0	\$0
2014 Energy Mgmt 2014	\$9,076	\$0	\$0	\$9,076	\$2,200	\$6,876	\$0
2015 Gym Flooring	\$0	\$7,000	\$0	\$7,000	\$3,894	\$3,106	\$0
2015 Refinish Stage Floor	\$0	\$5,000	\$0	\$5,000	\$0	\$5,000	\$0
2015 High School Gym Bleacher	\$0	\$6,500	\$0	\$6,500	\$0	\$6,500	\$0
<i>School Buildings</i>	\$36,378	\$18,500	-\$10,627	\$44,251	\$10,562	\$33,689	\$0
Highway							
2013 Pilling Pond Improvement	\$8,413	\$0	\$0	\$8,413	\$8,413	\$0	\$0
2013 Sidewalk Construction	\$25	\$0	\$0	\$25	\$25	\$0	\$0
2013 Truck Replacements	\$767	\$0	\$0	\$767	\$767	\$0	\$0
2014 DPW Garage Repairs	\$41,660	\$0	\$0	\$41,660	\$3,444	\$38,216	\$0
2014 Pilling Pond Improvement	\$12,500	\$0	\$0	\$12,500	\$5,445	\$7,055	\$0
2014 Truck Replacements	\$47	\$0	\$0	\$47	\$47	\$0	\$0
2014 Vehicle Replacement	\$4,132	\$0	\$0	\$4,132	\$0	\$4,132	\$0
2015 DPW Building Renovation	\$0	\$25,000	\$0	\$25,000	\$0	\$25,000	\$0
2015 DPW Garage Repairs	\$0	\$12,416	\$0	\$12,416	\$5,000	\$7,416	\$0
2015 Pilling Pond Improvement	\$0	\$12,500	\$0	\$12,500	\$0	\$12,500	\$0
2015 Truck Replacements	\$0	\$36,000	\$0	\$36,000	\$22,647	\$13,353	\$0
2015 Fuel Management System	\$0	\$30,000	\$0	\$30,000	\$0	\$30,000	\$0
2015 Highway Equipment	\$0	\$11,000	\$0	\$11,000	\$0	\$11,000	\$0
2015 Cemetery/Parks Equipment	\$0	\$4,000	\$0	\$4,000	\$3,195	\$805	\$0
<i>Highway</i>	\$67,544	\$130,916	\$0	\$198,460	\$48,983	\$149,477	\$0
Library							
2008 Feasability Study	\$6,398	\$0	\$0	\$6,398	\$6,398	\$0	\$0
2014 Library Furniture	\$13,512	\$0	\$0	\$13,512	\$9,669	\$3,843	\$0
2015 Telephone System	\$0	\$10,100	\$0	\$10,100	\$8,608	\$1,492	\$0
<i>Library</i>	\$19,910	\$10,100	\$0	\$30,010	\$24,675	\$5,335	\$0
Golf							
2015 Golf Course Repairs	\$0	\$24,205	\$0	\$24,205	\$24,205	\$0	\$0
<i>Golf Course Repairs</i>							
General Fund	\$203,595	\$782,814	\$161	\$986,570	\$714,046	\$272,524	\$0

	Carry Forward		Transfers	Revised	Expended	Continuing	Balance
	Appropriation		In/(Out)	Budget		Appropriation	Available
Capital Projects							
Selectmen							
2015 Fields Project & Building	\$6,023,948	\$0	\$0	\$6,023,948	\$5,930,482	\$93,465	\$0
2015 Center Farm Acquisition	\$1,550,000	\$0	\$0	\$1,550,000	\$1,405,903	\$144,097	\$0
<i>Selectmen</i>	\$7,573,948	\$0	\$0	\$7,573,948	\$7,336,385	\$237,563	\$0
Fire							
2012 South Station Improvements	\$14,247	\$0	\$0	\$14,247	\$9,420	\$4,827	\$0
<i>Fire</i>	\$14,247	\$0	\$0	\$14,247	\$9,420	\$4,827	\$0
Municipal Buildings							
2012 Sr. Center Waterproofing	\$18,000	\$0	\$0	\$18,000	\$18,000	\$0	\$0
<i>Municipal Buildings</i>	\$18,000	\$0	\$0	\$18,000	\$18,000	\$0	\$0
Public Works Admin							
2012 Storm Water Compliance	\$415	\$0	\$0	\$415	\$395	\$20	\$0
<i>Public Works Admin</i>	\$415	\$0	\$0	\$415	\$395	\$20	\$0
Highway							
2012 Truck Replacement	\$2,204	\$0	\$0	\$2,204	\$2,204	\$0	\$0
<i>Highway</i>	\$2,204	\$0	\$0	\$2,204	\$2,204	\$0	\$0
Board of Health							
2010 Septic Loan Program Fy 10	\$33,932	\$0	\$0	\$33,932	\$0	\$33,932	\$0
2011 Septic System Loan Program	\$1,000,000	\$0	\$0	\$1,000,000	\$0	\$1,000,000	\$0
<i>Septic System Loan Program</i>	\$1,033,932	\$0	\$0	\$1,033,932	\$0	\$1,033,932	\$0
Senior Center							
2013 Van	\$2,076	\$0	\$0	\$2,076	\$0	\$2,076	\$0
<i>Library</i>	\$2,076	\$0	\$0	\$2,076	\$0	\$2,076	\$0
Golf Course							
2005 Golf Course Capital	\$6,761	\$0	\$0	\$6,761	\$0	\$6,761	\$0
<i>Golf Course Capital</i>	\$6,761	\$0	\$0	\$6,761	\$0	\$6,761	\$0
Capital Projects Fund	\$8,651,582	\$0	\$0	\$8,651,582	\$7,366,404	\$1,285,178	\$0
Grand Total	\$8,855,177	\$782,814	\$161	\$9,638,152	\$8,080,450	\$1,557,702	\$0

Town of Lynnfield Capital and Special Articles Fiscal 2014

	Carry Forward		Transfers	Transfers	Expended	Continuing	Balance
	Appropriation		In	Out		Appropriation	Available
Selectmen							
Prior Year Bills	\$0	\$222	\$0	\$0	\$222	\$0	\$0
Bicycle transportation pl	\$4	\$0	\$0	\$4	\$0	\$0	\$0
Saugus river watershed	\$6,250	\$0	\$0	\$0	\$0	\$6,250	\$0
Tricentennial Celebratio	\$0	\$10,000	\$0	\$0	\$7,812	\$2,188	\$0
Field Project Enginnerc	\$0	\$250,000	\$0	\$0	\$250,000	\$0	\$0
Medical Bills	\$2,702	\$0	\$0	\$0	\$0	\$2,702	\$0
Preliminary Field Design	\$5,154	\$0	\$0	\$0	\$2,484	\$2,670	\$0
<i>Selectmen</i>	\$14,110	\$260,222	\$0	\$4	\$260,518	\$13,810	\$0
Operations Support							
Copier Town Hall	\$0	\$6,125	\$0	\$0	\$5,548	\$577	\$0
<i>Operations Support</i>	\$0	\$6,125	\$0	\$0	\$5,548	\$577	\$0
Information Technology							
Desktop Virtualization	\$17,034	\$0	\$0	\$0	\$17,034	\$0	\$0
<i>Information Technology</i>	\$17,034	\$0	\$0	\$0	\$17,034	\$0	\$0
Police							
Cruisers 2012	\$15,285	\$0	\$0	\$0	\$15,285	\$0	\$0
Police Computer Mount	\$0	\$7,100	\$0	\$0	\$7,100	\$0	\$0
Cruisers with Lights 14	\$0	\$36,750	\$0	\$0	\$31,016	\$5,734	\$0
Taser Units	\$0	\$2,450	\$0	\$0	\$1,992	\$458	\$0
SWAT Rife	\$0	\$3,000	\$0	\$0	\$3,000	\$0	\$0
Patrol Rifles	\$0	\$3,000	\$0	\$0	\$3,000	\$0	\$0
Patrol Bycycle	\$0	\$2,820	\$0	\$0	\$0	\$2,820	\$0
Laser Speed Detector	\$0	\$4,000	\$0	\$0	\$3,500	\$500	\$0
<i>Police</i>	\$15,285	\$59,120	\$0	\$0	\$64,893	\$9,512	\$0
Fire							
Fire Equipment	\$0	\$10,000	\$0	\$0	\$8,855	\$1,145	\$0
Portable/Mobile Radio	\$0	\$10,000	\$0	\$0	\$4,975	\$5,025	\$0
Protective Gear	\$0	\$4,000	\$0	\$0	\$4,000	\$0	\$0
Hoses & Nozzles	\$0	\$5,000	\$0	\$0	\$5,000	\$0	\$0
Portable/Mobile Radios	\$7,618	\$0	\$0	\$0	\$4,258	\$3,360	\$0
Hose Replacement	\$124	\$0	\$0	\$0	\$124	\$0	\$0
Firefighter Gear	\$4,871	\$0	\$0	\$0	\$4,871	\$0	\$0
	\$12,612	\$29,000	\$0	\$0	\$32,082	\$9,530	\$0
Schools System -Wide							
High School Expension	\$0	\$45,000	\$0	\$0	\$42,048	\$2,952	\$0
Computer Aecessories 1	\$250,000	\$0	\$0	\$0	\$250,000	\$0	\$0
<i>Schools System-Wide</i>	\$250,000	\$45,000	\$0	\$0	\$292,048	\$2,952	\$0
Municipal Buildings							
Replace Concrete Pad	\$25,000	\$0	\$0	\$0	\$675	\$24,325	\$0
Senior Center Carpet	\$0	\$19,304	\$0	\$0	\$247	\$19,057	\$0
<i>Municipal Buildings</i>	\$25,000	\$19,304	\$0	\$0	\$922	\$43,382	\$0

	Carry Forward		Transfers	Transfers	Expended	Continuing	Balance
	Appropriation		In	Out		Appropriation	Available
School Buildings							
High School Boiler	\$35,000	\$0	\$0	\$0	\$27,938	\$7,062	\$0
High School Floor Tile	\$5,000	\$0	\$0	\$0	\$3,662	\$1,338	\$0
Summer Street Interior	\$6,781	\$0	\$0	\$0	\$5,994	\$787	\$0
HH Kitchen Ceiling	\$851	\$0	\$0	\$0	\$851	\$0	\$0
MS Library Wall	\$5,000	\$0	\$0	\$0		\$5,000	\$0
High School Interior Door	\$19,823	\$0	\$0	\$0	\$17,335	\$2,488	\$0
Eng. Study-Energy Mgmt	\$8,675	\$0	\$0	\$0		\$8,675	\$0
Energy Mgmt 2014	\$0	\$15,000	\$0	\$0	\$5,924	\$9,076	\$0
Energy Mgmt Software	\$58,836	\$0	\$0	\$0	\$56,884	\$1,952	\$0
<i>School Buildings</i>	\$139,966	\$15,000	\$0	\$0	\$118,588	\$36,378	\$0
Highway							
DPW Garage Repairs	\$0	\$110,000	\$0	\$0	\$68,340	\$41,660	\$0
Pillings pond Improvement	\$0	\$12,500	\$0	\$0	\$0	\$12,500	\$0
Small Equipment	\$0	\$10,000	\$0	\$0	\$10,000	\$0	\$0
Truck Replacements	\$0	\$110,000	\$0	\$0	\$109,953	\$47	\$0
Vehicle Replacements	\$0	\$90,145	\$0	\$0	\$86,013	\$4,132	\$0
Sidewalk Construction	\$2,213	\$0	\$0	\$0	\$2,188	\$25	\$0
Truck Replacements	\$767	\$0	\$0	\$0	\$0	\$767	\$0
Pillings Pond Maint.	\$12,500	\$0	\$0	\$0	\$4,087	\$8,414	\$0
Storm Water Compliance	\$6,016	\$0	\$0	\$59	\$5,957	\$0	\$0
<i>Cemetery & Parks</i>	\$21,496	\$332,645	\$0	\$59	\$286,537	\$67,545	\$0
Library							
Library Furniture	\$0	\$13,512	\$0	\$0	\$0	\$13,512	\$0
Feasibility Study	\$6,398	\$0	\$0	\$0	\$0	\$6,398	\$0
<i>Library</i>	\$6,398	\$13,512	\$0	\$0	\$0	\$19,910	\$0
Recreation							
Consession Stand	\$10,266	\$0	\$0	\$10,266	\$0	\$0	\$0
<i>Consession Stand</i>	\$10,266	\$0	\$0	\$10,266	\$0	\$0	\$0
General Fund	\$512,168	\$779,928	\$0	\$10,329	\$1,078,172	\$203,595	\$0
Selectmen							
Fields Project & Building	\$0	\$6,967,308	\$0	\$0	\$943,360	\$6,023,948	\$0
<i>Selectmen</i>	\$0	\$6,967,308	\$0	\$0	\$943,360	\$6,023,948	\$0
Police							
2 Chevy Tahoe Vehicle	\$30,327	\$0	\$0	\$0	\$30,327	\$0	\$0
<i>Police</i>	\$30,327	\$0	\$0	\$0	\$30,327	\$0	\$0
Fire							
South Station Improvement	\$55,000	\$0	\$0	\$0	\$40,753	\$14,247	\$0
<i>Fire</i>	\$55,000	\$0	\$0	\$0	\$40,753	\$14,247	\$0
School							
High School Exp. Proj.	\$254,935	\$0	\$0	\$0	\$254,935	\$0	\$0
<i>Schools</i>	\$254,935	\$0	\$0	\$0	\$254,935	\$0	\$0

	Carry Forward		Transfers	Transfers	Expended	Continuing	Balance
	Appropriation		In	Out		Appropriation	Available
Municipal Buildings							
Sr. Center Floor Tile	\$453	\$0	\$0	\$0	\$453	\$0	\$0
Sr. Center Waterproofing	\$18,000	\$0	\$0	\$0	\$0	\$18,000	\$0
<i>Municipal Buildings</i>	\$18,453	\$0	\$0	\$0	\$453	\$18,000	\$0
School Buildings							
Genie Lift	\$150	\$0	\$0	\$0	\$150	\$0	\$0
<i>School Buildings</i>	\$150	\$0	\$0	\$0	\$150	\$0	\$0
Public Works Admin							
Storm Water Compliance	\$8,440	\$0	\$0	\$0	\$8,025	\$415	\$0
<i>Public Works Admin</i>	\$8,440	\$0	\$0	\$0	\$8,025	\$415	\$0
Highway							
Drain Improvements	\$17,169	\$0	\$0	\$0	\$17,169	\$0	\$0
Pillings Pond Improvement	\$7,608	\$0	\$0	\$0	\$7,608	\$0	\$0
Truck Replacements	\$3,774	\$0	\$0	\$0	\$1,569	\$2,204	\$0
Cemetery/Parks Equip.	\$1,145	\$0	\$0	\$0	\$1,145	\$0	\$0
<i>Highway</i>	\$29,697	\$0	\$0	\$0	\$27,492	\$2,204	\$0
Board of Health							
Septic Loan Program Fy	\$33,932	\$0	\$0	\$0	\$0	\$33,932	\$0
Septic System Loan Prc	\$0	\$1,000,000	\$0	\$0	\$0	\$1,000,000	\$0
<i>Septic System Loan P.</i>	\$33,932	\$1,000,000	\$0	\$0	\$0	\$1,033,932	\$0
Senior Center							
Van	\$0	\$69,916	\$0	\$0	\$67,840	\$2,076	\$0
<i>Library</i>	\$0	\$69,916	\$0	\$0	\$67,840	\$2,076	\$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	\$437,695	\$8,037,224	\$0	\$0	\$1,373,336	\$7,101,582	\$0
Grand Total	\$949,862	\$8,817,152	\$0	\$10,329	\$2,451,508	\$7,305,177	\$0

Town of Lynnfield Enterprise Fund Summary Fiscal 2015

	Carry Forward	Receipts	Transfers In	Transfers Out	Expended/Encumbered	Balance
Enterprise Funds						
6100 Emergency Medical Services	\$41,995	\$595,079	\$0	\$0	\$629,135	\$7,939
6300 Reedy Meadow /King Rail Golf	\$96,437	\$536,369		\$95,000	\$573,693	-\$35,887
<i>Enterprise Funds</i>	<u>\$138,433</u>	<u>\$1,131,448</u>	<u>\$0</u>	<u>\$95,000</u>	<u>\$1,202,828</u>	<u>-\$27,948</u>
Grand Total	\$138,433	\$1,131,448	\$0	\$95,000	\$1,202,828	-\$27,948

Town of Lynnfield Trust & Stabilization Fund Summary Fiscal 2015

	Carry Forward	Receipts	Transfers In	Transfers Out	Expended	Balance
Expendable Trusts & Stabilization Funds						
8001 Perpetual Care	-\$7,360	\$2,620				-\$4,740
8002 Library Trust Funds	\$5,587	\$1,582			\$2,154	\$5,016
8003 Legion Memorial	\$4,907	\$11		\$990		\$3,927
8004 M.A. Maney Scholarship Fund	\$28,235	\$91				\$28,326
8005 L.I.F.E.	\$35	\$0				\$35
8006 Lynnfield Tricentennial	\$28				\$28	\$0
8007 Peabody Memorial	\$31,657	\$89			\$6,500	\$25,246
8008 Kuestenmacher Scholarship	\$278	\$82			\$760	-\$400
8009 Conservation Land	\$119,756	\$18,258			\$312	\$137,702
8010 Stabilization Fund	\$982,226	\$4,376	\$150,000			\$1,136,601
8012 Capital Facilities Maintenance Fund	\$580,245	\$3,062	\$150,000		\$0	\$733,307
8013 OPEB Liability Trust	\$100,041	\$332	\$100,000			\$200,373
<i>Expendable Trust Funds</i>	<u>\$1,845,634</u>	<u>\$30,503</u>	<u>\$400,000</u>	<u>\$990</u>	<u>\$9,754</u>	<u>\$2,265,394</u>
Non Expendable Trust Funds						
8001 Perpetual Care	\$791,625	\$42,950	\$0	\$0	\$0	\$834,575
8002 Library Trust Funds	\$22,400	\$0	\$0	\$0	\$0	\$22,400
8007 Peabody Memorial	\$10,000	\$0	\$0	\$0	\$0	\$10,000
8008 Kuestenmacher Scholarship	\$154,738	\$414	\$0	\$0	\$0	\$155,152
<i>Non Expendable Trust Funds</i>	<u>\$978,763</u>	<u>\$43,364</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,022,127</u>
Grand Total	\$2,824,397	\$73,867	\$400,000	\$990	\$9,754	\$3,287,521

**Town of Lynnfield
Fiscal 2015 Revenue Summary**

TAXES			
01146 411*	Personal Property	\$499,295	
01146 412*	Real Estate (net of refunds)	\$38,291,517	
01145 414*	Tax Leins	\$91,131	
	TOTAL PROPERTY TAXES		\$38,881,943
LOCAL RECEIPTS			
01146 415*	MOTOR VEHICLE EXCISE (net of refunds)	\$2,680,536	
PENALTIES AND INTEREST			
01146 4171*	Property Taxes	\$52,829	
01146 4172*	Motor Vehicle	\$16,515	
01145 4173*	Leins	\$18,711	
	TOTAL PENALTIES		\$88,055
01145 418*	PAYMENTS IN LIEU OF TAXES	\$470,449	
01146 432*	FEES	\$11,050	
RENTALS			
01122 436324	South Hall/Post office	\$55,693	
01421 436321	South Hall Lower level	\$19,800	
01421 436322	Parking lot	\$6,000	
	Total Rentals		\$81,493
DEPARTMENTAL REVENUE			
01122 437*	Selectmen	\$2,410	
01135 437*	Accountant	\$55	
01141 437*	Assessors	\$283	
01145 437*	Treasurer	\$28,245	
01146 437*	Tax Collector	\$13,135	
01161 437*	Town clerk	\$10,351	
01171 437*	Conservation	\$97	
01175 437*	Planning Board	\$4,734	
01176 437*	Board of Appeals	\$1,650	
01210 437*	Police	\$51,932	
01220 437*	Fire	\$33,356	
01240 437*	Zoning	\$3,070	
01300* 437*	School	\$124,715	
01421 437*	Public Works	\$21,818	
01491 437*	Cemetery	\$38,025	
01510 437*	Board of Health	\$15,830	
01691 437*	Historical Commission	\$180	
	TOTAL DEPARTMENTAL REVENUES		\$349,885
LICENSES AND PERMITS			
01122 44*	Selectmen	\$105,726	
01161 44*	Town Clerk	\$11,155	
01210 44*	Police	\$4,009	
01220 44*	Fire	\$9,755	
01240 44*	Zoning Enforcement	\$252,512	
01510 44*	Board of Health	\$44,820	
	TOTAL LICENSES & PERMITS		\$427,977
FINES AND FORFEITS			
01161 477*	Town Clerk	\$0	
01171 477*	Conservation	\$0	
01210 477*	Police	\$75,953	
01610 477*	Library	\$7,588	
	TOTAL FINES & FORFEITS		\$83,541
MISCELLANEOUS REVENUES			
01* 484*	Miscellaneous Recurring	\$128,473	
01* 493*	Miscellaneous Non Recurring	\$117,155	
	TOTAL MISCELLANEOUS REV		\$245,628
01* 482*	INVESTMENT INCOME	\$3,622	
	TOTAL LOCAL RECEIPTS		\$4,442,236
INTERGOVERNMENTAL RECEIPTS			
STATE "CHERRY SHEET" RECEIPTS			
*461*00	Exemption Reimbursements	\$68,379	
*461800	State Owned Land	\$40,241	
*467100	Unrestricted General Gov Aid	\$925,438	
*462000	Chapter 70 School Aid	\$4,036,801	
*462200	Charter School Reimbursement	\$16,989	
*466700	Veterans Benefits	\$8,913	
	TOTAL "CHERRY SHEET" RECEIPTS		\$5,096,761
EXPENDITURE REIMBURSEMENTS			
*469800	Municipal Medicaid	\$59,018	
01161 469900	Other State Reimbursement	\$0	
01421 469900	FEMA Reimbursement	\$0	

**Town of Lynnfield
Fiscal 2015 Revenue Summary**

	TOTAL GOVERNMENT REIMBURSEMENT		\$59,018
	STATE OTHER RECEIPTS		
01145 468000	Local Meals Tax	\$429,804	
	Total OTHER RECEIPTS		\$429,804
	TOTAL INTERGOVERNMENTAL RECEIPTS		\$5,585,583
	SPECIAL REVENUES		
	FEDERAL GRANTS		
2008* 450000	Sped Program Improvement	\$12,004	
2009* 450000	94-142 Inclusion Education	\$377,352	
2010* 450000	Early Childhood	\$16,420	
2011* 450000	Title I Reading	\$79,541	
2012* 450000	Teacher Quality	\$25,999	
2022* 450000	School Lunch	\$103,796	
2073* 450000	Early Childhood Program Improvement	\$5,600	
2505* 450000	Greater Lynn Senior Services	\$1,941	
2565* 450000	Asst. to Firefighters Grant	\$0	
2587* 450000	Emergency Management Performance Grant	\$2,790	
2588* 450000	FEMA Hazard Mitigation Grant	\$0	
2594* 450000	LSTA "On the Same Page" Grant	\$0	
2603* 450000	Bullet Proof Vest Partnership Fed	\$5,714	
	TOTAL FEDERAL GRANTS		\$631,157
	STATE GRANTS		
2007* 460000	State Special Ed Reimbursement	\$322,301	
2013* 460000	Metco	\$182,149	
2014* 460000	Academic Support Services	\$0	
2071* 460000	Enhanced Health services	\$2,970	
2072* 460000	Big Yellow School Bus	\$0	
2506* 460000	Chapter 90 Highway	\$337,582	
2510* 460000	Library State Aid	\$14,681	
2511* 460000	Elderly Programs	\$22,344	
2512* 460000	MEMA-reimbursement	\$0	
2517* 460000	Election Polling Hours	\$2,544	
2521* 460000	S.A.F.E. Grant	\$7,218	
2568* 460000	E911 Grant	\$36,027	
2601* 460000	Winter Rapid Recovery	\$61,545	
2602* 460000	Bullet Proof Vest Partnership State	\$5,714	
2606* 460000	Library Planning & Design	\$40,000	
2608* 460000	Medical Waste Disposal	\$2,000	
	TOTAL STATE GRANTS		\$1,037,075
	GIFTS & REVOLVING FUNDS		
2016* 4*	Athletics	\$40,766	
2017* 4*	Community Schools	\$10,250	
2019* 4*	After School Homework Prog.	\$4,635	
2020* 4*	Activity Fee	\$168,220	
2021* 4*	Kindergarten Fee	\$344,073	
2022* 4*	School Lunch (Other Non Fed/State)	\$685,817	
2023* 4*	Insurance Reimb Under \$20,000	\$3,180	
2024* 4*	High School Jazz Band	\$10,464	
2026* 4*	Wilson Memorial Scholarship	\$20	
2027* 4*	Summer St. School Gifts	\$14,511	
2029* 4*	Friends of METCO	\$375	
2031* 4*	High School Gifts	\$1,307	
2032* 4*	Special Education Gift	\$2,779	
2035* 4*	Middle School Gifts	\$2,803	
2036* 4*	School Arts	\$25,447	
2037* 4*	Huckleberry School Gifts	\$8,447	
2038* 4*	Nurse Substitutes	\$500	
2039* 4*	Technology Gifts	\$50	
2041* 4*	Art Works	\$165,589	
2042* 4*	Extended Day	\$406,639	
2043* 4*	Intramurals	\$30,507	
2044* 4*	S.O.F.A	\$229,197	
2045* 4*	Support	\$323,551	
2018* 4*	Book Damage - High School	\$986	
2047* 4*	Book Damage - Middle School	\$1,002	
2048* 4*	Book Damage - Summer School	\$11	
2049* 4*	Book Damage - Huckleberry School	\$55	
2074* 4*	Special Ed Parent Adv. Council	\$533	
2075* 4*	Non Resident Tuition	\$84,000	
2076* 4*	High School Vocal Arts	\$3,827	
2077* 4*	Technology Replacement	\$5,355	
2507* 460000	Arts Lottery	\$4,300	
2529* 4*	Council on Aging Programs	\$41,701	
2530* 4*	Recreation	\$161,392	
2540* 4*	Historical Grave Proceeds	\$45	
2550 4*	Cable/Peg Access	\$239,120	
2553* 4*	Board of Health-Flu Clinic	\$10,146	
2567* 4*	Library Lost Books	\$1,457	

**Town of Lynnfield
Fiscal 2015 Revenue Summary**

2581* 4*	Patridge Island Improvements	\$2,000		
2584* 4*	Fire Rescue Equipment Gift	\$0		
2585* 4*	Police Motorcycle Lease	\$3,900		
2591* 4*	Fingerprint Background Checks	\$140		
2595* 4*	Early Literacy Gift	\$0		
2596* 4*	Tricentennial Celebration Gifts	\$475		
2597* 4*	Pillings Pond Improvement Gift	\$0		
2599* 4*	K-9 (Provate Grant)	\$0		
2604* 4*	Newhall Park Gift	\$485		
2605* 4*	Model T Preservation Gift	\$10,000		
2609* 4*	Concerts on the Square at Market St	\$600		
2522* 4*	Insurance Reimb Under 20K	\$8,813		
2524* 4*	Law Enforcement Trust	\$0		
2525* 4*	Design Review Conservation	\$24,589		
2526* 4*	Design Review Planning	\$31,840		
2527* 4*	Design Review Highway	\$25,414		
2577* 4*	Market Street Consultants	\$70,641		
2543* 4*	Library Gifts	\$416		
2544* 4*	Council On Aging Gifts	\$0		
TOTAL GIFTS AND REVOLVING FUNDS			\$3,212,367	
RECEIPTS RESERVED FOR APPROPRIATION				
2533* 4*	Conservation NOI Fees	\$900		
2534* 4*	Sale of Real Estate	\$1,673,740		
2535* 4*	Cemetery Lots	\$36,600		
2536* 4*	Septic Betterment receipts	\$50,522		
2572* 4*	Insurance Reimb > \$20,000	\$24,205		
TOTAL RECEIPTS RESERVED			\$1,785,967	
TOTAL SPECIAL REVENUES				\$6,666,566
CAPITAL PROJECT				
CAPITAL PROJECT REVENUES - General				
3* 490*	Transfers In	\$997,037		
3* 462*	MSBA reimbursement	\$67,669		
3* 491*	Transfers In (bond proceeds)	\$4,467,000		
			\$5,531,706	
CAPITAL PROJECT REVENUES - Golf Enterprise				
6353 497*	Transfers In	\$95,000		
			\$95,000	\$5,626,706
ENTERPRISE				
EMS ENTERPRISE				
6100 4*	Charges for Services	\$595,020.51		
6100 482*	Interest	\$58		
TOTAL EMS ENTERPRISE			\$595,079	
GOLF ENTERPRISE				
6350* 4*	Charges for Services	\$535,933.74		
6350* 482*	Interest	\$435		
TOTAL GOLF ENTERPRISE			\$536,369	
TOTAL ENTERPRISE REVENUE				\$1,131,448
TRUSTS & STABILIZATION				
TRUST & STABILIZATION FUND INVESTMENT INCOME				
8001* 482*	Cemetery Perpetual Care	\$2,620		
8002* 482*	Library	\$83		
8003* 482*	Legion Memorial	\$11		
8004* 482*	M.A. Maney Scholarship	\$91		
8005* 482*	L.I.F.E.	\$0		
8006* 482*	Lynnfield Tricentennial	(\$0)		
8007* 482*	Peabody Memorial	\$89		
8008* 482*	Kuestenmacher Scholarship	\$496		
8009* 482*	Conservation Land	\$258		
8010* 482*	Stabilization Fund	\$4,376		
8012* 482*	Capital Facilities Maintenance Fund	\$3,062		
8013* 482*	OPEB Trust	\$332		
TOTAL TRUST FUND INCOME			\$11,418	
TRUST FUND PRINCIPAL				
8001* 483*	Cemetery Perpetual Care	\$42,950		
8002* 483*	Library	\$1,499		
8009* 483*	Conservation Land Fund	\$18,000		
8010* 497*	Stabilization Fund	\$150,000		
8012* 497*	Capital Facilities Maintenance Fund	\$150,000		
8013* 497*	OPEB Trust	\$100,000		
TOTAL TRUST FUND PRINCIPAL			\$462,449	
TOTAL TRUST FUND RECEIPTS				\$473,867

Town of Lynnfield Special Revenue Accounts Fiscal 2015

	Carry Forward	Grant Accruals	Receipts or Grant	Transfers In	Transfers Out	Expended	Encumbrance	Balance
Federal Grants								
Sped Program Improvement		\$3,040	\$12,004	\$0	\$0	\$15,044	\$0	\$0
94-142 Inclusion Education		\$83,984	\$377,352	\$0	\$0	\$452,866	\$0	\$8,470
Early Childhood			\$16,420	\$0	\$0	\$16,420	\$0	\$0
Title I Reading	\$8,556	\$424	\$79,541	\$0	\$0	\$88,521	\$0	\$0
Teacher Quality			\$25,999	\$0	\$0	\$25,999	\$0	\$0
Early Childhood Program Improvement			\$5,600	\$0	\$0	\$5,600	\$0	\$0
Council on Aging GLSS grant	\$27,741		\$1,941	\$0	\$0	\$903	\$0	\$28,779
Asst. to Firefighters Equip. FEMA			\$0	\$0	\$0	\$0	\$0	\$0
Emergency Mgmt. Performance Grant		\$3,165	\$2,790	\$0	\$0	\$5,955	\$0	\$0
LSTA "On the Same Page" Grant	\$282		\$0	\$0	\$0	\$282	\$0	\$0
Bulletproof Vest Federal			\$5,714	\$0	\$0	\$5,714	\$0	\$0
Community Emergency Response		\$504	\$0	\$0	\$0	\$504	\$0	\$0
<i>Current Year Federal Grants</i>	<i>\$36,579</i>		<i>\$527,361</i>	<i>\$0</i>	<i>\$0</i>	<i>\$617,809</i>	<i>\$0</i>	<i>\$37,248</i>
State Grants								
Special Ed Reimbursement		\$12,955	\$322,301	\$0	\$0	\$335,256	\$0	\$0
Racial Imbalance (Metco)	\$0	\$28,233	\$182,149	\$0	\$0	\$203,172	\$0	\$7,210
Enhancing Health Services Grant			\$2,970	\$0	\$0	\$1,850	\$0	\$1,120
Big Yellow School Bus Grant			\$0	\$0	\$0	\$0	\$0	\$0
Chapter 90	-\$1	\$128,897	\$337,582	\$0	\$0	\$466,479	\$0	-\$1
Elderly Programs	\$0		\$22,344	\$0	\$0	\$22,344	\$0	\$0
MEMA reimbursement	\$0		\$0	\$0	\$0	\$0	\$0	\$0
S.A.F.E. Grant	\$2,554		\$7,218	\$0	\$0	\$6,572	\$0	\$3,200
E911Support & Incentive Grant	-\$61,688		\$36,027	\$0	\$0	\$0	\$0	-\$25,661
Winter Rapid Recovery Road Recover	\$1,770		\$61,545	\$0	\$0	\$63,315	\$0	\$0
Bulletproof Vest Partnership State	\$0		\$5,714	\$0	\$0	\$5,714	\$0	\$0
Extended Polling Hours	\$4,117		\$2,544	\$0	\$0	\$291	\$0	\$6,370
Emergency Medical Dispatch	-\$10,000		\$0	\$0	\$0	-\$129	\$0	-\$9,871
Medical Waste Disposal	\$0		\$2,000	\$0	\$0	\$1,680	\$0	\$320
Library Planning and Design Grant	\$0		\$40,000	\$0	\$0	\$47	\$0	\$39,953
Library library state aid	\$79,748		\$14,681	\$0	\$0	\$17,997	\$0	\$76,432
<i>Current Year State Grants</i>	<i>\$16,501</i>		<i>\$1,037,075</i>	<i>\$0</i>	<i>\$0</i>	<i>\$584,310</i>	<i>\$0</i>	<i>\$90,742</i>
Gifts & Revolving Funds								
Academic Support	\$0		\$0	\$0	\$0	\$0	\$0	\$0
Athletic Fund	\$76,545		\$40,766	\$0	\$0	\$50,264	\$0	\$67,047
Adult Education	\$0		\$10,250	\$0	\$1,527	\$8,723	\$0	\$0
Book Damage Ch. 88 HS	\$8,598		\$986	\$0	\$0	\$313	\$0	\$9,271
Middle School Afterschool Homework	\$153		\$4,635	\$0	\$0	\$3,375	\$0	\$1,413
Activity Fee	\$56,822		\$168,220	\$0	\$180,000	\$2,957	\$0	\$42,085
Full Day Kindergarten Fee	\$270,838		\$344,073	\$0	\$250,000	\$29,353	\$0	\$335,558
Lunch Program System Wide	\$95,951		\$789,613	\$0	\$0	\$778,289	\$0	\$107,275
School Build Ins Reimb Under 20k	\$5,250		\$3,180	\$0	\$0	\$0	\$0	\$8,430
High School Jazz Band	\$385		\$10,464	\$0	\$0	\$10,791	\$0	\$58
Wilson Memorial Scholarship	\$4,723		\$20	\$0	\$0	\$0	\$0	\$4,743
Summer St. Gift	\$4,455		\$14,511	\$0	\$0	\$12,634	\$0	\$6,332
Friends of METCO	\$349		\$375	\$0	\$0	\$240	\$0	\$484
High School Gifts	\$59		\$1,307	\$0	\$0	\$365	\$0	\$1,000
Special Education Gift	\$27,082		\$2,779	\$0	\$0	\$7,026	\$0	\$22,835
Middle School Misc. Gifts	\$11,877		\$2,803	\$0	\$0	\$8,643	\$0	\$6,037
Unified Arts	\$6,521		\$25,447	\$0	\$0	\$27,239	\$0	\$4,729
Hucklebery Hill Gift	\$28,672		\$8,447	\$0	\$0	\$25,475	\$0	\$11,644
Nurse Substitutes	\$2,017		\$500	\$0	\$0	\$0	\$0	\$2,517
Technology Gifts	\$0		\$50	\$0	\$0	\$0	\$0	\$50
Art Works	\$0		\$165,589	\$0	\$28,283	\$137,306	\$0	\$0
Extended Day	\$0		\$406,639	\$0	\$221,338	\$185,301	\$0	\$0

