

PLANNING BOARD

The Planning Board has a wide range of responsibilities among which is the responsibility of making many important decisions regarding development of our town and safety of our citizens. The Planning Board is directly responsible for generating and updating the Town's Master Plan. The Master Plan is a necessary part of a Town's decision making process and the Land Use element of the Master Plan is the basis for valid Zoning Bylaws. The Planning Board is required to hold a public hearing on all zoning amendments and makes a recommendation on said amendments(s) to Town Meeting. The Planning Board makes recommendations to Board of Appeals with regard to Special Permits and Site Plans.

The Planning Board has specific authority over subdivision control under the Municipal Planning and Subdivision Legislation Massachusetts General Laws Ch.41 Sec. 81A-81GG. The Planning Board adopts and from time to time amends Rules and Regulations governing the subdivision of land in Lynnfield.

Board members met monthly at MarketStreet with National Development to discuss the progress of the development. Construction of individual retail stores and restaurants progressed at a rapid pace, culminating with opening of Whole Foods and several other businesses the beginning of September. By the December a total of approximately 40 businesses were open. The first of the three apartment buildings at ArborPoint opened in September 1st followed by the second building in November 1st and the third December 1st. The Club House opened July 1st.

The April Town Election brought us new member Heather Sievers.

In anticipation of the State's Medical Marijuana Facilities Regulations by year end, the April 2013 Town Meeting adopted a Zoning Bylaw instituting a moratorium on Medical Marijuana Facilities to June 30, 2014. The Board began work on a Medical Marijuana Facilities Zoning Bylaw, which will be submitted for the April 2014 Town Warrant.

Respectfully submitted,
John W. Faria, Chairman
Alan K. Dresios, Vice Chairman
Charles B. Wills, Clerk
Randall Crompton
Heather Sievers

POLICE DEPARTMENT

The Lynnfield Police Department has continued its plan to modernize the department. The Glock 9mm sidearm's that had been in use for twenty years were beyond their serviceable life. They were retired and replaced with new Glock 45 caliber pistols. A new laptop computer was installed and put into service in another patrol vehicle. This tool increases officer safety and efficiency. Because of a state mandate, dispatching protocols have changed in regard to medical aid calls-for-service. Because of this, the department implemented Powerphone software to ensure compliance with the Emergency Medical Dispatch requirements. Our computer systems were upgraded to provide for increased security and storage. Additionally, one new cruiser was purchased to replace a vehicle with high mileage and repair costs.

There were several personnel changes in 2013. Three people were appointed as patrol officers. Officer Steven O'Connell graduated the Boylston Police Academy in November. He has completed his field training and is currently assigned to the third watch. Officer's Scott Fitzmeyer and Jared Provost enrolled in The Reading Police Academy in September to begin the 20 week municipal police officers course. All three are Lynnfield natives and attended The Lynnfield school system. After almost 29 years of service to the Town of Lynnfield, Dispatcher Ann Romano retired. The members of The Lynnfield Police Department would like to extend their best wishes to Ann on a happy and healthy retirement. Dispatcher Michael DiCorato assumed her duties on the first watch and Kimberly Smith was hired to replace him as a part-time dispatcher.

The 2013 Boston Marathon had a cowardly act of terrorism committed near the finish line. A massive investigation ensued to capture those involved in the bombing. The Northeast Massachusetts Law Enforcement Council (NEMLEC) responded to assist in the investigation and Lynnfield, being a member agency, had two officers respond. Officer Al Scotina (SWAT) and Officer Nicholas Secatore (Rapid Response Team) were in Watertown to sweep the neighborhood when it was determined that the second of the two suspects may be located there. He was subsequently captured.

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 this item for 2013 as well. The Lynnfield Police Department would like to thank Brian Kelly for his commitment to the Town of Lynnfield.

The year 2013 saw some encouraging crime statistics. Overall, reported crimes were down 16%.

Theft from a motor vehicle +76%
Larcenies +51%
Counterfeiting/forgery +300%
Malicious destruction of property 154 incidents vs. 162 -44%
Burglary/breaking and entering -53%

Total crimes against property -5%

Operating under the influence -72%

Liquor law violation -100%

Group B crimes -76%

Simple assault -31%

Aggravated assault -100%

Total crimes against persons

2012-39 crimes

2013 27 crimes -41%

Chief Breen wishes to thank the members of The Lynnfield Police Department and residents of Lynnfield for their efforts to reduce crime and increase public safety.

2013 Roster

Chief of Police

David J. Breen

Captain

Karl Johnson

Sergeants

Sean Donovan

David Mayerson

Louis Trapasso

Patrol Officers

Charles Peabody

Paul Tomich

Sean Kilroy

Nicholas Secatore

Bryan Materazzo

Raymond Barnes

Anthony Hnath

Michael Topping

Stephen Conley

Mark Bettencourt

Alfred Scotina

Steven O'Connell

Dispatchers

Anne Romano

Maura O'Brien

Diane Williams

Charlotte Peterson

Michael DiCorato

Kimberly Smith

Crossing Guards

Carol Kilroy
John Walsh
Erin Batchelor

Matrons

Carol Kilroy
Katherine Correale

Chief's 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 July 1, 2012 to June 30, 2013.

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

Dennis R. Roy, Director
Steven deBettencourt, Assistant Director of Facilities
Anthony Fraton, Assistant Director of School Operations
Charlie Richter P.E, Town Engineer
Michelle Sweeney, Department Administrative Secretary
Brooke Conserva, Administrative Secretary

Highway:

Mark Rogers, General Working Foreman
John Canavan, Highway Foreman
Richard Peabody
Mark Bushnell, Municipal Maintenance
Rick DeGrande, Highway Crew Super
Kevin Raiche
Frank Savchuk, Mechanic
Gerard D'Orsi
James Carriere

Parks/ Cemetery/ Trees:

Brett Potter, Cemetery/Parks/Tree Foreman
Leonard, Parks/ Cemetery Crew Super
Eddie Downs, Tree Climber
Daniel Ashwell
Todd Boudreau
James Tamburrini

Municipal Buildings:

Keith Hammerbeck, Head Custodian
Roger Harbour Sr.
Paul Harrington
Jonathan Paddock, Part-time Library
John Quinn, Part-time Senior Center

Bus Drivers:

Christy Peterson
Donna Turcotte
Joanne Lawson
Ann Tondreau
Maureen Teixeira

Custodians:

John Desiderio, High School-Head Custodian
Glenn Anderson, High School
Armando Agramonte Sr., High School
Mike White, High School
David LeBlanc, Middle School-Head Custodian
Armando Agramonte Jr., Middle School
Martin Ayoal, Middle School
Dan Harvey-Middle School

Custodians (Cont.):

Marilyn Bonneau, Huckleberry Hill-Head Custodian
James Reilly, Huckleberry Hill

Arthur Dupuis, Summer Street School-Head Custodian
Robert Burke, Summer Street School
Marien Guzman, Floating Custodian
Michael Manning, Floating Custodian

David King, School Maintenance Specialist
Claudio DeCarlo, Municipal/School Maintenance

INTRODUCTION

Again this year it was very busy for the Department as well as a challenging one. As the Department tries to maintain the quality of services it provides to its citizens there is very little room to make improvements, or move ahead, with any additional requests or improvement projects with the minimal increases received in the Department's operating budget.

The Department of Public Works is a service organization responsible for providing essential public works infrastructure support services for the citizens of Lynnfield. It is the second largest town operating budget with the school department being the largest.

Services provided by this department includes engineering design, construction, maintenance and repair of streets, sidewalks, storm drains; maintenance and repair to all DPW vehicles and equipment including school buses and the Council of Aging vehicle; 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/ school buildings; maintenance of town owned street lights and traffic signals.

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

Lynnfield Public Works employs (45) full- time permanent staff, (2) part-time staff, (16-20) seasonal employees in the summer and has an annual operating budget of \$5.48 million dollars which was increased by 3.2% from FY-12. The FY-13 DPW Capital Budget, approved by Town Meeting, included \$223,804 for town equipment and infrastructure improvements.

With this year's appropriation, the Department was able to replace (1) large dump truck, perform sidewalk repairs, schedule the replacement of the summer boiler at the High School and perform other repairs at other schools.

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. It also maintains our brooks and streams by keeping them clear of debris to prevent public and private property flooding. The Highway Division also maintains the Pillings Pond Dam spillway area and control logs, which regulate 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.

This past year the DPW continued to make immediate repairs to roadways and sidewalks in an effort to preserve their surface integrity for the safety of the public.

This year Public Works cleaned a total of 1600 catch basins throughout the town which helped in preventing street flooding caused by clogged drain lines.

The DPW continued its' aggressive program to repair damaged manholes and catch basins throughout town. We were able to repair over (75) collapsed catch basins and manholes this year as well as jet vacuum (34) additional catch basins that were partially or completely blocked.

The Town replaced over (3100) feet of damaged curbing from this past winter's plowing.

The spring season brought the usual DPW clean-up efforts with the street sweeping program beginning in early March and completed by mid-May. The street stripping program was completed in early June. Over (105) street and traffic signs were replaced this past year.

The DPW completed the construction of new drains in the Fall of 2012 with the Hazardous Mitigation Grant it received from FEMA for Yorkshire Drive in the amount of \$79,472. This new drainage system will eliminate the flooding of this area that has occurred over the years during heavy rain events.

