

# TOWN OF LYNNFIELD MASSACHUSETTS



## 2021 ANNUAL REPORT

### SELECT BOARD

RICHARD P. DALTON, CHAIR  
PHILIP B. CRAWFORD, VICE CHAIR  
JOSEPH R. CONNELL

### TOWN ADMINISTRATOR

ROBERT J. DOLAN

[www.town.lynnfield.ma.us](http://www.town.lynnfield.ma.us)





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**Front Cover Photo: Diane Hammerbeck, Assistant Town Clerk Retired**



## **TOWN OFFICES AND DEPARTMENTS**

<b>Town Hall</b>	<b>55 Summer Street</b>	<b>781-334-9400</b>
Town Administrator	Robert Dolan	781-334-9410
Select Board	Richard Dalton Phil Crawford Joseph Connell	781-334-9410
Town Clerk	Linda Emerson	781-334-9400

### **FINANCE AND ACCOUNTING**

Accounting	781-334-9421
Assessors	781-334-9450
Treasurer/Collector	781-334-9430

Board of Appeals	781-334-9470
Council on Aging	781-598-1078
Conservation Commission	781-334-9495
Health Division	781-334-9480
Housing Authority	781-581-5783
Inspection Division	781-334-9475
Life Housing	781-334-6066
Planning Board	781-334-9490
Public Library	781-334-5411
Recreation	781-334-9488
Veterans Service	781-334-9440
Voter Registration	781-334-9400
Fire Department	Emergency 911 Business 781-334-5152
Police Department	Emergency 911 Business 781-334-3131
Animal Control	781-983-1804
Public Works Department	781-334-9500
Reading Municipal Light	781-944-1342
Lynnfield Water District	781-598-4223
Center Water District	781-334-3901
School Department	781-334-9200

**Website: [www.town.lynnfield.ma.us](http://www.town.lynnfield.ma.us)**



## **SELECT BOARD**

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

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

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

Under the Town Charter, the Town Administrator is directly responsible to the Board for the performance of duties, and is the principal full-time administrative officer of the Town. The Town Administrator assembles and presents to the Board the annual budget of the Town and shall also be responsible for the development and annual revision of the capital improvements program.

The Town Administrator keeps the Board fully informed regarding the departmental operations, fiscal affairs, problems, administrative actions, and the long range-needs of the Town, and is responsible for the day-to-day administration of the personnel system and for purchasing for all Town functions and departments, excepting those of the School Department.

### **Year in Review**

The Board, the Town Administrator’s Office, and Town government spent much of 2021 coping with the continuing COVID-19 pandemic, trying to protect the health of the general public while allowing citizens, businesses and government to operate as freely as possible without jeopardizing the safety of the general public and especially those most medically vulnerable among us. The Town continued to be guided in this effort by the Emergency Management Team, which has directed the Town’s response to COVID throughout the pandemic. While COVID-19 was far from eradicated and the Town, like the Commonwealth and the nation, coped with a “second surge” that required additional measures, as 2020 closed, there was clear sense that the worst of the pandemic had passed and that a gradual return to pre-pandemic norms was imminent.

Under the direction of Emergency Management Director Glenn Davis, the Town hosted a number of COVID-19 vaccination clinics for Town residents, provided residents and businesses with direction and advice on coping with the pandemic, continued with contact tracing and public education efforts aimed at stopping the spread of COVID-19, and assisted Town departments and organizations striving to continue to provide much needed services to residents in a safe and effective manner.

The Town was able to continue all operations through use of technology and whenever possible safe in-person activities, including both town meetings and all elections.



The Board offers its grateful thanks to the Town employees and volunteers who continued governmental operations while coping with this pandemic, the many residents, businesses and organizations who worked diligently to carry out their obligations and missions under these trying circumstances. The Town can look with pride at the unified manner in which its various entities worked in a spirit of cooperation throughout these trying times.

The Board also wishes to acknowledge the service of former member Christopher Barrett, who chose not to seek re-election after two terms on the Board. His leadership, his dedication, and his lifelong enthusiasm for the Town of Lynnfield and its residents, history and institutions will be long remembered and deeply missed. The newest member of the Board, Joseph Connell, was unopposed in his election bid and who as chair of the Town's Strategic Planning Committee, which had just concluded its comprehensive study of the Town's building and infrastructure needs was uniquely qualified to hit the ground running as a contributing member of the Board on his first day in office.