	Carry Forward	Grant Accruals	Receipts or Grant	Transfers In	Transfers Out	Expended	Encumbrance	Balance
Intramurals	\$0		\$30,507	\$0	\$5,750	\$24,757	\$0	\$0
S.O.F.A.	\$0		\$229,197	\$0	\$66,654	\$162,543	\$0	\$0
Support	\$223,709		\$0	\$323,551	\$57,000	\$126,900	\$0	\$363,359
Book Damage Ch. 88 MS	\$499		\$1,002	\$0	\$0	\$269	\$0	\$1,233
Book Damage Ch. 88 Summer	\$944		\$11	\$0	\$0	\$0	\$0	\$955
Book Damage Ch. 88 Huckleberry	\$180		\$55	\$0	\$0	\$165	\$0	\$70
Italian Program Gift	\$19,589		\$0	\$0	\$0	\$15,584	\$0	\$4,005
Special Ed Parent Advisory Council	\$3,375		\$533	\$0	\$0	\$1,763	\$0	\$2,146
Non Resident Tuition	\$72,000		\$84,000	\$0	\$0	\$21,817	\$0	\$134,183
High School Vocal Arts	\$930		\$3,827	\$0	\$0	\$2,755	\$0	\$2,002
Technology Replacement	\$0		\$5,355	\$0	\$0	\$0	\$0	\$5,355
Arts Revolving	\$3,734		\$4,310	\$0	\$0	\$5,164	\$0	\$2,880
WPAT Setic Sytem Loan Admin	\$5,500		\$0	\$0	\$0	\$5,000	\$0	\$500
Police Ins Reimb Under 20K	\$0		\$3,697	\$0	\$0	\$3,697	\$0	\$0
Fire Ins Reimb Under 20K	\$0		\$0	\$0	\$0	\$0	\$0	\$0
DPW Ins Reimb Under 20K	\$1,327		\$0	\$0	\$0	\$1,327	\$0	\$0
Law Enforcement Trust	\$11,110		\$0	\$0	\$0	\$0	\$0	\$11,110
Design Review Conservation	\$27,364		\$24,589	\$0	\$0	\$17,197	\$0	\$34,756
Design Review Planning	\$2,208		\$31,840	\$0	\$0	\$8,750	\$0	\$25,298
Design Review Highway	\$6,950		\$25,414	\$0	\$0	\$1,093	\$0	\$31,270
C.O.A. Activity Revolving	\$94,444		\$41,701	\$0	\$0	\$25,976	\$0	\$110,169
Recreation Revolving	\$121,321		\$161,392	\$0	\$0	\$174,461	\$0	\$108,252
Parks & Recreation Gifts	\$555		\$0	\$0	\$0	\$0	\$0	\$555
Historical Grave Proceeds	\$829		\$45	\$0	\$0	\$0	\$0	\$874
Engineering Study-Drainage	\$10,000		\$0	\$0	\$0	\$0	\$0	\$10,000
Library Gifts	\$8,704		\$416	\$0	\$0	\$3,978	\$0	\$5,141
Senior Center Gifts	\$5,061		\$0	\$0	\$0	\$79	\$0	\$4,982
Senior Center Renovation Gift	\$2,898		\$0	\$0	\$0	\$2,898	\$0	\$0
Cable PEG Access	\$627,355		\$239,120	\$0	\$0	\$471,317	\$1,199	\$393,959
Board of Health Revolving	\$4,579		\$10,146	\$0	\$0	\$8,026	\$0	\$6,699
Local History & Genealogy Gift	\$9,771		\$0	\$0	\$0	\$0	\$0	\$9,771
Design Review Board of Appeals	\$18,098		\$0	\$0	\$0	\$0	\$0	\$18,098
Public Libraries Fund	\$7,338		\$0	\$0	\$0	\$352	\$0	\$6,986
Lost Book Library Revolving	\$556		\$1,457	\$0	\$0	\$1,256	\$0	\$757
Wetlands Mitigation Gift	\$0		\$0	\$0	\$0	\$0	\$0	\$0
Library Expansion Gift	\$100,000		\$0	\$0	\$0	\$0	\$0	\$100,000
Market Street Consultants DSR	\$3,919		\$70,641	\$0	\$0	\$67,894	\$0	\$6,667
Partridge Island Improvements	\$464		\$2,000	\$0	\$0	\$0	\$0	\$2,464
J. Rubbico Recreation Gift	\$825		\$0	\$0	\$0	\$0	\$0	\$825
Fire Rescue Equipment Gift	\$2,978		\$0	\$0	\$0	\$2,800	\$0	\$178
Police Motorcycle Lease Gift	\$0		\$3,900	\$0	\$0	\$3,900	\$0	\$0
Fingerprint Background Checks	\$70		\$140	\$0	\$0	\$0	\$0	\$210
Tricentennial Celbration Revolving	\$170		\$0	\$0	\$0	\$170	\$0	\$0
Early Literacy Gift	\$716		\$0	\$0	\$0	\$0	\$0	\$716
Tricentennial Gift Account	\$11,637		\$475	\$0	\$0	\$5,776	\$0	\$6,336
Pillings Pond Improvement Gift	\$3,909		\$0	\$0	\$0	\$0	\$0	\$3,909
L.I.F.E. Consultant Fire	\$7,500		\$0	\$0	\$0	\$7,500	\$0	\$0
K-9 Private Grant	\$10,869		\$0	\$0	\$0	\$3,573	\$0	\$7,296
Newhall Park Gift	\$0		\$485	\$0	\$0	\$0	\$0	\$485
Model T Preservation Gift	\$0		\$10,000	\$0	\$0	\$0	\$0	\$10,000
Concerts on Square at Market Street	\$0		\$600	\$0	\$0	\$2,400	\$0	-\$1,800
<i>Gifts & Revolving Funds</i>	\$2,034,283		\$2,987,506	\$323,551	\$810,551	\$2,469,433	\$1,199	\$2,064,157
Receipts Reserved for Appropriation								
Sale of Real Estate	\$525,548		\$1,673,740	\$0	\$0	\$0	\$0	\$2,199,288
Insurance Proceeds >20K	\$12,416		\$24,205	\$0	\$36,621	\$0	\$0	\$0
Conservation NOI Fees	\$58,488		\$900	\$0	\$0	\$0	\$0	\$59,388
Sale of Cemetary Lots	\$42,390		\$36,600	\$0	\$20,000	\$0	\$0	\$58,990
Betterments-WPAT Septic Loans	\$297,531		\$50,522	\$0	\$32,611	\$0	\$0	\$315,442
<i>Receipts Reserved for Approp.</i>	\$936,374		\$1,785,967	\$0	\$89,232	\$0	\$0	\$2,633,108
Grand Total	\$3,023,736		\$6,337,908	\$323,551	\$899,783	\$3,671,552	\$1,199	\$4,825,255

COUNCIL ON AGING

For the first time, the Lynnfield Senior Center hosted two college interns from Salem State during this past year; one intern was working on her master's degree in nursing and the other was working on her bachelor's degree in social work. These two ladies jumped right into the busy pulse of our center, and thanks to their dedication and special skills, we were able to offer many free programs such as Seated Exercise Classes, Healthy Cooking Demos, Italian Cooking Demos, Beginner Level Cell Phone Classes and fun Craft Classes. The seniors and the staff enjoyed having younger people with such positive spirit in the center! We look forward to hosting more interns in the future.

In September we opened our center to the entire community for our first National Senior Center Day Open House. The Sheriff's Dept was on site making free photo IDs for the seniors. Whole Foods, Honey Baked Ham and Orange Leaf Yogurt offered tables full of free food. Our manicurist, Chris Corson, and massage therapist, Kathy Riese, donated their entire day offering free manicures and free massages....the lines were long but everyone was happy to wait their turn for these special treats. We also offered free blood pressure checks and even free skin cancer screenings. This was such a fun event and many new people stopped in to visit.

We acquired one extra room from the school side of the building in the fall. With this additional space we no longer have to double up groups in the same small rooms, nor do we have to cancel classes whenever we have a special event. This has allowed us to add new programs along with extra "Lunch and a Movie" day each month....a fan favorite!

Our Hard of Hearing and Low Vision Support Groups took several field trips this past year as well. A highlight was a trip to The Carroll Center for the Blind where they visited their kitchen, wood shop and computer lab learning all about options for low vision adaptations in these areas. They also visited their specialized store where many were custom fitted for assistive devices such as magnifying glasses. The group also enjoyed lunch, with assistance, at the Danversport Yacht Club and a Christmas Breakfast at Brothers Kouzina.

We also partnered with The Lynnfield Moms Group for a series of four visits. Our seniors and the toddlers read stories, sang songs and the toddlers even taught the seniors "all about a bug's life"!

The biggest attraction to hit the center in recent months has been our popular Tap Dance Class. Over 25 people signed up and after their introductory class, all 25 ran out to buy their shiny tap shoes and they've been going strong since. We hope to start a second class soon.

Our senior population is alive and thriving at the Lynnfield Senior Center....and all thanks to the town's keeping us as a top priority each year!

*Respectfully submitted,
Linda Naccara
Director
Lynnfield Senior Center*

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 Selectmen'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 twelve cases and application fee revenue from these Petitions totaled \$2,750.00. The cases were disposed of as follows:

Ten Cases were granted.

One Case is continued.

Respectfully submitted,
BOARD OF APPEALS
Thomas Aylward, chairman
John Fallon, member
Patrick Rondeau, member
Janis Markakis, alternate
Brian Shaffer, alternate

BOARD OF ASSESSORS

The Board of Assessors is charged with the valuation of all real and personal property within the town of Lynnfield as well as being responsible for reviewing values upon the request of individual taxpayers or their representative and defending values at the Appellate Tax Board. The Board is also charged with the administration of exemptions and deferrals. In FY13 the Board began performing a cyclical review of all real estate within the town a task which will be completed in FY22 and is in the process of photographing all of the improved real estate within Lynnfield a task that will be completed in late FY16 or early FY17. The department valued all of the real estate in the town on an interim basis and will perform a triennial recertification of the town in FY17. For the first time in the history of the department, both valuations are being performed internally. It is anticipated that by internalizing these valuations that they will be done more accurately, equitably and economically.

For the 12th year the Board of Selectmen voted for a split tax rate for FY2015. The residential tax rate was \$14.49 while the commercial rate was \$17.28. 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.

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

Additionally, if a taxpayer's property has been placed in a trust, they must submit a copy of the trust and list of beneficiaries with their application.

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

1. CLAUSE 17E Exemption Amount = \$263.00

Eligibility Requirements:
Widow or minor occupied premises on July 1
Be at least 70 years of age, and own and occupy premises for the preceding five years

Total net worth cannot exceed \$59,961.00 (Excluding value of principal residence)

2. CLAUSE 41D Exemption Amount = \$750.00

Eligibility Requirements:

Be at least 65 years old before the beginning of the fiscal year (July 1)

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	\$48,001.00
	Married	\$63,279.00
(Excluding principal residence)		

4. Total Income:	Single person	\$24,793.00
	Married	\$37,188.00

5. Social Security Deductions:

Worker	\$4,447.00
Spouse	<u>\$2,224.00</u>
Total	\$6,671.00

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 1 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?

Applicants must have owned and occupied any real estate property in Massachusetts for 5 years. Resided in Massachusetts for the preceding 10 years.
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 of the mailing of the first actual tax bill.

SUMMARY OF ASSESSMENTS AND TAXES FOR FY 2015**A. TOWN of LYNNFIELD**

1.	Total Amount to be Raised	\$52,921,050.77
	Total Estimated Receipts and Revenue	<u>(\$13,975,613.37)</u>
	From Other Sources	
	Net Amount to be Raised by Taxation	\$38,945,437.40
2.	Residential Property Valuation	\$2,288,137,880
	Commercial/Industrial Property Valuation	\$306,052,231
	Personal Property Valuation	<u>\$29,035,704</u>
	Total Assessed Value, R.E. & Personal Prop	\$2,623,225,815
3.	Fiscal 2015 Residential Tax Rate:	\$14.49
	Fiscal 2015 Commercial/Industrial/Personal Tax Rate:	\$17.28
4.	Residential Property Tax	\$33,155,118
	Commercial/Industrial Property Tax	\$5,288,583
	Personal Property Tax	<u>\$501,737</u>
	Total Taxes Levied on Property	\$38,945,438

B. LYNNFIELD WATER DISTRICT

1. Total Amount to be Raised	\$2,190,287.94
Total Estimated Receipts & Revenue from other Sources	<u>(\$511,210.00)</u>
Net Amount to be Raised by Taxation	\$1,679,077.94
2. Real Property Valuation	\$992,103,500
Personal Property Valuation	<u>\$10,467,381</u>
Total Assessed Value, Real Estate & Personal Property	\$1,002,570,881
3. Fiscal 2015 Tax rate:	Residential \$0.62 Commercial \$0.81
4. Real Estate Property Tax	\$670,599.36
Personal Property Tax	<u>\$8,478.58</u>
Total Taxes Levied on Property	\$679,077.94

C. LYNNFIELD CENTER WATER DISTRICT

1. Total Amount to be raised:	\$1,706,558.71
Total Estimated Receipts & Revenue from other Sources	<u>(702,115.00)</u>
Net Amount to be Raised by Taxation	\$1,004,443.71
2. Real Property Valuation	\$1,557,681,055
Personal Property Valuation	<u>\$11,762,248</u>
Total Assessed Value, Real Estate & Personal Property	\$1,569,443,303
3. Fiscal 2015 Tax Rate:	\$0.64
4. Real Estate Property Tax	\$996,915.87
Personal Property Tax	<u>\$7,527.84</u>
Total Taxes Levied on Property	\$1,004,443.71

D. MOTOR VEHICLE EXCISE**1. MOTOR VEHICLE EXCISE COMMITMENTS**

Levy of 2015	\$2,886,840.63
Dealer Plates in 2015	<u>\$6,700.00</u>
TOTAL:	\$2,893,540.63

2. MOTOR VEHICLE EXCISE ABATEMENTS

Levy of 2015	\$122,219.70
Levy of 2014 in 2015	\$18,288.27
Levy of 2013 in 2015	<u>\$12,825.29</u>
TOTAL:	\$153,333.26

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

Respectfully submitted,
BOARD OF ASSESSORS
Donald P. Garrity, Chairman
Bonnie Celi
Richard J. O'Neil, Jr.

CAPITAL FACILITIES ADVISORY COMMITTEE

The Capital Facilities Advisory Committee (CFAC) was started in November 2013, when Board of Selectmen Chairman Phil Crawford recommended that a committee be formed to evaluate the Town's capital facility's needs. He recommended that Ted Caswell be appointed as Chairman of the Capital Facilities Advisory Committee, and recommended members who had knowledge of pertinent fields to take on the mission. The Board of Selectmen voted to appoint Ted Caswell, Mark Klove, Tim Doyle, Andy Youngren, and Brian Shaffer then, and Alan Dresios of the Planning Board, and Thomas Kayola, of the Finance Committee, joined the CFAC in October 2015. Chairman Phil Crawford serves as BOS liaison to the CFAC.

The CFAC has meetings scheduled on the third Thursday of each month at 6:00 pm at the Al Merritt Cable and Cultural Center at 600 Market Street.

The CFAC has explored the needs of the Town's departments, evaluated current conditions of Municipal buildings, and is now formulating recommendations to present to the Board of Selectmen and the Town Planning Committee. The Planning Committee will integrate the recommendations of the CFAC into the new Town Master Plan, looking ahead twenty years.

The CFAC has examined the facilities and properties owned by the Town and considered needs for maintenance, space, or replacement. It has also evaluated maintenance plan requirements for municipal buildings and associated costs. This year the CFAC has dealt with the proposed Lynnfield Public Library Building Project (LLBC), as well as upkeep of existing buildings, departmental space needs, and appraisal of future options for the Centre Farm property. Ted Caswell is also on the board of the LLBC, and is working to synchronize the CFAC's mission with the LLBC process. The library project would be eligible for partial State funding if the grant process and request are approved, making it the only municipal building to be eligible for outside funding. Ted has prepared a presentation on the needs of the nine primary municipal buildings and the Town departments, based on the year's findings. The CFAC recommendations consider sustaining Lynnfield's quality of life and its facilities twenty to thirty years in the future.

Ted has created a Power Point presentation illustrating the needs that that the CFAC has determined, which will be presented to the BOS, the public, and Town Meeting in April. Finalization of future plans will take place following Town Meeting; education of the public on the evaluation of needs will take place in the subsequent six months. The CFAC will hire a consultant to work with the committee on professional structuring of the plan after Town Meeting. The finalized plan and initiation of projects are expected to begin between 2017 and 2019.

Respectfully submitted by,
Ted Caswell, Chairman
Mark Klove
Tim Doyle
Andy Youngren

Brian Shaffer
Alan Dresios
Thomas Kayola
Gail Rober, secretary

CONSERVATION COMMISSION

The Conservation Commission has seven volunteer members appointed by the Board of Selectmen for three-year terms. The Commission holds public meetings on the third Tuesday of each month, or more frequently if needed, with meetings starting at 6:30 p.m. The Commission is staffed by a full-time Conservation Administrator and a part-time Conservation Assistant, who are responsible for the issuance of permits, ongoing inspection of permitted sites and wetland reviews. They also provide information and assistance to residents and developers about Lynnfield's natural resources and management of Open Space lands.

The Commission's role is to administer and enforce the Wetland Protection Act (M.G.L. C.131 S. 40) and the Town of Lynnfield's Environmental Bylaw and Regulations. These state and local regulations help protect valuable natural resources including Lynnfield's rivers, lakes, marshes, ponds, lands subject to flooding, vegetated freshwater wetlands, riverfront areas, vernal pools and habitats. In 2005 the Lynnfield Environmental Bylaw was adopted by Town Meeting protecting additional land from development in Lynnfield. The Bylaw's Regulations mandate 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.

Any construction project, such as the construction of a house, addition, deck, patio, driveway, septic system installation/ repair, or the alteration of land, such as grading, filling, tree removal, etc. within 100 feet of any wetland resource area or within 200 feet of a perennial river in Lynnfield requires a review and a wetlands permit from the Conservation Commission. Site visits to the proposed project are an integral part of this review with each wetlands application requiring at least one site visit, sometimes more. Since we are a regulatory board, the members work diligently and fairly to issue wetland permits. Commission members contribute a great deal of their time to study and review each project.

Three wetlands permits were issued to the Town of Lynnfield this year for field improvements at the following properties: baseball and softball fields at Lynnfield Middle School, baseball field and removal of one tennis court at Newhall Park at Suntaug Lake and improvements to the Glen Meadow Park. Fundraising is in process for the proposed LMS artificial turf fields. Various other projects requiring ongoing monitoring and oversight by the Administrator and Con Com include: LHS artificial turf fields installation, restoration of the failed earthen berm at MarketStreet, finishing touches on landscaping, plantings and fencing at L.I.F.E.'s Colonial Village at MarketStreet, stormwater construction and parking lot improvements at the King Rail Golf Course, razing of the marble building & installing stormwater BMP's and parking lot at 433 Broadway, several new homes construction on Pagos Way, Chestnut Street and Pillings Pond Road; various additions, home improvement projects and septic repairs throughout town, as well as a Wetland Delineation Order for 371 Salem Street. Construction also has been continuing on Grandview Estates off Ramsdell Way as well as Windsor Estates behind the Senior Center.

Extension Permits were granted to 8 Bridle Path, 12 Kimberly Terrace, and Lot 2B Kimberly Terrace, L.I.F.E. at MarketStreet and MarketStreet On-Site Orders. When projects are completed, Certificates of Compliance are requested requiring site visits by the Conservation Commission to the property to assure compliance with the wetlands permit. Some of those include: 4 Haywood Farm, 40 West Huckleberry, 1245 Main Street, 30 Pinewood Road, 5 Sevinor Road, 12

Stagecoach Lane, 9 Tapley Road Tennessee Gas Pipeline and Market Street Off-Site and Boston Sports Club.

If there are wetlands violations occurring on a property, one course of action is to vote to issue an Enforcement Order. These may be issued for non-compliance with a wetlands permit or for violations without a permit. Some of the Enforcement Orders issued during 2015 include: 205 Edgemere Road, 365 Essex Street and Pagos Way.

Also, negotiations were underway with Brian Kelly of Kelly Automotive to purchase a portion of Conservation Land. This 9104 square foot upland parcel behind 325 Broadway would provide a permanent access easement to Bow Ridge Conservation Area and bicycle parking for those residents, hikers and non-motorized trail bikers.

Various Conservation Subcommittees comprised of Lynnfield volunteers provide the Town with a variety of sponsored events, forums and informational nights. These subcommittees include: Open Space, Pesticide Awareness, Pillings Pond Management, and the Tree Committee. The Pesticide Awareness Group's charge is to limit the use of pesticides on fields and lawns, while promoting the use of native vegetation. The Commission is actively working on the Pillings Pond Management Plan with our goal 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.

Three current members of the Commission will be working next year with the Pillings Pond abutters to create a short and long term list of goals. The Tree Committee has been active in raising public awareness of the value of trees within our community by assisting Tree Warden Andrew Lafferty in obtaining Tree City USA status for Lynnfield, sponsoring the Lynnfield Tree Contests and celebrating Arbor Day in the spring. They have also been extremely helpful in protecting Lynnfield's Public Shade Trees. Again this year they created our annual Tree Talk Newsletter, an educational brochure with valuable tree information, which was mailed to residents' homes with tax their bills. The Tree Committee assisted in the Town Meeting adoption of a Lynnfield Scenic Roads Bylaw and will be asking town residents to vote at the April 2016 Town Meeting to vote to affirm the designation of the following streets under that Scenic Roads Bylaw: Chestnut Street, Essex Street, Lowell Street, Main Street and Summer Street.

The Commission also oversees open space planning, land management and is the designated Lynnfield board overseeing Lynnfield's Stormwater Bylaw along with the Department of Public Works. Ongoing repairs and improvements were made to the Partridge Island Boardwalk and observation tower. This was accomplished by generous donations provided by Lynnfield Rotary, Lynnfield Initiatives for Elders (LIFE) and Kelly Automotive. After making improvements to the observation tower, a fire destroyed the tower and plans are underway to design another fire-resistant structure.

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! We are truly proud of our dedicated volunteers who enjoy the interaction with town residents to protect our precious environment, observe wildlife in its natural habitat, and preserve our open space areas. We are always looking for volunteers, whether it is for the Commission openings, serving on one of our subcommittees, or simply volunteering for a clean up day or assisting with other projects. 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.

In December of 2015, Denise Young, our current Chair resigned after 18 years of volunteer service on the Conservation Commission. A special thank you to Denise for her many years of unselfish devotion, personal time away from her family and dedication to protecting Lynnfield's wetland resources. Denise was instrumental in Town Meeting adopting the Lynnfield Environmental Bylaw and Regulations which added additional protection and setbacks from our precious wetland resources. Also resigning in 2015 was long-time member, Bill Vitagliano. Thank you Bill for your many years of service and valued friendship. We also welcomed new Alternate member Angelo Salamone who was recently appointed to fill one of our vacancies. Any resident interested in volunteering for any Subcommittee should contact our Administrator Betty Adelson at badelson@town.lynnfield.ma.us or call the office at (781) 334-9495.

Respectfully submitted,
Robert Milano, Chairman
Don Gentile
Melanie Lovell
Paul Martindale

Angelo Salamone
Janice Solomon
Betty Adelson, Conservation Administrator
Debby Dunphy, Conservation Assistant



FIRE DEPARTMENT

2015 has been the busiest year of record for the Lynnfield Fire Department. During 2015 we upgraded our extrication tools including new “jaws of Life” and air bags. These tools are designed to work on modern vehicles that have hardened metal alloys that our old tools were not capable of cutting. The old tools operated off a hydraulic pump on the fire truck meaning we needed to run hydraulic hoses to the tools. The new tools are battery powered giving us more flexibility and no need for hydraulic hoses. The airbags can lift several tones and have numerous uses in rescue operations.

We completed a number of station upgrades including a kitchen renovation at South Station, new flooring at Head Quarters and numerous painting projects. Firefighters provided all the labor for these projects minimizing cost.



Firefighter Kevin Mutti and Lieutenant James Wallace were presented with the Lynnfield Rotary Club's *Robert MacKendrick Firefighter and Fire Officer of the Year award*. This award recognizes the firefighter and fire officer who has gone above and beyond the call of duty in serving the residents of Lynnfield.

We said to good luck members who retired, Lieutenant Keith Gauvreau hung up his helmet after 34 years of service. Keith was our Assistant EMS director and was instrumental in making our ambulance service a highly respected and award winning service. Our longtime Chaplain, Dennis Bailey, also retired from the department; Dennis was our spiritual leader and helped our department through some very difficult times. We wish Keith and Dennis all the best in their retirement.

In 2015 two firefighters were promoted to the rank of Lieutenant. Firefighter Kevin Mutti and David Cumming were promoted following an intensive testing process. Congratulations, Kevin and Dave.



The past year was the busiest year of record for the Lynnfield Fire Department. In 2015 we responded to 85 fires resulting in \$64,000 in direct property loss. Below is a break down of fire department responses in 2015:

Fires	85	2015 Responses	1887
Over heating	1	2014 Responses	1667
Emergency Medical	1062	2013 Responses	1426
Motor Vehicle Crash	137		
Rescue Extrication	13		
Hazardous Condition	101	Simultaneous Calls	
Service Calls	138	2015	257
Good Intent	95	2014	216
False Alarms	248	2013	151
Sever Weather	5		
<u>Special incident</u>	<u>2</u>		
Total Responses	1887		

This year we implemented a Fire Explorer Program. An Explorer Program introduces young men and women, ages 14-18, to the fire and emergency medical fields. The program has started out small but we are always looking for new members. Over the past year our Explorers have become certified in CPR and First Aid; David Feinberg attended the NH Fire Explorer Training Academy and finished at the top of his class; and our explorers went on a the tour of the Globe Firefighter suits Factory in Pittsfield, NH.

Although not as glamorous as the operations side of the fire department, the fire prevention function of the fire department is one of the most important. The Fire Prevention Bureau was very busy this year, conducting inspections, issuing permits, conducting educational programs, determining the cause of fires, and reviewing construction plans to keep our community safe. Although the majority of construction is complete at Market Street, the project continues to keep inspectors busy reviewing plans for new occupants, conducting acceptance tests and ensuring the fire protection systems are maintained in working order. One of or more successful initiatives related to community risk reduction is our child safety seat inspection program. Statistically four out of five child safety seats are installed improperly; a properly installed car seat can literally

mean the difference between life and death of a child in a motor vehicle crash. Last year we inspected more than 300 child safety seats.

The Fire Department was again very active in the SAFE program. SAFE is a public education program that reaches out to our high risk groups. SAFE focuses on not just fire safety but also on other aspects of reducing risk to our high risk groups. The very young and our senior populations are the most vulnerable to the dangers of fire.

On going fire department training has been the focus this year. Firefighter Jeff Fiorentino and Daniel Veinot completed paramedic training while a number of firefighters enrolled in paramedic training. Firefighters attended training at both the Massachusetts Fire Academy and the National Fire Academy. Lieutenant Kevin Mutti was charged with organizing and implementing all department training.

With the trend of ever increasing demand 2015 has been a very taxing year for our firefighters. As a predominantly call fire department our members respond to calls all hours of the day and night and then are expected to perform at their full time job. As the Fire Chief, I would like to thank the members of the Lynnfield Fire Department for their continued dedication to the fire department and the community.

***Respectfully submitted,
Mark W. Tetreault
Fire Chief***

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 2015.

David L. Jamison, D.D.S., Member, Retired in June 2015 after many years of dedicated service to the Board of Health. The news of Dr. Jamison's retirement was bittersweet as he was congratulated on his retirement yet met with his plans to move out of state, leaving Lynnfield after being apart of the Town for so many years.

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 also are a mosquito control liaison; and we review environmental-related issues. Lynnfield is also 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.

Our staff consists of: One full-time Director; One part-time Admin/Generalist (approx 14 hrs per week); One Public Health Nurse one day per week; On-call Sanitarian (approx 8-10 hrs per week); Sanitarians by assignment as-needed

Below is our 2015 report of activities along with the associated permitting and inspection summary and milestone achievements. We conclude with Public Health Nurse Report.

2015 Site Fees and Annual Permit Fees Collected by Category

Site specific Title V projects involving fees include disposal system construction permits (DSCP) and soil deep hole observation & percolation testing. Site specific well drilling also requires permitting. Annual permits for operations/activities are listed by category.

	2015	2014	2013
Disposal System Construction Permit	\$23,675	\$26,855	\$26,165
Deep Hole/Percolation Testing	\$11,530	\$15,395	\$11,665
Well Drilling/Installation Total	\$200	\$400	\$200
Animal	\$510	\$525	\$350
Food Establishment	\$10,525	\$9,485	\$4,545
Tobacco	\$1,800	\$1,835	\$1,955
Tanning	\$225	\$225	\$225
Semi-Public Swimming Pool	\$650	\$650	\$650
Septic Installer License	\$3,170	\$3,840	\$3,135
Septic Hauler	\$1,435	\$1,400	\$2,100
Recreational Camp	\$50	\$100	\$50
Total Combined Categories Collected in 2015: \$53,770			

Summary of Activity

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.

Title V inspection reports, applications for percolation testing and applications for installations through disposal system construction permits (DSCP) are summarized below.

Title V inspections, by state-licensed inspectors, are required for most real estate transactions. During 2015 approximately 123 Title V inspection reports were submitted to the BOH (compared to 142 in 2014 and 138 in 2013 and 125 in 2012). Public records requests are often centered on Title V reports. The BOH has a request in-take 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 prints.

DSCP Applications Received

Month	2015	2014	2013	2012	2011
January	6	5	4	6	1
February	1	2	2	3	0
March	0	5	3	10	4
April	8	7	7	3	4
May	9	10	8	12	6
June	11	9	7	12	4
July	13	9	7	10	9
August	6	14	8	8	9
September	10	5	7	8	12
October	4	8	11	9	16
November	3	7	6	11	5
December	6	10	6	4	4
Totals:	<u>77</u>	<u>91</u>	<u>76</u>	<u>96</u>	<u>74</u>

Perc Test Applications Received

Month	2015	2014	2013	2012	2011
January	2	2	5	2	0
February	0	3	2	5	1
March	3	8	3	5	2
April	6	17	6	4	7
May	10	7	8	12	7
June	7	7	2	6	5
July	6	4	7	11	6
August	10	5	7	8	6
September	3	4	10	7	10
October	2	5	6	5	6
November	10	8	4	4	4
December	4	9	1	3	2
Totals:	<u>63</u>	<u>79</u>	<u>61</u>	<u>72</u>	<u>56</u>

Animal Inspector

Animal Inspector Nomination expires annually in April. The Chairman of the Board of Health, Dr. Richard A. Peinert, is the nominating authority. Kristin Esposito McRae and Cassandra Costa are currently certified by the state for animal inspections (Animal Control Officers (ACOs) are

not funded for animal quarantine orders, thus associated bite/wound cases are handled by the Board of Health). In December, recommended Janice Burke be considered for Animal Inspector nomination to assist with animal inspections as Cassandra Costa winds down assignments & may decide not to renew. Each Board of Health is required to have a certified Animal Inspector. The Animal Inspector has two state roles. One is to issue quarantines in all animal bite cases, both domestic & wild animals, as well as humans. This is to ensure that rabies, a deadly disease caused by a virus, is not found in our domestic animals or passed to people. Each animal quarantined requires a second visit to release the animal when the appropriate time has passed. The second role is to make an annual domestic animal survey. This is a requirement from Mass Dept of Agriculture, if an animal disease were to come through, the State could quickly contact the owners for danger or instructions. Animal visits are initiated from complaints, quarantine initiations and releases and “Barn” inspections.

Animal Inspections	2015 = 50	2014 = 48	2013 = 72	2012 = 22
Animal Permits	2015 = 12	2014 = 13	2013 = 11	2012 = 10

Food Establishment and Tobacco Sales Inspections for 2015

161 Inspections Food Establishments in 2015 (2014= 149, 2013= 150, and 2012 = 67)
Increase in the number of Food Establishments to approximately 70 (compared to 40 in 2012). Market Street continued to have new food establishments. BOH tasks with Food Establishments include pre-opening plan approvals, annual permitting, routine and follow-up inspections, tracking inspections and schedules, providing food safety information, and keeping current on MA DPH regulations, announcements and FDA guidelines. Inspection of tobacco displays, signs, etc. are included during routine food establishment inspections.

Tanning Salon 2015

1 Tanning Salon Permit no change from 2014 and recent prior years.

Semi-Public Swimming Pool Permits for 2015

There are 2 Seasonal Outdoor Pools, 1 Annual Indoor Pool, 2 Annual Whirlpool/Spas. Each pool is inspected at least once annually.