Since the price of asphalt has dramatically increased over the past two years and continues to climb because of the price increases to crude oil it will mean that less roads will be resurfaced each year. With the only funding source for highway resurfacing being Mass Highway Chapter 90 funds it will be very difficult to keep up with the (40) year highway resurfacing program established by the department back in 2003. In that report it estimated that \$ 370,000/yr. would be needed to keep the program on target. With inflation that number is closer to \$468,000/yr. in 2013.

Public Works received \$ 403,657 in FY-13 from the state as our apportionment of Chapter 90 funding. This was dispersed into two separate apportionments later in the construction season and overall a slight decrease from last year's total appropriation. There has been talk at the state level of increasing the Chapter 90 funds by as much needed 50 percent but that has not occurred. Without additional funding, we will be able to attain the (40) year life cycle for road resurfacing that was targeted in 2003.

In order to maximize the funds available alternative measures such as grinding and overlaying sections of roads are part of the plan now. New England winters take a tremendous toll on our road system each year degrading even the sturdiest of road surfaces. The continuous freeze and thaw cycle creates stress cracks in just 5- 10 years on some new roads. Economy affects our road surfaces as well. When fuel oil prices escalate, as they have, we have more requests from residents to convert to natural gas. National grid presents numerous requests to the DPW for utility cuts in our roads in order to provide residents with natural gas. Each year the town tries to co-ordinate our work with National Grid and other utility companies. The town has a hard and fast policy that no roads can be dug up, unless for emergency repairs, for a period of (5) years.

Fiscal year 2013 continued to be a very busy year for paving. Due to the late release of Chapter 90 funds from the state, the construction season was condensed to approximately 4 months in the Fall. Road construction was started in early August and finished in early December.

The following streets were paved this fiscal year:

SAUNDERS ROAD- (Entire length of 1487 feet)

Due to the extensive poor condition of the road and sub base, the entire road surface needed to be reclaimed and reshaped before it could be repaved. After reshaping the road base, 2-1/2" of new bituminous concrete binder and 1-1/2" of bituminous top was installed. Two thousand three hundred feet of new bituminous cape cod berm was installed and granite curb was set at the intersections of Main Street, Grant Road, and Mabel Hill.



Grading of Roadway-Saunders Road

WEST TAPLEY ROAD - (Entire length of 1080 linear feet)

The deteriorated condition of the road and sub base required the entire road surface to be reclaimed and reshaped before it could be repaved. Prior to commencing road work, Tufts Incorporated from Medford, MA was hired to install 6 catchbasins, 1 manhole and 600 of 12" drain pipe to alleviate drainage problems on the street.

After reshaping the road base 2-1/2" of new bituminous concrete binder and 1-1/2" of bituminous top was placed. Two thousand feet of new bituminous cape cod berm was installed along the roadway along with granite curbing and handi-cap ramps at Glen Drive.



Paving of West Tapley Road

DURHAM DRIVE – Grey Lane to Chatham Way (1912 linear feet)

For the portion of Durham Drive between Grey Lane and Daventry Court, the poor condition of the road and sub base required the street to be reclaimed and reshaped before it could be repaved. This portion of the roadway was reshaped, and paved with 2-1/2" of new bituminous concrete binder and 1-1/2" of bituminous top.

For the remaining portion of Durham Drive between Daventry Court and Chatham Way, the road's subbase was in better shape which allowed the Town to just cold-plane the roadway and pave it with 1-1/2" of bituminous concrete top. Twenty seven hundred feet of new bituminous cape cod berm was installed along the roadway, and granite curbing and handi-cap ramps were installed at all intersections.



Cold-Planing Durham Drive

In addition to road work, sidewalks on two streets were rebuilt with money appropriated by Capital Outlay for the first time in several years.

When it was funded in the past, the sidewalk program provided the department the ability to repair sidewalks in established neighborhoods where the sidewalks had deteriorated. A town-wide survey was performed approximately 10 years ago that rated the condition of all sidewalks in town and prioritized what sidewalks were in most need of repair. The combination of work performed by DPW personnel and contractors provide a cost-efficient method of repairing these sidewalks.

Sidewalks on the following streets were repaired/reconstructed:

LANDER ROAD- Both sides of the street, approx. 1400 linear feet

CHESTNUT STREET (Main St to Hart Rd)-One side of the street, approx. 1720 linear feet

Due to extensive root growth from trees in the grass strip on these streets, many of the sidewalks were buckled and tripping hazards. The DPW excavated the sidewalk in these areas and relocated the sidewalks to avoid these trees. All of the sidewalks were repaved with 1-1/2" of bituminous concrete.



Sidewalk preparation on Lander Road

CEMETERIES:



During the past year there were (38) interments at Forest Hill Cemetery and (15) at Willow Cemetery. During this same period there were a total of (61) new graves sold at Forest Hill and no graves sold at Willow Cemetery.

As we do each year, the Department spends many man hours cutting the many acres of grass along with the caring for the many shrubs, trees, etc. in an effort to keep our cemeteries looking beautiful.

In the next 5-10 years the town will need to consider seeking additional land for cemetery purposes in order to have graves available for future burials. If land is not acquired soon then the town may need to consider restricting advanced sale of lots.

Anyone who may own a lot or lots that they no longer intend to use are encouraged to sell them back to the town for a full refund of their original purchase price. You can contact the DPW office on how this is done.

SNOW & ICE :

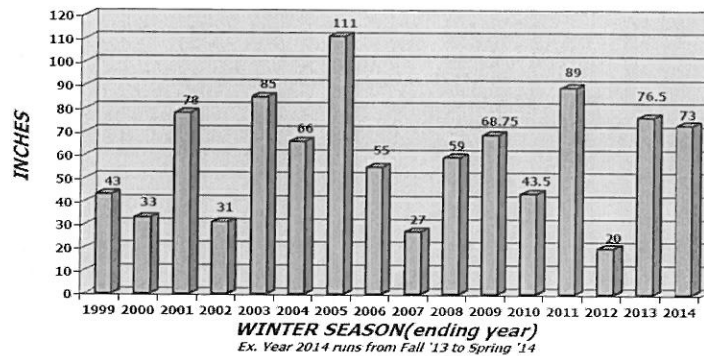
Public Works is responsible for clearing over (250) lane miles of roadway and (15) of the towns (91) total miles of sidewalks along with (4) school parking lots and (5) municipal building parking lots which includes Post Office Square. In addition, the DPW is responsible for shoveling off snow from roofs of all its schools and municipal buildings if the conditions warrant it.

In addition to the roads and municipal/school parking lots DPW is responsible for clearing all avenues in both cemeteries. Depending on the intensity of the storm this may take several hours or several days to complete. Our Department works continuously until the job is completed.

The 2012-2013 snowfall season, which lasted 133 days, was an above normal year for snow. The snow season began early on November 7th when we experienced our first Nor'easter of the season and finished on March 20, 2013 when 10.75" inches of snow fell.

The total snowfall amount for the season was recorded at (76.5") inches. This was more than 3.8 times the total amount that the Town experienced during last winter season when only (20.0") inches of snow fell. 2012 was the least snowy winter in more than 15 years. The average annual snowfall amount for Lynnfield is usually between 60-65 inches of snow.

LYNNFIELD SNOW TOTALS
1999-2014



During this season the town experienced (2) storms that where more than (6'') inches of snow. The largest storm of the season occurred on February 8th-9th when blizzard conditions dumped (26.5'') inches of snow. This was the most damaging storm of the season in which a storm emergency was declared by the State. This storm also was declared a federal disaster by President Obama which resulted in FEMA reimbursing the town 75% of the cost to remove the snow. This reimbursement netted the town \$104,511.57.



Behind town hall



South Commons

In total this year 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 FY-13 was \$344,983.84. Other than for last year this is a normal occurrence.

During the season Public Works was called upon to go out several nights and early mornings besides the (6) major snow events in an effort to keep our roadways, sidewalks, schools and municipal buildings clear and safe from ice so that they would be safe for the public and school children when commuter hour arrived.

I would like to thank the men of the department who worked the many sleepless hours performing an outstanding job and service to the town.

PARKS & PLAYGROUNDS:

The DPW is responsible for maintaining over 60+ acres of public open space, comprising (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.

In addition to routine maintenance of all school/ municipal grounds and parks the DPW the town performed the following improvements:

- Installed over 18,000 sy of new sod on the Middle School Football Field. This has become an annual occurrence due to the heavy use of this field.
- Repaired many worn and damaged areas of the Middle School Running Track. This track needs to be replaced soon.



Middle School sod installation

As is happening in many towns the ever-increasing number of athletic programs is causing very serious maintenance problems for the DPW. The Town currently has a significant shortage of field space. Due to the demand the town is consistently over using its' fields and unable to allow them time to rest to re-establish the turf grass. Even with an aggressive field maintenance program, the town cannot deliver quality playing fields without resting them by taking them out of service.

Sports teams begin using our fields sometimes even before snow is gone in early spring and play until early to mid- December. DPW has had to lay sod in certain areas of the fields in order to get those fields back on line for the next season's usage. This is an expensive re-occurring procedure.

DPW is committed to using every resource it has to try and give the many sports organizations in town the best playing fields that we can with the budget that is allowed.

FORESTRY/ TREES:

This past year over (36) diseased, storm damaged, or root damaged trees were taken down. There were many more that were pruned back of their dead wood. With the limited funds that the DPW has to work with each year Public Works can only take down those trees that are determined to be safety hazard or badly diseased.

The DPW also continued its road clearing program on several streets. This is where we try to reclaim sidewalks and roads that have brush and tree overgrowth that have encroached into the right of way. The roadside cutter that was purchased several years ago has proven to be a great tool in this effort.