Goals achieved/large projects accomplished:

- Presented a budget, approved by town meeting, that fully funded all existing Town operations and continued funding for a robust capital program, with no need for use of free cash or other one-time sources to fund ongoing operations, and without resorting to a Proposition 2-1/2 override.
- Continued to build Town reserves through appropriations to the Stabilization Fund, the Capital Facilities Maintenance Fund, Other Post-Employment Benefits Trust, and by maintaining a healthy Free Cash balance, meeting or exceeding the Town's benchmarks in its financial policies.
- Reached an agreement for the purchase of the 21-acre Richardson Green property off upper Main Street, in partnership with the Essex County Greenbelt Association. The purchase will prevent the development of this crucial open space near the Lynnfield Center water supply. The Town availed itself of a provision of State law to assign to Essex County Greenbelt the right to match the purchase price offered by a would-be developer after receiving a \$1,638,750 Municipal Vulnerability Preparedness grant that was awarded by the state as well as utilizing \$200,000 from the Conservation Commission's Conservation Fund. Essex County Greenbelt raised \$300,000 for the land purchase.
- Received approval from town meeting for and embarked on an energy conservation capital program that will upgrade systems in Town buildings and pay for these more efficient and conservation-based measures through savings in the Town's fuel and energy costs.
- Completion of work by the Strategic Planning Committee resulted in a comprehensive assessment of the Town's infrastructure needs and led to the formation of a Public Safety Building Committee to explore the creation of a new public safety facility at the intersection of Salem and Summer streets that would allow police and fire operations to modernize their operations, and the Town continues to consider plans for a new Public Library on the site of Reedy Meadow Golf Course, which would continue to operate.
- Appointed Nicholas Secatore as interim police chief in January following the retirement of longtime chief David Breen, and appointed Nicholas Secatore as police chief after a full Civil Service-supervised competitive assessment center. Following this promotion, Sgt. Christopher DeCarlo was promoted from sergeant to captain. The Board thanks Chief Breen for his years of service and has complete confidence that Chief Secatore and Captain DeCarlo will provide outstanding leadership for the Town's exemplary Police Department for years to come.
- Began the expansion and renovation of the Town's two elementary schools following approval of funding for the project in 2020 by town meeting and a special election, under the direction of School Building Committee Chair John Scenna, with an expected completion date of Spring 2021.

- Continued improvements to the Town's historic Common, including refurbishment of the bell through a generous contribution for Calvary Christian Church, and upgraded the Old Meeting House and the newly renamed Pope-Richard Family Lynnfield Historical Center, while transferring the care and operation of the Meeting House to the Town's Historical Commission.
- Reached a new two-year agreement with Town Administrator Robert Dolan to continue his leadership of the Town as lauded by present and past Board members with whom he has served.

*Respectfully submitted,*

***SELECT BOARD***

***Richard P. Dalton, Chair***

***Philip B. Crawford, Vice Chair***

***Joseph P. Connell, Clerk***

***Robert J. Dolan, Town Administrator***

***Robert E. Curtin, Assistant Town Administrator***

# **ACCOUNTANT**

The Town Accountant's office oversees the maintenance of comprehensive accounting records for the town including cash, general ledgers for all funds, journal and budget entries, subsidiary ledgers and debt records. The Town Accountant's office ensures that the town is in compliance with all municipal finance laws. The Accounting office monitors expenditures of all town funds, examines vouchers, department bills and payrolls for accuracy and availability of funds before payment by Treasurer. The department is responsible for compiling and submitting required reports to state and federal agencies and assisting in the annual independent audit

- Actively submitting Federal and State reporting required for the COVID related funds received (CARES, FEMA, and ARPA)
- Completed training on the Federal grant Payment Management System and files required reports quarterly and annually.
- Successfully Completed FY 21 Audit with no management comments cited.
- Received the Certificate of Achievement for Excellence in Financial Reporting for fiscal year ended June 30, 2021 from the Government Finance Officers Association.