Recreational Camp per for 105 CMR 430.000 Inspections

There was one recreational camp permit issued in 2015 and inspected prior to operation. In 2014 there were 2 permits and 3 inspections. Prepared required report for MA DPH.

Housing Inspections per 105 CMR 410.000

Housing Inspections are conducted by complaint or request. No fee is charged for housing inspections. Nine (9) housing inspections were conducted in 2015 (compared to 2014=9, 2013=2 and 2012=3). The associated “Orders to Correct” were draft and sent certified mail. Log kept for tracking complaints received.

Emergency Preparedness Regional Public Health Coalition

Region 3B Greater Lawrence

Andover Health Division has been the host agency for Members of the Greater Lawrence Public Health Coalition for the communities of Andover, Lawrence, Lynnfield, Methuen, North Andover, Wilmington and North Reading. Changes in 2015 included Reading re-joining the coalition as well as transition to Health and Medical Coordinating Coalitions (HMCC) under a new sponsor International Institute of Greater Lawrence, Inc (IIGL). Coalition Member Responsibilities (Lynnfield) include:

A. To provide Host or coalition staff with all required reporting within designated timetables. B. To meet grant deliverables. C. 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 EDS 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 in-part:
Initiated Site Activation call down drill of the EDS and completed spreadsheet of results.

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 quarterly meetings to strengthen preparedness goals.

Administrative, Other Activities and Milestones:

Annual Permit Renewal: Mailing, processing by categories using GeoTMS software;
Deposits: Permit applications, copy charges, etc
Electronic Databases: Tracking 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 & Other;
Animal Inspection and Quarantine tracking;
Request Forms, etc for public access conveniently located in hallway with drop-box
Review Application Form for Building Dept applications that require BOH sign-off;

Building Department Applications: 97 Applications reviewed. The BOH does not charge a fee to review Building Department permit applications and plans that require BOH sign-off. In 2015 began tracking the number of associated applications reviewed which totaled 97.

Sub-Division Applications: The BOH does not charge a fee to review sub-division plans and provide comments to the Planning Board. One sub-division plan, Violet Circle was reviewed in 2015; one sub-division plan, Parsons Ave Ext was reviewed in 2014.

Sharps Disposal and Mini Grant Application: The BOH applied for a grant and received approval for \$2,000 from the MA DPH, Office of Local and Regional Health mini-grant application to support household medical waste/sharps collection and disposal costs. Overall, BOH with assistance from DPW organized sharps disposal collections days for residents held in May, June and October.

Tobacco Regulations: Undertook the revising of Lynnfield tobacco regulations, Restricting the Sale of Tobacco Products, held public meetings, provided mailing and in-person information to tobacco sales permit holders. Electronic cigarettes were added to tobacco definition and regulation. Added language to restrict flavored tobacco products; (No person shall sell or distribute or cause to be sold or distributed any flavored tobacco product, except in smoking bars and retail tobacco stores).

Pilling Pond Voluntary Water Sampling: The sampling effort was undertaken July 29, 2015 with the assistance of Evelyn and Sonny Noto and their son Robert. This effort is voluntary and

consisted of 5 sampling points similar to the last four years collection. For fresh water, E coli should not exceed 235 colonies/100 ml and Enterococci 61 colonies/100 ml. None of the 2015 and 2014 samples exceeded these standards.

Budget Summit: Participated in the annual budget summit meeting where we were asked to prepare level-funded budget. A level-funded budget was submitted in December (\$116,676). A capital improvements request of \$4,437 was submitted for a front desk set-up, table and plan review table.

Respectfully submitted,
Kristin Esposito McRae, RS, Director of BOH Office

BOARD OF HEALTH
Richard Peinert, M.D., Chairman
Gail Link McCausland, DMD, Member
Rocco A. Iocco, DMD, Member (starting July 2015)

REPORT OF THE PUBLIC HEALTH NURSE

The role of the Lynnfield Public Health Nurse focuses on wellness education, health promotion and disease prevention and makes a difference in the life of the community and its residents.

Activities this year included the following:

Attendance at monthly meetings of Public Health Nurses of North Eastern Massachusetts at Tewksbury Hospital to keep up to date on changes and protocol mandated by the Massachusetts Department of Public Health

Development of policies and procedures relating to vaccines

Online re-enrollment and approval from the Massachusetts Department of Public Health as a provider of vaccine for children

Follow-up on communicable disease cases which included:

Giardiasis	1	Invasive Bacterial Infection	1
Group A Streptococcus	2	Legionellosis	2
Viral Meningitis (aseptic)	2	Cryptosporidiosis	2
Brucellosis	1	Influenza	32
Campylobacteriosis	1	Measles	1
Hepatitis B	4	Pertussis	1
Hepatitis C	11	Varicella	3
Lyme Disease	31		

Annual Seasonal Flu Clinics were conducted which included the primary clinic at the Senior Center on 10-2-15. Only three night clinics were conducted at the Town Hall in the Health Department Office as the state no longer provides vaccine for anyone over the age of 19. A clinic was held on 10-26-15 for children only ages 3 to 19, which was a big success. The next clinic was held on 11-16-15 for all ages at which time we ran out of vaccine for all over the age of 19. We held one more for children only on 12-7-15, which also was a big success. Flu Vaccine was also

administered during the day to walk-ins and by appointment in the Health Department office. Distribution included Injectable Flu Vaccines and Flu Mist. We had quite a few unhappy adults because we ran out of vaccine this year.

Clinics were also held at the Police and Fire Department on 11-9-15, the Lynnfield High School on 10-8-15, the Lynnfield Middle School on 10-23-15, the Summer Street School on 10-22-15 and the Huckleberry Hill School on 11-5-15. A clinic was also done for DPW workers on 10-23-2015.

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

DISTRIBUTION FROM STATE:

**SEASONAL
FLU VACCINE**
100

**SEASONAL
FLUMIST**
80

Available for anyone under the age of 19 only

Because of budget cuts across all departments, the Massachusetts Department of Public Health will no longer be able to provide influenza vaccine for adults 19 years of age and older starting with 2015 and going forward. This year the Board of Health voted to purchase 400 doses of flu vaccine for adults which we ran out of on 11-16-05.

8). Attendance at the Twentieth Annual Massachusetts Immunization Action Partnership Skills Building Conference in Marlborough on October 15, 2015, attendance at the Annual Massachusetts Department of Public Health Immunization Program - Immunization Update-2015 held at Northern Essex Community College in Haverhill on May 8, 2015, and attendance at the Vaccine Reimbursement Training given by U Mass Medical School Center for Health Care Financing at Tewksbury Hospital on August 19, 2015.

9.) Unfortunately our Tdap program covering ages 11 and up was discontinued this year because our grant ran out. This program also targeted new moms, dads and caregivers of infants but was open to all who had not yet received their Tdap vaccine.

10.) Usage and periodic updating of the Massachusetts Virtual Epidemiologic Network (MAVEN), a web based disease surveillance and case management system that enables MDPH and local health to capture and transfer appropriate public health, laboratory, and clinical data efficiently and securely over the internet which was mandated by the State Office of Health and Human Services on June 14, 2012.

11.) Preparation for usage of the MIIS. MIIS is a new statewide computerized system that collects and stores basic immunization information for people who live in Massachusetts. It is a secure and confidential system that is required by Massachusetts law. It is a system that is available for people of all ages to make sure that everyone is up-to-date with their shots and that records are available when needed such as when emergency medical help is needed.

***Respectfully submitted,
Sandra K. Wilson, R.N.
Town of Lynnfield
Board of Health***

HISTORICAL COMMISSION

Under Massachusetts General Laws, Chapter 40, Section 8D, the Historical Commission is responsible for “the preservation, protection and development of the historical or archeological assets of such city or town.”

Duties of the commission include conducting researches for places of historic or archeological value, cooperating with the state archeologist in conducting such researches or other surveys, coordinating the activities of unofficial bodies organized for similar purposes. The commission may advertise, prepare, print and distribute books, maps, charts, plans and pamphlets which it deems necessary for its work. For the purpose of protecting and preserving such places, it may make such recommendations as it deems necessary to the selectmen and, subject to the approval of the selectmen, to the Massachusetts Historical Commission, that any such place be certified as an historical or archeological landmark. It shall report to the state archeologist the existence of any archeological, paleontological or historical site or object.

The commission may hold hearings, may enter into contracts with individuals, organizations and institutions for services furthering the objectives of the commission's program; may enter into contracts with local or regional associations for cooperative endeavors furthering the commission's program; may accept gifts, contributions and bequests of funds from individuals, foundations and from federal, state or other governmental bodies for the purpose of furthering the commission's program; may make and sign any agreements and may do and perform any and all acts which may be necessary or desirable to carry out the purposes of this section. The commission may acquire in the name of the city or town by gift, purchase, grant, bequest, devise, lease or otherwise the fee or lesser interest in real or personal property of significant historical value and may manage the same.

In 2015, the Commission sent out a request for proposals for a qualified historic preservation consultant to undertake a community-wide survey of renowned homes built by Royal Barry Wills architects in the Town. The professional preservation of Old Burying Ground is complete, and the West Cemetery and Old South Cemetery projects are in process. The Willow and Forest Hill cemeteries will be undertaken once the West and Old South projects are completed. The Commission has also explored the Museum in the Streets program, which would provide a brochure map and details about historic sites around Town, as well as markers at the various sites, the inventory of historic sites as required by the Massachusetts Historical Commission, and acquisition and preservation of materials which are stored at the Historical Center at 35 Summer Street. The Commission also has responsibility for the review of any historic structures which are proposed for demolition, under the local Demolition Delay Bylaw.

In 2015, two longtime members of the Commission, former Chairman Nan Hockenbury and member Linda Gillon, stepped down after years of service to the Town. They were instrumental in many of the achievements of the Commission and the expansion of its preservation efforts in recent years, and we thank them for their contributions.

In 2015, Shelley Lynch was appointed as a new Commission member; Shelley was already involved with the Commission in assisting with the documentation of historic properties and researching the history of the Danforth and Bancroft families. Her passion for local history has made her a valued addition to the Commission.

Respectfully submitted,
LYNNFIELD HISTORICAL COMMISSION
Steven Todisco, Chairman
Faith Honer Coakley
Stephen Richard
Shelley Lynch
Stephen Smith, alternate member

LIBRARY

The Building Project absorbed substantial energy in 2015 as we began to meet the requirements of the Planning and Design Grant that we were awarded in June 2014. Our Building Consultant Mary E. Braney was tasked with meeting different constituencies, speaking with staff members, trustees and Friends' members, gathering data and developing a library building program that that would describe for our community what we needed in a 21st century library. To further our understanding, on January 29 members of our Friends group, staff and trustees went by van to see the East Boston Branch of the Boston Public Library and the Cambridge Library (Central) - both designed by William Rawn Associates, Architects. We were greatly impressed with Rawn's concepts and open floor designs.

A Library Building Committee was formed in late winter and received a charge from the Board of Selectmen. The Library Building Program was completed in May and submitted to the MA Board of Library Commissioners as part of the requirements for the Planning and Design Grant. Assistant Director Samantha Cabral - with invaluable contributions from the staff and department heads - determined the future space requirements of a new or renovated library, estimating the area size and providing photographic evidence of current building issues and inadequacies. After devoting more than a hundred hours to the Building Program, the Assistant Director – again with assistance from the Department Heads - resumed work on our new Library website necessitated by a design theme no longer supported by the software developer. The new website went live on September 25, 2015 to numerous compliments about its ease of navigation, style and great visual appeal.

During the summer months we prepared the staff and patrons to transition from mailed print versions of our newsletters and calendars to delivery by email only in September. We estimated that it would save the Friends of the Library an average of \$11,000 per year.

In late June, after interviewing three Owner's Project Managers' firms, the Building Committee and the Trustees selected John Sayre-Scibona of Design Techniques, Inc. of Newburyport. With John Sayre-Scibona's assistance and guidance, we developed an RFQ, published it, interviewed candidates and in September selected William Rawn Associates, Architects of Boston, MA as architect for the project. The first of three community forums occurred on November 19 and a second and third were scheduled for January 7 and March 10, 2016. Rawn Associates worked with the staff, trustees, town officials and board members gathering their thoughts and ideas on how and what a 21st century library should be.

In August after almost twenty years of service to the community and eight as Director, Library Director Nancy Ryan announced her retirement for the end of April 2016. A Search Committee was formed and the position was posted at local, state and national levels. In October Laura Brosnan our Head of Youth Services left to take a position at the Salem Public Library (MA) and the job description was posted.

Programming experienced a setback in spring due to abundant snowstorms. Three programs in April (six were canceled) enjoyed a modest attendance of thirty-five patrons. Fall programming fared better with eleven programs offered with an attendance of 252. Program topics ranged from Opera to the Beatles, World Travel, and places and people that are uniquely New England. The Curious about Cuisine series, BookLovers, a non-fiction library book group, and Art in Bloom enjoyed twenty-five meetings with 276 participants. With careful use of our capital monies, a

good percentage of our tables, chairs and cabinets were replaced with much needed new furniture. Our patrons and staff enjoyed an upgrade to the wireless printing system that allowed printing from their laptop or smartphone within the building or from home; the older system only allowed patrons to print from their laptops from within the building. The Assistant Director created instructions on how to use the improved service and those instructions were made available on our website and in print at the Library.

Our application to the Boston Public Library to digitize a selection of items from the Marcia Wiswall Genealogy and Local History Room collection at no cost has been accepted. The Boston Public Library has a small backlog of requests from libraries and organizations around the state, but they will contact us in the first half of 2016 to pick up, scan/digitize, and return our items to our collection.

Nancy D. Ryan, Library Director

Samantha Cabral, Assistant Director and Head of Public Services

The Circulation Services Department strives to provide our patrons with a welcoming and engaging library experience, whether they are stopping by to pick up materials, or enjoying a longer visit to the Library. Our Circulation staff members are ready to assist patrons in locating materials, selecting the next book to read or film to watch, assisting with reservations for our popular Museum Pass Program, and providing customer service at the check-out desk.

In 2015, patrons visited the Lynnfield Library more than 89,600 times to take advantage of our growing collection of books, films, audiobooks, music, newspapers, magazines, and more. Over 340 new patrons registered for library cards, and over 114,000 items were checked out for use at home (that's an average of 390 per day open!). Our visitors represent a large segment of the population who continue to find value in the public library in the midst of the digital age.

Patrons no longer even need to step foot in the Library building to use or borrow our materials – online databases and reading recommendation services are available through our website, and eBooks and eAudiobooks can be downloaded from our OverDrive system and enjoyed on a variety of devices and eReaders, including the Amazon Kindle, iPad, and Barnes & Noble Nook. Our OverDrive service remained extremely popular in 2015, with 4,200 downloads of eBooks and 1,000 downloads of eAudiobooks among Lynnfield residents alone!

The members of the Circulation Services Department wear many hats in their daily duties. In addition to checking library materials in and out, signing up new patrons for library cards, shelving and organizing library materials, and managing the Museum Pass Program, our Department also promotes and markets library programs and services, creates themed displays of Library materials, and develops programs and services in support of community needs. In efforts towards community outreach, we held our annual Food for Fines drive in support of Haven from Hunger in Peabody, collecting over 275 emergency food items for individuals and families in Peabody, Salem, and Lynnfield. Additionally, we continue to offer and expand our Homebound Services program, which provides delivery service to local residents who are unable to visit the Library in person due to a temporary or long-term condition or illness.

Our Museum Pass Program remained one of our most popular services throughout 2015, with 761 passes checked out for a reduced or waived admission fee to some of the area's most popular museum and attractions. This year we added the New England Aquarium to our collection of passes, which also includes the Boston Museum of Fine Arts, Stone and Franklin Park Zoos, Peabody Essex Museum, Isabella Stewart Gardner Museum, Boston Museum of Science, and

many other local cultural institutions. Our patrons saved an average estimate of \$21,278 (and potentially as much as \$34,100) on admission to these local attractions in 2015! All of our museum passes are graciously funded by the Friends of the Lynnfield Library.

Elizabeth Hollin Pagos
Head of Circulation Services

The Reference staff answered 9,702 questions in 2015 ranging from simple title look-ups to complex reference questions. The Reference Desk is staffed all the hours the library is open. The department is comprised of one full time and two part time librarians; other Department Heads and the Assistant Director assist with shift coverage. The majority of our transactions occurred in the library with one-on-one interactions with our patrons; we also answered a substantial number of questions via phone and e-mail. Our interlibrary loan service continued to be extremely popular with our patrons. We borrowed approximately 925 items from libraries outside the NOBLE library system on behalf of our patrons. We loaned approximately 141 items to libraries outside the NOBLE library system.

Reference staff member Irene Gorevitz updated her *Lynnfield Housing, Rental, and Realtor Information* brochure. This brochure and her other local information brochures - *Local Food Markets and Specialty Food Markets in the Lynnfield Area*, *ESL Resources in the Lynnfield Area*, *Lynnfield Preschools & Licensed Day Care Providers* - are heavily used by patrons. These handy brochures are available on the library information table between the reference and circulation desks. Irene also continued producing her popular book lists on various genres, as well as maintaining a display of these suggested titles.

Reference staff member Marilyn Graves created displays on various timely and literary topics such as: Botany for the Artist, Vacation New England, Black History Month, Celebrate Aviation, Books that Make You Think, and Giving Thanks.

We continued our ongoing collection evaluation project by analyzing a majority of the non-fiction collection. Subject areas covered included history, gardening, cooking, religion, art, literature, health, computers and technology. In each subject area, we take note of what we have, weed out of date materials, and purchase new materials to fill holes in the collection. A significant number of new materials were purchased for our business, investing, career, and computer collections.

During the month of August, the Reference Department and the Technical Services department collaborated on a project to make the Travel book collection more easily browsable and accessible. We pulled all the Travel books from our non-fiction collection and shifted the non-fiction collection. This freed up an area where all the Travel books could be shelved together. A distinctive blue 'Travel' sticker was applied to each book, and the collection was re-shelved. All Travel books – both new and older – are now together! Please check out this bright and up to date collection. (As a bonus, they are shelved next to the foreign language audios; if you're traveling to Italy you can easily grab a guide book and an Italian language learning audio at the same time!)

The Reference Department continued our collaboration with the Lynnfield Middle and High Schools to keep our textbook collection up to date. The textbooks are available for use in the library only and are being heavily used by students and tutors. In June we collaborated with the Children's Department to host 107 fourth graders from the Summer Street School. The students

were introduced to the many resources the Lynnfield Public Library has to offer: we look forward to many return visits by these students!

Our always popular community art display program continued in 2015. The library was brightened by dramatic and beautiful works of art in a variety of mediums: oils, watercolors, pastels, and graphics.

Thirteen students participated in community service at the library in 2015 under the direction of the Reference Department. These volunteers contributed a total of seventy five hours to the library! Projects tackled by these enthusiastic volunteers included shifting collections and cleaning and straightening shelves.

The Reference Department is responsible for selecting the majority of the adult non-fiction and reference materials. In 2015, approximately 25% of the non-fiction materials purchased was in direct response to patron requests. We also purchased 232 fiction and non-fiction Large Print titles to support our patrons who enjoy reading in a larger than usual font.

Patricia Kelly
Head of Reference Services

The Technical Services staff added 4,058 new adult items and 1,957 new children's items to our collections this year, as well as sixty-two gift items to the adult collection and forty gift items to the children's collection.

The Technical Services department is responsible for the care and maintenance of the information technology in the library. There have been several improvements in this area that have had a great impact on how the public uses our computers and printers. We updated our Wifi access points to provide greater capacity to serve more users throughout the library. We instituted a new Wifi printing app, PrinterOn, that can be used from a laptop or smartphone or other smart device within the library to print to our central printer, and can even be used to send a printing job from a remote location (say, one's home) to the library to be printed out when the patron comes to the library.

We also researched, purchased and installed a new printer for public printing that is both black/white and color. This way, the public only has to go to one printer for their print jobs rather than two printers in two different places.

Working with the Reference Department, we created a new "Travel" section, putting all our travel guides in one place on the shelves, rather than spread out through the Nonfiction section. These were shelved next to the Language Audiobooks, so the savvy traveler can check out their travel guide and a language audiobook to help them speak the language when they get to their destination!

The Technical Services department also hosted some librarians from the Lucius Beebe Library in Wakefield who were interested in learning how we process our books that have maps on the end papers—allowing for the covers to open up and show those maps, but still being attached to the book so the cover doesn't fall off. The Head of Technical Services also traveled to the Merrimack Valley Library Consortium (MVL) headquarters to talk to their Technical Services people about how we do a fiscal close in Evergreen, our new library system. They have just started using the Acquisitions part of Evergreen and needed some extra training.

And, on a final note, our loyal volunteer mended 150 items for us, in spite of her having had her kitchen ruined from the snow last winter! We appreciate her efforts that ensure Lynnfield's items are the best looking items in the entire NOBLE consortium.

Laurel Toole
Head of Technical Services

Youth Services served 4,150 young people in 2015 through 185 programs. Most of the programs were run by the department's two full time staff members, though a few outside performers visited in 2015 as well. Those same staff answered 905 questions (over sixty-five per month) from children, their families and caregivers, and their teachers.

Children's Programming

Youth Services was very pleased to offer a number of special programs in 2015. They included a jointly sponsored program - "Mad Science of Greater Boston" - with the Summer Street School, and the Scott Jameson Magic Show jointly sponsored with Huckleberry Hill School. The Summer Reading Kickoff - Hampstead Theater Robin Hood - was co-sponsored with Lynnfield Cultural Council. Lastly, the very popular Singing & Signing returned for a second year.

In 2015 we partnered with the Boston Bruins and Cradles to Crayons Program for "Ice Cream For Breakfast PJ Party" as a kickoff to the "Pajama Drive : Lynnfield Library Partnering with the Boston Bruins and Cradles to Crayons."

Biweekly storytimes, held year-round, continued to be our most popular program offerings. The tiered age groups offer programming for parents and caregivers of children of different ages: Mother Goose serves the youngest patrons, birth-2, while Time for Stories serves the 2+ preschool crowds.

Programs that support cultural and artistic literacy also enjoyed continued popularity with patrons. Some of the favorite holiday celebrations in 2015 were Chinese New Year, Mardi Gras, Cinco de Mayo, and St. Patrick's Day. There was also a great turnout for winter holiday events like the annual Hanukkah Party run in conjunction with the Lappin Foundation of Salem and a Cookies & Cocoa Party with the annual reading of the classic *The Polar Express* by Chris Van Allsburg. Some favorite literary celebrations throughout the year included birthday parties for authors Doreen Cronin, Susan Meddaugh, and Jez Alborough

Young Adult Programming

The Library hosted fifteen programs serving eighty-four teens. Teen Cuisine and Teen Trivia continued to be very popular.

Summer Reading

The Summer Reading theme was "Every Hero Tells a Story" and the Kickoff program was Hampstead Theater Robin Hood. Superhero-themed programs ran throughout the summer. Thirty-eight children won tickets to the Topsfield fair for completing thirty days of reading over the course of the summer.

School and Community Organization Support

Youth Services continued outreach efforts to Lynnfield Public Schools in 2015 through several initiatives.

First and foremost, the Library supported teachers and students by providing year-round assistance on assignment-based reading and research needs, including biography reports, the Gail Gibbons nonfiction reading assignments, science fairs, free reading assignments, and, of course, summer reading assignments. The Library was able to obtain nearly all of the titles on the required and recommended lists for Lynnfield students. For the convenience of students who travel or are otherwise unavailable to come to the Library during the summer, many of the Summer Reading titles were also added to our electronic eBook and eAudiobook collections on Overdrive in addition to the print collection available in-house, where students could check them out twenty-four hours a day from anywhere in the world they had an Internet connection.

Additionally, youth and reference librarians collaboratively offered bibliographic instruction to four groups of fourth grade students from the Summer Street and Huckleberry Hill Schools. Students are instructed in use of Reference materials, the online public access catalog, and are offered an opportunity to browse and select material from the Children's Room. For many students, this is when they first get their own library cards!

The Educator Resources Collection grew in 2015 with the addition of several workbooks with practice problems for use by teachers and families alike. Bibliographies of suggestions for excellent nonfiction reads were also added.

Kindergarten classes from the neighboring Tower Day School continued to visit. In 2015, six classes walked to the Library to hear youth librarians read about and to select books for home reading about a variety of topics like space, the human body, and backyard animals. North Suburban Child & Family Resource Network held two storytimes in the summer.

Conclusion

The Youth Services Department continues to offer children and teens and their families, caregivers and educators a safe, vibrant place to explore play, learning, and reading. We look ahead to witnessing another year of discovery in 2016.

Laura Brosnan

Head of Youth Services

January 1, 2015 – October 1, 2015

Pamela Griswold

Youth Services Assistant

Friends of the Lynnfield Library

2015 proved to be a memorable one for the Friends of the Lynnfield Library. As with so many organizations, our winter schedule of meetings certainly met with many challenges presented to us by the historic snows of January and February! The Executive Board was able to accomplish a great deal despite what meteorological surprises came our way. The Friends' Board held eight regular meetings and one Annual Meeting during 2015.

Our May Annual Appeal reached out to all households in Lynnfield and received an excellent response from new members and returning members as well.

2015 was a year of collaborations. On May 16, the Friends of the Library held its Spring Used Book Sale on the Common, sharing space with Centre Congregational Church's "Crafters on the Common" event as well as the Lynnfield Art Guild's show in the Meeting House. Townscape's

Geraniumfest and Field Day at the Middle School nearby added activities for a great day of community fun.

The Annual Meeting of the Friends of the Library was held on May 18. The members voted in the slate of officers for 2015-2016. Officers beginning their new terms on July 1 included Ann Decker, President, Lauren George, Secretary and Linda Burns, Treasurer. The post of Vice President/President-Elect remained vacant.

Volunteers were honored on September 1 at a reception held at the Meeting House. Phil Crawford, Tom Terranova and Chris Barrett from the Board of Selectmen joined the Friends Board in expressing our appreciation for the support that our volunteers provide to the Library and the community of Lynnfield as a whole.

October 16 and 17 brought the Annual Fall Used Book Sale at the Meeting House. Sunny and crisp fall weather helped attract sales that set a new high in the amount of funds raised. A wonderful new collaboration between the Friends of the Lynnfield Library and the Wakefield Lynnfield Chamber of Commerce had its beginning in November. "Laughter in the Lynnfield Library" debuted on November 14 and featured professional comedians, food, beverages and great conversation - all within the Library's walls. It was a tremendous success!

As 2015 came to a surprisingly warm and pleasant close, it is important to reiterate the importance of the countless hours of volunteer time and support given by members of the Friends organization. Additionally, the Friends could not succeed in its mission to provide support for the many programs and services offered at the Library without the enthusiastic participation of members of the community of Lynnfield. It is most appreciated.

Ann Decker, President
Friends of the Lynnfield Library

Our Garden Clubs: Flower Workshop of Lynnfield and the Village Home & Garden Club

One of the collaborations that provide the Library staff, the Trustees, our patrons and community-at-large a great deal of pleasure is our relationship with Lynnfield's two garden clubs. For many years, the efforts of the club members contribute to the celebration of the Christmas holidays with the vivid red poinsettias donated by the Flower Workshop displayed throughout the first floor of the library and the garlands, fashioned by the Village Home & Garden Club, that festoon the front of the library. The members of the Flower Workshop are also responsible for the plantings and the shrubs and their maintenance on the Library grounds as the seasons move from planting pansies in the spring to mums in the fall months. In the spring we welcomed the Village Home and Garden Club's collaboration with the Lynnfield Art Guild, and Middle and High School students to bring us Art in Bloom – a week-long festival that honors the creativity of our artists and flower arrangers and the coming of spring.

Board of Library Trustees

Robert D. Calamari, Jr., Chair
Faith Honer-Coakley, Vice-Chair
E. Seavey Bowdoin

Kerry E. Haughney*
Russell Boekenkroeger*
Ann Miller

Library Staff

Administration:

Nancy D. Ryan, Library Director
Samantha Cabral, Assistant Director and Head of Public Services
Patricia Nutile, Administrative Assistant and Secretary, Board of Trustees

Youth Services:

Laura Brosnan, Head of Youth Services**
Pam Griswold, Children's Assistant

Reference Services:

Patricia Kelly, Head of Reference Services
Irene Gorevitz, Reference Staff Librarian
Marilyn Graves, Reference Staff Librarian

Technical Services

Laurel Toole, Head of Technical Services
Pauline Silva, Technical Services Librarian

Circulation Services

Elizabeth H. Pagos, Head of Circulation Services
Katherine Decker, Circulation Assistant
Jane Doherty, Circulation Technician
Allison Gallagher, Circulation Technician
Dawn Mayerson, Circulation Technician
Margaret O'Keefe, Circulation Technician
Beverly Lenahan, Circulation Technician

Circulation Technician Substitutes

Mary Kraft	Christine Rutigliano
Carolyn Savio	

Library Pages

Andrew Decker	Nathalie Lilley
Josephine Hilty	Tim Fahey***

Library Building Project Committee

Russell Boekenkroeger, Chair and member of the Board of Trustees
Board of Selectmen – liaison – Christopher Barrett
Board of Appeals – liaison - Brian Shaffer
Planning Board – liaison - Heather Sievers
Finance Committee – Christopher Mattia
Nancy D. Ryan – ex-officio
Members-At-Large - Steven Todisco and Ted Caswell

*Kerry Haughney retired in April 2015. Russell Boekenkroeger was elected to fill that slot.

**Laura Brosnan left on October 1, 2015 to take a position at the Salem Public Library (MA).

*** Tim Fahey left and was replaced with Abby Zarakovich

Respectfully submitted,
Nancy D. Ryan, Library Director

PLANNING BOARD

The Planning Board consists of five elected members serving staggering terms. The Board acts on behalf of the townspeople as steward of the Zoning Bylaws, Subdivision Control Laws and oversees the Master Plan.

During the past year the Board received numerous consultant reports on the construction of the new building(s) and on the Design Standards of individual retail, office and restaurant businesses at Market Street. The three ArborPoint apartment buildings totaling 180 units are at capacity. The Board discussed updating the Master Plan and participated in discussions with the Tree Committee regarding the Scenic Road Bylaw and voted to recommend the bylaw to the April 27, 2015 Town Meeting.

The Board granted the owners of Georgie's Way and Godding Lane one-year extensions to complete each subdivision. Seven recommendations were made to the Board of Appeals on Special permits/Findings and/or Site Plans. Pottery Barn Kids at Market Street requested waivers from the Design Standard sign requirements. The Board denied the request for an additional Primary Storefront Sign, approved the request for height adjustment for the Storefront Sign and a flat "Pick Up" sign on the back of the building. On December 16, 2015 the first public hearing was held on Violet Circle, a two lot subdivision.

The April 2015 Town Warrant included articles submitted by the Board amend the zoning bylaw: to add to the Signs section "Standards in All Districts"; to add to the Definition Section six (6) definitions; to add to the Groundwater Protection District (GPD) a subsection only affecting GPD, an acre shall be considered to be 40,000 square feet. These articles were not acted upon due to a quorum vote and were placed on the October 19, 2015 Town Meeting Warrant. The October Town Meeting adopted the four articles including a minor change to Standards Applicable in All Districts and the Attorney General's office approved the articles.

Respectfully submitted,
John W. Faria, Co-Chairman
Alan K. Dresios, Co-Chairman
Heather T. Sievers, Vice Chairman
Charles B. Wills, Clerk
Richard Dalton

POLICE DEPARTMENT

The Lynnfield Police Department has continued its long term plans to modernize the department. We began a two-year replacement strategy with the portable radios. The old radios were beyond their serviceable life and were not capable of future interoperability with other law enforcement agencies. Fifty percent of the radios needed were replaced in 2015 with the other units being added next year. An audio video recording device was purchased to aid the Criminal Investigation Division in conducting interviews. A new “stealth” cruiser was added for patrol and for use in traffic enforcement with excellent results.

Personnel Changes

There were several personnel changes in 2015. Officer Charles Peabody retired as a full-time officer in January after 41 years of service to the town. The Lynnfield Police Department would like to thank Officer Peabody for his many years of service and wish him a happy and healthy retirement. Crossing Guard John Walsh resigned after moving out of town in December. Many parents and students will remember John as the smiling face at the Summer Street School crosswalk. We wish John the best in his new home.

Officers Patrick Curran and Christopher DeCarlo transferred to Lynnfield from The Winthrop Police Department. Officer Patrick Curran was assigned as the School Resource Officer. Officer Jonathan Duzz transferred to Lynnfield from The Salem Police Department. Officer DeCarlo and Officer Duzz were assigned to the Patrol Division.

Community Partnership

In 2012, a partnership was forged between the Lynnfield Police Department and Brian Kelly of the Kelly Motor Group. Mr. Kelly paid for a one-year lease of a Harley Davidson police motorcycle for use by The Lynnfield Police Department. Mr. Kelly graciously offered to fund the lease for 2013, 2014, and 2015. The Lynnfield Police Department would like to thank Brian Kelly and the Kelly Motor Group for their continued commitment to The Town of Lynnfield.

Crime Statistics

2015 had a decrease in felonies but a slight overall increase in crime statistics.

Felonies	-1.5%
All Crimes	+6%

Crimes against property	+6%
Larceny from a motor vehicle	-7%
Larcenies	+16%
Counterfeiting/forgery	+150%
Malicious destruction of property	+21%
Burglary/breaking and entering	-5%
Total crimes against property	+6%
Operating under the influence	+25%
Liquor law violation	+33%

Crimes against persons	+7%
Simple assault	+29%
Aggravated assault	-13%

Total crimes against persons

2014- 54 crimes

2015- 58 crimes

Felonies

2014-155

2015-137

Chief Breen wishes to thank the members of the Lynnfield Police Department, community groups, business owners, and residents of Lynnfield for their efforts to reduce crime and increase public safety.

*Respectfully submitted,
David Breen
Chief of Police*

2015 Roster**Chief of Police**

David J. Breen

Captain

Karl Johnson

Sergeants

Sean Donovan

David Mayerson

Louis Trapasso

Nicholas Secatore

Albert Scotina

Patrol Officers

Sean Kilroy

Michael Topping

Bryan Materazzo

Raymond Barnes

O'Connell

Jared Provost

Christopher DeCarlo

Anthony Hnath

Stephen Conley

Mark Bettencourt

Steven

Scott Fitzemeier

Patrick Curran

Jonathan Duzz

Canine

Ace

Dispatchers

Maura O'Brien

Diane Williams

Charlotte Peterson

Michael DiCorato

Kimberly Smith

Crossing Guards

Carol Kilroy
John Walsh
Erin Batchelor

Matrons

Carol Kilroy

Chief's Administrative Assistant

Paul Donovan

DEPARTMENT OF PUBLIC WORKS

To the honorable Board of Selectmen and Citizens of the Town of Lynnfield, I hereby submit the following annual report of the Department of Public Works for the period covering January 1, 2015 to December 31, 2015.