Public Works continued to work with Townscape this spring with the planting of new trees around town. We are always happy to assist them with there very important program that residents can really appreciate each spring when you see the pink ribbons which identify all the trees over the years that were planted as part of this organization.

As Tree Warden, I continue to educate residents as to what constitutes a Public Shade Tree under MGL Chapter 87. The DPW responds to over 250 calls per year regarding tree issues. I recommend that all residents call the DPW before they decide to take any action on trees that are located in their front yard near the roadway. Many times these trees are public shade trees and are protected by state law. The fine associated with cutting a public shade tree can be expensive.

This fiscal year (2)- public shade tree hearings were conducted under MGL. Chapter 87 for requests to remove public shade trees.

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.

The town continues to use the services of JRM Hauling & Recycling to collect and haul all our trash and recyclables. They have been a reliable and dependable contractor with the town since 2000 and are contracted until the year 2016.

During fiscal year 2013 the town collected and disposed of the following amounts from curbside collection:

4574 tons of solid waste (trash)
453 tons of co-mingled plastics/glass

608 tons of mixed paper
160 TV monitors
58 appliances
8 lawnmower/ grills
25 AC units
21 other large items

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

6476 feet of Straight Fluorescent
23 Specialty Flood lamps
176 fluorescent light tubes
23mercury thermometers
750 tons of leaves, grass clippings, yard waste
825+ Christmas trees
Undetermined amount of clothing items (donated to St. Vincent DePaul)



Tub grinding resident brush pile at Recycling center

Removing many of these items from the waste stream not only provides for a cleaner and healthier environment but it also saves the town money. For example, when mixed paper is recycled vs. throwing it in the trash the town is able to collect \$25 per ton while also avoiding the current tipping fee of \$67.00 per ton. That is a \$92.00 per ton benefit to the town.

The town had a tub grinder in three times this past fiscal year to chip and dispose of residents brush. The DPW used to burn this brush during burning season, however, DEP does not allow this to happen if the brush is not generated from town owned property. Because of this change the town now spends about \$10,000/year to remove residential brush.

Public Works along with the concerted efforts of our Recycling Committee, continues to try and find ways to improve our recycling percentages each year. There is always room for improvement.

The tipping fee at Covanta, in Haverhill, increases every year and was \$67.00 per ton for the FY-13 fiscal year. This results in a cost of over \$ 306,454 this fiscal year to dispose of the Towns unrecyclable trash. The Town was able to extend Covanta's contract with the town until the year 2016 with a modest increase each year of one dollar per ton for the next two years. In the last two years of the contract trash fees will increase by two additional dollars per year.

Public Works held its' annual Household Hazardous Waste Collection Days this past November 17th at no cost to Lynnfield Residents. This event again was very successful in which (157) residents took part in. When this event was formerly run back in the mid 1990's there were only (70) residents who used this service. People were able to dispose of chemicals, oil base paints, TV's, propane tanks, pesticides and many other hazardous materials at this event.



Nov. 17, 2013 - Household Hazardous Waste Collection Day

The cost to sponsor this once a year event is around \$8,000.

Please refer to the DPW's web site for all updates regarding trash and recycling.

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 (7) years the DPW has the responsibility to maintain these facilities to an acceptable condition.

Some of the annual repairs done to all schools include:

- 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
- Resolved miscellaneous “no heat” problems
- 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.

Some of the many projects that were site specific and completed and/or managed by the DPW in 2013 were:

High School:

- Installed separate condensate pumps to boilers
- Rebuilt one main circulator pump for the entire building
- New automatic handicapped door openers installed by gymnasium entrance
- Upgraded septic pumping system in tank room
- Replaced interior Media Center doors
- Replaced kitchen cafeteria ceiling

Middle School:

- Upgraded EMS (Energy management system) in school for better operations and ability to operate from remote sites
- Repaired all expansion joints throughout school with new VCT flooring.
- Exterior repairs to building fascia due to damage done by woodpeckers and squirrels
- Applied block sealer to exterior masonry block in various areas of the building to eliminate water leaks from the roof

Summer Street School:

- Replaced boiler circulator pumps
- Pumped all septic system tanks and oil separation tanks
- Upgraded EMS (Energy management system) in school for better operations and ability to operate from remote sites
- Renovated Nurses Office with new VCT tile flooring, painted walls and installed new curtains
- Repair roof leaks covered by building warranty
- Replaced numerous interior lighting system ballasts throughout the building

Huckleberry Hill School:

- Upgraded EMS (Energy management system) in school for better operations and ability to operate from remote sites
- Repaired building main circulator pump
- Installed new exterior door to APR room and repairs to other door units
- Pumped all septic system tanks and oil separation tanks

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:

- Replaced air conditioning unit in main office area
- Miscellaneous repairs to overhead doors
- Repairs to Spaulding concrete ramp and stairs
- Installed new VCT flooring in kitchen, office area, and booking room
- Installed new EMS system and control system for HVAC
- Bid out fire sprinkler system for Main and South Fire stations

CENTER LIBRARY:

- Steam cleaned all rugs
- Replaced numerous interior and exterior lighting system ballasts throughout the building
- Repaired roof over entrance way
- Repaired loose and damaged exterior stair railings
- Painted bathrooms, basement and stairwells

SENIOR CENTER:

- Painted trip coordinator's office and main reception area and hallway
- Repaired several roof leaks
- Sanded and refinished the exercise room floor
- Renovated new room once used by the Pre-school by installing new cabinets, counters, painted room, installed new window blinds

TOWN HALL:

- Renovated entire Inspectional Services Office



GENERAL NOTES:

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

- Continue to upgrade our web site to keep residents informed and up to date on department programs, warnings and activities.
- Continue to work with organizations, committees and residents in seeing that we could provide them with the assistance for their events to make them run smooth. Some of these events included the Annual Tree Lighting Ceremony, Concerts on the Commons, Rotary barbeque, numerous sponsored road races, parades and individual block parties held throughout the year.
- The Essex County Correctional Facility provided the community with service inmates to clean the litter on town roads and in areas where illegal dumping took place. They also provided the town with their graffiti removal mobile unit and crew to remove painted graffiti around town buildings and parks.
- Continued to act as the lead community for the Tri-Town Consortium of which Lynnfield is a part of. 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.
- Continue to work with the Town of Wakefield to establish a "Rails to Trails" corridor along the abandoned MBTA rail line that extends almost 4.4 miles from the intersection of Main and Nahant Street in Wakefield, through Ready Meadow in Lynnfield, to a point at the Lynnfield/Peabody town line.



- Conducted (2) Sharpie Collection Days during the year in conjunction with the Board of Health. This was the first year this program was instituted in which residents can dispose of any needle “sharpies” so they are not placed in regular the trash. This is a new law required by the state.
- Negotiated a new school bus transportation contract for the next three years
- Wrote specs and bid out new Senior Center van

In conclusion, as you can see we have had another busy year for the Department.

I would like to thank the Board of Selectmen, Town Administrator, and the Community for their continued support of the Public Works Department throughout the year.

Finally, the accomplishments of the Department could not have been done without the dedication and hard work of all the employees of the DPW who continue to faithfully serve the growing needs of the Community.

As this will be my last Town Report as Director for the Town of Lynnfield as I retire at the end of this fiscal year I would like to personally say that it was a privilege and honor to serve this great town for 15 years. I believe I have left the town better than I found it and I hope my successor will have the same dedication and energy it takes to continue serving the citizens of Lynnfield.

Respectfully submitted,
Dennis R. Roy
Director of Public Works

RECREATION COMMISSION

The enclosed 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 2013.

Annual Tree Lighting & Gingerbread House Contest

The 9th annual Tree Lighting was held on Saturday December 7 on the Lynnfield Commons. 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. The Lynnfield DPW was a great resource in the success of the event. 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 Lingel. Also, the LRC is grateful for the town Selectman's time and would like to acknowledge Dave Nelson 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 a long.

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 2013 was around 400 in attendance.

Girls Softball Program

This program is offered to girls in grades 2-4. The teams are selected according to age. The coaching staff is comprised of parent volunteers. For the 2013 season there were over 45 girls enrolled which totaled 4 teams.

Pre Recreation Station: New 2013

This is a new program that we added in response to the community need. This program took place right after school got out and ran until July 4th. It is a separate program for parents that needed something for their children for the time period of school closing and the start of Recreation Station. It ran from 9-12. We also added early drop off. Parents could pay to drop their child off at 8 am to be able to get to work in time.

Recreation Station Early Drop Off: New 2013

This is a new program that we added again 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 am – noon on weekdays. The program begins the week after July 4 and runs for approximately 5 weeks (sometimes more depending on the calendar and when the Fourth of July is celebrated). This is a highly sought after program as it has a tremendous value for the quality. With over 18 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 300 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 4th and runs for approximately 5 weeks. There were 37 children enrolled for 2013 and the program Directors were kindergarten teachers, Traci Ross and Christine Sartorelli.

Horribles Parade

Takes place around the 4th 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 100 boys and girls signed up.

Concerts on the Common – Games: New 2013

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.

Lynnfield Day: New 2013

This was formerly known as Geranium Fest. Nan Hockenbury asked us to take this day over. We decided to make it a day to celebrate Lynnfield. We still had the Geranium's and the Crafters and coordinated with all the different organizations that have participated. We provided games, music and food as well. It was a great turnout from the community. This was an enormous undertaking as you need to coordinate with so many different groups of people in the community.