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

***Respectfully Submitted,  
Julie McCarthy-Asst. Finance Director/Town Accountant  
Janice Coburn-Assistant Town Accountant***

**TOWN OF LYNNFIELD**  
**Combined Balance Sheet - All Fund Types and Account Groups**  
**as of June 30, 2021**

**ASSETS**

Cash and cash equivalents	39,676,256.54
Investments	0.00
Receivables:	
Personal property taxes	12,379.21
Real estate taxes	497,574.00
Allowance for abatements and exemptions	(727,488.65)
Tax liens	85,655.09
Deferred taxes	380,333.54
Motor vehicle excise	367,915.81
User fees	3,022.05
Utility liens added to taxes	9,422.09
Departmental	11,950.00
Specialassessments	72,878.42
Due from other governments	55,168.00
Other receivables	311,821.96
Foreclosures/Possessions	218,285.86
Amounts to be provided - payment of bonds	28,727,423.00
Total Assets	69,702,596.92

**LIABILITIES AND FUND EQUITY**

Liabilities:	
Warrants payable	1,247,934.61
Accrued payroll	208,570.24
Withholdings	491,865.92
Deferred revenue:	
Real and personal property taxes	(217,535.44)
Tax liens	85,655.09
Deferred taxes	380,333.54
Foreclosures/Possessions	218,285.86
Motor vehicle excise	367,915.81
User fees	3,022.05
Utility liens added to taxes	9,422.09
Departmental	11,950.00
Specialassessments	72,878.42
Other receivables	311,821.95
Notes payable	94,000.00
Bonds payable	28,727,423.00
Total Liabilities	32,013,543.14

Fund Equity:	
Reserved for encumbrances	1,067,059.73
Reserved for continuing appropriations	823,728.96
Reserved for expenditures	2,368,422.35
Reserved for petty cash	1,000.00
Reserved for snow and ice deficit	(275,011.97)
Undesignated fund balance	33,703,854.71
Total Fund Equity	37,689,053.78

Total Liabilities and Fund Equity	69,702,596.92
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# Town of Lynnfield Operating Budget Fiscal 2021