The Department roster consisted of the following full and part time personnel:

Director: Andrew M. Lafferty
Town Engineer: Charlie L. Richter, P.E
Assistant Director of Facilities: Steven DeBettencourt
Assistant Director of School Operations: Anthony Fratoni
Business Manager: Michelle Sweeney
Administrative Clerk: Maureen Lanzillotti

Highway:

Mark Rogers, General Working Foreman
Rick DeGrande, Highway Foreman
Dan Ashwell, Crew Supervisor
Mark Bushnell , Municipal Maintenance
Richard Peabody, Motor Equipment Operator
Kevin Raiche, Motor Equipment Operator
Gerald D'Orsi, Motor Equipment Operator
Frank Savchuk, Mechanic Foreman
James Carriere, Mechanic Assistant

Parks/Cemetery/Trees:

Brett Potter, Cemetery/Parks/Tree Foreman
John Leonard, Parks/ Cemetery Crew Supervisor
Eddie Downs, Tree Worker
Nicholas Goodwin, Heavy Equipment Operator
Todd Boudreau, Heavy Equipment Operator
VACANT, Motor Equipment Operator

Municipal Buildings:

Town Hall/Police/Fire

Keith Hammerbeck, Head Custodian
Roger Harbour Sr., Municipal Custodian

Senior Center/South School Bldg

Paul Harrington, Municipal Custodian

Library/Senior Center/Al Merritt Meeting Center

Jonathan Paddock, Municipal Custodian

Bus Drivers:

Ann Tondreau
Donna Turcotte
Jaques Polycarpe

School Buildings:

High School

John Desiderio, Head Custodian
Glenn Anderson, Custodian
Armando Agramonte Sr., Custodian
Mike White, Custodian
David O'Connell, Custodian (*promoted September 28, 2015*)

Middle School

David LeBlanc, Head Custodian
Martin Ayoal, Custodian
Dan Harvey, Custodian
Marien Guzman, Custodian

Huckleberry Hill School

Marilyn Bonneau, Huckleberry Hill Head Custodian
James Reilly (*retired June 30, 2015*) / Dave King, Custodian (*promoted August 19, 2015*)

Summer Street School

Arthur Dupuis, Summer Street School Head Custodian
Robert Burke, Custodian

Facilities Maintenance

Michael Manning, School Maintenance Specialist (*promoted September 21, 2015*)
Claudio DeCarlo, Municipal/School Maintenance

MISSION STATEMENT

The mission of the Lynnfield Department of Public Works is to maintain all roadways, drainage infrastructure, parks, cemeteries, schools, municipal facilities, fleet, and street lights in a cost effective and environmentally sensitive manner for the short and long-term benefit of the residents and the environment.

INTRODUCTION

The Lynnfield Department of Public Works employs (44) full time staff, (16-20) seasonal employees in the summer and has an annual operating budget of \$6.78 million dollars for FY2016. The FY16 DPW Capital Budget, approved by Town Meeting, included \$591,600 for town equipment and infrastructure improvements.

Services provided by the department include engineering design, municipal construction, maintenance and repair of streets, sidewalks, storm drains; maintenance and repair to all DPW vehicles and equipment, school buses and the Council of Aging vehicles; maintenance of parks, playgrounds, cemeteries, athletic fields, public and school buildings; manage refuse collection, disposal and recycling; snow plowing and ice control; administration of construction contracts; review of subdivision projects; manage all public shade trees for pruning, planting and/or removal; school bus transportation; custodial services to all municipal and school buildings; maintenance of town owned street lights and traffic signals, and conduct burials in municipal cemeteries.

The Department divides its multiple responsibilities for the management, maintenance and operations of the Town's infrastructure among five Divisions: Administration, Facilities Maintenance, School Building Maintenance, Highway, and Cemeteries/Parks & Trees.

REPORTS BY DIVISION:

HIGHWAY:

The Highway Division of the DPW provides for the maintenance of all town roads, sidewalks, public path ways, municipal and school parking lots, fencing and guard rails.

In addition to the normal surface repair of roads and sidewalks, the Highway Division is responsible for the clearing of snow, sand, litter and other unwanted debris from public ways and facilities. The Division also maintains our brooks and streams by keeping them clear of debris to flooding. The Highway Division maintains the Pillings Pond Dam spillway area and control boards, which regulates the elevation of the pond, when needed.

The Highway Division has more than 77 miles (250+ lanes miles) of roads and 91.3 miles of sidewalks that it must maintain.

The DPW continued its program to clean and repair damaged manholes and catch basins throughout town. This year Public Works cleaned a total of 1736 catch basins throughout the town which helped in preventing street flooding caused by clogged drain lines. We also were able to repair over (25) collapsed catch basins and manholes this year as well as jet vacuum (15) additional catch basins that were partially or completely blocked.

The spring season brought the usual DPW clean-up efforts with the street sweeping program beginning in April and completed by mid-May. The street striping was also done in May. The Town also replaced over (315) feet of damaged asphalt curbing from this past winter's plowing as well as over (74) street and traffic signs this past year.

Calendar year 2015 continued to be a very busy year for paving. Public Works started the season by receiving \$61,545 in April from the state through the "Winter Recovery Assistance Program" to assist towns and cities with repairing the roads that were ravaged by the harsh winter. In addition the Town received \$420,108 (FY16) from the state as our apportionment of Chapter 90 funding in June. To supplement Chapter 90 funds, \$500,000 from the DPW Operating budget was added to the street resurfacing program.

The following streets were paved or significantly repaired in 2015:

Lovell Road (#9 Lovell to Keniston Rd, 300+ feet) – Milled and removed all the bituminous concrete roadway curb to curb, re-graded the road, installed 2-1/2" of bituminous concrete binder, installed 1-1/2" of bituminous concrete top, and installed new bituminous concrete curbing.

Bourque Road (Pillings Pond Rd to End, 2030 feet) – Repaired corroded drain pipe and installed the finish pavement by installing 1-1/2" of bituminous concrete top.

Walnut Street (Main Street to Rte 128)-Milled portions of the roadway and patched the street with WRAP funds

Wymon Way(200+/- feet) – Milled and removed all the bituminous concrete roadway curb to curb, re-graded the road, installed 2-1/2” of bituminous concrete binder, installed 1-1/2” of bituminous concrete top, and installed new bituminous concrete curbing

Cortland Lane(#22 to #24, 350+ feet) – Milled and removed all the bituminous concrete roadway curb to curb, re-graded the road, installed 2-1/2” of bituminous concrete binder, installed 1-1/2” of bituminous concrete top, and installed new bituminous concrete curbing

Pillings Pond Road(#13-#35 for 210 feet, and #253-#265 for 100 feet) – Milled and removed all the bituminous concrete roadway curb to curb, re-graded the road, installed 2-1/2” of bituminous concrete binder, installed 1-1/2” of bituminous concrete top, and installed new bituminous concrete curbing

Longbow Road(#17 for 150 feet) –Overlaid road with 1-1/2” of bituminous concrete top curb to curb

Main Street (Rte 95 Ramp to Olde Town Road, 1180 feet) – Milled and overlaid with 2” bituminous concrete top, installed granite curbing and handi-cap ramps at roundings and installed new bituminous concrete curb

Wing Road (Main Street to Main Street, 2650 feet) – Repaired drainage, reclaimed roadway, installed 2-1/2” bituminous concrete binder, 1-1/2” bituminous concrete top, new granite curbing and handi-cap ramps at roundings, and new bit. conc. curb

Strout Ave (Wing Road to Main Street, 385 feet) – Reclaimed roadway, installed 2-1/2” bituminous concrete binder, 1-1/2” bituminous concrete top, new granite curbing and handicap-ramps at roundings, and new bit. conc. curb

Mirabeau Lane (Main Street to end, 630 feet) – Installed 2 new catchbasins, reclaimed roadway, installed 2-1/2” bituminous concrete binder, 1-1/2” bituminous concrete top, new granite curb and handi-cap ramps at roundings, and new bit. conc. curb

Lowell Street (Old Wood Road to Main Street, 1100 feet) – Milled and overlaid with 2” bituminous concrete top, installed granite curbing and handi-cap ramps at roundings and installed new bituminous concrete curb

Locksley Road (Moulton Drive to Friar’s Lane, 1200 feet) – Mill and overlay with 1-1/2” bituminous concrete top

Perry Ave (Main Street to Ford Ave, 1548 feet) – Installed 3 new catchbasins, reclaimed roadway, installed 2-1/2” bituminous concrete binder, new granite curbing and handicap- ramps at roundings, and new bit. conc. curb. The road is proposed to be finished in spring of 2016.

Ford Ave (Perry Ave to Ford Ave, 275 feet) – Reclaimed roadway, installed 2-1/2” bituminous concrete binder, new granite curbing and handicap- ramps at roundings, and new bit. conc. curb. The road is proposed to be finished in spring of 2016.

Windsor Road (Hart Road to End, 960 feet) – Installed new drainage, reclaimed roadway, installed 2-1/2” bituminous concrete binder, new granite curbing and handicap- ramps at roundings, and new bit. conc. curb. The road is proposed to be finished in spring of 2016.

CEMETERIES:



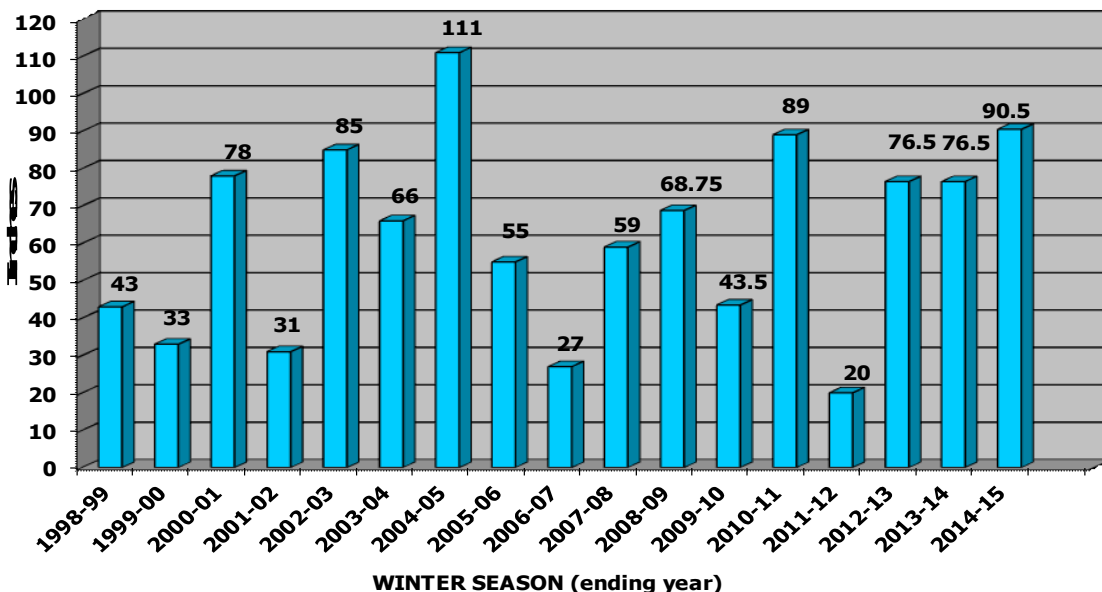
During the past year there were (36) interments and (1) exhumation at Forest Hill Cemetery and (9) at Willow Cemetery. During this same period there were a total of 48 new graves sold at Forest Hill and no graves sold at Willow Cemetery. Forest Hill Cemetery consists of approximately 10 acres and Willow Cemetery is 5.5 acres. The Department is responsible for maintaining headstones, cutting grass, caring for shrubs, trees, and plantings in an effort to keep our cemeteries looking beautiful.

SNOW & ICE:

Public Works is responsible for clearing over (250) lane miles of roadway and (20) miles of the towns (91) total miles of sidewalks along with (4) school parking lots and (5) municipal building parking lots which includes Post Office Square. In addition, the DPW is responsible for snow removal from roofs of all its schools and municipal buildings if the conditions warrant it and clearing all avenues in both cemeteries.

The 2014-2015 winter season was rated as the all-time snowiest season for the City of Boston by the National Weather Service. The Town of Lynnfield saw 90.5 inches of snow during this season. This was the second highest total in the last 15 years.

LYNNFIELD SNOW TOTALS



The area saw a six week plus snow siege from January to February that far exceeded the records. Starting January 26 2015 a blizzard (aka Storm Juno) dropped 26 inches and was followed by three more storms totaling over 5 feet of snow in just over 2 weeks with no thawing.

In addition to these storms the Department was called upon to go out several nights and early mornings to treat the roadway to insure they would be safe for the public and school students when commuter hour arrived.

Total expenses to control snow and ice operations ran well above the Towns annual appropriation of \$120,000. The total cost for snow and ice for FY2015 was \$535,766.23.

PARKS & PLAYGROUNDS:

The DPW is responsible for maintaining over 60+ acres of public open space, comprising of (6) playgrounds and/or tot lots; (4) parks; the grounds around (5) municipal buildings, (4) school buildings; (4) basketball courts, (11) tennis courts, (1) outdoor running track, (2) football fields, (12) baseball/ softball diamonds, (5) multi-use playing fields used for soccer, field hockey, and lacrosse. This maintenance includes irrigation wells and systems for most of these fields.

The new Lynnfield High School artificial turf fields which included a football field, (2) soccer fields, a softball field and baseball field were fully operational this year starting around April through to the last week in November. This complex which also includes the Amenities Building and Press Box was fully operational. The concession area was run by the Lynnfield Athletics Association. The Department of Public Works is responsible for maintaining these new fields and the associated facilities. Due to the first full operational year, the Department saw some staffing challenges as the fields were a very busy location for local teams and outside leagues renting field space. The town established a fund during the 2015 Fall Town Meeting, to set aside fees collected to be used for maintenance of the fields once a Maintenance Agreement was determined with the Recreation Commission.

Construction on Newhall Park and Glen Meadow Park started late in the fall of 2015. This project is under the direction of the Fields Committee Chairman Arthur Bourque, with assistance of the DPW and is not expected to be completed until summer 2016.

The work for Newhall Park includes new infield mix, dugouts, fencing, reconfiguration of the parking lot, resurfacing and improvement of one tennis court and some drainage improvements. The removal of one tennis court was required to allow for additional parking. The work for Glen Meadow Park started late in the fall of 2015. The work for Glen Meadow Park includes new infield mix, new turf on entire baseball field, new dugouts, fencing around entire field and new bleachers.

FORESTRY/ TREES:

Public shade trees continue to be one of the biggest challenges within the DPW. The Town shade trees are in need of significant pruning work or in many cases require removal. The majority of this work is outside the technical expertise of the current DPW staff.

The DPW received over 200+ calls from residents regarding tree issues. This past year over (26) diseased, storm damaged, or root damaged trees were taken down. There were many more that were pruned back of their dead wood. In addition, the DPW evaluate numerous trees and locations to determine whether trees were public or private and whether they were considered hazardous.

The DPW has continued its road clearing program on several streets where we remove brush and tree overgrowth that has encroached into the right of way with a roadside cutter. Public Works continued to work on improving the urban forest. With assistant from outside arborists, the trees on the Town Common were professionally pruned. This year (1) one public shade tree hearing was conducted in accordance with MGL Chapter 87 for requests to remove public shade trees. This was in conjunction with the development on Parsons Ave.

SOLID WASTE / RECYCLING:

The Public Works department is responsible for managing residential solid waste collection and disposal services for approximately 4350 residential households along with the recycling and recovery program that includes the annual collection of residential household hazardous waste.

During fiscal year 2015 the town collected and disposed of the following amounts from curbside collection:

4711 tons of solid waste (trash)	66 appliances
467 tons of co-mingled plastics/glass	26 lawnmowers/grills
559 tons of mixed paper	22 AC units
157 TV monitors	11 other large items

In addition to the curbside collected items residents also used the recycling center located behind town hall to dispose of:

3348 feet of Straight Fluorescent	66 tube bulbs
58 Specialty Flood lamps	17 thermometers
1640 fluorescent light tubes	11 thermostats

The Town's waste disposal is currently handled by Covanta in Haverhill. The tipping fee increases every year and was increases to \$72.00 per ton on July 1, 2015 (FY15). This results in a cost of over \$331,454 this fiscal year to dispose of the Town's unrecyclable trash.

Public Works held its annual Household Hazardous Waste Collection Days this past November 21 at no additional cost to Lynnfield residents. This event again was very successful in which (216) residents took part in. People were able to dispose of chemicals, oil base paints, TVs, propane tanks, pesticides and many other hazardous materials at this event. The cost to sponsor this once-a-year event is around \$8,000.

The Town Recycle Yard sold 907 permits for yard waste disposal during 2015. Residents are able to dispose of yard waste including leaves and brush.

SCHOOLS:

One of the missions of the DPW is to provide the Town of Lynnfield with a high degree of quality service in custodial services, maintenance, and improvements to our schools. We are committed to protect the town's recent investment in the renovations of all our school facilities. With the school building projects completed now for more than (10) years the DPW has the responsibility to maintain these facilities to an acceptable condition. The DPW has been working on inventorying all the key custodial equipment for replacement in the future. Some of the

equipment is over 30 years old. Moving forward a replacement plan will be defined to help improve the equipment and efficiency of the custodial staff.

Some of the annual repairs done to all schools include:

- Maintain interior and exterior lighting systems
- Replaced numerous exhaust fan and air handler belts
- Replaced all building air filters twice during the school year
- Painted many common areas during school vacations weeks and the summer that needed to be touched up
- Manage HVAC systems; including routine maintenance and repairs
- Completed miscellaneous carpentry projects
- Replaced ceiling tiles in classrooms and hallways as required
- Completed annual fire alarm inspection and testing
- Repaired plumbing and fixture problems throughout building
- Performed preventative maintenance service on both the High School and Middle School emergency generators.
- Purchased of new equipment for custodial staff.

Some of the many projects that were site specific and completed and/or managed by the DPW in 2015 were:

Lynnfield High School:

- Rebuilt main circulator pump for the building
- Purchased 1 new walk behind sweeping machine
- Purchased 1 new floor burnishing machine
- Purchased various additional equipment
- Repaired deteriorated concrete on front entrance to school

Lynnfield Middle School:

- Exterior repairs to building fascia due to damage done by woodpeckers and squirrels
- Purchased 1 new electric power washer and other various equipment
- Repair return duct work in Teachers Dining Room
- Repaired water damaged wood and sheetrock in Library

Summer Street School:

- Pumped all septic system tanks
- Painted various areas throughout the building as needed
- Purchased various new equipment for custodial use
- Repaired concrete side entrance apron into school
- Repaired brick work above kitchen's service door

Huckleberry Hill School:

- Pumped all septic system tanks and oil separation tanks
- Purchased various new equipment for custodial use.
- Repaired interior drains leaking in wall
- Duct work modifications in kitchen area

MUNICIPAL BUILDINGS:



One of the many functions of the Public Works Department is to maintain our municipal buildings and facilities. The Department maintains, which includes daily cleaning, (7) active town buildings and (2) inactive town buildings along with the parking lots and grounds that surround these buildings.

Some of the many projects and functions completed and/or managed by the Department:

Police and Fire Station Complex:

Miscellaneous repairs to overhead doors

South Fire rear ramp was removed. Old concrete pad was deteriorating beyond repair. The concrete was excavated and removed; new 6" high strength concrete pad was poured and sealed. Cost was approximately \$17,000.

Repaired concrete front entrance steps and walkways

South Lynnfield Fire Station:

Installed new concrete entrance ramp at the rear of the garage

Removed and replaced ceiling in kitchen area to accommodate sprinkler system

Library:

Steam cleaned all rugs

Replaced numerous interior and exterior lighting system ballasts throughout the building

Senior Center/: School Administration

Repaired several rooftop HVAC units to improve system

Replaced all carpeting throughout entire Senior center

School Business Office Renovation –School Superintendent and Business Office relocated from the Town Hall to the South School Bldg; requiring extension renovations within the building.

The work was performed using a combination of in-house staff and contractors. The Facilities Maintenance Division oversaw and coordinated the project. Renovations included adding and removing walls, installing electrical outlets, relocating sprinklers and other fixtures, painting and a variety of other work to ensure a smooth transition for the School Business Office.

Renovate new large meeting/activity room for Senior Center in conjunction with the renovation of the School Business Office.

Senior Center Sidewalk – front concrete walkway and stairs were removed and replaced; new concrete walk and stairs poured; new railing installed; and asphalt sidewalk resurfaced; also added walkway from Emergency Exit door.

Center Farm 567 Main Street:

Winterized Center Farm plumbing system

Serviced heating system

Cleaned and maintenance building and grounds

DPW Garage:

Contract for reconstruction of the DPW Garage which was damaged in the fire in 2013 was awarded in August 2014 to GTC Construction Management from Haverhill, MA. Substantial completion of this project was attained in the fall of 2015

GENERAL NOTES:

Along with the various projects undertaken by the Department of Public Works this year, the following miscellaneous activities occurred:

Continue to work with organizations, committees and residents by supporting community events including: Annual Tree Lighting Ceremony, Concerts on the Commons, numerous sponsored road races, parades and individual block parties held throughout the year.

Continued to act as the lead community for the Tri-Town Consortium of which Lynnfield is a part of. The Tri-Town Consortium consists of a three representative towns which contracts for road construction services annually. We renewed the contracts for over 20 items, such as street sweeping, bituminous paving, catch basin cleaning etc. This will save each of the Towns of Lynnfield, Middleton and North Reading a considerable amount of money as we use these similar services.

Conducted (2) Medical Waste Collection Days during the year in conjunction with the Board of Health.

RETIREMENTS

Jim Reilly, Custodian, Huckleberry Hill School, October 29, 2001 – June 30, 2015

FROM THE DIRECTOR

During my first full year as Director for the Department of Public Works we saw some challenges and some changes. The winter of 2014-2015 presented a unique challenge throughout the entire state. With a state emergency in place and blizzard conditions, the Department was just getting warmed up. The 90-plus inches of snow that fell that winter created significant challenges to the DPW. Road salt was scarce, crews were worn out, and equipment was strained. The Town's roadways remained passable and safe during this emergency. The record snowfall impacted the Snow and Ice Budget significantly and delayed the ability to begin spring cleanup, field work and any early roadwork.

Once the snow melted fields, parks and roadwork began. There was significant roadwork scheduled for this construction season. Much of this work was facilitated by DPW crews in addition to contractors.

The High School Field Complex was busy during 2015, as the first full year of use. Multiple groups were able to schedule and use the facility. The DPW was responsible for general cleanup and grooming of these fields in addition to the other fields in town. DPW crews maintained fields, parks, and town and school grounds throughout the summer, along with summer help. We also started to focus on tree maintenance and removal of hazard trees throughout the Town. This will continue to be a priority in the DPW as our crew improve their skills and equipment to better serve the town.

Moving forward the DPW is looking into ways to better improve efficiency and services using technology in all aspects of our work. Some of the areas of focus are work order systems for fleet maintenance and other service requests. We are also looking at improving our monitoring of building systems to better understand the Town energy usage and ensure we are responsibly managing our utilities. The DPW is also working on updating older equipment to help us improve our efficiency and dependability. This includes automated controls for salt spreaders,

leveraging GIS information. There are numerous areas we will be looking at to improve our services and create a more professional Department of Public Works.

None of these projects or accomplishments could have been done without the hard work of all the staff and crews in the DPW. Their dedication, late nights, and behind the scenes work enables the Town to continue to function regardless of the time or weather. Their efforts are sincerely appreciated.

Respectfully submitted,
Andrew M. Lafferty
Director of Public Works

RECREATION COMMISSION

Board Members as of January 1, 2015

Matt Monkiewicz - Chairperson

John Judd – Fields Committee Chair

Frank Morelli – Treasurer

Rod Boone – Member

Bob Relihan – Member

Terri Farrell – Member

Frank Delisi – Member

Julie Mallett and Joe Maney – Co-Directors

The below report is an outline for the Lynnfield Recreation Commission (LRC). The information includes an overview of all programs and events sponsored by the LRC in the year 2015.

Annual Tree Lighting & Gingerbread House Contest

The annual Tree Lighting was held on Saturday December 5 on the Lynnfield Common. The tree lighting is combined with an annual Ginger Bread House decorating contest. The LRC works with the Girls Scouts to provide this outstanding community event. The majority of the work is done by the LRC but efforts of volunteering are demonstrated by the Girl Scouts of Lynnfield.

This year's event was another great success as Lynnfield Recreation updated their Santa display into a mall scene. With Kevin Julian's help, a new modern scene was created with a new chair, decorations, lighting, custom sleigh, etc. The Recreation paid the Priestleys to take pictures of the kids with Santa courtesy of Lynnfield Rec. The support of the Centre Congregational Church and the efforts of many volunteers help to make this day possible. The dedication and support of the Police and Fire Departments are greatly appreciated. It was a pleasure working with Chief Breen and Chief Tetreault. Also, the LRC is grateful for the town selectmen's time and would like to acknowledge Chris Barrett for his service as Master of Ceremonies. Lastly, the Lynnfield High School Music Department also plays an important role in the day as singers who perform and lead the group in a community sing-along.

Father/Daughter Dance

The annual Father/Daughter dance is sponsored by the LRC for girls in grades 1-6. The event was held at the Sheraton Colonial. The couples enjoy an evening of dining, dancing and a professional portrait is taken as a keepsake. The overall count for 2015 was around 475 in attendance.

Recreation Station Early Drop Off

This is a program that we added a couple years ago in response the community need. Parents could sign up their kids to be dropped off an hour early at 8:00 am so they can make it to work in time.

Recreation Station

This program is the most successful event for the LRC. The Recreation Station Program is held at the Summer Street School. The program runs from 9:00 a.m. to noon on weekdays. We started this program earlier this year. It started the week after school was out. It ran for approximately six weeks. This is a highly sought after program as it has a tremendous value for the quality. With over 19 years of experience running this program, Louise Ferullo oversees all aspects of the day to day operations, as well as program ideas and implementation. The program

hires several paid councilors, volunteers, Director and Co-Director. This is a self-funded program with arts and crafts, music, fun Fridays and a decided philosophy to play as in days gone by where children can play freely with friends in a secure and safe environment. Over 350 children are enrolled in this program.

Recreation Station Jr.

This program is for children entering Kindergarten. A safe environment is provided for the children to develop social skills and meet new friends. The other side of the Summer Street School playground is the home to this program. The program runs on Tuesdays, Wednesdays and Thursdays from 9-12 starting the week after July 4 and runs for approximately five weeks. There were 46 children enrolled for 2015 and the program Directors were kindergarten teachers, Traci Ross and Christine Sartorelli. We had a wait list for this program this year.

Summer Excursions

We ran trips on Tuesdays Wednesday & Thursdays for children in grades 4 and up. Some of the places we went were Patriots Place, Fenway Park, Sky Zone, Kings, the movies, Sunapee NH and the Beach. They were very well received and will definitely be doing them again next summer.

Horribles Parade

Takes place around the Fourth of July. Children decorate their bikes, carriages or floats and parade through the closed off streets around the Common. The children then proceed to the side lawn to participate in some games.

Flag Football

This is a program through North Shore Flag Football. The program is designed to provide a well-organized, entertaining and educational sports program for youth athletes. It is for kids from ages 5-14. They are provided with the flags as well as official NFL jerseys. They play on Saturday's at the High School for approximately seven weeks ending with a "Super Bowl." It was very well received with over 150 boys and girls signed up.

Concerts on the Common – Games

This year we provided children's games as well as pony rides for the children during the Concerts on The Common. It was very successful and we are looking forward to working with Rotary again this year.

Movie Nights

This program runs on various Friday Nights at Summer Street School. For \$12 the children are dropped off to watch a newly released movie and enjoy pizza and water while being supervised. It has received great response.

Lynnfield Middle School Early Release Trips

This was new last year. The first Wednesday of the month we would take a group of middle school kids to different places. The children are released from school at 11. The bus would pick them up at the middle school and also drop them off at the middle school at 2 p.m. Some of the places we went were DIS, Chunkys and Sky Zone. This is a very popular program with wait lists.

Easter Egg Hunt at MarketStreet

We teamed up with MarketStreet to conduct an Easter Egg hunt on the Green. There was an overwhelming response from the community and it was very well received.

Mother-Son Bowling

We teamed up with Kings and had a very successful Mother Son Bowling event. It has been many years since we had a Mother-Son event and it was very well attended.

Learn to Skate at MarketStreet

We ran two learn to skate programs for children ages 3 and up. They took place on Sunday mornings and Monday afternoons. It was a great success.

Golf Program at Reedy Meadow

We started a golf program that ran right after recreation station was over. The children that signed up would stay at Summer Street School for lunch then would be walked over to Reedy Meadow for their lessons. The parents and children loved this program.

Concerts on the Square at MarketStreet

Teaming up with MarketStreet we put on concerts on Thursdays from 6:00 p.m.–8:00 p.m. through the months of June, July and August. It was a lot of fun and a great family event. We put on 12 concerts total which is up from seven last year.

Boys and Girls LAX Skills

This was a program we ran at the Middle School during the summer. It was a great way for children to try the sport or work on improving their skills. It was very well received.

Trips

This year we were excited to be able to run some trips. We ran a trip to a Red Sox, SkyVenture, a Revolution Game, Newsies, CoCo Keys, 5 Wits and more!

Taste of MarketStreet

We paired up with MarketStreet to hold a “Taste of MarketStreet” with the businesses. It was on October 11. It went very well despite conflicting with a very important Patriots game.

NEW IN 2015**Tabatha Bootcamp**

This was an adult bootcamp that ran for six weeks by Sue Pronto a certified instructor. It was a nice addition and hoping to offer it again in the spring.

Sports Jam & Summer Flag Football

We offered these new three programs using Thundercat Sports this summer. They ran at the high school and we received great feed back. We will be offering these again this upcoming summer.

Indoor Street Hockey

We offered indoor street hockey for six weeks in January and February at the Summer Street School. It was a great new program for kids to enjoy on Saturday mornings.

Lynnfield Recreation is very excited that we have more than doubled the programs/events we offer in 2015. We are working hard to build up the department according to the wants and needs of the community. We have so many more programs in the works and are looking forward to growing even more in 2016!

*Respectfully submitted,
Julie Mallett
Director of Recreation*

SCHOOL DEPARTMENT

Lynnfield Preschool

The Lynnfield Preschool has been in existence since 1995 serving children ranging from 2.9 to 5 years of age. Both morning and afternoon programs are offered for our students who are grouped by age. Our preschool is integrated, serving both typically developing children and students with identified special needs. The program is language based and incorporates both a consultative and integrated therapy model promoting growth in self-advocacy and independence. Readiness skills are taught through a multi-sensory approach incorporating differentiated instruction so that each child is able to achieve at his or her skill level. Our lead teachers are certified special education teachers with early childhood backgrounds. The program is also supported by a certified Speech and Language Pathologist, Occupational Therapist, Physical Therapist, Board Certified Behavior Analyst (BCBA) and trained Paraprofessionals.

We are very proud to report that the Lynnfield Preschool was awarded the prestigious National Association for the Education of Young Children accreditation this year. The Lynnfield Preschool is the only preschool in Lynnfield that has earned this accreditation for meeting the NAEYC Early Childhood program standards, which are considered the “gold standards” in the field of early childhood education.

Academic skills are taught through a combination of hands-on activities and structured lessons that allow children to experiment, discover, and problem-solve. Communication skills are integrated within the instruction provided in the classroom experience as part of the preschool day. A "total-communication" approach (combination of words, text, picture symbols, photographs, and sign language) is used to facilitate the development of age appropriate speech and language skills. Additionally, the Preschool continues to expand their technology integration with the use of a Smart Board and iPads.

Facilitated by district commitment to the model of a professional learning community, professional development is fostered through school-based initiatives aligned with the MA Curriculum Frameworks. The high standards of the Lynnfield Preschool continue to be enhanced by the dedication and commitment of staff as well as by the enrichment provided through strong parent support.

As we plan for the 2015-2016 school year, it is being proposed that Lynnfield Preschool will once again join the professional learning community at Summer Street School. It is our goal for Lynnfield Preschool to be located in the kindergarten wing of Summer Street School, in two Preschool equipped classrooms. The benefits of this move are many. Our students and staff will have access to greater resources, be a part of a larger school community and have a closer connection to district wide initiatives and expectations. It is a very exciting time for Lynnfield Preschool.

*Respectfully submitted,
Kara Mauro, Director of Special Services*

Lynnfield High School

We opened our doors in August 2014 with 630 students and 84 faculty members and support staff. We welcomed six new faculty members to our roster this year: Michael Bierwirth (Director of Athletics), Patrick Lamusta (Social Studies Department), Margaret Thompson (Foreign Language Department), David Coleman and Jacqueline Morin (Special Education). Kevin Cyr

was recognized with the Massachusetts Secondary School Administrators Association Assistant Principal of the Year Award for 2014. He will be traveling to Washington, DC in April to be recognized by Congress along with all the other state winners from across the country.

Our focus this year for school improvement includes the expansion of our 1-1 Technology Integration Initiative. Students who received iPads last year continued with them this year while all other students received a Chromebook. All students at Lynnfield High School now have daily access to an individual device, as we continue to explore ways to improve teaching and learning through the use of technology. Another area of focus has been to develop strategies to help our students continue and improve on their success with standardized testing, specifically the SAT.

Guidance and teaching staff have been active in developing new strategies in anticipation of the newly redesigned SAT which will appear in the spring of 2016.

Once again, Lynnfield High School students experienced tremendous success on the high-stakes tests of MCAS, SAT, and AP. Thirty-six students were awarded the distinction of being named Advanced Placement Scholars, with fourteen AP Scholars, four AP Scholars with Honor, eighteen AP Scholars with Distinction and one National AP Scholar. In addition, the high school continued to exceed the Adequate Yearly Progress required by the No Child Left Behind Act.

Our students have experienced outstanding success on the athletic fields, winning multiple league and sectional championships. Our music students have also received local and regional recognition for excellence. The fall production of “Beauty and the Beast” was an outstanding success. This spring, Ensemble will compete in the statewide Dramafest with “The Tempest.” In March, our choral arts members will travel to Nashville, TN and our band members will travel to Chicago, IL in April.

*Respectfully submitted,
Robert Cleary, Principal*

Lynnfield Middle School

The faculty and students of the Lynnfield Middle School grow and learn in a building that entered its eleventh year of existence. The building reflects the students who attend via classroom projects, accomplishments, and images. Also, during the summer of 2014, two new math classrooms were constructed the second floor from the open pod areas.