Girls Basketball Skills: New 2013

This program was for girls in grades 3-5 and 6-8. It ran once a week for 6 weeks at the gym at Summer Street School. We had approximately 28 girls sign up.

Movie Nights: New 2013

This is a new program that we run one time a month on 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. The parents love the idea.

Online Registration: New 2013

We now have online registration for our activities. After reviewing different online programs as well as meeting with other recreation departments the committee voted on the purchase of Sportsman SQL. We worked with the accountant, treasurer and the software company to install and maintain the software and website. This was a long time coming and a huge accomplishment.

Running Club: New 2013

This program was piloted with a group of Mom's and their kids. Joe DiBiase the track coach at the High School worked with the group. We met on Sunday's at the Middle School track for about 8 weeks. The goal was to run the Turkey Trot at Marketstreet. Mostly everyone participated and it was a great event. We are planning on having this group more formal in the spring.

The Lynnfield Recreation is very excited that we have more than doubled the programs/events we offer in 2013. 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 2014!

Respectfully submitted,

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 – Co-Director

Joe Maney – Co-Director

SCHOOL DEPARTMENT

Lynnfield High School

We opened our doors in September 2013 with 625 students and 81 faculty members and support staff. We welcomed six new faculty members to our roster this year: Jennifer Judkins (Technology Integration Specialist), Brent Ashley (English Department), Geoffrey Beckett (Mathematics Department), Elizabeth Hayden (Art Department), Morgan Kinshaw and Christine Hebert (Special Education).

Our focus this year for school improvement includes the development of DESE-mandated District Determined Measures, exploring the possibilities of expanding our English elective program and ensuring the success of our technology integration initiative. This fall we witnessed the successful deployment of over 300 iPads to Freshman and Sophomore students.

Once again, Lynnfield High School students experienced tremendous success on the high-stakes tests of MCAS, SAT, and AP. Thirty-seven students were awarded the distinction of being named Advanced Placement Scholars, with fourteen AP Scholars with Distinction, eleven AP Scholars with Honor, and twelve qualified as AP Scholars.

In addition, the high school continued to exceed the Adequate Yearly Progress required by the No Child Left Behind Act.

Our students have also experienced outstanding success on the athletic fields and on the stage in our music programs. Our production of “Dirty Rotten Scoundrels” was an outstanding success. In April, our choral arts members traveled to Burlington, VT and our band members traveled to New Orleans, LA.

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 tenth year of existence. The building reflects the students who attend via classroom projects, accomplishments, and images.

Enrollment is large and there are currently 751 students for grades 5-8. The beginning of the 2013-2014 school year has seen the addition of several newly hired staff and an entire class of 191 fifth grade students new to the middle school. Grades 5 and 6 are configured into three teams of three teachers per grade. This provides for greater subject specialization as well as a gradual progression from elementary to high school. Additionally, these schedules provide more instructional time for math and science, while also developing a new humanities course. 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). Courses such as health, physical education, 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 social studies exams for grades 5 and 7 have been suspended indefinitely by the DESE. 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. We will also pilot the PARCC test in 2014.

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 as well as the Google suite of documents, email, and collaboration/sharing.

Lastly, this year LMS has again been designated as a Title 1 school. This resulted in grant funding to support math interventions such as tutoring as well as a morning math program for identified students. In conclusion, 2013 has seen much change towards improvement in the middle school.

Respectfully submitted,
Stephen Ralston
Principal

Summer Street School

Summer Street School is comprised of 404 students in grades K-4 with over 70 committed and dedicated faculty and staff. We have 21 classrooms K-4 with 1 additional classroom servicing students with special programming needs. All three of our kindergarten classrooms are tuition-based full day programs, in addition to a few .7 kindergarten students embedded in the full day programs. We welcomed one new faculty member to our roster this year; Ms. Jessica Ostuni; psychologist.

As outlined in our School Improvement Plan, we continue to work collaboratively at grade levels and across grade levels to support implementation of 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 implements District Determined Measures as mandated by the Department of Elementary and Secondary Education.

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.

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. Teachers are co-planning and co-teaching a variety of units with specialists.

When we close our doors in June, for the second time in many years, we will have no retirees. We will welcome back all of faculty and staff!

Respectfully submitted,
Jane Tremblay
Principal

Huckleberry Hill School

The Huckleberry Hill School has a population of 392 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 language based strategies classroom, one classroom providing specific programming needs for multi age students, as well as an additional classroom that services students with special needs grades K-4.

New to HHS this year is the student support program which currently provides individual and small group instruction and support for students in grades 2-4. Our school has four kindergarten classrooms. Three are tuition based, full day programs, and one .7 kindergarten classroom. Huckleberry Hill was happy to welcome Ms. Ariana Shapiro as our new grade two teacher, Ms. Kateri Kerrigan the Language Based Strategies teachers and Ms. Jenette Leonard the Student Support Program teacher.

As outlined in our School Improvement Plan, we continue to work collaboratively at grade levels and across grade levels to support implementation of 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. Administrators and curriculum directors provide opportunities for teachers to work collaboratively with their colleagues at the Summer Street School to share Smart Board lesson, 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.

The character program at Huckleberry Hill, Huckleberry Heroes, is in its fourth year of implementation. The goal of the program continues to provide a safe physical and emotional environment for all members of the school community. Teachers have dedicated time during the week to discuss any and all of our five themes of the Huckleberry Heroes program: Caring, Honesty, Courage, Effort and Respect. 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 every classroom is now equipped 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.

Lastly, it is with mixed emotions that we celebrate the retirement of Ms. Patricia Smith. As a first grade teacher for ten years and a third grade teacher for another ten, she has educated and inspired hundreds of children over those 20 years and she will be missed by her colleagues as well as the entire school community. We wish her well as she begins this next chapter in her life.

Respectfully submitted,
Brian Bemiss
Principal

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. 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. The lead teachers hold special and general education certifications. The program is supported by a certified Speech and Language Pathologist, Occupational Therapist, Physical Therapist, Board Certified Behavior Analyst (BCBA), Classroom Nurse and trained Paraprofessionals.

We are very proud that the Lynnfield Preschool is accredited by the National Association for the Education of Young Children (NAEYC). 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 implemented throughout the school 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. Technology integration is supported with the use of a Smart Board; an interactive whiteboard and iPads for teaching and learning.

Facilitated by district commitment to the model of a professional learning community, professional development is fostered through school-based initiatives aligned with the Common Core Standards. 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.

Respectfully submitted,
Kara Mauro
Director

TOWN CLERK

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

The Town Clerk is the keeper of the records of the Town. All vital events affecting residents, i.e. birth records, marriage and death records are recorded by the Town Clerk's Office. These vital statistics provide the basis for the Commonwealth of Massachusetts central vital registration system. During 2013 the Town recorded 104 births, 33 marriages, and 93 deaths. The Town of Lynnfield population was 12,294 in 2013.

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

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

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

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

The Town Clerk and Assistant Town Clerk are also Commissioners to Qualify Public Officials. People who need to be sworn in as Notary Publics and Justice of the Peace, as well as other public designations can come to the office, instead of going to Boston. In 2013 the Town Clerk's Office swore in 18 Notary Publics and Justices of the Peace.

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

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

The Town Clerk's Office also issues dog licenses. 827 dog licenses were issued in 2013, resulting in \$4,370.00 in revenue.

The Town Clerk's Office issues business certificates. According to Massachusetts General Law Chapter 11, Section 5, "Any person conducting business under a title other than the real name of the person conducting the business must have a business certificate." In 2013 the Town Clerk's Office issued 61 business certificates and 11 business discontinuances, resulting in \$1,525.00 in revenue.

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

After spending almost eight years in Lynnfield as the Town Clerk, I accepted the position of Town Clerk in Stoughton. I would like to thank Diane Hammerbeck and all my election workers. I would also like to thank the townspeople of Lynnfield. Being your Town Clerk has been an honor and a privilege.

Respectfully submitted,
Amy K. Summers
Town Clerk

**LYNNFIELD TOWN WARRANT
ANNUAL TOWN MEETING
APRIL 29, 2013**

Pursuant to the forgoing warrant, the legal voters of the Town of Lynnfield met in the Middle School Auditorium, Cafeteria, Gymnasium, and classrooms in said Town of Lynnfield on Monday, April 29, 2013. A quorum being present (189 present ---175 required) the meeting was called to order by the Moderator, Mr. Arthur J. Bourque, III, at 7:45 p.m.

Non-registered persons were given permission to attend the meeting as spectators and sat to the right of the stage.

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

PRELIMINARY MOTION
BY CHAIRMAN CRAWFORD

MOTION: *I move that if necessary, this Annual Town Meeting be adjourned to Monday, May 6, 2013 at 7:30 p.m. in the Middle School Auditorium, Gymnasium and Cafeteria, if need be, should the business of the meetings not be completed.*

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

CONSENT AGENDA MOTION

BY SELECTMAN NELSON

MOTION: *I move that the Town vote to take Articles 1, 2, 3, 5, 6, 11, 12, 13, and 14 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

**ACTION: Articles 1, 2, 3, 11, 12, 13, and 14 are passed by consent agenda.
Articles 5 and 6 were held.**

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

Submitted by BOARD OF SELECTMEN

BY SELECTMAN TERRANOVA

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

MAJORITY VOTE REQUIRED

ACTION: Passes by consent agenda.

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

Submitted by BOARD OF SELECTMEN

BY CHAIRMAN CRAWFORD

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

MAJORITY VOTE REQUIRED

ACTION: Passes by consent agenda.