	Carryforward	Appropriation	Transfers In/ Transfers Out	Revised Budget	Expenditures	Encumbrances	Balance	Expenses include Prior Year expenses Returned Surplus Includes Prior Year Close out of Encumbrances
<i>General Government</i>								
<b>Select Board</b>								
Board Salaries	\$0	\$2,250	\$0	\$2,250	\$1,438	\$0	\$813	
Town Administrator	\$0	\$179,901	\$8,797	\$188,698	\$188,698	\$0	\$0	
Other Salaries	\$0	\$97,383	\$3,075	\$100,458	\$97,983	\$0	\$2,475	
General Town Insurance	\$0	\$701,470	-\$27,000	\$674,470	\$487,061	\$0	\$187,409	
Professional Service	\$45,672	\$91,050	\$0	\$136,722	\$114,188	\$16,452	\$6,082	
Expenses	\$0	\$24,500	\$0	\$24,500	\$13,914	\$0	\$10,586	
Contingency Fund	\$0	\$100,000	-\$93,819	\$6,181	\$0	\$0	\$6,181	
<b>Selectmen</b>	\$45,672	\$1,196,554	-\$108,947	\$1,133,279	\$903,281	\$16,452	\$213,546	
<b>Cable PEG Access</b>								
Salaries	\$0	\$114,419	\$674	\$115,093	\$115,093	\$0	\$0	
Expenses	\$4,647	\$35,010	\$811	\$40,468	\$40,023	\$0	\$446	
Capital	\$0	\$18,000	\$12,772	\$30,772	\$17,127	\$13,645	\$0	
<b>Cable PEG Access</b>	\$4,647	\$167,429	\$14,257	\$186,334	\$172,243	\$13,645	\$446	
<b>Finance Committee</b>								
Other Salaries	\$0	\$3,000	\$0	\$3,000	\$2,352	\$0	\$648	
Reserve Fund	\$0	\$45,000	-\$13,167	\$31,833	\$0	\$0	\$31,833	
Town Reports	\$0	\$2,500	\$0	\$2,500	\$0	\$0	\$2,500	
Expenses	\$0	\$420	\$0	\$420	\$362	\$0	\$58	
<b>Finance Committee</b>	\$0	\$50,920	-\$13,167	\$37,753	\$2,715	\$0	\$35,038	
<b>Town Accountant</b>								
Accountant Salary	\$0	\$128,058	\$6,000	\$134,058	\$133,570	\$0	\$488	
Other Salaries	\$0	\$63,758	\$0	\$63,758	\$61,533	\$0	\$2,225	
Expenses	\$0	\$5,300	\$0	\$5,300	\$2,669	\$0	\$2,631	
<b>Town Accountant</b>	\$0	\$197,116	\$6,000	\$203,116	\$197,772	\$0	\$5,344	
<b>Board of Assessors</b>								
Board Salaries	\$0	\$11,500	\$0	\$11,500	\$11,200	\$0	\$300	
Other salaries	\$0	\$154,338	\$3,054	\$157,392	\$147,750	\$0	\$9,642	
Professional Services	\$0	\$45,935	\$0	\$45,935	\$45,079	\$149	\$707	
Revaluation	\$0	\$8,200	\$0	\$8,200	\$6,731	\$1,469	\$0	
Expenses	\$152	\$11,970	\$0	\$12,122	\$7,463	\$295	\$4,364	
<b>Board of Assessors</b>	\$152	\$231,943	\$3,054	\$235,149	\$218,223	\$1,913	\$15,014	
<b>Town Counsel</b>								
Professional Services	\$19,113	\$75,000	\$45,000	\$139,113	\$122,590	\$3,052	\$13,471	
Expenses	\$0	\$3,500	\$0	\$3,500	\$2,473	\$0	\$1,027	
<b>Town Counsel</b>	\$19,113	\$78,500	\$45,000	\$142,613	\$125,064	\$3,052	\$14,498	
<b>Personnel Board</b>								
Other Salaries	\$0	\$1,874	\$0	\$1,874	\$0	\$0	\$1,874	
Professional Services	\$0	\$2,870	\$0	\$2,870	\$650	\$0	\$2,220	
Expenses	\$0	\$330	\$0	\$330	\$0	\$0	\$330	
<b>Personnel Board</b>	\$0	\$5,074	\$0	\$5,074	\$650	\$0	\$4,424	