Enrollment is large and there are currently 735 students for grades 5-8. The beginning of the 2014-2015 school year has seen the addition of several newly hired staff and an entire class of 178 fifth grade students new to the middle school. Grades 5 and 6 are configured into three teams of three teachers per grade. New for the 2014-2015 school year is the creation of academic teams for grades 7 and 8 with each grade having two teams of four subject teachers. This provides for greater subject specialization as well as a gradual progression from elementary to high school.

The entire LMS schedule has been reconfigured to provide for longer class periods (54 minutes) throughout the day. Physical education and health classes have collaborated into a Wellness program/course. Additionally, the STEM (science-technology-engineering-math) course has been expanded into all grade levels. Teachers continue to deliver the curriculum via a wide variety of strategies and practices. Differentiation of instruction is a key element within the heterogeneous composition of the middle school classroom.

Students in all grade levels have a variety of courses beyond the academic core (English, Math, Science, Social Studies/Humanities). Courses such as wellness, STEM, art, music, and media

center are part of all students' annual experience. Further, students in grades 6-8 opt for Spanish or French and have opportunities in performance groups such as band and chorus.

Students continue to prepare for the MCAS testing in the spring. At that time, all students in grades 5-8 will be assessed in English/Language Arts and Mathematics. Science, Technology and Engineering exams will be administered to 5th and 8th grade students. The volume of testing, though a challenge to administer, provides the school with a tremendous amount of data that can be utilized to guide curriculum and decision making regarding instruction. The Massachusetts Department of Elementary and Secondary Education will determine the future of the MCAS and PARCC tests in 2015.

Technology in the classroom has continued to increase in quality and frequency. The media center computer lab is frequently used by students within the media classes as well as subject-specific courses. We have utilized Chromebooks extensively across all grade levels as well as the Google suite of documents, email, and collaboration/sharing.

In conclusion, 2014 has seen much change towards improvement in the middle school.

***Respectfully submitted,
Stephen Ralston, Principal***

Summer Street School

Summer Street School is comprised of 413 students in grades K-4 with over 70 dedicated faculty and staff committed to providing the best educational experience. We have 21 regular education classrooms (K-4) in addition to four Special Education programs. These programs serve students from kindergarten to fourth grade, with a vast array of specialized language-based programming needs. All four of our kindergarten classrooms are tuition-based full-day programs, in addition to a few .7 kindergarten students embedded within the full-day programs.

We welcomed several new faculty members to our roster this year; Ms. Tracy Caron; Speech and Language therapist, Ms. Christine Hebert; Special Education teacher, Ms. Kateri Kerrigan; Special Education teacher and Ms. Tanya McDonald; Special Education teacher.

As outlined in our School Improvement Plan, we continue to work collaboratively at each grade level as well as across grade levels to support implementation of the mastery learning objectives as described in the Common Core State Standards and the Massachusetts Curriculum Framework for English Language Arts and Literacy 2011 and the Massachusetts Curriculum Framework for Mathematics 2011. This year, we also began the process of taking inventory of all currently implemented District Determined Measures as mandated by the Department of Elementary and Secondary Education. Additionally, we have started the integration of the Next Generation Science Standards into our current science curriculum.

Administrators and curriculum directors provide opportunities for teachers to work collaboratively with their colleagues at Huckleberry Hill School to share Smart Board lessons, writing rubrics, student exemplars, teaching strategies and other materials and resources in an effort to maintain consistent and common expectations for high student achievement. The opportunities for collaboration are made possible with the addition of Professional Development time on the first Wednesday of every month. The administrators and teachers at both elementary schools thank the School Committee and the community of Lynnfield for their support in providing us with this critical time.

In October, Summer Street School was awarded a Certificate of Achievement from the Massachusetts Department of Elementary and Secondary Education. Our school was recognized as a 2014 Commendation School for high achievement, high progress and narrowing proficiency gaps. We also received a visit from the Secretary of Education. This award speaks to the hard work and dedication of the faculty and staff at Summer Street School. We were all very proud of this accomplishment.

The Summer Street School PTO and Whole Foods Market have partnered with Green City Growers of Somerville to create a sustainable garden. The third graders have been fortunate to work with Green City Growers to plant, maintain and cultivate fresh produce in a hands-on approach. This year-long commitment will continue in the spring. The PTO also held a very successful fundraiser this past November (Race for Education) and will use some of the proceeds to purchase technology for the school in the form of Chromebooks and iPads that will be accessible to all students. The staff and faculty truly appreciate the hard work and time that the PTO dedicates to our school.

Our Fine Arts department works collaboratively with the classroom teachers in order for all children to have opportunities to learn and master key concepts in a variety of venues. Classroom teachers and Specialists work together to find ways to incorporate key learning strands into the fine arts so as to provide a multidisciplinary way in which to address and successfully teach all types of learners.

When we close our doors in June, we say goodbye to one of our longtime members of the Lynnfield Public School system. Ms. Abigail Cole-Benedix, who is currently a kindergarten teacher, will be retiring after 21 years of dedicated service. We wish her well as she begins a new chapter in this journey of life.

Respectfully submitted,
Jennifer DiBiase M.Ed/CAGS, Principal

Huckleberry Hill School

The Huckleberry Hill School has a population of 408 students in grades K-4. Our school has over 60 faculty and staff members committed to providing our students with the very best instruction and supervision. We have 20 regular education classrooms K-4, one classroom providing specific programming needs for multi-age students, one classroom that services students with special needs grades K-4 and the student support program which provides individual and small group instruction and support for students in grades K-4. This year our school has four full-day kindergarten classrooms.

Huckleberry Hill is happy to welcome two new staff members this year: Ms. Lynne McCumber - grade 3 classroom teacher and Ms. Katie Souza - year long substitute teacher in grade 4.

The elementary schools have outlined three goals in our 2015-2016 School Improvement Plan. Our first goal is to maximize student achievement in the area of Science. The elementary school faculties continue to work with the Director of Mathematics and Science as part of a collaborative team to develop a clear understanding of the learning objectives stated in the 2013 Massachusetts Science Technology/Engineering Standards, planning and creating lessons and units of learning to be fully implemented in the 2016-2017 school year. The second goal is to improve academic achievement in the area of English/Language Arts. The elementary school faculties will work with the Director of Language Arts as part of a collaborative team to develop a clear understanding of mastery learning objectives in Language and Reading from *MA Curriculum*

Framework and review current reading assessments utilized during the 2015/2016 school year.

Common instruction and assessment practices will be developed and refined at grade levels, as well as system-wide, in order to support student achievement. Data will continue to be collected, analyzed and discussed at grade level assessment meetings to determine student proficiency.

Collaborative analysis of student data will direct a systematic approach to instructional planning in order to support the literacy growth of all learners. Our last goal is improve and enhance vocabulary instruction to maximize student learning. This is a common goal for all students in Lynnfield, K-12. Teachers will participate in the development and implementation of a K-12 continuum of instruction for teaching vocabulary. Best practices for vocabulary instruction will be discussed, modeled and implemented across all disciplines.

Administrators and curriculum directors continue to provide opportunities for teachers to work collaboratively with their colleagues at Summer Street School to share Smart Board lessons, writing rubrics, student exemplars, teaching strategies and other materials and resources in an effort to maintain consistent and common expectations for high student achievement. The opportunities for collaboration are made possible with the Professional Development time on the first Wednesday of every month. The administrators and teachers at both elementary schools thank the School Committee and the community of Lynnfield for their continued support in providing us with this critical time.

The character program at Huckleberry Hill, *Huckleberry Heroes*, is in its sixth year of implementation. The goal of the program continues to provide a safe physical and emotional environment for all members of the school community.

Our specialist programs, Music, Library/Media, Art and Physical Education, continue to be an integral and vital aspect of our school culture. Students look forward to, and identify their day with which specialist they will have. The specialists work collaboratively with the classroom teachers to discuss student progress and seek to incorporate concepts studied in the classroom with units of study in their respective area.

The teachers at Huckleberry Hill continue to expand the use of technology as an instructional and assessment tool to support academic achievement. Through the continued generosity of our PTO we now have over 75 *Chromebook*, laptop computers and 10 Ipads available for student use. The PTO is also responsible for equipping *every* classroom with a Smart Board, a document camera, and an FM system to amplify the teacher's and/or student's voice. Not only do these tools increase student engagement and enhance instruction, they allow teachers to introduce and implement some of the 21st century skills our students will need to possess as they enter the world beyond school.

***Respectfully submitted,
Brian Bemiss, Principal***

TOWN CLERK

As sit to write this report, it gives me time to reflect on the past year I've had in Lynnfield as your Town Clerk. Since coming to Lynnfield, I've had a few "firsts"...an election recall, implementing online payments, by-law codification and putting the office onto social media. I can honestly say my position is very rewarding, and very busy.

I continue to update the Town Clerk's web page to include information on the Town Clerk's office, as well as creating and maintaining a Lynnfield Town Clerk's Facebook page. Administrative changes continue to be made to the voting process, which I hope have eased the wait time for checking in and voting, and added additional election wardens and officers so that we can have proper staffing to cover all elections. New to the Clerk's office are online payments for any vital record, dog licensing, and business certificates. This process can be accessed through the Town's website. Monthly, I send correspondence to anyone who bought a house or sold a house within Lynnfield. This is one way that allows us to keep our voters list up to date. January 2015 the office implemented a new dog licensing software program. The features of this program allow for easy contact with the residents, and we have seen an increase in dog licensing due to the communications we provide to the residents. In May, the Clerk's office, along with the Board of Registrars was responsible for conducting an election recount for the town's annual election. The support of the town's administrative staff, State Elections, elections officers, and fellow town clerks who volunteered their time to advise and work the election was greatly appreciated. Although the Town's codification of the bylaws began in late 2014, it was finally presented to the voters at the Fall 2015 Town Meeting, and was approved by the Attorney General early December.

I continue to attend the three MA Clerk's conferences each year – allowing me to keep updated on the changes within the Clerk's office, as well as any State laws and regulations we are required to follow. These classes will also help me to obtain my re-certification as a Certified MA Municipal Clerk when needed. I'm also involved with the North Shore Town and City Clerks Association as Treasurer, and I participate in the User Group of the Voter Registration Information System. When time allows, I enjoy assisting other area town clerks with their elections or recounts. In May, I worked along side the Middletown Town Clerk, and the Assistant Town Clerk for their annual election. In November, I was able to help with the Mayor recount in Revere. I always gain experience from these times in seeing how other Clerk's set up and administer their elections. Seven area Clerks stepped in to help with Lynnfield's local election recount and it's nice to be in a position to pay it forward.

2015 was an off year for State Elections, but nonetheless, it was a busy year in the Clerk's office with the town annual election, town meetings and an election recount. This year, we were busy certifying 2016 and 2018 State Election Nomination and Petition papers.

Annual Town Election, April 13, 2015
Local Election Recount, May 2, 2015

Annual Town Meeting, April 27, 2015
Fall Town Meeting, October 19, 2015

I would like to thank Diane Hammerbeck, Lynnfield's Assistant Town Clerk. Her assistance is greatly appreciated.

Many thanks to the entire election staff for availability and professional help during the busy election and town meeting(s) preparation. They are to be commended for their careful, pleasant

and efficient manner and “being there” when needed, in assisting with not only the town elections/meetings, but state elections as well. If you are someone who would like to be involved in working future elections, please stop by the Clerk’s office for more information.

I would also like to recognize Tony Fraton of the Lynnfield DPW as he plays a significant part in the election and town meeting process. Tony, along with the help from a few custodians from the School District, is key in the set-up and dismantling of each event. A special thanks to the Police detail who provide the manpower as required by State Law to keep law and order at the voting polling locations.

The Town Clerk’s Office is responsible for all elections – state and local, the certification of town meeting and election votes, conducts voter registration sessions, updates the voter list, certifies petitions, certifies nomination papers, records birth, marriage and death records, records marriage intentions, prepares monthly reports to Vital Statistics in Boston and genealogical research when requested. The Town Clerk also conducts the annual town census, prepares the annual street listing; certifies the residency of veterans’ who qualify for state bonuses, receives board and committee meeting postings, administers and records oaths of office to town officials; administers the State’s Conflict of Interest and State Ethics annually, maintains campaign finance reports; submits zoning by-law and general by-law changes to the Attorney General, and coordinates the Jury List to the Secretary of State. As required by MA General Law, the Town Clerk serves as the Clerk on the Board of Registrars.

In addition issues dog tag licenses, storage of flammables, business certificates, raffle permits, canvassing permits and annually renew the fees for bowling lanes, billiards and shuffleboard.

POPULATION AS OF DECEMBER 31, 2015: 12,486

REGISTERED VOTERS AS OF DECEMBER 31, 2015: 8,767

Democrat – 1,747

Republican – 1,687

United Independent - 53

Unenrolled – 5,250

Political Designations

Libertarian - 18

Green-Rainbow - 3

Natural Law Party - 1

Green Party USA - 2

MA Independent Party - 2

Interdependent 3rd Party - 4

2015 Licenses/Certificates Issued:

Births - 130

Marriages – 54

Deaths - 103

Notary Oaths – 23

Dog Licenses - 996

Business Certificates - 85

Raffle Permits – 6

Flammable Storage Permits - 8

Respectfully submitted,

Trudy L. Reid

Town Clerk

LYNNFIELD TOWN WARRANT

THE COMMONWEALTH OF MASSACHUSETTS

ANNUAL TOWN ELECTION - APRIL 13, 2015

ANNUAL TOWN MEETING - APRIL 27, 2015

Essex, ss.

To the Constable of the Town of Lynnfield in the County of Essex, GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet in their respective polling places in said Lynnfield, on Monday, April 13, 2015 at 7:00 a.m., then and there to bring in their votes on one ballot for the choice of all necessary Town Officers for the ensuing year, chosen in this manner, viz.: one Board of Selectmen member for three years; one Town Moderator for one year; one Board of Assessors member for three years; two Board of Library Trustee member for three years; two School Committee members for three years; one Planning Board member for five years; and one Housing Authority member for five years.

The Polls in each precinct will open at 7:00 a.m., and will be closed at 8:00 p.m., on said April 13, 2015. The polling places for voters in Precincts 1, 2, 3 and 4 will be at Lynnfield High School, Essex Street, all in said Lynnfield.

And you are further directed to notify and warn the inhabitants of the Town of Lynnfield qualified to vote in elections and Town affairs, to meet in the Middle School Auditorium, Cafeteria, and the Gymnasium, if necessary, on Monday, April 27, 2015 at 7:30 p.m., then and there to act on the following articles:

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

Submitted by BOARD OF SELECTMEN

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

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

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 2015 Fiscal Year where balances are below projected expenditures for various reasons; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 5. To see if the Town will vote to transfer a sum of money from Emergency Medical Services Retained Earnings to pay expenses and contractual services required to operate the emergency medical service in the Town of Lynnfield in the current 2015 Fiscal Year; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 6. 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

ARTICLE 7. 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

ARTICLE 8. 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

ARTICLE 9. To see if the Town will vote to raise and appropriate and/or appropriate by transfer from available funds a sum of money for the town's Stabilization Fund, or what action the Town will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 10. To see if the Town will vote to raise and appropriate and/or appropriate by transfer from available funds a sum of money for the town's Capital Facilities Fund, or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 11. 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 Fiscal Year 2016, 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 Fiscal Year 2016 from persons taking part in said activities and field trips; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

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 Board of Health, limited to a certain amount, without further appropriation during Fiscal Year 2016, to pay expenses and contractual services required to operate the Flu Clinic; said fund to be credited with all fees and charges received, and with recovery through third party billing received, during Fiscal Year 2016 from or in connection with persons taking part in said activities; or what action it will take thereon.

Submitted by BOARD OF HEALTH

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 Library Trustees, limited to a certain amount, without further appropriation during Fiscal Year 2016, 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 Fiscal Year 2016 from persons paying such fines; or what action it will take thereon.

Submitted by BOARD OF LIBRARY TRUSTEES

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 Recreation Commission, limited to a certain amount, without further appropriation during Fiscal Year 2016, to pay part time salaries, expenses and contractual services required to operate Recreation Activities, field administration and field trips; said fund to be credited with all fees and charges received during Fiscal Year 2016 from persons taking part in said activities and field trips; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 15. To see if the Town will vote to appropriate a sum of money from Emergency Medical Service Enterprise receipts to pay expenses and contractual services required to operate the emergency medical service in the Town of Lynnfield, said Enterprise Fund to be credited with all fees and charges received during Fiscal Year 2016 from persons using said service; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 16. 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 2016 from persons using the golf course; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 17. To see if the Town will vote, pursuant to G.L. c. 40, § 15A and any other applicable authority, to transfer to the Board of Selectmen for the purpose of sale the real property known and numbered as 567 Main Street, Lynnfield, Massachusetts, including the structures and fixtures thereon erected, being the same property conveyed to the Town by deed dated October 2, 2014 and recorded with the Essex South District Registry of Deeds at Book 33587, Page 278 from Denault M. Donovan, Charles S. Donovan and Alice Kiernan, Trustees of the Centre Farm Nominee Realty Trust II, under declaration of trust dated December 28, 2007 and recorded with said Deeds at Book 27459, Page 234, consisting of seven (7) acres; and pursuant to G.L. c. 40, § 3; c. 30B, § 16, and any other applicable authority, to authorize the Selectmen to sell, transfer and convey the said real property subject to an Historic Preservation Restriction under G.L. c. 184, §§ 31-33, pertaining to the said property and the exterior of the structures and fixtures thereon, such sale otherwise to be on such terms and subject to such conditions as the Selectmen may deem prudent; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 18. To see if the Town will vote to accept so much of G.L. c. 140, § 139(c) as provides that no fee shall be charged for a license for a dog owned by a person aged 70 years or over; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 19. To see if the Town will amend its by-laws to add the following Scenic Road By-law:

SCENIC ROADS BYLAW

1. PURPOSE - The purpose of this Bylaw is to allow at Town Meeting the recognition of specific roads in Lynnfield as “Scenic Roads.” By so doing, the public right-of-way along these roads shall not be altered, improved, or reconstructed without approval. For a road designated a Scenic Road any repair, maintenance, reconstruction, paving or construction of an additional driveway; cutting or removal of trees; the tearing down, burial, relocation, or destruction of stonewalls by any person public or private shall require written consent of the Planning Board. No privately owned properties shall be subject to this Bylaw.

2. AUTHORITY - The enactment of this Bylaw is authorized by Massachusetts General Law Chapter 40, Section 15C.

3. DEFINITIONS

Applicant: any person or entity that undertakes an action requiring prior written consent pursuant to this Bylaw who is therefore required to file an application with the Planning Board.

Repair, Maintenance, Reconstruction or Paving Work: any such work done within the public right-of-way by any person or entity, public or private, including the roadway and/or construction of an additional driveway.

Scenic Road: The entire area within the boundaries of the public right-of-way other than a state highway or a numbered route.

Stone Wall: A structure of natural stone constructed to enclose, divide, or define an area, and located at least partially within the boundaries of the public right-of-way.

Tree: A tree located within the public right-of-way that is larger than 6” DBH (diameter at breast height).

4. DESIGNATION OF SCENIC ROADS

4.1. Considerations for Scenic Road Designation - The determination of which roads or portions of roads to be recommended as Scenic Roads shall consider these criteria:

- a) Overall scenic beauty of the public way.
- b) The contribution of any vegetation, stonewalls, fences, shoulders, or tree canopy.
- c) The potential for lessening of scenic beauty, aesthetic value or historical significance.

4.2. Procedures to Designate Scenic Roads - Upon recommendation or request of the Planning Board, Conservation Commission, or Historical Commission, any

road shall, upon vote of a majority of the voters present and voting at any annual or special Town Meeting, become a Scenic Road subject to the provisions in this Bylaw. A public hearing regarding the proposed roads shall be conducted prior to Town Meeting.

5. PROCEDURE FOR ACTIONS ON A SCENIC ROAD

5.1. Determination of Applicability - The applicant shall submit a written request to the Town Engineer who shall determine the boundaries of the public right-of-way relative to the location of any specific tree(s) and any specific stonewall(s) to determine the applicability of the Bylaw. A copy of the written request shall also be filed with the Planning Board and the Director of Public Works and/or Tree Warden.

5.2. Scope of Work - The applicant shall deliver to the Planning Board an application with a clear and legible site plan, together with a written description detailing the scope of the proposed work which will cause the Planning Board to schedule a public hearing within a reasonable amount of time.

5.3. Public Hearing Notice - A Notice of Public Hearing shall be advertised in a newspaper of general circulation in the town once in each of two successive weeks, the first publication to be not less than seven days before the day of the hearing, the cost of which shall be born by the applicant.

5.4. Director of Public Works and/or Tree Warden - Whenever feasible, Planning Board hearings shall be held in conjunction with those to be held by the Director of Public Works and/or Tree Warden acting pursuant to this Bylaw. Consent to an action by the Planning Board shall not be construed as implying consent by the Director of Public Works and/or Tree Warden, or vice versa.

5.5. Decision of Board - Within forty-five (45) days after submission, the Planning Board shall conduct a hearing and take final action thereon by approving, modifying, or disapproving the application. Failure of the Board to take final action within the time allotted shall be construed as constructive approval. Extension of time may be agreed upon at the written request of the applicant.

5.6. Appeals Process - The applicant can appeal the decision of the Planning Board to the Board of Selectmen within twenty-one (21) days. The appeal shall be submitted in writing in which the reasons for the appeal are itemized.

5.7. Enforcement - Without waiving any other enforcement authority, violations of the Scenic Road Bylaw shall be punishable by a fine of \$300.00. In addition, the property owner and whoever is responsible for the violation shall be required within sixty (60) days to:

- a. restore any altered stone walls to the condition they were in prior to the alterations, and
- b. plant tree(s) of similar and native in species to those which may have been cut or removed, or
- c. implement other mitigating measures as may be directed by the Planning Board.

The failure of the property owner to restore or mitigate as directed by the Planning Board shall be deemed a subsequent and separate violation. The Planning Board may assess further penalties of up to \$300 for each fourteen (14) day period during which any violation has not been corrected as directed by the Planning Board.

6. ACTIONS THAT DO NOT REQUIRE APPROVAL

6.1. Emergency Repair - Nothing in this Bylaw shall prevent any work being performed as the result of emergency conditions that threaten the lives, health, and/or safety of the public.

6.2. Normal Repair - The provisions of this Bylaw will not restrict either the Department of Public Works or any utility companies from conducting normal maintenance or repairs.

6.3. Stonewall Repair - A property owner's repair of a stonewall using natural stones and of similar appearance to the original wall shall not be restricted.

7. SEVERABILITY - If any section or subsection of this Bylaw is found to be unconstitutional or contrary to the laws of the Commonwealth of Massachusetts or the United States of America then that section or subsection shall be stricken from this Bylaw, and the remainder of this Bylaw shall remain in full force and effect.

or what action it will take thereon.

Submitted by TREE COMMITTEE

ARTICLE 20. To see if the Town will vote to transfer from the Sale of Real Estate Fund the sum of \$150,000 for architectural and design services for a new clubhouse at King Rail Golf Course; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 21. To see if the Town will vote to amend the Zoning Bylaws by adding the following subsection to the end of Section 6, concerning signs:

6.8 STANDARDS APPLICABLE IN ALL DISTRICTS

Signs shall neither contain moving elements nor convey the appearance of movement, whether by changing pixilation or any other physical or electronic representation of movement.

Or what action it will take thereon.

Submitted by PLANNING BOARD

ARTICLE 22. To see if the Town will vote to amend the Zoning Bylaws by adding the following subsection to Section 2, concerning definitions:

2.15 SIGN:

Any letter, figure, character, mark, plane, point, marquee sign, design, poster, pictorial, picture, stroke, stripe, line, trademark, reading matter or illuminated service, which shall be constructed, placed, attached, painted, corrected, fastened or manufactured in any manner whatsoever, so that the same shall be used for the attraction of the public to any place, subject, person, firm, corporation, public performance, article, machine or merchandise, whatsoever, which is displayed in any manner outdoors including any of the foregoing which may be visible in any manner for the outdoors.

Or what action it will take thereon.

Submitted by PLANNING BOARD

ARTICLE 23. To see if the Town will vote to amend the Zoning Bylaws by adding the following subsection to Section 2, concerning definitions:

2.16 STANDARDS APPLICABLE TO ALL DEFINITIONS

2.16.1 TENSE & CONSTRUCTION: Words used in the present tense include the future; the singular includes the plural, and the plural the singular; the words “structure”, “land”, or “premises” shall be construed as though followed by the words “or any portion thereof”, and the word “shall” is always mandatory and not merely discretionary.

2.16.2 PRECEDENCE: Those definitions that are set forth in a subsection outside this Section 2 shall take precedence only in that subsection; otherwise those listed in this section shall be used.

2.16.3 SPECIFIC DEFINITIONS: In this Zoning Bylaw each term shall have the meaning given herein, unless another meaning is required by the context.

2.16.4 MISSING DEFINITIONS: Words not defined herein shall have the meaning as defined in the Commonwealth of Massachusetts Building Code in effect on April 1, 2015.

Or what action it will take thereon.

Submitted by PLANNING BOARD

ARTICLE 24. To see if the Town will vote to amend the Zoning Bylaws by adding the following subsection at the end of Subsection 9.3.3 concerning definitions used in connection with the Groundwater Protection District:

7. Acre: For the purposes of this section of the Bylaw relating to Groundwater Protection only, an acre shall be considered to be 40,000 square feet.

Or what action it will take thereon.

Submitted by PLANNING BOARD

Date: 4-2-15

Pursuant to the within Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting eight attested copies of the Warrant in said Lynnfield 14 days before the time and calling of said election.

Paul Minsky
Constable

A handwritten signature in cursive script that reads "Paul Minsky". The signature is written in dark ink and is positioned to the right of the printed name and title.

Posted at:
Center Post Office
Center Market
Lynnfield Water District
Library
Pump 'n Pantry
Senior Center
South Post Office
Town Hall

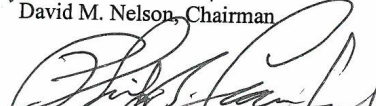
c:\Lynnfield\Warrantdraft3-21-13

And you are further directed to serve this warrant, by posting up attested copies thereof, in at least six public places in said Town of Lynnfield, seven days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, or before hand as aforesaid.

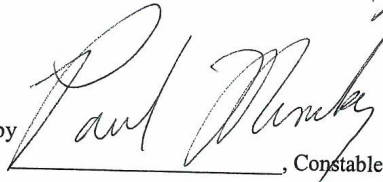
Given under our hands this 23rd day of March in the year of our Lord two thousand and fifteen.


David M. Nelson, Chairman


Philip B. Crawford, Selectman


Thomas Terranova, Jr., Selectman

A true copy
ATTEST:


_____, Constable

Judy L Reed
Town Clerk



LYNNFIELD ANNUAL TOWN ELECTION

13-Apr-15

OFFICIAL RESULTS

PRECINCTS	1	2	3	4	TOTAL
BALLOTS	737	541	602	795	2,675

SELECTMEN	737	541	602	795	2,675
BLANKS	3	-	2	1	6
BARRETT	361	259	310	424	1,354
SHEA	373	282	290	370	1,315
WRITE-INS	-	-	-	-	-

ASSESSORS	737	541	602	795	2,675
BLANKS	219	183	201	240	843
GARRITY	518	358	401	555	1,832
WRITE-INS	-	-	-	-	-

LIBRARY	1,474	1,082	1,204	1,590	5,350
BLANKS	655	501	591	703	2,450
BOWDOIN	480	340	360	526	1,706
BOEKENKROEGER	339	241	253	361	1,194
WRITE-INS	-	-	-	-	-

MODERATOR	737	541	602	795	2,675
BLANKS	244	195	199	246	884
BOURQUE	493	346	403	549	1,791
WRITE-INS	-	-	-	-	-

PLANNING	737	541	602	795	2,675
BLANKS	238	189	207	257	891
FARIA	499	352	395	538	1,784
WRITE-INS	-	-	-	-	-

SCHOOL	1,474	1,082	1,204	1,590	5,350
BLANKS	622	465	534	649	2,270
CAMMARATA	395	289	332	421	1,437
DOYLE	457	328	338	520	1,643
WRITE-INS	-	-	-	-	-

HOUSING	737	541	602	795	2,675
BLANKS	241	187	211	279	918
WALSH	496	354	391	516	1,757
WRITE-INS	-	-	-	-	-

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 27, 2015
Lynnfield Middle School**

The Annual Town Meeting was called to order by Moderator Arthur Bourque at 7:35 PM, indicated the quorum of 175 registered voters had been met. The Moderator began by introducing the Board of Selectmen, the Town Administrator, the Finance Committee, Town Counsel and the Town Clerk. The Moderator read the list of non residents which included the town's department heads. Mr. Bourque thanked David Nelson for his term on the Board of Selectmen as well as other boards he served. He also thanked Janet Moran for her many years of service to the Finance Committee. The Moderator also acknowledged Jim Boudreau, Lynnfield's new Town Administrator.

The use of voter cards was explained, as well as the rules for speaking to an Article with questions or comments. Mr. Bourque acknowledged the warrant return and waived the reading of the warrant.

A total of 218 registered voters checked in for the town meeting.

The Moderator introduced Board of Selectmen Chair Phil Crawford to begin with the first preliminary motion.

MOTION made by Chairman Phil Crawford that if necessary, the Annual Town Meeting be adjourned to Thursday, April 30, 2015 at 7:30 PM 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 2nd by Selectmen Tom Terranova. Moderator declared motion passed by a voice vote in the majority.

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 27, 2015
Lynnfield Middle School**

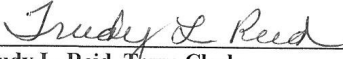
CONSENT AGENDA MOTION

MOTION made by Selectmen Terranova for the Town to vote for Articles 1, 2, 3, 11, 12, 13, 14, 15 and 16 be taken 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

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, APRIL 27, 2015
Lynnfield Middle School**

CONSENT AGENDA ACTIONS:

ARTICLE 1: To act on reports of town officers and special committees as published.
Submitted by Board of Selectmen

ACTION: Selectmen Chris Barrett made a motion for Article 1 to be accepted to the consent agenda. Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice vote.

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

ACTION: Selectmen Crawford made a motion for Article 2 to be accepted to the consent agenda. Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice vote.

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

ACTION: Selectmen Terranova made a motion for Article 3 to be accepted to the consent agenda. Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice vote.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
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Lynnfield Middle School**

CONSENT AGENDA ACTIONS: Continued

ARTICLE 11: 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 Fiscal Year 2016, 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 Fiscal Year 2016 from persons taking part in said activities and field trips; or what action it will take thereon. Submitted by Board of Selectmen

ACTION: Selectmen Crawford made a motion for Article 11 to be accepted to the consent agenda. Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice vote.

ARTICLE 12: To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53-1/2, to be spent by the Board of Health, limited to a certain amount, without further appropriation during Fiscal Year 2016, to pay expenses and contractual services required to operate the Flu Clinic; said fund to be credited with all fees and charges received, and with recovery through third party billing received, during Fiscal Year 2016 from or in connection with persons taking part in said activities; or what action it will take thereon. Submitted by Board of Health

ACTION: Selectmen Terranova made a motion for Article 12 to be accepted to the consent agenda. Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice vote.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
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CONSENT AGENDA ACTIONS: Continued

ARTICLE 13: To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53-1/2, to be spent by the Board of Library Trustees limited to a certain amount, without further appropriation during Fiscal Year 2016, 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 Fiscal Year 2016 from or in connection with persons paying such fines, or what action it will take thereon. Submitted by Board of Library Trustees

ACTION: Selectmen Barrett made a motion for Article 13 to be accepted to the consent agenda. Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice vote.

ARTICLE 14: To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53-1/2, to be spent by the Recreation Committee limited to a certain amount, without further appropriation during Fiscal Year 2016, to pay part time salaries, expenses and contractual services required to operate Recreation Activities, field administration and field trips; said fund to be credited with all fees and charges received during Fiscal Year 2016 from persons taking part in said activities and field trips; or what action it will take thereon. Submitted by Board of Selectman

ACTION: Selectmen Phil Crawford made a motion for Article 14 to be accepted to the consent agenda. Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice vote.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
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CONSENT AGENDA ACTIONS: Continued

ARTICLE 15: To see if the Town will vote to appropriate a sum of money from Emergency Medical Service Enterprise receipts to pay expenses and contractual services required to operate the emergency medical service in the Town of Lynnfield, said Enterprise Fund to be credited with all fees and charges received during Fiscal Year 2016 from persons using said service; or what action it will take thereon. Submitted by Board of Selectmen

ACTION: Selectmen Terranova made a motion for Article 15 to be accepted to the consent agenda. Motion was moved and 2nd. Moderator declared motion passed unanimously by a voice vote.

ARTICLE 16: 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 2016 from persons using the golf course; or what action it will take thereon. Submitted by Board of Selectman

ACTION: A hold was called at 7:47 PM. Moderator indicated Article 16 will be pulled from the Consent Agenda and the article will be discussed in order.

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield



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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 2015 Fiscal Year where balances are below projected expenditures for various reasons; or what action it will take thereon. Submitted by the Board of Selectmen

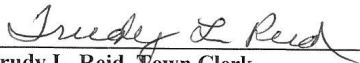
MOTION made by Selectmen Barrett to move that the town vote to transfer from existing Fiscal Year 2015 appropriation accounts the sums listed in the handout entitled "Articles 4 and 6 – 2015 Annual Town Meeting" to the accounts listed in said handout in order to balance the FY 15 budget.

Board of Selectmen Tom Terranova 2nd the motion
Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

MAJORITY VOTE REQUIRED

ACTION: No discussion. By a voice vote, the Moderator declared Article 4 passed unanimously.

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield



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ARTICLE 5: To see if the Town will vote to transfer a sum of money from Emergency Medical Services Retained Earnings to pay expenses and contractual services required to operate the emergency medical service in the Town of Lynnfield in the current 2015 Fiscal Year, or what action it will take thereon. Submitted by the Board of Selectmen

MOTION made by Chairman Crawford to move that the town vote to transfer \$40,000 from Emergency Medical Services Retained Earnings to pay expenses and contractual services required to operate the emergency medical service in the Town of Lynnfield in the current 2015 Fiscal Year.

Board of Selectmen Terranova 2nd the motion
Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

MAJORITY VOTE REQUIRED

ACTION: No discussion. By a voice vote, the Moderator declared Article 5 passed unanimously.