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

Submitted by BOARD OF SELECTMEN

BY SELECTMAN NELSON

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

MAJORITY VOTE REQUIRED

ACTION: Passes by consent agenda.

ARTICLE 4. To see if the Town will vote to raise and appropriate or transfer from available funds, sums of money to supplement certain accounts in the current 2013 Fiscal Year where balances are below projected expenditures for various reasons; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN TERRANOVA

MOTION: *I move that the town vote to transfer from existing Fiscal Year 2013 appropriation accounts the sums listed in the handout entitled "ARTICLE 4 – 2013 ANNUAL TOWN MEETING" to the accounts listed in said handout in order to balance the FY 13 budget.*

MAJORITY VOTE REQUIRED

A motion was made to add \$150,000.00 to line item #73 for road maintenance by transferring \$150,000.00 from line item #104.

A motion was made to move the question and passed.

The amendment failed to carry by the necessary majority.

ACTION: Voice vote carries by the necessary majority. Article 4 passes as written in the warrant.

ARTICLE 5. To see if the Town will vote to appropriate a sum of money from Emergency Medical Service Enterprise Retained Earnings to defray the costs of the Emergency Medical Service Enterprise in the current Fiscal Year 2013; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY CHAIRMAN CRAWFORD

MOTION: I move that the town vote to transfer from Emergency Medical Service Enterprise Retained Earnings the amount of \$70,000 to defray the costs of the Emergency Medical Service Enterprise in the current Fiscal Year 2013.

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

ARTICLE 6. To see if the Town will vote to appropriate a sum of money from Golf Enterprise Retained Earnings to defray the costs of the Golf Enterprise in the current Fiscal Year 2013; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN NELSON

MOTION: I move that the town vote to transfer from Golf Enterprise Retained Earnings the amount of \$50,000 to defray the costs of the Golf Enterprise in the current Fiscal Year 2013.

MAJORITY VOTE REQUIRED

A motion to indefinitely postpone Article 6 fails to carry.

A motion to move the question passes by the necessary majority.

ACTION: Voice vote carries by the necessary majority.

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

Submitted by BOARD OF SELECTMEN

BY SELECTMAN TERRANOVA

MOTION: I move to indefinitely postpone Article 7.

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

ARTICLE 8. 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

MOTION

BY CHAIRMAN CRAWFORD

MOTION: I move that the Town vote to raise and appropriate and transfer from available funds the sum of \$43,486,895 and appropriate the sum of \$118,743 from FREE CASH for a total of \$43,605,638 for the necessary Town charges and expenses as

presented by the Board of Selectmen and as shown in the Finance Committee Report on page 8 thereof.

MAJORITY VOTE REQUIRED

A motion was made to amend line item 5 from \$212,000.00 to \$0.00.
The amendment fails to carry.

A motion was made to amend line 101 from \$3,759.00 to \$6,759.00
A motion was made to move the question and passed.
The motion to amend line #101 fails to carry by the necessary majority.

ACTION: Voice vote carries by the necessary majority.

ARTICLE 9. To see if the Town will vote to raise and appropriate, appropriate by transfer from available funds or by borrowing, or from any or all such sources, sums of money for the purchase of various equipment and items in the nature of capital expenditure and to give authority to credit the value of the various old equipment to be turned in toward the purchase price of said items, said sums of money to be expended under the direction of various Town boards, committees, or officers; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN NELSON

MOTION: I move that the Town vote to appropriate from FREE CASH the sum of \$511,257 and to appropriate by transfer from the Capital Facilities Maintenance Fund the sum of \$25,000, and appropriate the sum of \$90,000 from Emergency Medical Services Enterprise Retained Earnings for the purchase of various equipment and items in the nature of capital expenditures as shown in the Finance Committee Report on page 23 thereof and to give authority to credit the value of the various old equipment to be turned in toward the purchase price of said items, said sums of money to be expended under the direction of various Town boards and committees.

2/3 REQUIRED

ACTION: Voice vote carries unanimously.

ARTICLE 10. To see if the Town will vote to establish in its treasury a special fund in which shall be deposited such sum as may be appropriated under the provisions of G.L. c. 40, § 5H and/or c. 44, § 53I to celebrate the 200th anniversary of the incorporation of the Town of Lynnfield and the 300th anniversary of the Town of Lynnfield Meeting House and any and all sums received from the sale of commemorative items or from admission charges for commemorative ceremonies or events in connection therewith, the principal and interest of such fund to be expended upon the authorization of the Board of Selectmen pursuant to the said statutes, and further to raise and appropriate a sum of money to be deposited in such fund; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN TERRANOVA

MOTION: I move that the Town establish in its treasury a special fund in which shall be deposited such sum as may be appropriated under the provisions of G.L. c. 40, § 5H and/or c. 44, § 53I to celebrate the 200th anniversary of the incorporation of the Town of Lynnfield and the 300th anniversary of the Town of Lynnfield Meeting House and any and all sums received from the sale of commemorative items or from admission charges for commemorative ceremonies or events in connection therewith, the principal and interest of such fund to be expended upon the authorization of the Board of Selectmen pursuant to the said statutes.

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

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 FY 2014, to pay expenses and contractual services required to operate Senior Center Activities and field trips; said fund to be credited with all fees and charges received during FY 2014 from persons taking part in said activities and field trips; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY CHAIRMAN CRAWFORD

MOTION: I move that the Town 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, and to authorize said Council on Aging to expend no more than \$35,000, without further appropriation during FY 2014, to pay expenses and contractual services required to operate Senior Center Activities and field trips; said fund to be credited with all fees and charges received during FY 2014 from persons taking part in said activities and field trips.

MAJORITY VOTE REQUIRED

ACTION: Article 11 passes by consent agenda.

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 FY 2014, to pay expenses and contractual services required to operate the Flu Clinic; said fund to be credited with recovery through third party billing received during FY 2014 from persons taking part in said activities; or what action it will take thereon.

Submitted by BOARD OF HEALTH

BY SELECTMAN NELSON

MOTION: I move that the Town 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, and to authorize said Board of Health to expend no more than \$15,000, without further appropriation during FY 2014, to pay expenses and contractual services required to operate the Flu Clinic; said fund to be credited with recovery through third party billing received during FY 2014 from persons taking part in said activities.

MAJORITY VOTE REQUIRED

ACTION: Article 12 passes by consent agenda.

ARTICLE 13. To see if the Town will vote to reauthorize the establishment of a Revolving Fund under the provisions of Chapter 44, Section 53 E-1/2, to be spent by the Board of Library Trustees, limited to a certain amount, without further appropriation during FY 2014, to pay expenses related to book replacement and new book acquisitions, said fund to be credited with all fines collected for the loss of library books received during FY 2014 from persons paying such fines; or what action it will take thereon.

Submitted by BOARD OF LIBRARY TRUSTEES

BY SELECTMAN TERRANOVA

MOTION: I move that the Town 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 \$10,000, without further appropriation during FY 2014, to pay expenses related to book replacement and new book acquisitions, said fund to be credited with all fines collected for the loss of library books received during FY 2014 from persons paying such fines, or what action it will take thereon.

MAJORITY VOTE REQUIRED

ACTION: Article 13 passes by consent agenda.

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 FY 2014, to pay expenses and contractual services required to operate Recreation Activities and field trips; said fund to be credited with all fees and charges received during FY 2014 from persons taking part in said activities and field trips; or what action it will take thereon.

Submitted By BOARD OF SELECTMEN

BY CHAIRMAN CRAWFORD

MOTION: I move that the Town 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 \$65,000, without further appropriation during FY 2014, to pay

expenses and contractual services required to operate Recreation Activities and field trips; said fund to be credited with all fees and charges received during FY 2014 from persons taking part in said activities and field trips.

MAJORITY VOTE REQUIRED

ACTION: Article 14 passes by consent agenda.

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 2014 from persons using said service; or what action it will take thereon.

Submitted By BOARD OF SELECTMEN

BY SELECTMAN NELSON

MOTION: I move that the vote to appropriate during Fiscal Year 2014, the sum of \$600,000 from the Emergency Medical Service Enterprise receipts to defray the cost of providing emergency medical services in the Town of Lynnfield.

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

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 2014 from persons using the golf course; or what action it will take thereon.

Submitted By BOARD OF SELECTMEN

BY SELECTMAN TERRANOVA

MOTION: I move that the Town vote to appropriate during Fiscal Year 2014, the sum of \$635,000 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 2014 from persons using golf assets.

MAJORITY VOTE REQUIRED

A motion to move the question passes.

ACTION: Voice vote carries by the necessary majority.

ARTICLE 17. To see if the Town To see if the Town will vote to accept the provisions of G.L. c. 60A , § 1 authorizing the Town to exempt from motor vehicle excise certain Massachusetts residents who are on active duty military outside of the country; or what action it will take thereon.

SUBMITTED by BOARD of SELECTMEN

BY CHAIRMAN CRAWFORD

MOTION: I move that the Town vote to vote to accept the provisions of G.L. c. 60A , § 1 authorizing the Town to exempt from motor vehicle excise certain Massachusetts residents who are on active duty military outside of the country.