<b>Land Use (Planning &amp; Conservation)</b>								
Director Salaries	\$0	\$82,824	\$23	\$82,847	\$82,847	\$0	\$0	
Administrative Salaries	\$0	\$72,382	\$5,950	\$78,332	\$76,497	\$0	\$1,835	
Expenses	\$24	\$10,704	\$0	\$10,728	\$8,670	\$520	\$1,538	
<b>Conservation Commissio</b>	\$24	\$165,910	\$5,973	\$171,907	\$168,013	\$520	\$3,374	
<b>Conservation Commission</b>								
Expenses	\$0	\$1,545	\$0	\$1,545	\$1,545	\$0	\$0	
Open Space	\$0	\$1,545	\$0	\$1,545	\$886	\$0	\$659	
<b>Planning Board</b>	\$0	\$3,090	\$0	\$3,090	\$2,431	\$0	\$659	
<b>Board of Appeals</b>								
Expenses	\$0	\$2,741	\$4,000	\$6,741	\$3,408	\$151	\$3,182	
<b>Board of Appeals</b>	\$0	\$2,741	\$4,000	\$6,741	\$3,408	\$151	\$3,182	
<b>General Government</b>	\$64,961	\$1,931,848	-\$58,087	\$1,938,722	\$1,621,558	\$22,087	\$295,077	
<i>Finance &amp; Administration</i>								
<b>Treasurer</b>								
Treasurer Salaries	\$0	\$93,380	\$3,620	\$97,000	\$96,989	\$0	\$11	
Clerical Salaries	\$0	\$116,315	\$23,354	\$139,669	\$139,669	\$0	\$0	
Expenses	\$0	\$28,740	\$0	\$28,740	\$25,674	\$0	\$3,066	
<b>Treasurer</b>	\$0	\$238,435	\$26,974	\$265,409	\$262,332	\$0	\$3,076	
<b>Tax Collector</b>								
Expenses	\$0	\$21,050	\$0	\$21,050	\$9,941	\$0	\$11,109	
SR-work off program	\$0	\$9,000	\$7,962	\$16,962	\$1,037	\$0	\$15,925	
<b>Tax Collector</b>	\$0	\$30,050	\$7,962	\$38,012	\$10,978	\$0	\$27,034	
<b>Operations Support</b>								
Other Salaries	\$0	\$76,172	\$300	\$76,472	\$62,527	\$0	\$13,945	
Expenses	\$0	\$48,400	\$0	\$48,400	\$29,738	\$0	\$18,662	
<b>Operations Support</b>	\$0	\$124,572	\$300	\$124,872	\$92,265	\$0	\$32,607	
<b>Information Systems</b>								
Other Salaries	\$0	\$2,500	\$1,250	\$3,750	\$3,523	\$0	\$227	
IT Capital	\$0	\$48,170	\$0	\$48,170	\$30,411	\$1,504	\$16,255	
Expenses	\$0	\$213,799	\$0	\$213,799	\$199,840	\$0	\$13,959	
<b>Information Systems</b>	\$0	\$264,469	\$1,250	\$265,719	\$233,774	\$1,504	\$30,442	
<b>Town Clerk</b>								
Other Salaries	\$0	\$137,930	\$3,196	\$141,126	\$141,009	\$0	\$117	
Election Expense	\$0	\$35,275	\$30,000	\$65,275	\$54,819	\$0	\$10,456	
Registration Expense	\$0	\$4,700	\$0	\$4,700	\$4,700	\$0	\$0	
Expenses	\$0	\$10,290	\$0	\$10,290	\$2,551	\$0	\$7,739	
<b>Town Clerk</b>	\$0	\$188,195	\$33,196	\$221,391	\$203,079	\$0	\$18,312	
<b>Finance &amp; Admin</b>	\$0	\$845,721	\$69,682	\$915,403	\$802,428	\$1,504	\$111,471	
<i>Public Safety</i>								
<b>Police Department</b>								
Chief Salary	\$0	\$204,901	\$72,038	\$276,939	\$276,939	\$0	\$0	
Other Salaries	\$0	\$2,355,963	-\$18,500	\$2,337,463	\$2,292,415	\$0	\$45,048	
Patrolmen Overtime	\$0	\$401,865	\$175,000	\$576,865	\$536,663	\$0	\$40,202	
Patrolmen Training	\$0	\$135,637	\$0	\$135,637	\$135,637	\$0	\$0	