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield



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ARTICLE 6: 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 the Board of Selectmen

MOTION made by Selectmen Terranova to move that the town vote to appropriate \$4,540.00 from free cash to pay the overdue bills from a prior Fiscal Year as listed on the handout entitled "Articles 4 and 6 – 2015 Annual Town Meeting."

Board of Selectmen Barrett 2nd the motion
Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

4/5 VOTE REQUIRED

ACTION: No discussion. By a voice vote, the Moderator declared Article 6 passed unanimously, no opposition.

ATTEST:

Trudy L. Reid
Trudy L. Reid, Town Clerk

Town of Lynnfield



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ARTICLE 7: 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 the Board of Selectmen

MOTION was made by Selectmen Barrett to move that the Town vote to raise and appropriate and transfer from available funds the sum of \$47,668,389.00 for the necessary Town charges and expenses as presented by the Board of Selectmen and as shown in the Finance Committee Report beginning on page 6 thereof. The motion was 2nd by Selectmen Terranova.

The Moderator indicated he would read through the budget a section at a time. Any resident wishing to place a hold should do so during the discussed section. The Moderator acknowledged Selectmen Terranova. Mr. Terranova submitted a motion to the Moderator on a line item in the budget. Mr. Bourque indicated he would permit Mr. Terranova to address his motion when the particular line item came up for a vote.

The Moderator proceeded to read through the line items of the budget, taking a section at a time.

Line item 12 -Town Counsel budget - received a question from a resident. Town Administrator responded by saying since FY16 will be the year for labor contract negotiations, Town Counsel services will be used therefore, an increase to the budget.

Line item 22 – Treasurer’s Salaries – received a question from a resident. Town Administrator responded by saying a part time person had been moved to full time to replace a former full time staff.

Line item 33 Board of Assessors – received a question from a resident. Board of Assessor member Richard O’Neil explained the increase is to cover legal services that may be required due to Market Street.

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ARTICLE 7: Continued

Line item 37 – Conservation Commission Salaries – received a question from a resident asking for an explanation on the large increase in the salary. Town Administrator explained recent reclassification was done on the Administrator and Secretary for this department, and the increase would bring the individuals more in line with similar positions in comparable towns.

Line item 49 – Public Safety – received a question from a resident. Selectmen Crawford spoke of the addition of two officers. Chief Breen explained a detailed analysis had been conducted.

Line item 73 – Highway. Mr. Bourque called on Tom Terranova who spoke in regards to the conditions of the roads in Lynnfield after a harsh winter. Mr. Terranova made a motion to add line item 73A entitled Road Repairs, Maintenance and Replacement to the DPW Operating Budget and fund the line item in the amount of \$500,000.00 thereby increasing the Public Works Operating budget from \$1,168,112 to \$1,668,112.. He indicated the additional funds could come from sale of real estate therefore eliminating no additional tax increase. The motion was moved and 2nd. Andrew Lafferty, DPW Director was asked if he felt the additional monies would be spent. Mr. Lafferty indicated he would have no problem spending the money due to the road conditions; however, he expressed concern over getting the subcontractors that would be needed since the majority of the state was in the same situation with road issues.

Harry LeCours made a motion to amend Mr. Terranova's motion from \$500,000.00 to \$250,000.00. The motion was 2nd. Selectmen Crawford questioned taking the funds from the sale of real estate. He indicated those funds had already been assigned for other projects. One resident voiced his concern over changes such as this being made on the fly. He felt more thought should be made. A call for the question was made. Chair Jack Dahlstead of the Finance Committee spoke of the recommended budget originally in the motion. Many hours were spent on the proposed budget, including talking with large department heads on their projections. Mr. Terranova made a motion to amend his motion from \$500,000.00 to \$250,000.00.

Town of Lynnfield



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ARTICLE 7: Continued

The Moderator called for a vote on the amended motion made by Tom Terranova. By a voice vote, the Moderator declared the amended motion passed by a majority with several in opposition.

A resident expressed concern over the school budget, concerns for increases in salaries. The Moderator reminded the resident she had the opportunity to address at the time the school budget was presented, and she did not. Another resident questioned why the former Town Administrator approved spending \$800,000.00 in the assessing department without Town Meeting vote. Jim Boudreau, Town Administrator spoke on the state statute that allows for spending of the money in which it was spent.

MAJORITY VOTE REQUIRED

ACTION: After no further discussion, the Moderator called for a vote on Article 7. At 9:22 PM by a voice vote, the Moderator declared Article 7 passed in the majority.

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield



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ARTICLE 8: 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 the Board of Selectmen

MOTION: Selectmen Crawford made the motion for the Town to vote to raise and appropriate the sum of \$1,314,820.00 for the purchase of various equipment and items in the nature of capital expenditure s as shown in the Finance committee Report on page 21 thereof, with the exception that the \$3,500 appropriation for the Historical Commission for landmark signs read "landmark signs, cemetery stone and fence preservation and repair, and other related purposes 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 and committees. The motion was 2nd by Selectmen Terranova.

Board of Selectmen and Finance Committee gave a favorable recommendation

MAJORITY VOTE REQUIRED

Historical Board member Nan Hockenbury made a motion to change the total capital expenditures under Article 8 by adding \$10,000, which would go towards Historical products, creating a new balance of \$1,324,820. After several minutes of discussion, Ms. Nockenbury's motion was moved and 2nd. Moderator called for a vote on the amended motion. By a voice vote, the Moderator declared the amended motion passed by a majority.

ACTION: The Moderator called for a vote on Article 8. Motion was made by Selectmen Crawford and 2nd by Selectmen Terranova. The Moderator re-read the motion with the amended motion. By a voice vote, the Moderator declared Article 8 passed unanimously, no opposition.

ATTEST: Trudy L. Reid Trudy L. Reid, Town Clerk

Town of Lynnfield



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Selectmen Phil Crawford asked the Moderator if Article 20 could be taken out of order. Mr. Crawford made the motion and it was 2nd. The Moderator reminded those in attendance in order to take an article out of order, it would require a 4/5 vote. Mr. Moderator proceeded to take a vote. By a voice vote, the Moderator declared Article 20 to be taken out of order. It was an unanimously vote, no opposition.

ARTICLE 20: To see if the Town will vote to transfer from the Sale of Real Estate Fund the sum of \$150,000 for architectural and design services for a new clubhouse at King Rail Golf Course; or what action it will take thereon. Submitted by the Board of Selectmen

MOTION: Motion made by Selectmen Barrett to move that the Town vote to transfer from the Sale of Real Estate Fund the sum of \$150,000 for architectural and design services for a new clubhouse at King Rail Golf Course. Selectmen Terranova 2nd the motion.

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

A motion was made by a resident to amend the article to reduce the \$150,000 to \$50,000 in order to avoid an over run in funds. Several others inquired about the actual cost of the clubhouse, and the RFP process. The Moderator asked for a vote to amend Article 20 from \$150,000 to \$50,000. By a voice vote in the majority, the motion failed.

ACTION: The Moderator asked for a vote on Article 20, as moved by Selectmen Barrett. By a voice vote, the Moderator declared the motion passed in the majority.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



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ARTICLE 9: To see if the Town will vote to raise and appropriate and/or appropriate by transfer from available funds a sum of money for the town's Stabilization Fund, or what action the Town will take thereon. Submitted by the Board of Selectmen

MOTION was made by Selectmen Terranova to vote to raise and appropriate the sum of \$180,000 to the Stabilization Fund. The motion was 2nd by Selectmen Crawford.

2/3 VOTE REQUIRED

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

ACTION: No discussion. The Moderator declared Article 9 passed in a unanimously voice count.

ATTEST:

Trudy L. Reid
Trudy L. Reid/Town Clerk

Town of Lynnfield



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ARTICLE 10: To see if the Town will vote to raise and appropriate and/or appropriate by transfer from available funds a sum of money for the town's Capital Facilities Fund, or what action the Town will take thereon. Submitted by the Board of Selectmen

MOTION was made by Selectmen Barrett to move that the Town vote to appropriate the sum of \$180,000 to the Capital Facilities Maintenance Fund. The motion was 2nd by Selectmen Terranova.

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

MAJORITY VOTE REQUIRED

ACTION: The Moderator declared Article 10 passed in a unanimously voice count.

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield



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ARTICLE 16: 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 2016 from persons using the golf course; or what action it will take thereon. Submitted by Board of Selectmen

MOTION: Selectmen Barrett moved that the Town vote to appropriate during Fiscal Year 2016, the sum of \$770,000 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 2016 from persons using golf assets. The motion was 2nd by Selectmen Terranova.

MAJORITY VOTE REQUIRED

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

ACTION: The Moderator asked for a voice vote and declared Article 16 passed in the majority, with one in opposition.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



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ARTICLE 17: To see if the Town will vote, pursuant to G.L. c. 40, § 15A and any other applicable authority, to transfer to the Board of Selectmen for the purpose of sale the real property known and numbered as 567 Main Street, Lynnfield, Massachusetts, including the structures and fixtures thereon erected, being the same property conveyed to the Town by deed dated October 2, 2014 and recorded with the Essex South District Registry of Deeds at Book 33587, Page 278 from Denault M. Donovan, Charles S. Donovan and Alice Kiernan, Trustees of the Centre Farm Nominee Realty Trust II, under declaration of trust dated December 28, 2007 and recorded with said Deeds at Book 27459, Page 234, consisting of seven (7) acres; and pursuant to G.L. c. 40, § 3; c. 30B, § 16, and any other applicable authority, to authorize the Selectmen to sell, transfer and convey the said real property subject to an Historic Preservation Restriction under G.L. c. 184, §§ 31-33, pertaining to the said property and the exterior of the structures and fixtures thereon, such sale otherwise to be on such terms and subject to such conditions as the Selectmen may deem prudent; or what action it will take thereon. Submitted by Board of Selectmen

MOTION: Selectmen Crawford moved that, pursuant to G.L. c. 40, § 15A and any other applicable authority, the Town vote to transfer to the Board of Selectmen for the purpose of sale the real property known and numbered as 567 Main Street, Lynnfield, Massachusetts, including the structures and fixtures thereon erected, being the same property conveyed to the Town by deed dated October 2, 2014 and recorded with the Essex South District Registry of Deeds at Book 33587, Page 278 from Denault M. Donovan, Charles S. Donovan and Alice Kiernan, Trustees of the Centre Farm Nominee Realty Trust II, under declaration of trust dated December 28, 2007 and recorded with said Deeds at Book 27459, Page 234, consisting of seven (7) acres; and pursuant to G.L. c. 40, § 3; c. 30B, § 16, and any other applicable authority, to authorize the Selectmen to sell, transfer and convey the said real property subject to an Historic Preservation Restriction under G.L. c. 184, §§ 31-33, pertaining to the said property and the exterior of the structures and fixtures thereon, such sale otherwise to be on such terms and subject to such conditions as the Selectmen may deem prudent. Selectmen Terranova 2nd the motion

2/3 VOTE REQUIRED

Board of Selectmen gave a favorable recommendation
Finance Committee recommended to definitely postpone
Planning Board voted unanimously not to recommend action

Town of Lynnfield



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ARTICLE 17: Continued

Capital Facility member Ted Caswell spoke to those in attendance. He indicated the committee held two hearings but no viable proposals came forward. The committee recommends selling the property so there are no additional costs to the town.

Tom Duggan gave a brief reason as to why he is opposed to the Article.

Several residents voiced their concern on allowing town meeting to vote decision of property – not the Board of Selectmen. Residents also indicated they want more time to decide on the outcome of the property.

ACTION: A motion was made to indefinitely postpone Article 17, and motion was 2nd. By a voice vote, the Moderator declared the motion to indefinitely postpone passed, with few in opposition.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



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ARTICLE 18: To see if the Town will vote to accept so much of G.L. c. 140, § 139(c) as provides that no fee shall be charged for a license for a dog owned by a person aged 70 years or over; or what action it will take thereon. Submitted by Board of Selectmen

MOTION: Selectmen Terranova moved that the Town vote to accept so much of G.L. c. 140, § 139(c) as provides that no fee shall be charged for a license for a dog owned by a person aged 70 years or over. Selectmen Crawford 2nd the motion

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

MAJORITY VOTE REQUIRED

ACTION: Moderator moved to vote; and Moderator declared Article 18 passed by a voice unanimously, with no opposition.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



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ARTICLE 19: To see if the Town will amend its by-laws to add the following Scenic Road By-law:

SCENIC ROADS BYLAW

1. PURPOSE - The purpose of this Bylaw is to allow at Town Meeting the recognition of specific roads in Lynnfield as "Scenic Roads." By so doing, the public right-of-way along these roads shall not be altered, improved, or reconstructed without approval. For a road designated a Scenic Road any repair, maintenance, reconstruction, paving or construction of an additional driveway; cutting or removal of trees; the tearing down, burial, relocation, or destruction of stonewalls by any person public or private shall require written consent of the Planning Board. No privately owned properties shall be subject to this Bylaw.

2. AUTHORITY - The enactment of this Bylaw is authorized by Massachusetts General Law Chapter 40, Section 15C.

3. DEFINITIONS

Applicant: any person or entity that undertakes an action requiring prior written consent pursuant to this Bylaw who is therefore required to file an application with the Planning Board.

Repair, Maintenance, Reconstruction or Paving Work: any such work done within the public right-of-way by any person or entity, public or private, including the roadway and/or construction of an additional driveway.

Scenic Road: The entire area within the boundaries of the public right-of-way other than a state highway or a numbered route.

Stone Wall: A structure of natural stone constructed to enclose, divide, or define an area, and located at least partially within the boundaries of the public right-of-way.

Tree: A tree located within the public right-of-way that is larger than 6" DBH (diameter at breast height).

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ARTICLE 19: Continued

4. DESIGNATION OF SCENIC ROADS

4.1. Considerations for Scenic Road Designation - The determination of which roads or portions of roads to be recommended as Scenic Roads shall consider these criteria:

- a) Overall scenic beauty of the public way.
- b) The contribution of any vegetation, stone walls, fences, shoulders, or tree canopy.
- c) The potential for lessening of scenic beauty, aesthetic value or historical significance.

4.2. Procedures to Designate Scenic Roads - Upon recommendation or request of the Planning Board, Conservation Commission, or Historical Commission, any road shall, upon vote of a majority of the voters present and voting at any annual or special Town Meeting, become a Scenic Road subject to the provisions in this Bylaw. A public hearing regarding the proposed roads shall be conducted prior to Town Meeting.

5. PROCEDURE FOR ACTIONS ON A SCENIC ROAD

5.1. Determination of Applicability - The applicant shall submit a written request to the Town Engineer who shall determine the boundaries of the public right-of-way relative to the location of any specific tree(s) and any specific stonewall(s) to determine the applicability of the Bylaw. A copy of the written request shall also be filed with the Planning Board and the Director of Public Works and/or Tree Warden.

5.2. Scope of Work - The applicant shall deliver to the Planning Board an application with a clear and legible site plan, together with a written description detailing the scope of the proposed work which will cause the Planning Board to schedule a public hearing within a reasonable amount of time.

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ARTICLE 19: Continued

5.3. Public Hearing Notice - A Notice of Public Hearing shall be advertised in a newspaper of general circulation in the town once in each of two successive weeks, the first publication to be not less than seven days before the day of the hearing, the cost of which shall be born by the applicant.

5.4. Director of Public Works and/or Tree Warden - Whenever feasible, Planning Board hearings shall be held in conjunction with those to be held by the Director of Public Works and/or Tree Warden acting pursuant to this Bylaw. Consent to an action by the Planning Board shall not be construed as implying consent by the Director of Public Works and/or Tree Warden, or vice versa.

5.5. Decision of Board - Within forty-five (45) days after submission, the Planning Board shall conduct a hearing and take final action thereon by approving, modifying, or disapproving the application. Failure of the Board to take final action within the time allotted shall be construed as constructive approval. Extension of time may be agreed upon at the written request of the applicant.

5.6. Appeals Process - The applicant can appeal the decision of the Planning Board to the Board of Selectmen within twenty-one (21) days. The appeal shall be submitted in writing in which the reasons for the appeal are itemized.

5.7. Enforcement - Without waiving any other enforcement authority, violations of the Scenic Road Bylaw shall be punishable by a fine of \$300.00. In addition, the property owner and whoever is responsible for the violation shall be required within sixty (60) days to:

- a. restore any altered stone walls to the condition they were in prior to the alterations, and
- b. plant tree(s) of similar and native in species to those which may have been cut or removed, or
- c. implement other mitigating measures as may be directed by the Planning Board.

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ARTICLE 19: Continued

The failure of the property owner to restore or mitigate as directed by the Planning Board shall be deemed a subsequent and separate violation. The Planning Board may assess further penalties of up to \$300 for each fourteen (14) day period during which any violation has not been corrected as directed by the Planning Board.

6. ACTIONS THAT DO NOT REQUIRE APPROVAL

6.1. Emergency Repair - Nothing in this Bylaw shall prevent any work being performed as the result of emergency conditions that threaten the lives, health, and/or safety of the public.

6.2. Normal Repair - The provisions of this Bylaw will not restrict either the Department of Public Works or any utility companies from conducting normal maintenance or repairs.

6.3. Stonewall Repair - A property owner's repair of a stonewall using natural stones and of similar appearance to the original wall shall not be restricted.

7. SEVERABILITY - If any section or subsection of this Bylaw is found to be unconstitutional or contrary to the laws of the Commonwealth of Massachusetts or the United States of America then that section or subsection shall be stricken from this Bylaw, and the remainder of this Bylaw shall remain in full force and effect. Submitted by the Tree Committee

or what action it will take thereon.

MOTION: Beth Aaronson Chairperson of the Tree Committee moved that the Town voted to amend its Bylaws by adopting the Scenic Road Bylaw as printed in the warrant. A 2nd was made.

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ARTICLE 19: Continued

MAJORITY VOTE REQUIRED

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation
Planning Board gave a favorable recommendation indicating Zoning and Conservation
also support Article 19

Several concerns and comments were expressed by residents. After much discussion, a resident moved the question, which was 2nd. The Moderator called for a vote to end the discussion. By a voice vote, the Moderator declared the vote passed to end the discussion.

ACTION: The Moderator called for a voice count. The Moderator could not call the vote by voice. The Moderator then called for a second voice count. With this voice count, the Moderator declared the Article failed. At this time, a resident asked for a hand count. The Moderator asked for the floor tellers to take their place. After each section was counted and tallied, the Moderator declared Article 19 passed by a hand count, in the majority.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



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MONDAY, APRIL 27, 2015
Lynnfield Middle School**

At 10:48 PM, the quorum was called. After the floor tellers counted each section, the count was less than the 175 registered voters needed. The Moderator declared the town meeting no longer had a quorum. A motion was made by Selectmen Crawford to adjourn the meeting; the motion was 2nd by Selectmen Terranova.

On Thursday, April 30, 2015 the Annual Town Meeting was reconvened to finish the town's business from Monday, April 27, 2015. After waiting 30 minutes for a quorum and noting that only 134 registered voters checked in, Moderator Arthur Bourque thanked everyone for coming and indicated the remainder of the Articles would be taken up at the Fall Town Meeting.

Closing motion was made by Selectmen Crawford to adjourn the town meeting sine die, 2nd by Selectmen Terranova.

MAJORITY VOTE REQUIRED

ACTION: By a voice vote in the majority, the Moderator declared the meeting adjourned at 8:01 PM.

ATTEST:


Trudy L. Reid, Town Clerk

ARTICLES 4 and 6
2015 ANNUAL TOWN MEETING
APRIL 27 2015

Article 4

Transfer To:

0112257-574100	Property & Casualty Insurance	8,000.00
0115152-530001	Town Counsel Legal	30,000.00
0121053-513000	Patrolmen Overtime	80,000.00
0121054-513000	Patrolmen Training Overtime	15,000.00
0124051-511007	Wiegths & Measures Inspector Salaries	4,000.00
0124052-530010	Zoning-Other Professional Services-Town of Wakefield	8,500.00
01192521-521001	Town Building Maintenance Expenses-Electric Utility	5,000.00
01392521-521001	School Building Energy Supply Electric and Heat	80,000.00
01392531-533000	School Building Expense-Contract Buses	135,000.00
0142351-530019	Snow and Ice Removal- Plow Contractors Expense	150,000.00
0171052-591000	Principal Paydown BAN	15,537.00
0191653-517010	FICA-Medicare	22,291.00
		<hr/>
		553,328.00

Transfer From:

0114652-511028	Senior Tax Work Off Program	4,300.00
01320-563005	Essex North Shore Agricultural & Technical Assessment	169,291.00
0119251-512000	Town Building Maintenance -Temporary Custodial Salaries	1,500.00
01392511-511009	School Building Salaries Expenses	112,000.00
0142153-548002	DPW Administration Motor Fuel	50,000.00
0142251-511010	DPW Highway Salaries	45,000.00
0142252-546003	DPW Highway Expenses	20,000.00
0142451-521005	Street Light Expense	20,000.00
0191052-517002	Town Health Insurance	3,676.00
0191254-517006	Workers Compensation Insurance	75,000.00
0191356-517009	Unemployment Compensation	15,000.00
0175251-592504	Short Term Interest-Debt	37,561.00
		<hr/>
		553,328.00

Article 6

Prior Year Bills

Amount

4,540.00

Vendor

Focus Technology Solutions

Reason

Received Late

Town of Lynnfield



TOWN CLERK'S OFFICE
55 Summer Street, Lynnfield, Mass. 01940
781-334-9400

**APPROPRIATIONS FOR THE FISCAL YEAR
JULY 1, 2014 TO JUNE 30, 2015
TOWN MEETING APRIL 27, 2015**

ARTICLE 4: To raise and appropriate or transfer from available funds and reduce certain departmental appropriations, and to supplement certain accounts in the current 2015 Fiscal year where balances are below projected expenditures. (See attached detail.)

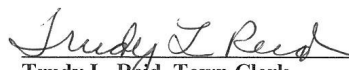
Transfer from existing appropriations	\$553,328.00
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ARTICLE 5: To transfer from Emergency Medical Serve Enterprise Retained earnings to defray 2015 operating costs	\$40,000.00
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ARTICLE 6: To transfer from Free Cash to pay prior year bills	\$4,540.00
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TOTAL APPROPRIATIONS	<u>\$597,868.00</u>
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ATTEST:


Trudy L. Reid, Town Clerk

**APPROPRIATIONS FOR THE FISCAL YEAR
JULY 1, 2015 TO JUNE 30, 2016
VOTED AT TOWN MEETING APRIL 27, 2015**

ARTICLE 7	To raise and appropriate by transfer from available funds by tax levy for Town charges and expenses.	\$47,918,389.00
ARTICLE 8	To raise and appropriate by transfer from available funds, by tax levy or by borrowing for capital expenditures.	\$1,324,820.00
ARTICLE 9	To appropriate by transfer from available funds, by tax levy to the Stabilization Fund	\$180,000.00
ARTICLE 10	To appropriate by transfer from available funds, by tax levy to the Capital Facilities Fund	\$180,000.00
ARTICLE 11	To reauthorize a Revolving Fund under Chapter 44, Section 53 E-1/2 to be spent by the Council on Aging for Activities and field trips.	\$40,000.00
ARTICLE 12	To reauthorize a Revolving Fund under Chapter 44, Section 53 E-1/2 to be spent by the Board of Health for flu clinic expenses.	\$15,000.00
ARTICLE 13	To reauthorize a Revolving Fund under Chapter 44, Section 53 E-1/2 to be spent by the Board of Library Trustees for replacement of lost books.	\$10,000.00
ARTICLE 14	To reauthorize a Revolving Fund under Chapter 44, Section 53E 1/2 to be spent by the Recreation Commission to pay expenses and contractual services required to operate Recreation activities and field trips.	\$160,000.00
ARTICLE 15	To appropriate from the Emergency Medical Service enterprise receipts under Chapter 44, Section 53 F-1/2 to defray the cost to provide emergency medical services in Lynnfield.	\$665,000.00
ARTICLE 16	To appropriate from the Golf Enterprise receipts under Chapter 44, Sec. 53F 1/2 to operate the Reedy Meadow Golf Course and King Rail Reserve Golf courses.	\$770,000.00
ARTICLE 20	To appropriate from Sale of Real Estate Fund for architectural and design services for a new clubhouse at King Rail Golf Course	\$150,000.00

TOTAL: \$51,413,209.00

ATTEST:



Trudy L. Reid, Town Clerk

**APPROPRIATIONS VOTED TO BE RAISED BY
TAX LEVY AT ANNUAL TOWN MEETING
APRIL 27, 2015**

ARTICLE 7	From Tax Levy for Operating Budget	\$47,464,773.00
ARTICLE 8	From Tax Levy -Capital Budget	1,324,820.00
ARTICLE 9	From Tax Levy – Stabilization Fund	\$180,000.00
ARTICLE 10	From Tax Levy – Capital Facilities	\$180,000.00
TOTAL TAX LEVY		\$49,149,593.00

**APPROPRIATIONS VOTED TO BE RAISED BY
TRANSFER AT ANNUAL TOWN MEETING
APRIL 27, 2015**

ARTICLE 7	To transfer from sale of lots and graves account To be applied to Line Item 73, Highway Expenses	\$20,000.00
	To transfer from “Reserve for Appropriations” To be applied to Line Item 112, Septic Loan Program	\$32,626.00
	To transfer from the American Legion fund to be Applied to Line Item 103, Memorial Day Observances	\$990.00
	To transfer from Overlay Surplus	\$150,000.00
	To transfer from Sale of Real Estate Fund to be applied To Line Item 73A – Road Paving	\$250,000.00
ARTICLE 20	To transfer from Sale of Real Estate Fund – Golf Enterprise	\$150,000.00
TOTAL TRANSFERS		\$603,616.00

**APPROPRIATIONS VOTED TO OPERATE ENTERPRISE
FUNDS AT THE ANNUAL TOWN MEETING
APRIL 27, 2015**

ARTICLE 15	To appropriate from the Emergency Medical Service Enterprise Receipts under Chapter 44, Section 53F ½ to defray costs to provide emergency medical services in Lynnfield.	\$665,000.00
ARTICLE 16	To appropriate from the Golf Enterprise receipts under Chapter 44, Section 53F ½ to operate the Reedy Meadow Golf Course and King Rail Reserve Golf courses.	\$770,000.00

TOTAL ENTERPRISE: \$1,435,000.00

ATTEST:

 Trudy L. Reid, Town Clerk

**APPROPRIATIONS VOTED TO RAISE
REVOLVING FUNDS AT ANNUAL TOWN MEETING
APRIL 27, 2015**

ARTICLE 11	To reauthorize a Revolving Fund under Chapter 44, Section 53 E-1/2 to be spent by the Council on Aging for activities and field trips.	\$40,000.00
ARTICLE 12	To reauthorize a Revolving Fund under Chapter 44, Section 53 E-1/2 to be spent by the Board of Health for flu clinic expenses.	\$15,000.00
ARTICLE 13	To reauthorize a Revolving Fund under Chapter 44, Section 53 E-1/2 to be spent by the Board of Library Trustees for replacement of lost books.	\$10,000.00
ARTICLE 13	To reauthorize a Revolving Fund under Chapter 44, Section 53E ½ to be spent by the Recreation Commission, to pay expenses and contractual services required to operate Recreation activities and field trips.	\$160,000.00

TOTAL REVOLVING FUNDS: \$225,000.00

TOTAL APPROPRIATIONS: \$51,413,209.00

ATTEST:



Trudy L. Reed, Town Clerk

Town of Lynnfield



Board of Registrars
Saturday, May 2, 2015
600 Walnut Street, Lynnfield, MA

Pursuant to the Open Meeting Law, M.G.L. Chapter 30 A, §§ 18-25, written notice posted by the Town Clerk delivered to all Board members, a meeting of the Board of Registrars (BOR) was held on Saturday, MAY 2, 2015 at 8:00 AM in the Al Merritt Media and Cultural Center.

Purpose: Pursuant to M.G.L. Title VII, Chapter 54, §§ 135, a Recount of the Ballot Election results of the Lynnfield Annual Election held on April 13, 2015, Lynnfield High School, 275 Essex Street

Office to be recounted: Selectman

Total Selectman Votes Cast as recorded on April 13, 2015:

Original Result:

Total Ballots:	2,675
Christopher J. Barrett	1,354
Cathleen E. Shea	1,315
Blanks	6
Write-ins	0

Notification: An order for a recount of the votes for Selectman was issued on April 27, 2015 by the Lynnfield Board of Registrars upon completion of certification of the petitions for each precinct, requested by Cathleen Shea on April 14, 2015 and returned on April 21, 2015, before the deadline and with the required number of signatures.

The Board of Registrars set the date and time certain for the recount to be held at 8:00 a.m. on Saturday, May 2, 2015.

The Meeting Notice of the Lynnfield Board of Registrars (copy attached) was posted at the following locations under OML guidelines:

- Bulletin Board in Town Hall and Police Station, 55 Summer Street, Lynnfield, MA
- A copy of the Public Notice and associated attachments was also forwarded to the candidates, within three days, on April 27, 2015 and hand delivered with signed receipts.

The ballots were retrieved from the Town Hall vault on the morning of May 2, 2015 and transported by Officer Kilroy to the recounting location. This was witnessed and confirmed by Bob Casoli, Trudy Reid, Thomas Mullen, Attorney Maney, and Attorney Keene, who all attested to the Minutes Secretary that they were present and satisfied with the process.

The election ballots arrived to Al Merritt Media and Cultural Center at 8:13 AM; Officer Sean Kilroy escorted the ballots in their original sealed boxes as verified on April 13, 2015.

The observers entered the room at 8:19 AM under the direction of the Town Clerk.

The Observers for each candidate were paired with a teller and a recorder at 8:22 AM with the instruction not to touch the ballots during the recount.

Ms. Inglese called the meeting to order at 8:33 AM.

Public Information:

The meeting was recorded, and transmitted with permission by LMS Cable; the camera was operated by Roger Froilan.

Board of Registrars Present: S. Kendall Inglese, Chair; Bob Casoli; Trudy Reid, Town Clerk

Also Present: Tabulator: Amy Warfield; Runner, Ilene Twiss

Tellers:

1. Joan Bourque
2. Mike Carakatsane (*Vickie Cochrane)
3. David Crockett
4. Judith Doe
5. Susan Lambe

Recorders:

1. Catherine G. Harder-Bernier
2. Pam Carakatsane
3. Leslie Haley
4. Bonniyo Kitchin
5. Barbara Staats

*Vickie Cochrane was replaced by Mike Carakatsane

Other Officials Present: Attorney Thomas Mullen, Town Counsel

Candidate Chris Barrett; Attorney Joseph Maney (retired), Representing Candidate Barrett

Candidate Cathleen Shea; Attorney Bradford Keene, representing Candidate Shea

Observers for Candidate Barrett

Chris Barrett	Joseph Maney, Jr
Leo Barrett	Joseph Maney Sr
Ellen Crawford	Gerry Noumi
Tim Doyle	Linda Rugato
Donna Hegan	Fred Santangelo
Rich Sjoberg	Jennifer Welter

Observers for Candidate Shea

Stephen Berardino	Anthony Fattman
Peter Brady Jr	Abigail Kilgore
Nancy Buckley	Ryan Losco
Susan Dunn- Cheramie	Wallace MacKenzie Jr
Anthony Copeland	Susan Martin
Michael Craffey	Dave Miller
Lisa DeGeorge	Wayne Shaffer

The Town Clerk announced Teller Vickie Cochran was ill; the delay in calling the meeting to order was to allow the replacement to arrive.

The Town Clerk gave the oath to the election workers.

Ms. Inglese moved, and it was seconded, for Town Counsel to review the rules of the recount process. The motion carried unanimously.

Town Counsel reviewed the open meeting laws related to the recount and the procedures for the day. This document is a part of the minutes. Town Counsel Thomas Mullen presented the initial instructions for the recount. The room was divided in two sections: recount area / public area. The recount area was limited to **recount** workers, **observers and the campaign representatives** only.

Ms. Reid moved, and it was seconded, to adopt the rules as read by Town Counsel. The motion carried unanimously. (I deleted election and replaced with recount, and added observers and the campaign representatives

Method of Recount:

- Five teams of two Observers for each candidate, a Teller, and a Recorder

- Hand Count of paper ballots Precincts 1-4
 - The ballots were counted in blocks of 50 and verified
- Ms. Kitchin reviewed more specifically the details for counting the ballots, tallying the count, noting the importance to take time for the observers to comment or protest the ballot.
The Chair opened the meeting for further questions.
Ms. Inglese reiterated to the workers to determine the will of the voter.

The Chair recognized Attorney Bradford Keene, Counsel for Candidate Shea. Attorney Keene formally requested the Town Clerk, Trudy Reid, be disqualified or dismissed.
Attorney Keene stated with respect to Absentee Ballots (AB), that these ballots were transported from Town Hall preceding his request to cross check signatures with signature on file at town hall and stated his objection to proceed with all AB on that basis.
Attorney Keene also requested the BOR disqualify the Town Clerk from the proceedings citing inherent conflicts of interest in participating in the recount as the appointing body, the Board of Selectman, is the race being contested and she should recuse herself from the recount by virtue the Selectmen are her appointing entity. Attorney Keene went on to observe that the Town Clerk is reviewing her own work as the overseer with many different titles and duties in the election, and he believes there is a conflict in that capacity by reviewing her work that is being contested. He cited Massachusetts's regulations to avoid conflicts or the appearance of a conflict of interest.
Attorney Keene further objected in the Town Clerk's participation alleging the Town Clerk is not a lawfully appointed member of the BOR, and the Town Clerk's office itself has not been lawfully established in Lynnfield. Based on State Statute and Town Charter, Trudy Reid does not lawfully hold the office of Town Clerk; for these reasons they object Trudy Reid being on the BOR or participating in the recount. Mr. Keene urged the BOR to disqualify the Town Clerk.

Attorney Mullen responded there is no basis under the statute, and that the Town Clerk has certain responsibilities in the election and legislature has already contemplated in the laws and there is no conflict. The State Statute also is clear that the Registrars are appointed and the Board includes the Town Clerk. Mrs. Reid stated she confirmed with State Ethics that there is no conflict.
Town Counsel advised the BOR to deny the request.
Mr. Casoli opined that this process is about procedure and in his opinion there is a conflict and supported the Town Clerk be disqualified.

Mrs. Reid moved, and it was seconded, to deny Attorney Keene's request to dismiss the Town Clerk. The motion carried by majority vote with Mr. Casoli voting in the negative.

SUMMARY OF RECOUNT

The ballots for Precinct 1 were opened at 8:57 AM by Ms. Reid in full view of the public and distributed by Ms. Twiss. The ballot box was returned to under the BOR table and remained in full view of the public. The ballots were separated into blocks of 50 and the count was initially short eleven ballots. The Ballots were recounted during the tallying and all ballots were accounted for and verified at 737.