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

ARTICLE 18. To see if the Town will vote to amend the Town's Zoning Bylaws by adding a new Section 7.7 entitled "Temporary Moratorium on Medical Marijuana Treatment Centers," that would provide as follows:

7.7.1: Purpose

By vote at the State election on November 6, 2012, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law provides that it is effective on January 1, 2013 and the State Department of Public Health is required to issue regulations regarding implementation within 120 days of the law's effective date. Currently under the Zoning Bylaw, a Medical Marijuana Treatment Center is not a permitted use in the Town and any regulations promulgated by the State Department of Public Health are expected to provide guidance to the Town in regulating medical marijuana, including Medical Marijuana Treatment Centers. The regulation of medical marijuana raises novel and complex legal, planning, and public safety issues and the Town needs time to study and consider the regulation of Medical Marijuana Treatment Centers and address such novel and complex issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of Medical Marijuana Treatment Centers and other uses related to the regulation of medical marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Medical Marijuana Treatment Centers so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

7.7.2: Definition

“Medical Marijuana Treatment Center” shall mean a “not-for-profit entity, as defined by Massachusetts law only, registered by the Department of Public Health, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers.”

7.7.3: Temporary Moratorium

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Medical Marijuana Treatment Center. The moratorium shall be in effect through June 30, 2014. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of medical marijuana in the Town, consider the Department of Public Health regulations regarding Medical Marijuana Treatment Centers and related uses, and consider adopting new Zoning Bylaws to address the impact and operation of Medical Marijuana Treatment Centers and related uses.

or what action it will take thereon.

Submitted by PLANNING BOARD

BY PLANNING BOARD CHAIRMAN

MOTION: I move that the Town vote to amend the Town's Zoning Bylaws by adding a new Section 7.7 entitled "Temporary Moratorium on Medical Marijuana Treatment Centers," as printed on pages 26 and 27 of the warrant booklet.

2/3 VOTE REQUIRED

ACTION: Voice vote carries unanimously.

CLOSING MOTION

BY SELECTMAN NELSON

MOTION: I move that this meeting be adjourned sine die.

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

Town meeting was closed at 10:32 p.m.

A True Copy Attest: Amy K. Summers, CMC

Town Clerk

ARTICLE 4 – 2013 ANNUAL TOWN MEETING

Article 4

Transfer To:

0100-123009	Allowance for Abatements & Exemptions 2009	84,313.90
0112254-530000	Selectmen Other Professional Services-Other	6,000.00
0112254-530003	Selectmen Other Professional Services-Engineering	19,000.00
0124052-530010	Town of Wakefield-Building Inspector	5,837.00
0121053-513000	Patrolmen Overtime	60,000.00
0122053-511000	Call Firefighter Salaries	45,000.00
01392531-533000	School Building Maintenance-Contract Busing	25,000.00
0119251-511009	Municipal Building Custodial Salaries	5,000.00
01392511-512000	School Building Summer Summer Help Salaries	7,500.00
0142351-530019	Snow & Ice Expenses	150,000.00
0154352-578000	Veteran's Other Expense	4,000.00
2516-511000	WPAT Septic Administrative Salaries	4,800.00
2516-578000	WPAT Septic Administrative Expense	3,300.00
		419,750.90

Transfer From:

0100-123012	Allowance for Abatements & Exemptions 2012	50,000.00
0100-123013	Allowance for Abatements & Exemptions 2013	34,313.90
0114652-511028	Sr. Tax Work-off Program	1,694.00
0191254-517006	Worker's Compensation Insurance	30,000.00
0191052-517002	Health Insurance	109,143.00
0122052-511000	Full Time Firefighter Salaries	15,000.00
0122052-513000	Full Time Firefighter Overtime	30,000.00
01192521-545000	Municipal Building Maintenance Expense-Custodial Supplies	5,000.00
01392511-511008	School Bus Drivers Salaries	40,000.00
01392511-513009	School Custodial Overtime	30,000.00
01392531-523002	School Building Maintenance Expense-Septic	5,000.00
0142451-521005	Street Lighting Expense	25,000.00
0143351-578031	Rubbish Removal-Rubbish Disposal	25,000.00
0119251-512000	Town Building Summer Summer Help Salaries	7,500.00
0154351-511000	Veteran's Agent Salary	4,000.00
2536-59500	WPAT Septic Betterment Loan- Interest Proceeds	8,100.00
		419,750.90

**APPROPRIATIONS VOTED TO BE RAISED BY
TAX LEVY AT ANNUAL TOWN MEETING APRIL 29, 2013**

ARTICLE 8 From Tax Levy for Operating Budget \$43,435,947.00

TOTAL TAX LEVY \$43,435,947.00

**APPROPRIATIONS VOTED TO BE RAISED BY
TRANSFER AT ANNUAL TOWN MEETING APRIL 29, 2013**

ARTICLE 8 To transfer from sale of lots and graves account
To be applied to Line Item 73, Highway Expenses \$15,000.00

To transfer from perpetual care account to be applied
To Line Item 73, Highway Expenses \$15,000.00

To transfer from "Reserve for Appropriations"
To be applied to Line Item 112, Septic Loan Program \$19,958.00

To transfer from the American Legion fund to be
Applied to Line Item 103, Memorial Day Observances \$990.00

To transfer from Free Cash- Operating Budget \$118,743.00

ARTICLE 9 To transfer from Free Cash – Capital Budget \$511,257.00
To transfer from Capital Facilities Maint. Fund \$25,000.00

TOTAL TRANSFERS \$705,948.00

**APPROPRIATIONS VOTED TO OPERATE ENTERPRISE
FUNDS AT THE ANNUAL TOWN MEETING APRIL 29, 2013**

ARTICLE 9 To transfer from the Emergency Medical \$90,000.00
Service Enterprise retained earnings for
capital expenditures.

ARTICLE 15 To appropriate from the Emergency Medical \$600,000.00
Service Enterprise Receipts under Chapter 44,
Section 53F ½ to defray costs to provide emergency
medical services in Lynnfield.

ARTICLE 16 To appropriate from the Golf Enterprise receipts \$635,000.00
under Chapter 44, Section 53F ½ to operate the
Reedy Meadow Golf Course and King Rail
Reserve Golf courses.

TOTAL ENTERPRISE \$1,325,000.00

**APPROPRIATIONS FOR THE FISCAL YEAR
JULY 1, 2013 TO JUNE 30, 2014 VOTED AT TOWN MEETING APRIL 29, 2013**

ARTICLE 8	To raise and appropriate by transfer from available funds by tax levy for Town charges and expenses.	\$43,605,638.00
ARTICLE 9	To raise and appropriate by transfer from available funds, by tax levy or by borrowing for capital expenditures.	\$626,257.00
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.	\$35,000.00
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 authorize a Revolving Fund under Chapter 14, Section 53E ½ to be spent by the Recreation Commission to pay expenses and contractual services required to operate Recreation activities and field trips.	\$65,000.00
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.	\$600,000.00
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.	\$635,000.00
TOTAL:		\$45,591,895.00

**APPROPRIATIONS VOTED TO RAISE
REVOLVING FUNDS AT ANNUAL TOWN MEETING
APRIL 29, 2013**

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.	\$35,000.00
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 authorize 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.	\$65,000.00
TOTAL REVOLVING FUNDS:		\$125,000.00

TOWN OF LYNNFIELD APRIL 8, 2013 TOWN ELECTION RESULTS					
OFFICE/CANDIDATE	PREC 1	PREC 2	PREC 3	PREC 4	TOTALS
BOARD OF SELECTMEN - 3 YR					
ROBERT MACKENDRICK	237	158	178	308	881
THOMAS D. TERRANOVA, JR	254	204	198	294	950
WRITE-IN	2	1	0	0	3
BLANKS	27	6	16	20	69
BOARD OF SELECTMEN - 1 YR					
PHILIP B. CRAWFORD	302	162	245	409	1,118
THOMAS E. KENNEDY	201	182	127	183	693
WRITE-IN	0	3	0	0	3
BLANKS	17	22	20	30	89
BOARD OF ASSESSORS - 3 YR					
RONALD V. PATTON	357	252	262	419	1,290
WRITE-IN	3	1	3	6	13
BLANKS	160	116	127	197	600
LIBRARY TRUSTEE - 3 YR					
FAITH HONER-COAKLEY	369	264	264	444	1,341
STANLEY SCHANTZ	0	9	4	4	17
KEVIN PALUMBO	1	0	0	0	1
JANILLE ALPERT	1	0	0	0	1
AL SYLVIA	0	5	0	0	5
KENDALL INGLESE	0	1	0	0	1
J PATRICK WALSH	0	3	0	0	3
TRACY GEARY	0	0	1	0	1
DAVID MILLER	0	0	0	5	5
PRISCILLA CERBONE	0	0	0	1	1
HEIDI CERBONE	0	0	0	1	1
JOHN NUNZERATO	0	0	0	1	1
THOMAS TERRANOVA	0	0	0	1	1
SHARON MORELLI	0	0	0	1	1
BLANKS	669	456	515	786	2,426
TOWN MODERATOR - 1 YR					
ARTHUR J. BOURQUE, III	368	250	262	448	1,328
WRITE-IN	8	5	5	9	27
BLANKS	144	114	125	165	548
PLANNING BOARD - 5 YR					
HEATHER T. SIEVERS	363	246	253	422	1,284
WRITE-IN	0	0	1	4	5
BLANKS	157	123	138	196	614
SCHOOL COMMITTEE - 3 YR					
SUSAN CLEARY	273	159	188	310	930
DOROTHY M. PRESSER	240	145	157	271	813
ELAINE GRAVANTE - WI	185	135	140	207	667
WRITE-IN	2	2	1	1	6
BLANKS	340	297	298	455	1,390
HOUSING AUTHORITY 5 YR.					
BARBARA CASEY	354	250	258	421	1,283
WRITE-IN	3	6	2	4	15
BLANKS	163	113	132	197	605
BALLOTS CAST BY PRECINCT					
ELIGIBLE VOTERS	520	369	392	622	1,903
LYNNFIELD VOTER TURNOUT	21%				9,233

TOWN OF LYNNFIELD APRIL 30, 2013 SPECIAL STATE PRIMARY FINAL NUMBERS

	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	TOTALS
OFFICE/CANDIDATE					
SENATOR IN CONGRESS					
STEPHEN F. LYNCH	96	110	62	100	368
EDWARD J. MARKEY	114	96	107	117	434
GABRIEL E GOMEZ	56	50	54	106	266
MICHAEL J SULLIVAN	48	22	41	75	186
DANIEL B WINSLOW	33	22	20	28	103
WRITE-IN DEMOCRATIC	0	1	2	0	3
WRITE-IN REPUBLICAN	1	1	0	0	2
BLANK DEMOCRATIC	0	0	0	1	1
BLANK REPUBLICAN	0	0	0	0	0
DEMOCRATIC BALLOTS CAST	210	207	171	218	806
REPUBLICAN BALLOTS CAST	138	95	115	209	557
TOTAL BALLOTS CAST	348	302	286	427	1363
ELIGIBLE VOTERS					9233
LYNNFIELD VOTER TURNOUT	15%				

TOWN OF LYNNFIELD June 25, 2013 SPECIAL STATE ELECTION RESULTS					
OFFICE/CANDIDATE	PREC 1	PREC 2	PREC 3	PREC 4	TOTALS
GABRIEL E. GOMEZ	425	299	335	526	1585
EDWARD J. MARKEY	238	201	218	237	894
RICHARD A. HEOS	1	3	1	4	9
BLANKS	0	1	0	1	2
WRITE-INS		0			5
JOHN KIMBALL JR.			1		
STEVEN LYNCH		1			
MICHAEL I. SULLIVAN				1	
SCOTT BROWN	1				
RICHARD TISEI	1				
BALLOTS CAST BY PRECINCT	666	505	555	769	2,495
ELIGIBLE VOTERS					9,228
LYNNFIELD VOTER TURNOUT	27%				
*Includes 1 Provisional Ballot					

**LYNNFIELD TOWN WARRANT
ANNUAL TOWN MEETING
OCTOBER 21, 2013**

Pursuant to the forgoing warrant, the legal voters of the Town of Lynnfield met in the Middle School Auditorium, Cafeteria, Gymnasium, and classrooms in said Town of Lynnfield on Monday, October 21, 2013. A quorum being present (395 present, 175 required) the meeting was called to order by the Moderator, Mr. Arthur J. Bourque, III, at 7:40 p.m.

Non-registered persons were given permission to attend the meeting as spectators and sat to the right of the stage.

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

PRELIMINARY MOTION

BY CHAIRMAN CRAWFORD

MOTION: I move that if necessary, this Annual Town Meeting be adjourned to Wednesday, November 6, 2013 at 7:30 p.m. in the Middle School Auditorium, Gymnasium and Cafeteria, if need be, should the business of the meetings not be completed.

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

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

BY SELECTMAN NELSON

MOTION: I move that the Town vote to appropriate \$221.95 from free cash to pay the overdue bills from a prior Fiscal Year as listed on the handout entitled "ARTICLES 1 AND 2 – OCTOBER 2013 SPECIAL TOWN MEETING."

9/10 VOTE REQUIRED

ACTION: Voice vote carries unanimously.

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 2014 Fiscal Year where balances are below projected expenditures for various reasons; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN TERRANOVA

MOTION: I move that the Town vote to raise and appropriate the sum of \$94,637.00, appropriate the sum of \$90,145.00 from free cash, and transfer from existing Fiscal Year 2014 appropriation accounts the sums listed in the handout entitled "ARTICLES 1 AND 2 – OCTOBER 2013 SPECIAL TOWN MEETING" to the accounts listed in said handout in order to balance the FY 14 budget.

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

ARTICLE 3. To see if the Town will vote to raise and appropriate or transfer a sum of money to pay the final costs of the High School Expansion Project; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY CHAIRMAN CRAWFORD

MOTION: I move that the Town vote to appropriate \$45,000 from Free Cash to pay the final costs of the High School Expansion Project.

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

ARTICLE 4. To see if the Town will vote to appropriate by transfer from receipts reserved for appropriation a sum of money to be expended under the discretion of various town boards, committees, or officers; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN NELSON

MOTION: I move that the town vote to appropriate by transfer the sum of \$110,000 from receipts reserved for appropriation (insurance recoveries) to make repairs to the Department of Public Works Garage.

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

ARTICLE 5. To see if the Town will vote to appropriate the premium paid to the Town upon the sale of bonds issued for the High School Expansion project, which are the subject of a Proposition 2 ½ debt exclusion, to pay costs of the project being financed by such bonds, and to reduce the amount authorized to be borrowed for such project, but not yet borrowed, by the same amount; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN TERRANOVA

MOTION: I move that the Town vote to appropriate \$35,000 from the premium paid to the Town upon the sale of bonds issued for the High School Expansion project, which are the subject of a Proposition 2 ½ debt exclusion, to pay costs of the project being financed by such bonds, and to reduce the amount authorized to be borrowed for such project, but not yet borrowed, by the same amount.

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

ARTICLE 6. To see if the Town will vote to accept the provisions of G.L. c. 32B, § 20 to establish an Other Post Employment Benefits Liability Trust Fund and to raise and appropriate a sum of money to be deposited therein; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY CHAIRMAN CRAWFORD

MOTION: I move that the Town vote to accept the provisions of G.L. c. 32B, § 20 to establish an Other Post Employment Benefits Liability Trust Fund, to raise and appropriate the sum of \$100,000 to be deposited therein, and to authorize the Treasurer, with the approval of the Selectmen, to select and designate an appropriate entity to serve as the custodian of the said fund.

MAJORITY VOTE REQUIRED

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

ACTION: Voice vote carries by the necessary majority.

ARTICLE 7. To see if the Town will vote to raise and appropriate or transfer a sum of money for engineering and design services to develop plans to improve and or build recreational fields; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN NELSON

MOTION: I move that the Town appropriate from free cash the sum of \$250,000 to be expended for engineering and design services to develop plans to improve and or build recreational fields.

MAJORITY VOTE REQUIRED

Town Moderator Arthur Bourque recues himself as Moderator for Article 7. Richard O'Neill was nominated as temporary moderator.

ACTION: Voice vote carries by the necessary majority. Richard O'Neill is appointed Moderator for Article 7.

A motion to extend Arthur Bourque's field presentation by 5 minutes is moved and seconded.

ACTION: Voice vote carries by the necessary majority. The presentation is extended to 15 minutes.

A motion to extend John Faria's presentation by 5 minutes is moved and seconded.

ACTION: A standing vote of YES: 168 NO: 172 fails to carry by the necessary 2/3rd's majority. The presentation is not extended to 15 minutes.

A motion to move the question was made and seconded.

ACTION: Voice vote carries by the necessary majority.

ACTION: A standing vote of YES: 271 NO: 67 passes Article 7.

ARTICLE 8. To see if the Town of Lynnfield will revoke the provisions of General Laws Chapter 44, Sec. 53F-1/2 ceasing the operation of Reedy Meadow Golf Course and King Rail Golf Course as an enterprise fund effective July 1, 2014; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN TERRANOVA

MOTION: I move that the Town vote to revoke the provisions of General Laws Chapter 44, Sec. 53F-1/2 ceasing the operation of Reedy Meadow Golf Course and King Rail Golf Course as an enterprise fund effective July 1, 2014.

MAJORITY VOTE REQUIRED

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

ACTION: Article 8 fails to carry.

A motion was made to count the quorum. Standing vote count: 240. The quorum is met and Town Meeting continues.

ARTICLE 9. To see if the Town will vote, pursuant to G.L. c. 40, § 15A or otherwise, to transfer the care, custody management and control of the land known as Pillings Pond, as shown on Lynnfield Assessors Map 35, Lot 1955, now held by the Town as a result of the foreclosure of one or more tax titles, to the Selectmen to be held for recreational purposes; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY CHAIRMAN CRAWFORD

MOTION: I move that the Town vote, pursuant to G.L. c. 40, § 15A and all other applicable law, to transfer the care, custody management and control of the land known as Pillings Pond, as shown on Lynnfield Assessors Map 35, Lot 1955, now held by the Town as a result of the foreclosure of one or more tax titles, to the Selectmen to be held for recreational purposes.

2/3 VOTE REQUIRED

A motion to move the question was made and passed.

ACTION: Article 9 carries unanimously.

ARTICLE 10. To see if the Town will vote to authorize the Selectmen to accept from Lynnfield Initiative for Elders, Inc. ("LIFE"), a Massachusetts non-profit corporation, a mortgage in an amount up to \$1,620,000.00 on the land in Lynnfield, Essex County, Massachusetts, shown as Lot 4 on a plan of land entitled "Approval Not Required Plan, 427 Walnut Street, Assessors' Map 45, Lot 999, Lynnfield, Massachusetts, Owner: Market Street at Lynnfield Development LLC", dated January 13, 2012, revised thru March 8, 2012, drawn by Nitsch Engineering, recorded with the Essex South District Registry of Deeds in Plan Book 432, Plan 90 (sheet 2), containing 6.691 acres±, and also shown on a plan recorded with said Registry in Plan Book 428, Plan 37, to secure LIFE's obligation to pay the Town for the sale of the said land; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN NELSON

MOTION: I move that the Town vote to authorize the Selectmen to accept from Lynnfield Initiative for Elders, Inc. ("LIFE"), a Massachusetts non-profit corporation, a mortgage in an amount up to \$1,620,000.00 on the land in Lynnfield, Essex County, Massachusetts, shown as Lot 4 on a plan of land entitled "Approval Not Required Plan, 427 Walnut Street, Assessors' Map 45, Lot 999, Lynnfield, Massachusetts, Owner: Market Street at Lynnfield Development LLC", dated January 13, 2012, revised thru March 8, 2012, drawn by Nitsch Engineering, recorded with the Essex South District Registry of Deeds in Plan Book 432, Plan 90 (sheet 2), containing 6.691 acres±, and also shown on a plan recorded with said Registry in Plan Book 428, Plan 37, to secure LIFE's obligation to pay the Town for the sale of the said land.