<u>PRECINCT ONE (Precinct 1):</u>	Recount Vote Total	Election Vote Total
Total Votes Cast	737 (+/-)	737
Barrett	362	361
Shea	373	373
Blanks	2	3
Protested Ballots:		

1. 9:20 AM– Protest by Shea Campaign of absentee ballot Precinct 1/Block 13 to verify the vote.

Attorney Mullen requested to view all the envelopes from all absentee ballots for the purpose of verifying signatures.

Mrs. Reid clarified the envelopes were separated from the ballots at the election; ballots are anonymous.

The BOR unanimously agreed to grant Attorney Keene's request to look at the AB envelopes with the strict instruction not to touch them. Ms. Reid returned the absentee ballot envelopes to storage at 9:56 AM.

Mr. Reid moved and it was seconded, ballot Precinct 1 Block 13 be accepted as a ballot intent for Barrett. The motion carried unanimously.

Attorney Keene stated for the record, his objection to all absentee ballots.

The ballots for Precinct 2 were opened at 9:59 AM by Ms. Reid in full view of the public and distributed by Ms. Twiss. The ballot box was returned to under the table and remained in full view of the public. The ballots were separated in blocks of 50 and the count was over one ballot at 542. The Ballots were recounted during the tallying and all ballots accounted for and verified at 542

<u>PRECINCT TWO (Precinct 2):</u>	Recount Vote Total	Election Vote Total
Total Votes Cast	542 (+ 1)	541
Barrett	259	259
Shea	283	282
Blanks		0

Over votes: 1

Total Recounted Voter Count: 542

Explanation of Variance: Possible voting machine error – ballot not counted or two ballots went through at the same time

The ballots for Precinct 3 were opened at 10:29 AM by Ms. Twiss in full view of the public and distributed by Ms. Twiss. The ballot box was moved to under the BOR table and remained in full view of the public. The ballots were separated in blocks of 50 and the count was verified at 602.

<u>PRECINCT THREE (Precinct 3):</u>	Recount Vote Total	Election Vote Total
Total Votes Cast	602 (+/-)	602
Barrett	310	310
Shea	291	290
Blanks	1	2

The ballots for Precinct 4 were opened at 10:57 AM by Ms. Twiss in full view of the public and distributed by Ms. Twiss. The ballot box was moved to under the BOR table and remained in full view of the public. The ballots were separated in blocks of 50 and the count was verified at 795.

<u>PRECINCT FOUR (Precinct 4):</u>	Recount Vote Total	Election Vote Total
Total Votes Cast	795 (+/-)	795
Barrett	423	424
Shea	371	370
Blanks	1	1

Ms. Warfield confirmed and verified all ballots were tallied and returned.
Ms. Warfield, observed by Officer Kilroy, Mrs. Reid, and Ms. Twiss in view of the public, sealed the boxes containing the ballots at 11:33 AM.

Ms. Inglese announced at 11:37 AM that the recount was complete and announced the total ballot count for the 2015 Selectman race:

<u>Recount Result:</u>	
Total Ballots:	2,676
Christopher J. Barrett	1,354
Cathleen E. Shea	1,318
Blanks	4
Write-ins	0

Mrs. Reid moved, and it was seconded, the BOR accept the recount results for the Selectman votes as 2,676. The motion carried unanimously.

Ms. Inglese asked the Candidates to confirm they were satisfied with the procedural process of the recount.

Mr. Barrett confirmed that he was satisfied with the recount process.

Attorney Keene requested on behalf of Ms. Shea, the absentee envelopes be compared to voter cards on record in town hall to confirm the signatures match.

Town Counsel responded this is not done under the recount and that no ballot could be traced to an envelope, adding that only an expertise in handwriting analysis could really compare signatures, but this is public information and could be requested through the Town Clerk's office.

Ms. Inglese opened the meeting to the candidates for comment.

Mr. Barrett thanked the Town Clerk and those that worked in this election.

Ms. Shea also thanked those that participated in the recount.

May 2, 2015 Recount Results: The outcome of the Annual Election held on April13, 2015 for the open seat on the Board of Selectmen resulted in an additional vote for Candidate Barrett.

The sealed boxes were returned to the Town Hall vault accompanied by Officer Kilroy.

(The above sentence was listed above, and I moved it here, since the transport did not take place until after the meeting was adjourned)

Adjournment

Ms. Reid moved to adjourn at 11:45 AM and it was unanimous to do so.

Respectfully submitted by

Catherine Tinsley
5.2.15

Attached: BOR Meeting Postings

**MEETING NOTICE
TOWN OF LYNNFIELD**

Town Clerk Date Stamp

Board/Committee Name: Board of Registrars

Day/Date: Saturday, May 2, 2015

Time of Meeting: 8:00 AM

Location: Al Merritt Media Center – 600 Walnut Street

AGENDA

1. Election Recount
-

**MEETING NOTICE
TOWN OF LYNNFIELD**

Town Clerk Date Stamp

Board/Committee Name: Board of Registrars

Day/Date: Monday, April 27, 2015

Time of Meeting: 4:30 PM

Location: Conference Room – Town Hall

AGENDA - AMENDED

1. Organize the Board
2. To discuss process of Election Recount
3. Set date and time of Election Recount
4. Discuss the option of the asking the Board of Selectmen to appoint a temporary registrar to fill a vacancy

Lynnfield Board of Registrars Recount 5.2.15

6

Election Tally Sheet

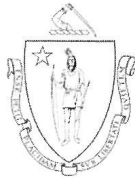
	Precinct				Total
	1	2	3	4	
BARRETT	361	259	310	424	1,354
SHEA	373	282	290	370	1,315
Write-ins	-	-	-	-	-
Blanks	3	-	2	1	6
Total	737	541	602	795	2,675

Recount

	Precinct				Total
	1	2	3	4	
BARRETT	362	259	310	423	1,354
SHEA	373	283	291	371	1,318
Write-ins	-	-	-	-	-
Blanks	2	-	1	1	4
Total	737	542	602	795	2,676

Difference

	Precinct				Total
	1	2	3	4	
BARRETT	1	-	-	(1)	-
SHEA	-	1	1	1	3
Write-ins	-	-	-	-	-
Blanks	(1)	-	(1)	-	(2)
Total	-	1	-	-	1



MAURA HEALEY
ATTORNEY GENERAL

THE COMMONWEALTH OF MASSACHUSETTS
OFFICE OF THE ATTORNEY GENERAL

CENTRAL MASSACHUSETTS DIVISION
10 MECHANIC STREET, SUITE 301
WORCESTER, MA 01608

(508) 792-7600
(508) 795-1991 fax
www.mass.gov/ago

August 20, 2015

Trudy L. Reid, Town Clerk
Town of Lynnfield
55 Summer Street
Lynnfield, MA 01940

Re: Lynnfield Annual Town Meeting of April 27, 2015 - Case # 7563
Warrant Article # 19 (General)

Dear Ms. Reid:

Article 19 – We approve Article 19 from the Lynnfield Annual Town Meeting of April 27, 2015. Article 19 adopts a process by which a road may be recognized a Scenic Road, as authorized by G.L. c. 40, § 15C. Once a road is designated as a scenic road, the by-law requires that:

any repair, maintenance, reconstruction, paving or construction of an additional driveway; cutting or removal of trees; the tearing down, burial, relocation, or destruction of stonewalls by any person public or private shall require written consent of the Planning Board. No privately owned properties shall be subject to this Bylaw.

During the course of our review of Article 19, we have received an opposition from a resident urging us to disapprove the by-law on the basis that it should have been adopted as a zoning by-law rather than a general by-law. The distinction between zoning by-laws and general by-laws is important because zoning by-laws must be adopted pursuant to the procedural requirements of G.L. c. 40A, and zoning by-laws protect some prior existing uses, *see* G.L. c. 40A § 6, but general by-laws do not.

When analyzing whether a by-law must be adopted as a zoning by-law, rather than a general by-law, courts first look to see how a town has regulated the subject in the past. *Spenlinhauer v. Barnstable*, 80 Mass. App. Ct. 134, 138-139 (2011), *rev. den'd* 460 Mass. 1115 (2011) (noting that Barnstable had historically regulated off-street parking through its zoning regulation rather than by general by-law). *See also Rayco Inv. Corp. v. Selectmen of Raynham*, 368 Mass. 385 (1975) (town's regulation of trailer parks through a general by-law was an invalid exercise of the town's police power in part because the town had exclusively regulated trailer parks through its zoning by-law). Courts also look to see whether the proposal manifests the

“purpose” or “effects” of a zoning regulation. Spenlinhauer v. Barnstable, 80 Mass. App. Ct. 134, 141-142 (2011) *rev. den’d* 460 Mass. 1115 (2011), *quoting* Lovequist v. Conservation Comm’n of Dennis, 379 Mass. 7, 13-14 (1979) (a wetlands by-law could be adopted as a general by-law because it “does not prohibit or permit any particular listed uses of land or the construction of buildings or the location of businesses or residences in a comprehensive fashion.”) Courts will also consider whether other towns have used a zoning by-law to regulate in the area at issue. *See* Rayco, 368 Mass. at 392 and Spenlinhauer, 80 Mass. App. Ct. at 139, n.7).

Here the Scenic Roads by-law is a new one for the Town so it is not possible to analyze how Lynnfield has historically regulated scenic roads. However, the by-law is specifically authorized by G.L. c. 40, § 15C which empowers cities and towns to designate certain roads as scenic roads upon a recommendation from certain town boards and commissions. The statute also authorizes a town to adopt a scenic road by-law: “Any city or town making said scenic road designation may make an ordinance or by-law establishing that a violation of [P 2 of Section 15C] shall be punished by a fine not to exceed three hundred dollars.” Importantly, the statute does not require such a by-law to be adopted as a zoning by-law. *See* G.L. c. 40, § 15C. And most, if not all, of the other towns that have adopted scenic road by-laws have adopted them as general by-laws rather than zoning by-laws. (*See e.g.*, Chelmsford, Chapter 130-1; Wayland Chapter 158, Article 5; Westford Chapter 145; and Carlisle, Article XII).

In addition, the stated purpose of the Scenic Roads by-law is to preserve the public right-of-way along the designated scenic roads. (Section 1, Purpose). The determination of which roads should be considered for scenic road designation is based in part on the “overall scenic beauty of the public way” and “[t]he potential for lessening of scenic beauty, aesthetic value or historical significance.” (Section 4.1 (a) and 4.1 (c)). This is a classic exercise of the Town’s general police power. As such, the by-law is similar to the wetlands by-law at issue in Lovequist v. Conservation Comm’n of Dennis, 379 Mass. 7 (1979) (a general by-law prohibiting construction activities that would affect wetlands was a proper exercise of the Town’s general police power). As with the wetlands by-law in Lovequist, Lynnfield’s by-law exhibits “neither the purpose nor the effects of a zoning regulation,” Lovequist, 379 Mass. at 13:

[It] does not prohibit or permit any particular listed uses of land or the construction of buildings or the location of businesses or residences in a comprehensive fashion. On its face it does not deny or invite permission to build any structure. It does not regulate density.

Lovequist, 379 Mass. at 13. On balance, we determine that Article 19 was properly adopted as a general by-law.

Note: Pursuant to G.L. c. 40, § 32, neither general nor zoning by-laws take effect unless the town has first satisfied the posting/publishing requirements of that statute. Once this statutory duty is fulfilled, (1) general by-laws and amendments take effect on the date that these posting and publishing requirements are satisfied unless a later effective date is prescribed in the by-law, and (2) zoning by-laws and amendments are deemed to have taken effect from the date they were voted by Town Meeting, unless a later effective date is prescribed in the by-law.

MAURA HEALEY
ATTORNEY GENERAL

Margaret J. Hurley

by: Margaret J. Hurley, Assistant Attorney General
Chief, Municipal Law Unit
Office of the Attorney General
Ten Mechanic Street, Suite 301
Worcester, MA 01608
508-792-7600

cc: Town Counsel Thomas A. Mullen

**LYNNFIELD TOWN WARRANT
THE COMMONWEALTH OF MASSACHUSETTS
TOWN MEETING – OCTOBER 19, 2015**

Essex, ss.

To the Constable of the Town of Lynnfield in the County of Essex, GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet in the Middle School Auditorium, and in the Cafeteria and Gymnasium, if necessary, on Monday, October 19, 2015 at 7:30 p.m. then and there to act on the following articles:

ARTICLE 1. 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

ARTICLE 2. 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 2016 Fiscal Year for various purposes; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 3. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be deposited into the Other Post Employment Benefits Liability Trust Fund; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 4. To see if the Town will vote to petition the Legislature for the purpose of amending the Town Charter to enact the following:

An Act amending the Charter of the Town of Lynnfield

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. The Town Charter of the Town of Lynnfield, which is on file with the archivist of the Commonwealth, as provided in section 12 of chapter 43B of the General Laws, is hereby amended by deleting the first sentence of section 3-1-1 and inserting in its place thereof the following sentence:

A Board of Selectmen of five members shall be elected for three-year overlapping terms.

SECTION 2. At the annual election of the Town of Lynnfield occurring in 2016, three selectmen shall be elected as follows: two for a three-year term and one for a two-year ter. Thereafter, upon the expiation of the term of a selectman, his successor shall be elected for a term of three years.

SECTION 3. This act shall take effect upon its passage.

provided that the Legislature may reasonably vary the form and substance of the requested legislation within the scope of the general objectives of this petition, or what action it shall take thereon.

Submitted by PETITION

ARTICLE 5. To see of the Town will vote to authorize the establishment of a Revolving Fund, pursuant to Massachusetts General Laws Chapter 44, Section 53 E-1/2, to be spent by the Department of Public Works, limited to a certain amount, without further appropriation during Fiscal Year 2016, to pay expenses related to maintenance and upkeep of athletics fields for the fiscal year commencing July 1, 2015; said fund to be credited with all field maintenance fees and charges received during FY 2016 for field use, or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 6. To see if the Town will establish a Recreation Capital Trust Stabilization fund pursuant to Massachusetts General Laws Chapter 40, §5B for large and/or long-term capital projects, improvements and turf replacement to the town's synthetic turf fields; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 7. To see if the Town will vote to appropriate from free cash a sum of money to pay certain outstanding medical bills, and to empower the Town Administrator to pay any and all other bills associated with the April 8, 2013 line of duty injury suffered by Firefighter Kim Diorio McGonnell, or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 8. To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 41, Section 110A which states, "Any public office in any town may remain closed on any or all Saturdays as may be determined from time to time in a town, by vote of the town at a special or regular town meeting, and the provisions of section nine of chapter four shall apply in the case of such closing of any such office on any Saturday to the same extent as if such Saturday were a legal holiday," or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 9. To see if the town will revise the dog licensing fees as currently listed in Section 17A of Chapter 4 of the town's general bylaws as follows:

Neutered males and spayed females: \$10.00

Intact dogs - \$15.00

(D) Any owner or keeper of a dog who shall fail to comply with the provisions of this section by March in any year shall be subject to a penalty of \$10.00 per dog;

Or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 10. To see if the Town will vote to renumber and recaption the General Bylaws of the Town as follows: to assign a new number to each chapter of the General Bylaws; to renumber each section accordingly; to insert chapter and section titles; to update internal references to reflect the new numbering system; and to reorganize defined terms to be indented and capitalized in the definitions sections of various chapters, all as set forth in the document entitled "Lynnfield Recodification – Final Draft – August 2015," on file in the office of the Town Clerk; or what it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 11. To see if the Town will vote to enact certain global changes to the text of General Bylaws of the Town, all as incorporated in the document entitled "Lynnfield Recodification – Final Draft – August 2015," on file in the office of the Town Clerk, as follows:

1. To cite statutory references to the Massachusetts General Laws in a consistent manner, to read in the form MGL c. __, § __.
2. To consistently spell and capitalize the words "Bylaw," "Section," "Chapter," and "Article."
3. To cite all numbers one through nine in text format; and all numbers 10 and above, fractions and decimals in numeric format.

or what it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 12. To see if the Town will vote to enact certain changes to the text of the General Bylaws of the Town, as noted by strikethroughs (indicating deletion) and underlines (indicating addition), all as set forth in the document entitled "Lynnfield Recodification – Final Draft – August 2015," on file in the office of the Town Clerk; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 13. To see if the Town will vote to authorize the Board of Selectmen and Conservation Commission to convey approximately 9,104 square feet of land located at 353-385 Broadway Rear (behind Kelly Jeep-Chrysler, Inc.), as described on a plan entitled "Plan of Land #353 Broadway (NEWBURYPORT TRNPK) RTE 1, Lynnfield, Mass. dated January 4, 2014 prepared by Hayes Engineering, Inc." (the "Parcel"), being a

portion of a larger 2.29 acre parcel conveyed to the Town of Lynnfield, acting by and through its Conservation Commission, on July 3, 1996 and as further described in Essex South District Registry of Deeds, Book 13666, Page 224. This Article would authorize the Board of Selectmen and Conservation Commission to sell the Parcel per the provisions of Massachusetts General Law Chapter 30B, as applicable, or other authority as may be applicable, upon such terms and conditions as the Board of Selectmen and Conservation Commission deem in the best interests of the Town, for not less than \$170,000 in replacement property and cash (i.e., the fair market value of the land and cash to be included shall together equal at least \$170,000) and for additional consideration of a permanent access easement, to the remaining portion of the 2.29 acre parcel owned by the Town and being known as the Bow Ridge Conservation Area, from Route One for recreational purposes in the Bow Ridge Conservation Area and Lynn Woods and to provide an easement for five parking spaces for recreational users of the Bow Ridge Conservation Area and further to authorize the Board of Selectmen to petition the General Court and seek legislative authorization for the aforesaid transfer and conveyance under Article 97 of the Articles of Amendment to the Massachusetts Constitution, if such approval is deemed by the Board of Selectmen to be necessary, or take any other action necessary, appropriate and relative thereto to permit the sale of the Parcel; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 14. To see if the Town will vote to accept the provisions of M.G.L c. 59, § 5, Clause 56 which would allow the Board of Assessors to grant to members of the Massachusetts National Guard or military reservists who are on active duty and serving in a foreign country a reduction of all or part of their real and personal property taxes, or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

ARTICLE 15. To see if the Town will vote to amend the Zoning Bylaws by adding the following subsection to the end of Section 6, concerning signs:

6.8 STANDARDS APPLICABLE IN ALL DISTRICTS

The sections on sign regulations are intended to ensure that all signs are located, designed, sized, constructed, installed, and maintained in a way that protects and promotes safety, health, aesthetics, and the public welfare including impact upon residential property value while allowing adequate communication.

Signs shall neither contain moving elements nor convey the appearance of movement, whether by changing pixilation or any other physical or electronic representation of movement.

Or what action it will take thereon.

Submitted by PLANNING BOARD

ARTICLE 16. To see if the Town will vote to amend the Zoning Bylaws by adding the following subsection to Section 2, concerning definitions:

2.15 SIGN:

Any letter, figure, character, mark, plane, point, marquee sign, design, poster, pictorial, picture, stroke, stripe, line, trademark, reading matter or illuminated surface which shall be constructed, placed, attached, painted, erected, fastened or manufactured in any manner whatsoever, so that the same shall be used for the attraction of the public to any place, subject, person, firm, corporation, public performance, article, machine or merchandise, whatsoever, which is displayed in any manner outdoors including any from the foregoing which may be visible in any manner from the outdoors.

Or what action it will take thereon.

Submitted by PLANNING BOARD

ARTICLE 17. To see if the Town will vote to amend the Zoning Bylaws by adding the following subsection to Section 2, concerning definitions:

2.16 STANDARDS APPLICABLE TO ALL DEFINITIONS

2.16.1 TENSE & CONSTRUCTION: Words used in the present tense include the future; the singular includes the plural, and the plural the singular; the words "structure", "land", or "premises" shall be construed as though followed by the words "or any portion thereof", and the word "shall" is always mandatory and not merely discretionary.

2.16.2 PRECEDENCE: Those definitions that are set forth in a subsection outside this Section 2 shall take precedence only in that subsection; otherwise those listed in this section shall be used.

2.16.3 SPECIFIC DEFINITIONS: In this Zoning Bylaw each term shall have the meaning given herein, unless another meaning is required by the context.

2.16.4 MISSING DEFINITIONS: Words not defined herein shall have the meaning as defined in the Commonwealth of Massachusetts Building Code in effect on April 1, 2015.

Or what action it will take thereon.

Submitted by PLANNING BOARD

ARTICLE 18. To see if the Town will vote to amend the Zoning Bylaws by adding the following subsection at the end of Subsection 9.3.3 concerning definitions used in connection with the Groundwater Protection District:

7. Acre: For the purposes of this section of the Bylaw relating to Groundwater Protection only, an acre shall be considered to be 40,000 square feet.

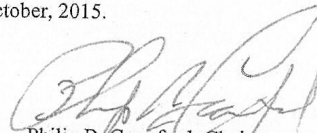
Or what action it will take thereon.


Submitted by PLANNING BOARD

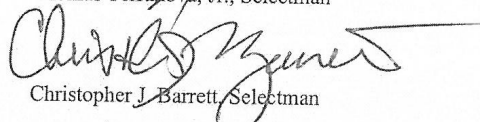
And you are further directed to serve this warrant, by posting up attested copies thereof, in at least six public places in said Town of Lynnfield, fourteen days at least before the time of holding said meeting.

HEREOF FAIL NOT, and make due return of this Warrant, with your doings thereon, to the Town Clerk, at the time and place of meeting, or before hand as aforesaid.


Given under our hands this 2nd day of October, 2015.

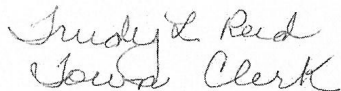

Philip B. Crawford, Chairman


Thomas Terranova, Jr., Selectman


Christopher J. Barrett, Selectman

A true copy
ATTEST:


Paul Minsky, Constable


Judy L. Reed
Town Clerk

Date: 10-5-15

Pursuant to the within Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting eight attested copies of the Warrant in said Lynnfield 14 days before the time and calling of said meeting.

Paul Minsky
Constable

A handwritten signature in cursive script that reads "Paul Minsky". The signature is written in dark ink and is positioned to the right of the printed name and title.

Posted at:
Center Post Office
Center Market
Library
Pump 'n Pantry
Senior Center
Lynnfield Water District
South Post Office
Town Hall

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

The Annual Fall Town Meeting was called to order by Moderator Arthur Bourque at 7:38 PM, indicating the quorum of 175 registered voters had been met. The Moderator began by introducing the Board of Selectmen, the Town Administrator, the Finance Committee, Town Counsel and the Town Clerk. The Moderator read the list of non residents which included the town's department heads. The Moderator also indicated Kelly Jeep-Chrysler's attorney Marc Kornitsky, had also registered as a guest, and would be speaking on Article 13.

The use of voter cards was explained, as well as the rules for speaking to an Article with questions or comments. He indicated voter cards would be used first on Article 4. Mr. Bourque acknowledged the warrant return and waived the reading of the warrant.

A total of 477 registered voters checked in for the town meeting.

The Moderator introduced Board of Selectmen Chair Phil Crawford to begin with the first preliminary motion.

PRELIMINARY MOTION

MOTION was made by Chairman Phil Crawford that if necessary, the Annual Town Meeting be adjourned to Thursday, October 22, 2015, 2015 at 7:30 PM 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 2nd by Selectmen Tom Terranova. Moderator declared motion passed unanimously by a voice vote.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

Selectman Christopher Barrett asked the Moderator to take Articles 15, 16, and 17 out of order. He explained these articles were originally on the warrant for the April 2015 Annual Town Meeting. Because the quorum was not met on the 2nd evening of the April meeting, the Articles were never voted on.

MOTION was made by Christopher Barrett, and 2nd by Selectmen Thomas Terranova

4/5 VOTE REQUIRED

ACTION - Moderator declared motion passed unanimously by a voice vote.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 15 - To see if the Town will vote to amend the Zoning Bylaws by adding the following subsection to the end of Section 6, concerning signs:

6.8 STANDARDS APPLICABLE IN ALL DISTRICTS

The sections on sign regulations are intended to ensure that all signs are located, designed, sized, constructed, installed, and maintained in a way that protects and promotes safety, health, aesthetics, and the public welfare including impact upon residential property value while allowing adequate communication.

Signs shall neither contain moving elements nor convey the appearance of movement, whether by changing pixilation or any other physical or electronic representation of movement. Or what action it will take thereon. Submitted by the Planning Board

MOTION was made by Planning Board member Alan Dresios to move the motion as printed in the warrant to amend the Zoning Bylaws by adding the following subsection to the end of Section 6, concerning signs:

6.8 STANDARDS APPLICABLE IN ALL DISTRICTS

The sections on sign regulations are intended to ensure that all signs are located, designed, sized, constructed, installed, and maintained in a way that protects and promotes safety, health, aesthetics, and the public welfare including impact upon residential property value while allowing adequate communication.

Signs shall neither contain moving elements nor convey the appearance of movement, whether by changing pixilation or any other physical or electronic representation of movement.

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation
Planning Board gave a favorable recommendation

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 15 (Continued)

2/3 VOTE REQUIRED

ACTION - Motion was 2nd. By a voice vote, the Moderator declared Article 15 passed unanimously.

ATTEST: *Trudy L. Reid*
Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 16 - To see if the Town will vote to amend the Zoning Bylaws by adding the following subsection to Section 2, concerning definitions:

2.15 SIGN:

Any letter, figure, character, mark, plane, point, marquee sign, design, poster, pictorial, picture, stroke, stripe, line, trademark, reading matter or illuminated surface which shall be constructed, placed, attached, painted, erected, fastened or manufactured in any manner whatsoever, so that the same shall be used for the attraction of the public to any place, subject, person, firm, corporation, public performance, article, machine or merchandise, whatsoever, which is displayed in any manner outdoors including any from the foregoing which may be visible in any manner from the outdoors. Or what action it will take thereon. Submitted by the Planning Board

MOTION - Planning Board member Alan Dresios moved the motion as printed in the warrant to amend the Zoning Bylaws by adding the following subsection to Section 2, concerning definitions:

2.15 SIGN:

Any letter, figure, character, mark, plane, point, marquee sign, design, poster, pictorial, picture, stroke, stripe, line, trademark, reading matter or illuminated surface which shall be constructed, placed, attached, painted, erected, fastened or manufactured in any manner whatsoever, so that the same shall be used for the attraction of the public to any place, subject, person, firm, corporation, public performance, article, machine or merchandise, whatsoever, which is displayed in any manner outdoors including any from the foregoing which may be visible in any manner from the outdoors.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 16 (Continued)

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation
Planning Board gave a favorable recommendation

2/3 VOTE REQUIRED

ACTION - The Board of Selectmen and the Planning Board Chair were asked several questions in regards to Market Street. It was explained Market Street falls under a separate section of the Zoning Bylaws. After much discussion, a resident made a motion to move the question and it was 2nd. There was a unanimously voice vote in favor to move the question.

The original motion was 2nd. By a voice vote, the Moderator declared Article 16 passed unanimously.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 17 - To see if the Town will vote to amend the Zoning Bylaws by adding the following subsection to Section 2, concerning definitions:

2.16 STANDARDS APPLICABLE TO ALL DEFINITIONS

2.16.1 TENSE & CONSTRUCTION: Words used in the present tense include the future; the singular includes the plural, and the plural the singular; the words "structure", "land", or "premises" shall be construed as though followed by the words "or any portion thereof", and the word "shall" is always mandatory and not merely discretionary.

2.16.2 PRECEDENCE: Those definitions that are set forth in a subsection outside this Section 2 shall take precedence only in that subsection; otherwise those listed in this section shall be used.

2.16.3 SPECIFIC DEFINITIONS: In this Zoning Bylaw each term shall have the meaning given herein, unless another meaning is required by the context.

2.16.4 MISSING DEFINITIONS: Words not defined herein shall have the meaning as defined in the Commonwealth of Massachusetts Building Code in effect on April 1, 2015. Or what action it will take thereon. Submitted by the Planning Board

MOTION - Planning Board member Alan Dresios moved the motion as printed in the warrant to amend the Zoning Bylaws by adding the following subsection to Section 2, concerning definitions:

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 17 (Continued)

2.16 STANDARDS APPLICABLE TO ALL DEFINITIONS

2.16.1 TENSE & CONSTRUCTION: Words used in the present tense include the future; the singular includes the plural, and the plural the singular; the words "structure", "land", or "premises" shall be construed as though followed by the words "or any portion thereof", and the word "shall" is always mandatory and not merely discretionary.

2.16.2 PRECEDENCE: Those definitions that are set forth in a subsection outside this Section 2 shall take precedence only in that subsection; otherwise those listed in this section shall be used.

2.16.3 SPECIFIC DEFINITIONS: In this Zoning Bylaw each term shall have the meaning given herein, unless another meaning is required by the context.

2.16.4 MISSING DEFINITIONS: Words not defined herein shall have the meaning as defined in the Commonwealth of Massachusetts Building Code in effect on April 1, 2015.

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation
Planning Board gave a favorable recommendation

2/3 VOTE REQUIRED

ACTION - By a voice vote, the Moderator declared Article 17 passed unanimously.

ATTEST: Trudy L. Reid
Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 1 - 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 the Board of Selectmen

MOTION: Selectmen Thomas Terranova moved that the Town vote to raise and appropriate \$2,590.68 to pay the overdue bills from a prior Fiscal Year as listed on the handout entitled "ARTICLES 1 AND 2 – OCTOBER 19, 2015 TOWN MEETING."

9/10 VOTE REQUIRED

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

ACTION - Selectmen Phil Crawford 2nd the motion. By a voice vote, the Moderator declared Article 1 passed unanimously.

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 2 - 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 2016 Fiscal Year various purposes; or what action it will take thereon. Submitted by the Board of Selectmen

MOTION - Selectmen Chris Barrett moved that the Town vote to raise and appropriate the sum of \$136,658.00, appropriate the sum of \$70,000.00 from free cash (General Fund), and transfer \$100,472.00 from existing Fiscal Year 2016 appropriation accounts the sums listed in the handout entitled "ARTICLES 1 AND 2 – OCTOBER 19, 2015 TOWN MEETING" to the accounts listed in said handout in order to balance the FY 16 budget.

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

MAJORITY VOTE REQUIRED

ACTION - The motion was 2nd by Selectmen Tom Terranova. By a voice vote, the Moderator declared Article 2 passed unanimously.

ATTEST:

Trudy L. Reid
Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 3 - To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be deposited into the Other Post Employment Benefits Liability Trust Fund; or what action it will take thereon. Submitted by the Board of Selectmen

MOTION - Selectmen Phil Crawford moved that the town vote to appropriate by transfer the sum of \$200,000 from free cash to be deposited into the Other Post Employment Benefits Liability Trust Fund.

MAJORITY VOTE REQUIRED

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

ACTION - The motion was 2nd by Selectmen Tom Terranova. By a voice vote, the Moderator declared Article 3 passed unanimously.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 4 - To see if the Town will vote to petition the Legislature for the purpose of amending the Town Charter to enact the following:

An Act amending the Charter of the Town of Lynnfield

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. The Town Charter of the Town of Lynnfield, which is on file with the archivist of the Commonwealth, as provided in section 12 of chapter 43B of the General Laws, is hereby amended by deleting the first sentence of section 3-1-1 and inserting in its place thereof the following sentence:

A Board of Selectmen of five members shall be elected for three-year overlapping terms.

SECTION 2. At the annual election of the Town of Lynnfield occurring in 2016, three selectmen shall be elected as follows: two for a three-year term and one for a two-year term. Thereafter, upon the expiration of the term of a selectman, his successor shall be elected for a term of three years.

SECTION 3. This act shall take effect upon its passage.

Provided that the Legislature may reasonably vary the form and substance of the requested legislation within the scope of the general objectives of this petition, or what action it shall take thereon. Submitted by Petition

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 4 (Continued)

MOTION - Selectmen Tom Terranova, also the Petitioner, moved the Article as follows:

“SECTION 3: This act shall be submitted to the voters of the town of Lynnfield at the annual town election to be held in April 2016 in the form of the following question, which shall be placed on the official ballot:--

“Shall an act passed by the general court in the year 2015 entitled “An Act amending the Charter of the Town of Lynnfield,” increasing the number of selectmen from three to five, be accepted?”

If a majority of votes cast in answer to the said question is in the affirmative, this act shall take effect on July 1, 2016 but not otherwise.

“SECTION 4. Section 3 shall take effect upon its passage.”

***Original Article:** An Act amending the Charter of the Town of Lynnfield*

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. The Town Charter of the Town of Lynnfield, which is on file with the archivist of the Commonwealth, as provided in section 12 of chapter 43B of the General Laws, is hereby amended by deleting the first sentence of section 3-1-1 and inserting in its place thereof the following sentence:

A Board of Selectmen of five members shall be elected for three-year overlapping terms.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 4 (Continued)

SECTION 2. At the annual election of the Town of Lynnfield occurring in 2016, three selectmen shall be elected as follows: two for a three-year term and one for a two-year term. Thereafter, upon the expiration of the term of a selectman, his successor shall be elected for a term of three years.

SECTION 3. This act shall take effect upon its passage, provided that the Legislature may reasonably vary the form and substance of the requested legislation within the scope of the general objectives of this petition.

MAJORITY VOTE REQUIRED

ACTION - The amended motion was 2nd by a voter in attendance. Tom Terranova explained this amended motion was in response to comments and concerns in not sending this question to a ballot.

The Board of Selectmen recommends indefinite postponement of Article 4.

The Finance Committee was asked if they were in favor of the recommendation. Chair Jack Dahlstedt spoke they were not in favor of the original motion since it did not include an option to put the question on a ballot. He also indicated they had not been advised of the amendment by Mr. Terranova and since they did not have a chance to discuss prior to the town meeting, they were still not in favor of the Article.

Several comments against and in favor of the Article was heard from the floor. A resident made a motion to move the question, and it was 2nd. The Moderator asked for a voice count to move the question and declared it passed unanimously.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 4 (Continued)

The Moderator asked for a floor teller count on the amended motion. 109 voted in favor of the Article and 318 voted against the Article. The Moderator declared by a hand count of the floor tellers, Article 4 failed by a majority.

Resident Ellen Crawford made a motion to reconsider Article 4, it was 2nd. The Moderator declared the motion to reconsider failed.

ATTEST:

Trudy L. Reid
Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 5 - To see if the Town will vote to authorize the establishment of a Revolving Fund, pursuant to Massachusetts General Laws Chapter 44, Section 53 E-1/2, to be spent by the Department of Public Works, limited to a certain amount, without further appropriation during Fiscal Year 2016, to pay expenses related to maintenance and upkeep of athletics fields for the fiscal year commencing July 1, 2015; said fund to be credited with all field maintenance fees and charges received during FY 2016 for field use, or what action it will take thereon.