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

ARTICLE 11. To see if the Town will vote to rezone two parcels of land situated in Lynnfield, Massachusetts and shown on Assessors Map 51 as Lots 1431 and 1436 from Residential (RA) to Limited Business (LB); or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN TERRANOVA

MOTION: I move that the Town vote to rezone two parcels of land situated in Lynnfield, Massachusetts and shown on Assessors Map 51 as Lots 1431 and 1436 from Residential (RA) to Limited Business (LB).

2/3 VOTE REQUIRED

A motion to move the question is made and carries by voice vote.

ACTION: A standing vote of YES: 83 NO: 16 passes Article 11 by the necessary 2/3rds.

ARTICLE 12. To see if the Town will vote to accept as a public way, as laid out and reported by the Board of Selectmen, Pondview Lane as shown on a plan entitled "Definitive Plan / Pondview Lane / Lynnfield, Mass." by Hayes Engineering, Inc. dated January 21, 2005 and revised through August 31, 2005, which plan is recorded with the Essex South District Registry of Deeds at Plan Book 400, Plan 9, and a copy of which plan is on file at the office of the Town Clerk and available for inspection, and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain such

interests in land as may be necessary or appropriate to create such public way; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY CHAIRMAN CRAWFORD

MOTION: I move that the Town vote to accept as a public way, as laid out and reported by the Board of Selectmen, Pondview Lane as shown on a plan entitled "Definitive Plan / Pondview Lane / Lynnfield, Mass." by Hayes Engineering, Inc. dated January 21, 2005 and revised through August 31, 2005, which plan is recorded with the Essex South District Registry of Deeds at Plan Book 400, Plan 9, and a copy of which plan is on file at the office of the Town Clerk and available for inspection, and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain such interests in land as may be necessary or appropriate to create such public way.

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

ARTICLE 13. To see if the Town will vote to accept as a public way, as laid out and reported by the Board of Selectmen, Pizzuti Way, as shown on a plan entitled "Street Acceptance Plan / Pizzuti Way / Lynnfield, Mass." by Hayes Engineering, Inc. dated December 10, 2012, a copy of which plan is on file at the office of the Town Clerk and available for inspection, and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain such interests in land as may be necessary or appropriate to create such public way; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN NELSON

MOTION: I move that the Town vote to accept as a public way, as laid out and reported by the Board of Selectmen, Pizzuti Way, as shown on a plan entitled "Street Acceptance Plan / Pizzuti Way / Lynnfield, Mass." by Hayes Engineering, Inc. dated December 10, 2012, a copy of which plan is on file at the office of the Town Clerk and available for inspection, and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain such interests in land as may be necessary or appropriate to create such public way.

MAJORITY VOTE REQUIRED

ACTION: A motion was made and passed by voice vote that Article 13 be indefinitely postponed.

ARTICLE 14. To see if the Town will vote to accept as a public way, as laid out and reported by the Board of Selectmen, Taylor Terrace as shown on (a) a plan entitled "Definitive Plan / Taylor Terrace / Lynnfield, Mass." by Hayes Engineering, Inc. dated February 16, 1998, which plan is recorded with the Essex South District Registry of Deeds at Plan Book 329, Page 42; (b) a plan entitled "Definitive Plan / Taylor Terrace / Lynnfield, Mass." by Hayes Engineering, Inc. dated February 25, 2005, which plan is filed as Land Court Plan 5218-E; and (c) a plan entitled "Definitive Plan / Taylor Terrace / Lynnfield, Mass." by Hayes Engineering, Inc. dated December 17, 2008, which plan is filed as Land Court Plan 5218-G, copies of which plans are on file at the office of the Town Clerk and available for inspection, and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain such interests in land as may be necessary or appropriate to create such public way; or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY SELECTMAN TERRANOVA

MOTION: I move that the Town vote to accept as a public way, as laid out and reported by the Board of Selectmen, Taylor Terrace as shown on (a) a plan entitled "Definitive Plan / Taylor Terrace / Lynnfield, Mass." by Hayes Engineering, Inc. dated February 16, 1998, which plan is recorded with the Essex South District Registry of Deeds at Plan Book 329, Page 42; (b) a plan entitled "Definitive Plan / Taylor Terrace / Lynnfield, Mass." by Hayes Engineering, Inc. dated February 25, 2005, which plan is filed as Land Court Plan 5218-E; and (c) a plan entitled "Definitive Plan / Taylor Terrace / Lynnfield, Mass." by Hayes Engineering, Inc. dated December 17, 2008, which plan is filed as Land Court Plan 5218-G, copies of which plans are on file at the office of the Town Clerk and available for inspection, and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain such interests in land as may be necessary or appropriate to create such public way.

MAJORITY VOTE REQUIRED

A motion was made and passed to move the question.

ACTION: Voice vote carries by the necessary majority.

ARTICLE 15. To see if the Town will vote to amend Chapter 5 of the General Bylaws by deleting therefrom Section 26, entitled "Lynnfield Clean Indoor Air By-Law," or what action it will take thereon.

Submitted by BOARD OF SELECTMEN

BY CHAIRMAN CRAWFORD

MOTION: I move that the Town vote to amend Chapter 5 of the General Bylaws by deleting therefrom Section 26, entitled "Lynnfield Clean Indoor Air By-Law."

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

CLOSING MOTION

BY SELECTMAN NELSON

MOTION: I move that this town meeting be adjourned sine die.

MAJORITY VOTE REQUIRED

ACTION: Voice vote carries by the necessary majority.

Town Meeting adjourned at 11:30 PM.

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 847 W2's for 2013.

The tax collection of all money concerning taxes as committed by the Board of Assessors, these include real estate, personal property and excise taxes.

My thanks to Susan Nugent and Nancy Casey for the excellent work they perform each and every day with such professionalism.

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, Sue Nugent, Nancy Casey and Rose Kenney for all their efforts and commitment. 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 Affairs organizes and provides state level veterans benefits to residents. The office also coordinates and advises on federal benefit applications.

The Veterans office coordinated the Memorial Day and Veterans Day ceremonies.

The Veterans office also coordinates the placing of flags at the graves of Lynnfield Veterans.

Currently the office provides benefits in accordance with Massachusetts General Law Ch. 115. These benefits are provided to residents that meet the criteria put forth by the state. Although the benefits provided are Town and State level benefits the office assists with federal applications.

As of January 2014 there are approximately 650 veterans registered to vote and living in Lynnfield.

*Respectfully submitted,
Veterans Service Officer
John H. Kimball III*

ZONING AND INSPECTIONAL SERVICES

BUILDING INSPECTOR

<u>2013 ANNUAL REPORT BUILDING DEPARTMENT</u>			
<u>MONTH</u>	<u>PERMITS ISSUED</u>	<u>ESTIMATED COST</u>	<u>PERMIT FEES</u>
JANUARY	19	\$ 449,951.00	\$ 5,135.00
FEBRUARY	26	\$ 5,931,940.00	\$ 17,425.00
MARCH	20	\$ 2,554,435.00	\$ 14,940.00
APRIL	27	\$ 1,993,003.00	\$ 9,043.80
MAY	58	\$ 7,139,436.00	\$ 13,926.00
JUNE	40	\$ 6,167,142.00	\$ 28,728.00
JULY	47	\$ 4,898,770.00	\$ 32,302.00
AUGUST	61	\$ 2,641,791.00	\$ 14,810.00
SEPTEMBER	52	\$ 1,287,777.00	\$ 11,498.00
OCTOBER	45	\$ 1,473,882.00	\$ 6,760.00
NOVEMBER	54	\$ 13,094,186.00	\$ 121,245.55
DECEMBER	13	\$ 1,721,868.00	\$ 17,460.00
<u>JANUARY - DECEMBER</u>			
SHEET METAL PERMITS	87	\$ 3,544,876.00	\$ 2,693.00
TOTALS	549	\$ 52,899,057.00	\$ 295,966.35

Respectfully submitted,
John Roberto, Building Inspector

PLUMBING AND GAS INSPECTOR

In the year 2013, the Lynnfield Plumbing and Gas Department received \$26,040.00 in Plumbing fees and \$.14,680.00 in Gas fees for a total of \$40,720.00 in revenue for the Town of Lynnfield. Two hundred ninety one Plumbing permits were issued, and two hundred and eight Gas permits were issued, for total combined permits for Gas/Plumbing of four hundred and ninety nine.

Respectfully submitted,
Martin S. Katz, Plumbing and Gas Inspector

WIRING INSPECTOR

The Office of the Inspector of Wires issued a total of 496 Permits during 2013 with revenue of \$40,003.00 collected in fees.

Respectfully submitted,
Building Department
Winnie Barrasso, Secretary