MOTION - Selectman Terranova moved that the Town vote to authorize the establishment of a Revolving Fund, pursuant to Massachusetts General Laws Chapter 44, Section 53 E-1/2, to be spent by the Department of Public Works, limited to \$35,000.00, without further appropriation during Fiscal Year 2016, to pay expenses related to maintenance and upkeep of athletics fields for the fiscal year commencing July 1, 2015; said fund to be credited with all field maintenance fees and charges received during FY 2016 for field use. Selectman Crawford 2nd the motion

Board of Selectmen gave a favorable recommendation.
Finance Committee gave a recommendation to postpone indefinite

A question from the floor asked to explain the purpose of this Article. It was explained this would be an account set up to accept user fees from the Recreation Board. The fees would be used towards maintenance of the fields. Resident and Recreation Board member Matt Monkiewicz made a motion to amend the motion to include an agreement by the Recreation Board and the Department of Public Works on a maintenance plan prior to any funds being expended.

MAJORITY VOTE REQUIRED

ACTION - A motion to move the question was made and 2nd. A majority voice count in the affirmative passed to move the question. The amendment was moved and 2nd, which passed in the majority by a voice count. The Moderator declared Article 5 to include the amendment in the affirmative passed by a voice count in the majority.

ATTEST: Trudy L. Reid
Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 6 - To see if the Town will establish a Recreation Capital Trust Stabilization fund pursuant to Massachusetts General Laws Chapter 40, §5B for large and/or long-term capital projects, improvements and turf replacement to the town's synthetic turf fields; or what action it will take thereon. Submitted by the Board of Selectmen

MOTION - Selectmen Chris Barrett moved that the Town vote to establish a Recreation Capital Trust Stabilization fund pursuant to Massachusetts General Laws Chapter 40, §5B for large and/or long-term capital projects, improvements and turf replacement to the town's synthetic turf fields.

2/3 VOTE REQUIRED

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

ACTION - Motion was 2nd by Selectmen Terranova. The Moderator declared Article 6 passed unanimously by a voice count.

ATTEST:

Trudy L. Reid
Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 7 -To see if the Town will vote to appropriate from free cash a sum of money to pay certain outstanding medical bills, and to empower the Town Administrator to pay any and all other bills associated with the April 8, 2013 line of duty injury suffered by Firefighter Kim Diorio McGonnell, or what action it will take thereon. Submitted by the Board of Selectmen

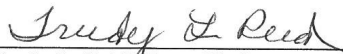
MOTION - Selectmen Crawford moved that the Town vote to appropriate from free cash the sum of \$5,000.00 to pay certain outstanding medical bills, and to empower the Town Administrator to pay any and all other bills associated with the April 8, 2013 line of duty injury suffered by Firefighter Kim Diorio McGonnell.

MAJORITY VOTE REQUIRED

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

ACTION - Motion was 2nd by Selectmen Terranova. The Moderator declared Article 7 passed unanimously by a voice count.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 8 - To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 41, Section 110A which states, "Any public office in any town may remain closed on any or all Saturdays as may be determined from time to time in a town, by vote of the town at a special or regular town meeting, and the provisions of section nine of chapter four shall apply in the case of such closing of any such office on any Saturday to the same extent as if such Saturday were a legal holiday," or what action it will take thereon. Submitted by the Board of Selectmen

MOTION - Selectmen Terranova moved that the Town vote to accept the provisions of Massachusetts General Laws Chapter 41, Section 110A which states, "Any public office in any town may remain closed on any or all Saturdays as may be determined from time to time in a town, by vote of the town at a special or regular town meeting, and the provisions of section nine of chapter four shall apply in the case of such closing of any such office on any Saturday to the same extent as if such Saturday were a legal holiday."

MAJORITY VOTE REQUIRED

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

ACTION - Motion was 2nd by Selectmen Crawford. The Moderator declared Article 8 passed unanimously by a voice count.

ATTEST:

Trudy L. Reid
Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
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Lynnfield Middle School**

ARTICLE 9 - To see if the town will revise the dog licensing fees as currently listed in Section 17A of Chapter 4 of the town's general bylaws as follows:

Neutered males and spayed females: \$10.00
Intact dogs - \$15.00

(D) Any owner or keeper of a dog who shall fail to comply with the provisions of this section by March in any year shall be subject to a penalty of \$10.00 per dog; or what action it will take thereon. Submitted by the Board of Selectmen

MOTION - Selectmen Barrett moved that the Town vote to revise the dog licensing fees as currently listed in Section 17A of Chapter 4 of the town's general bylaws as follows:

Neutered males and spayed females: \$10.00
Intact dogs - \$15.00

(D) Any owner or keeper of a dog who shall fail to comply with the provisions of this section by March in any year shall be subject to a penalty of \$10.00 per dog.

MAJORITY VOTE REQUIRED

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

ACTION - Motion was 2nd by Selectmen Terranova. The Moderator declared Article 9 passed by a majority with a voice count.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

Selectman Phil Crawford made a motion to take Articles 13 out of order. He explained Mr. Marc Kornitsky, representative for Kelly Jeep-Chrysler was in attendance. By taking the Article out of order, this would allow Mr. Kornitsy to present, and avoid sitting through the rest of the meeting. Selectmen Terranova 2nd the motion. The Moderator asked for a voice count, which he could not call. The Moderator proceeded with a hand count, using the floor tellers. The motion to take Article 13 out of order passed by the 4/5 vote; 158 – ayes, and 5 – nos. Mr. Bourque proceeded to invite Mr. Kornitsky to present.

ARTICLE 13 -To see if the Town will vote to authorize the Board of Selectmen and Conservation Commission to convey approximately 9,104 square feet of land located at 353-385 Broadway Rear (behind Kelly Jeep-Chrysler, Inc.), as described on a plan entitled "Plan of Land #353 Broadway (NEWBURYPORT TRNPK) RTE 1, Lynnfield, Mass. dated January 4, 2014 prepared by Hayes Engineering, Inc." (the "Parcel"), being a portion of a larger 2.29 acre parcel conveyed to the Town of Lynnfield, acting by and through its Conservation Commission, on July 3, 1996 and as further described in Essex South District Registry of Deeds, Book 13666, Page 224. This Article would authorize the Board of Selectmen and Conservation Commission to sell the Parcel per the provisions of Massachusetts General Law Chapter 30B, as applicable, or other authority as may be applicable, upon such terms and conditions as the Board of Selectmen and Conservation Commission deem in the best interests of the Town, for not less than \$170,000 in replacement property and cash (i.e., the fair market value of the land and cash to be included shall together equal at least \$170,000) and for additional consideration of a permanent access easement, to the remaining portion of the 2.29 acre parcel owned by the Town and being known as the Bow Ridge Conservation Area, from Route One for recreational purposes in the Bow Ridge Conservation Area and Lynn Woods and to provide an easement for five parking spaces for recreational users of the Bow Ridge Conservation Area and further to authorize the Board of Selectmen to petition the General Court and seek legislative authorization for the aforesaid transfer and conveyance under Article 97 of the Articles of Amendment to the Massachusetts Constitution, if such approval is deemed by the Board of Selectmen to be necessary, or take any other action necessary, appropriate and relative thereto to permit the sale of the Parcel; or what action it will take thereon. Submitted by the Board of Selectmen

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 13 (Continued)

MOTION - Selectman Crawford moved that the Town vote to authorize the Board of Selectmen and Conservation Commission to convey approximately 9,104 square feet of land located at 353-385 Broadway Rear (behind Kelly Jeep-Chrysler, Inc.), as described on a plan entitled "Plan of Land #353 Broadway (NEWBURYPORT TRNPK) RTE 1, Lynnfield, Mass dated January 4, 2014 prepared by Hayes Engineering, Inc." (the "Parcel"), being a portion of a larger 2.29 acre parcel conveyed to the Town of Lynnfield, acting by and through its Conservation Commission, on July 3, 1996 and as further described in Essex South District Registry of Deeds, Book 13666, Page 224. This Article would authorize the Board of Selectmen and Conservation Commission to sell the Parcel per the provisions of Massachusetts General Law Chapter 30B, as applicable, or other authority as may be applicable, upon such terms and conditions as the Board of Selectmen and Conservation Commission deem in the best interests of the Town, for not less than \$170,000 in replacement property and cash (i.e., the fair market value of the land and cash to be included shall together equal at least \$170,000) and for additional consideration of a permanent access easement, to the remaining portion of the 2.29 acre parcel owned by the Town and being known as the Bow Ridge Conservation Area, from Route One for recreational purposes in the Bow Ridge Conservation Area and Lynn Woods and to provide an easement for five parking spaces for recreational users of the Bow Ridge Conservation Area and further to authorize the Board of Selectmen to petition the General Court and seek legislative authorization for the aforesaid transfer and conveyance under Article 97 of the Articles of Amendment to the Massachusetts Constitution, if such approval is deemed by the Board of Selectmen to be necessary, or take any other action necessary, appropriate and relative thereto to permit the sale of the Parcel.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
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MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 13 (Continued)

2/3 VOTE REQUIRED

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation
Planning Board gave a favorable recommendation

ACTION -The motion was 2nd by Selectmen Terranova. The Moderator declared Article 13 passed unanimously.

ATTEST:

Trudy L. Reid

Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 10 - To see if the Town will vote to renumber and recaption the General Bylaws of the Town as follows: to assign a new number to each chapter of the General Bylaws; to renumber each section accordingly; to insert chapter and section titles; to update internal references to reflect the new numbering system; and to reorganize defined terms to be indented and capitalized in the definitions sections of various chapters, all as set forth in the document entitled "Lynnfield Recodification – Final Draft – August 2015," on file in the office of the Town Clerk; or what it will take thereon. Submitted by the Board of Selectmen

MOTION - Selectmen Crawford moved that the Town vote to vote to renumber and recaption the General Bylaws of the Town as follows: to assign a new number to each chapter of the General Bylaws; to renumber each section accordingly; to insert chapter and section titles; to update internal references to reflect the new numbering system; and to reorganize defined terms to be indented and capitalized in the definitions sections of various chapters, all as set forth in the document entitled "Lynnfield Recodification – Final Draft – August 2015," on file in the office of the Town Clerk.

MAJORITY VOTE REQUIRED

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation
Planning Board gave a favorable recommendation

ACTION - Upon making the motion, Mr. Crawford thanked former Selectmen Dave Nelson for getting the project of the codification started, and thanked Town Clerk Trudy Reid for the amount of work she put forth to keep the project on target after Mr. Nelson's departure from the board. Planning Board Alan Dresios took a few minutes to announce this codification only affected the bylaws, and not the Zoning or Rules and Regulations of Departments. The motion was 2nd by Selectmen Terranova. The Moderator declared Article 10 passed unanimously.

ATTEST: Trudy L. Reid
Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 11 - To see if the Town will vote to enact certain global changes to the text of General Bylaws of the Town, all as incorporated in the document entitled "Lynnfield Recodification – Final Draft – August 2015," on file in the office of the Town Clerk, as follows:

1. To cite statutory references to the Massachusetts General Laws in a consistent manner, to read in the form MGL c. __, § __.
2. To consistently spell and capitalize the words "Bylaw," "Section," "Chapter," and "Article."
3. To cite all numbers one through nine in text format; and all numbers 10 and above, fractions and decimals in numeric format, or what it will take thereon. Submitted by the Board of Selectmen

Selectmen Terranova moved that the Town vote to enact certain global changes to the text of General Bylaws of the Town, all as incorporated in the document entitled "Lynnfield Recodification – Final Draft – August 2015," on file in the office of the Town Clerk, as follows:

1. To cite statutory references to the Massachusetts General Laws in a consistent manner, to read in the form MGL c. __, § __.
2. To consistently spell and capitalize the words "Bylaw," "Section," "Chapter," and "Article."
3. To cite all numbers one through nine in text format; and all numbers 10 and above, fractions and decimals in numeric format.

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 11 (Continued)

MAJORITY VOTE REQUIRED

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

ACTION -The motion was 2nd by Selectmen Barrett. The Moderator declared Article 11 passed unanimously.

ATTEST:

Trudy L. Reid
Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 12 -To see if the Town will vote to enact certain changes to the text of the General Bylaws of the Town, as noted by strikethroughs (indicating deletion) and underlines (indicating addition), all as set forth in the document entitled "Lynnfield Recodification – Final Draft – August 2015," on file in the office of the Town Clerk; or what action it will take thereon. Submitted by the Board of Selectmen

Selectmen Barrett moved that the Town vote to enact certain changes to the text of the General Bylaws of the Town, as noted by strikethroughs (indicating deletion) and underlines (indicating addition), all as set forth in the document entitled "Lynnfield Recodification – Final Draft – August 2015," on file in the office of the Town Clerk.

MAJORITY VOTE REQUIRED

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

ACTION -The motion was 2nd by Selectmen Terranova. The Moderator declared Article 12 passed unanimously.

ATTEST:



Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 14 - To see if the Town will vote to accept the provisions of M.G.L c. 59, § 5, Clause 56 which would allow the Board of Assessors to grant to members of the Massachusetts National Guard or military reservists who are on active duty and serving in a foreign country a reduction of all or part of their real and personal property taxes, or what action it will take thereon. Submitted by the Board of Selectmen

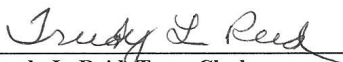
MOTION - Selectmen Terranova moved that the Town vote to accept the provisions of M.G.L c. 59, § 5, Clause 56 which would allow the Board of Assessors to grant to members of the Massachusetts National Guard or military reservists who are on active duty and serving in a foreign country a reduction of all or part of their real and personal property taxes.

MAJORITY VOTE REQUIRED

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation

ACTION -The motion was 2nd by Selectmen Barrett. The Moderator declared Article 14 passed unanimously.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

ARTICLE 18 -To see if the Town will vote to amend the Zoning Bylaws by adding the following subsection at the end of Subsection 9.3.3 concerning definitions used in connection with the Groundwater Protection District:

7. Acre: For the purposes of this section of the Bylaw relating to Groundwater Protection only, an acre shall be considered to be 40,000 square feet, or what action it will take thereon. Submitted by the Planning Board

Planning Board member Alan Dresios moved that the Town vote to vote to amend the Zoning Bylaws by adding the following subsection at the end of Subsection 9.3.3 concerning definitions used in connection with the Groundwater Protection District:

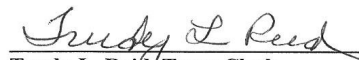
7. Acre: For the purposes of this section of the Bylaw relating to Groundwater Protection only, an acre shall be considered to be 40,000 square feet.

2/3 VOTE REQUIRED

Board of Selectmen gave a favorable recommendation
Finance Committee gave a favorable recommendation
Planning Board gave a favorable recommendation

ACTION -The motion was 2nd by Selectmen Terranova. The Moderator declared Article 18 passed unanimously.

ATTEST:


Trudy L. Reid, Town Clerk

Town of Lynnfield



**RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, OCTOBER 19, 2015
Lynnfield Middle School**

Closing motion was made by Selectmen Crawford to adjourn the town meeting sine die,
2nd by Selectmen Terranova.

MAJORITY VOTE REQUIRED

ACTION - By a unanimously voice vote, the Moderator declared the meeting adjourned
at 9:57 PM.

ATTEST:

Trudy L. Reid
Trudy L. Reid, Town Clerk

Town of Lynnfield



TOWN CLERK
55 Summer Street, Lynnfield, MA. 01940
781-334-9400

APPROPRIATIONS FOR THE FISCAL YEAR
JULY 1, 2015 TO JUNE 30, 2016
TOWN MEETING OCTOBER 19, 2015

ARTICLE 1 -	To raise and appropriate prior year's bills	\$ 2,590.68
ARTICLE 2 -	To raise and appropriate or transfer from available funds and to supplement certain accounts in the current 2016 Fiscal Year for various purposes	
	Transfers from Other Funds	\$100,472.00
	Raise and appropriate	\$136,658.00
	Free Cash	\$70,000.00
ARTICLE 3 -	To transfer from free cash to the Other Post Employment Benefits Liability Trust Fund.	\$200,000.00
ARTICLE 5 -	To authorize a revolving fund under Chapter 44, Section 53 E ½ to be spent by the Department of Public Works to pay expenses related to maintenance and upkeep of the athletic fields	\$35,000.00
ARTICLE 7 -	To appropriate from free cash to pay outstanding medical bills, and to empower the Town Administrator to pay any and all bills associated with the IOD case of Firefighter Kim Diorio McGonnell	\$5,000.00
		<u>\$549,720.68</u>

ATTEST:

Trudy L. Reid
Trudy L. Reid, Town Clerk

Articles 1 and 2
October 19, 2015 Town Meeting

Article 1

0300-580002	Prior Year's Bills- Raise and Appropriate	2,590.68
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Article 2

Transfer To:

0112254-530000	Selectmen-Other Professional Services	20,000.00
0112257-574100	Selectmen- Property and Casualty Insurance	25,000.00
0113551-511000	Town Accountant Salary	18,000.00
0113552-513000	Asst. Town Accountant-Overtime	2,500.00
0114153-531410	Assessing Consultant	5,000.00
0121053-513000	Patrolmen overtime	42,000.00
0122052-511000	Firefighter Salaries	30,008.00
0161051-511000	Library Director Salaries	15,650.00
0175251-592504	Short Term Interest-BAN	7,500.00
0191653-517010	Federal Medicare	61,472.00
2516-511000	W.P.A.T. Septic Administration	10,000.00
6350-490000	Golf Course Enterprise-Other Financing Sources	70,000.00
		307,130.00

Transfer From:

0114152-511000	Assessing Manager Salary	5,000.00
2536-597500	WPAT Betterments-Transfers for Administrative Costs	10,000.00
0191151-517011	Essex Country Retirement	21,472.00
0191254-517006	Worker's Compensation	40,000.00
0100-104000	Certified Free Cash- General Fund	70,000.00
0121052-511002	Police Other Salaries - Patrolmen	24,000.00
-----	Additional Appropriations- Raise and Appropriate	136,658.00
		307,130.00

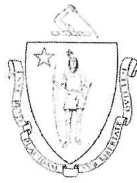
Prior Year Bills

Amount

Vendor

Reason

2,400.00	The Appraisers Group	Invoice Received Late
57.00	Focus Technology	Invoice Received Late
103.00	Reliable Technologies	Invoice Received Late
20.68	Cassandra Costa (Mileage reimbursement BOH)	Invoice Received Late
10.00	Alan Dresios (Meeting Reimbursement	Invoice Received Late
2,590.68		



MAURA HEALEY
ATTORNEY GENERAL

THE COMMONWEALTH OF MASSACHUSETTS
OFFICE OF THE ATTORNEY GENERAL

CENTRAL MASSACHUSETTS DIVISION
10 MECHANIC STREET, SUITE 301
WORCESTER, MA 01608

(508) 792-7600
(508) 795-1991 fax
www.mass.gov/ago

January 22, 2016

Trudy L. Reid, Town Clerk
Town of Lynnfield
55 Summer Street
Lynnfield, MA 01940

RE: Lynnfield Fall Annual Town Meeting of October 19, 2015 - Case # 7769
Warrant Articles # 15, 16, 17 and 18 (Zoning)
Warrant Articles # 9, 10, 11 and 12 (General)

Dear Ms. Reid:

Articles 10, 11, 12, 15, 16, 17 and 18 - We approve Articles 10, 11, 12¹, 15, 16, 17 and 18 from the October 19, 2015 Lynnfield Fall Annual Town Meeting.² Our comments regarding Articles 10-12 are provided below.

I. Articles 10 - 12.

Articles 10, 11 and 12 make a series of amendments to the Town's general by-laws, all as set forth in a document entitled "Lynnfield Recodification - Final Draft - August 2015" on file in the office of the Town Clerk.

Under Article 10, the Town voted to make non-substantive renumbering and recaptioning changes as follows:

to assign a new number to each chapter of the General Bylaws; to renumber each section accordingly; to insert chapter and section titles; to update internal references to reflect the new numbering system; and to reorganize defined terms to be indented and capitalized in the definitions sections of various chapters.

¹ The recodification of the Town's general by-laws under Article 12 includes amendments to Chapter 62, "Personnel Policies." We take no action on the personnel bylaw portion of the recodification (final draft pages 13-37) because, pursuant to G.L. c. 41, §§ 108A and 108C, personnel by-laws and amendments thereto are not subject to the approval of the Attorney General.

² We approved Article 9 in a decision issued on November 17, 2015.

Under Article 11, the Town voted to make non-substantive consistency changes as follows:

to enact global changes to the text of the General Bylaws...as follows:

1. To cite statutory references to the Massachusetts General Laws in a consistent manner, to read in the form MGL c. __, § __.
2. To consistently spell and capitalize the words "Bylaw," "Section," "Chapter," and "Article."
3. To cite all numbers one through nine in text format; and all numbers 10 and above, fractions and decimals in numeric format.

Under Article 12, the Town voted to make substantive revisions to the Town's General Bylaws, as follows:

to enact certain changes to the text of the General Bylaws of the Town, as noted by strikethroughs (indicating deletion) and underlines (indicating addition).

We approve the amendments under Articles 10, 11 and 12, as specifically set forth in a document on file in the Town's Clerk's Office entitled "Lynnfield Recodification - Final Draft - August 2015" and provided to this Office.³ This approval is limited solely to those changes identified in the documents submitted to this Office, and does not include any other changes.⁴

II. Attorney General's Standard of Review.

Pursuant to G.L. c. 40, § 32, the Attorney General has a limited power of disapproval with every "presumption made in favor of the validity of municipal by-laws." Amherst v. Attorney General, 398 Mass. 793, 796 (1986). In order to disapprove any portion of a proposed by-law, the Attorney General must cite an inconsistency between the by-law adopted by the Town and the Constitution or laws of the Commonwealth. Id. When reviewing by-laws for consistency with the Constitution or laws of the Commonwealth, the Attorney General's standard of review is equivalent to that of a court. The proper focus of review of a by-law is whether it violates State law or constitutional provisions, is arbitrary or unreasonable, or is substantially unrelated to the public health, safety or general welfare. See Durand v. IDC Bellingham, LLC, 440 Mass. 45, 57 (2003).

Because the adoption of a by-law by the voters at Town Meeting is both the exercise of the Town's police power and a legislative act, the vote carries a "strong presumption of validity." Id. at 51. If the reasonableness of a by-law is fairly debatable, the judgment of the local

³We note that the Clerk has indicated that the document on file in her office is actually titled "Town of Lynnfield Massachusetts - Final Draft (Red-Line Copy) - August 2015."

⁴ We specifically note that in a letter to our office opposing Articles 10, 11 and 12, a concern was raised that Chapter 2, Section A, paragraph 2 (beginning with the text "No Town Officer, salaried employee or agent...") from the existing by-laws appears to have been deleted as part of the recodification under Article 12, but that such deletion was not shown in strikethrough in the "Final Draft - August 2015" recodification document. In response, Town Counsel has acknowledged that "regrettably, the red-lined draft failed to reflect that [Chapter 2, Section A, paragraph 2]...was being deleted." The Town should consult Town Counsel regarding this issue.

legislative body responsible for the enactment must be sustained. *Id.*, quoting *Crall v. City of Leominster*, 362 Mass. 95, 101 (1972)). A by-law must be approved unless the regulation is arbitrary and unreasonable, or substantially unrelated to the public health, safety, morals, or general welfare.” *Johnson v. Town of Edgartown*, 425 Mass. 117, 121 (1997).

III. Challenge to the Validity of Articles 10-12.

During the course of our review of Articles 10-12, we received a letter from a resident urging us to disapprove these articles on the basis that “[t]he contents of the revised document were not put onto the Warrant” and the “document was not made available to the voters at Town meeting.” The resident further contends that the Warrant itself was improper because it did “not contain the proposed changes, or any other information to allow the voters to make an informed choice” and that Article 12 made “global changes, without summary or explanation, to the bylaws.”⁵ In response, the Town, through Town Counsel, asserts that, as set forth in Articles 10, 11 and 12 on the Warrant, “a red-lined copy of the recodified General Bylaws was on file in the Town Clerk’s office and available for inspection by the public at all times from the posting of the warrant” and that a copy was also available on the Town’s website.

General Laws Chapter 39, Section 10, requires that “[t]he warrant for all town meetings shall state the time and place of holding the meeting and the subjects to be acted upon thereat.” (emphasis added). The subject matter requirement of G.L. c. 39, § 10, “means only the subjects to be acted upon must be sufficiently stated in the warrant to apprise voters of the nature of the matters with which the meetings authorized to deal. It does not require that the warrant contain an accurate forecast of the precise action which the town meeting will take of these subjects.” *Johnson v. Town of Framingham*, 354 Mass. 750, 753 (1968) (citations and internal quotations omitted). This allows voters to be notified of the nature of the matter with which town meeting is authorized to deal. *Burlington v. Dunn*, 318 Mass. 216, 219 (1945). A warrant complies with Section 10 if it indicates “with substantial certainty the nature of the business to be acted on.” *Tuckerman v. Moynihan*, 282 Mass. 562, 565 (1933) quoting *Coffin v. Lawrence*, 143 Mass. 110, 112 (1886). “The articles...are the mere abstracts which are to be laid before the inhabitants for their action.” *Tuckerman*, 282 Mass. at 565. Toward this end, warrant articles will be construed liberally, and it has been held that any article is legally sufficient if it gives intelligent notice of the issue to be acted upon. *Coffin*, 143 Mass. at 112.

Here, the Warrant for Articles 10, 11 and 12, provides the subject matter of each article, clearly stating, that the changes are “all as set forth in the document entitled ‘Lynnfield Recodification - Final Draft - August 2015,’ on file in the office of the Town Clerk.” Moreover, the motion and vote at Town Meeting for each Article voted to accept the amendments “all as set forth in the document entitled ‘Lynnfield Recodification - Final Draft - August 2015,’ on file in the office of the Town Clerk.” Because the warrant sufficiently complies with G.L. c. 39, § 10, we approve the amendments under Articles 10, 11 and 12.

⁵ We also acknowledge receipt of a response from the Town to the Opposition. We appreciate all of the correspondence, which have aided us in our review.

IV. Substantive Comments on Article 12.

1. Chapter 22 - Article IV - Payment of Fees.

Article IV, Section 22-6, "Building and inspection fees" has been amended as follows (deletions shown in strikethrough and additions shown in underline):

All fees for permits and inspections under the jurisdiction of the ~~Inspector of gas piping Gas Piping and gas-appliances Gas Appliances~~ in ~~Buildings, Building Inspector, Plumbing Inspector, and Wire Inspector and Board of Health and Cesspool Inspector~~ shall be paid to the appropriate Town Treasurer department, and no permit shall be issued until the ~~Treasurer has validated the permit with his official stamp showing that the fees have~~ been paid.

As amended, Section 22-6 now requires permit and inspection fees to be paid to the appropriate department. In the absence of any general or special law to the contrary, these types of fees must be deposited with the Town Treasurer and made part of the Town's general fund, pursuant to G.L. c. 44, § 53. General Laws Chapter 44, Section 53, provides that "[a]ll moneys received by a city, town or district officer or department, except as otherwise provided by special acts and except fees provided for by statute, shall be paid by such officers or department upon their receipt into the city, town or district treasury." Under Section 53, all moneys received by the Town become part of the general fund, unless the Legislature has expressly made other provisions that are applicable to such receipt. The Town should consult with Town Counsel on this issue.

Note: Pursuant to G.L. c. 40, § 32, neither general nor zoning by-laws take effect unless the Town has first satisfied the posting/publishing requirements of that statute. Once this statutory duty is fulfilled, (1) general by-laws and amendments take effect on the date these posting and publishing requirements are satisfied unless a later effective date is prescribed in the by-law, and (2) zoning by-laws and amendments are deemed to have taken effect from the date they were approved by the Town Meeting, unless a later effective date is prescribed in the by-law.

Very truly yours,

MAURA HEALEY
ATTORNEY GENERAL

Nicole B. Caprioli

By: Nicole B. Caprioli
Assistant Attorney General
Municipal Law Unit
10 Mechanic Street, Suite 301
Worcester, MA 01608
(508) 792-7600 ext. 4418

cc: Town Counsel Thomas A. Mullen

TREASURER/TAX COLLECTOR

The Board of Selectmen appoints the Treasurer/Tax Collector.

The Treasurer receives; take charge of, and accounts for all monies belonging to the Town. Custodian of the stabilization funds, pensions, funds and trust funds, maintains breakdown of all receipts, disbursements and cash balances.

Responsibility to make provision for adequate funds to cover current obligations including safekeeping of all funds and issuing of all long term and short term debt. In addition, invests funds to ensure maximum yield on investments while maintaining adequate availability of cash.

Fund and account for all amounts due for salaries and wages.

Receives, accounts and disburses all payroll and personnel deductions amounts for taxes, retirement, insurance and annuities.

Maintains all payroll and personnel records and acts as liaison between employees, retirement board and insurance vendors.

Manages all functions dealing with GIC Health Insurance, Dental Insurance and Life Insurance with the help of my efficient staff Rose Kenney.

Acts as custodian and administrator of the unemployment compensation program.

Assures compliance with the provisions of local personnel bylaws and union contracts.

Manage funds of the municipality so that all obligations such as payroll, bills, bonds, notes and all other remittances can be paid in a timely manner.

Familiarity with the provisions of various sections of Chapter 60 of the General Laws regarding tax title and tax foreclosures.

Prepare various reports, including a reconciliation of treasurers' cash, monthly report of all receipts and balances, reports of payroll deductions (federal, state, retirement funds, group insurance, credit union dues), annual report, including a statement of debt, trust funds, report to the Bureau of Accounts for reconciliation of treasurers' cash and annual report of cash management achievements.

Supervises preparation of the payroll for all town and school employees, working closely with the School business office to ensure all aspects of the payroll are completed accurately.

The payroll department processed 1,006 W2's for 2015.

The tax collection of all money concerning taxes as committed by the Board of Assessors, these include real estate, personal property and excise taxes.

Preparation of certificates of municipal liens. These are legal documents that are filled at The Registry of Deeds when a house is sold or refinanced.

Safeguarding the Town's interest for unpaid real estate taxes by tax taking in a timely manner. A tax taking places a lien against the taxpayer's property so that it may not be sold or transferred until the tax obligation is met.

Reconciliation of moneys collected with the Town Accountant.

Coordination of the Senior Volunteers Program.

The Volunteer Program allows the usage of our senior citizen's talents in the everyday goings on at the Town Hall. This program was initiated to help our seniors defray the cost of ongoing increases in taxes with the approval of Town Meeting, allows this amount to be abated and thus the number of people who can be chosen to work and receive credit against their taxes may increase. With the abatement procedure the time spent working during the calendar year must be completed before the actual tax bill for the fiscal year has been issued and the abatement will be applied to the third and fourth quarter tax bills evenly. The Senior Volunteer Coordinator is part of the Tax Collector's duties.

The Senior Volunteer Program has been a great success. Congratulation Seniors and keep up the great work.

I would like to thank my staff Maureen Lanpher, Nancy Casey and Rose Kenney for the excellent work they perform each and every day with such professionalism. Together we look forward to serving the Town of Lynnfield in the upcoming year.

***Respectfully submitted,
Christine O'Sullivan
Treasurer/Tax Collector***

VETERANS SERVICES

The Lynnfield Office of Veterans Services organizes and provides state level veterans benefits to residents. State benefits include public assistance for indigent veterans and tuition waivers at state colleges and universities. Every city and town in the Commonwealth has a Veterans' Service Officer (VSO), who is there to find veterans, advise them of their rights and benefits, and then to assist veterans as they apply for and receive state and federal benefits.

This office currently has four residents receiving Ch. 115 benefits from the town. The office also coordinates and advises on federal disability benefit applications. Some of the other services this office has provided include Post 9/11 GI Bill, VA home loans, grave markers, and burial stipends.

The Veterans Services Officer coordinates the Memorial Day and Veterans Day celebrations. Recently, attendance has increased at both events by 20%. Additionally, Veterans Services coordinates the placing of flags at the graves of Lynnfield Veterans for Memorial Day and throughout the year as needed.

As of this year, there are approximately 650 veterans registered to vote and living in Lynnfield.

The Lynnfield Office of Veterans Services anticipates being under budget for the third consecutive year.

*Respectfully submitted,
Bruce E. Siegel
Veterans Service Officer*

ZONING AND ENFORCEMENT

BUILDING INSPECTOR

<u>2015 ANNUAL REPORT BUILDING DEPARTMENT</u>			
<u>MONTH</u>	<u>PERMITS ISSUED</u>	<u>ESTIMATED COST</u>	<u>PERMIT FEES</u>
JANUARY	17	\$ 1,944,987.00	\$ 7,606.00
FEBRUARY	20	\$ 1,705,796.00	\$ 14,432.00
MARCH	20	\$ 824,988.00	\$ 2,299.00
APRIL	32	\$ 1,243,286.00	\$ 12,392.00
MAY	45	\$ 3,006,522.00	\$ 25,787.00
JUNE	61	\$ 4,554,337.00	\$ 30,412.00
JULY	42	\$ 2,416,464.00	\$ 21,563.00
AUGUST	49	\$ 1,787,594.00	\$ 17,957.00
SEPTEMBER	48	\$ 1,501,114.00	\$ 12,953.00
OCTOBER	57	\$ 1,273,759.00	\$ 12,353.00
NOVEMBER	52	\$ 2,372,267.00	\$ 23,849.00
DECEMBER	50	\$ 1,756,932.00	\$ 12,926.00
<u>JANUARY - DECEMBER</u>			
SHEET METAL PERMITS	55	\$ 716,546.00	\$ 4,752.00
<u>TOTALS</u>	548	\$ 25,104,592.00	\$ 199,281.00

Respectfully submitted,
John Roberto
Building Inspector

INSPECTOR OF WIRES

The Office of the Inspector of Wires issued a total of 401 Permits during 2015 with revenue of \$39,329.00 collected in fees.

Respectfully submitted,
Dave Sardella, Electrical Inspector

PLUMBING AND GAS INSPECTOR

In the year 2015, the Lynnfield Plumbing and Gas Department received \$24,910.00 in Plumbing fees and \$16,395.00 in Gas fees with a total of \$41,305.00 in revenue for the Town of Lynnfield. Two hundred and sixty one Plumbing permits were issued, and two hundred and forty two Gas permits were issued, for total combined permits for Gas/Plumbing permits of five hundred and three.

Respectfully submitted,
Paul Donohue, Plumbing and Gas Inspector

Winnie Barrasso – Administrative Assistant to Building Department and Board of Appeals