Expenses	\$2,281	\$230,525	\$10,000	\$242,806	\$238,741	\$627	\$3,438
Police Department	\$2,281	\$3,328,891	\$238,538	\$3,569,710	\$3,480,395	\$627	\$88,688
Fire Department							
Chief Salary	\$724	\$137,025	\$7,100	\$144,849	\$144,801	\$724	-\$676
Firefighter Salaries	\$0	\$901,365	\$0	\$901,365	\$882,536	\$0	\$18,829
Call Firefighter Salaries	\$0	\$495,839	\$0	\$495,839	\$469,065	\$0	\$26,774
Fire Alarm Salaries	\$0	\$15,233	\$1,585	\$16,818	\$16,818	\$0	\$0
Expenses	\$738	\$116,869	\$13,167	\$130,774	\$112,629	\$11,367	\$6,778
Fire Alarm Expenses	\$193	\$14,002	\$0	\$14,195	\$14,195	\$193	-\$193
Fire Department	\$1,655	\$1,680,333	\$21,852	\$1,703,840	\$1,640,043	\$12,284	\$51,513
Zoning Enforcement/Inspect							
Other Salaries	\$0	\$216,009	\$725	\$216,734	\$213,204	\$0	\$3,530
Professional Services	\$0	\$34,424	\$0	\$34,424	\$33,009	\$0	\$1,415
Expenses	\$955	\$13,131	\$3,000	\$17,086	\$14,816	\$1,079	\$1,191
Zoning Enforcement/Insp	\$955	\$263,564	\$3,725	\$268,244	\$261,029	\$1,079	\$6,136
Emergency Management							
Director Salary	\$0	\$2,500	\$3,750	\$6,250	\$3,721	\$0	\$2,529
Expenses	\$0	\$1	\$0	\$1	\$0	\$0	\$1
Civil Defense	\$0	\$2,501	\$3,750	\$6,251	\$3,721	\$0	\$2,530
Animal Control Officer							
Director Salary	\$0	\$27,966	\$0	\$27,966	\$27,282	\$0	\$684
Expenses	\$0	\$1,854	\$0	\$1,854	\$130	\$0	\$1,724
Animal Control	\$0	\$29,820	\$0	\$29,820	\$27,412	\$0	\$2,408
Public Safety	\$4,890	\$5,305,109	\$267,865	\$5,577,864	\$5,412,600	\$13,989	\$151,275
Education							
Treasurer							
North Shore Voke	\$0	\$625,699	-\$5,129	\$620,570	\$620,570	\$0	\$0
Treasurer	\$0	\$625,699	-\$5,129	\$620,570	\$620,570	\$0	\$0
School District-wide							
1110 SCHOOL COMMITTEE	\$0	7,250.00	0.00	7,250.00	34,940.27	0.00	-\$27,690
1210 SUPERINTENDENT	\$0	316,111.00	309.49	316,420.49	343,678.17	0.00	-\$27,258
1230 OTHER DISTRICT-WIDE	\$0	131,972.00	0.00	131,972.00	136,997.49	0.00	-\$5,025
1410 BUSINESS AND FINANC	\$0	289,628.00	368.75	289,996.75	296,028.42	28.90	-\$6,061
1430 LEGAL SVCS FOR SCHO	\$0	65,000.00	0.00	65,000.00	76,563.35	0.00	-\$11,563
1450 DISTRICT-WIDE INFO M	\$0	602,323.00	26,339.88	628,662.88	652,629.09	107,494.22	-\$131,460
2110 CURRICULUM DIR (SUP	\$0	456,966.00	0.00	456,966.00	453,716.25	152.02	\$3,098
2250 BUILDING TECHNOLOG	\$0	87,648.00	0.00	87,648.00	209,441.74	0.00	-\$121,794
2305 ALL TEACHERS	\$0	444,444.00	0.00	444,444.00	441,023.70	0.00	\$3,420
2320 THERAPISTS (NON TEA	\$0	667,020.00	4,075.83	671,095.83	566,229.36	425.00	\$104,441
2325 SHORT TERM SUBSTIT	\$0	151,500.00	0.00	151,500.00	42,965.14	0.00	\$108,535
2330 NON-CLERPARAPROF/	\$0	168,364.00	0.00	168,364.00	127,941.45	0.00	\$40,423
2354 PROF DEV STIPENDS &	\$0	65,000.00	0.00	65,000.00	45,087.51	679.94	\$19,233
2356 INSTR STAFF PROF DEV	\$0	65,000.00	0.00	65,000.00	45,087.51	679.94	\$19,233
2357 PROF DEV STIP, PROVI	\$0	0.00	0.00	0.00	0.00	0.00	\$0
2358 OUTSIDE PROF DEV PR	\$0	2,000.00	0.00	2,000.00	0.00	0.00	\$2,000
2420 INSTRUCTIONAL EQUIP	\$0	55,000.00	3,804.99	58,804.99	42,410.18	2,614.32	\$13,780
2720 TESTING AND ASSESSM	\$0	15,000.00	9,663.63	24,663.63	33,747.11	4,999.25	-\$14,083
2800 PSYCHOLOGICAL SERV	\$0	129,876.00	0.00	129,876.00	116,385.42	1,396.24	\$12,094
3100 ATTEND & PARENT LIA	\$0	2,016.00	0.00	2,016.00	2,003.44	0.00	\$13
3300 TRANSPORTATION SER	\$0	358,108.00	0.00	358,108.00	245,321.63	0.00	\$112,786
4130 UTILITY SERVICES	\$0	12,000.00	0.00	12,000.00	8,761.15	0.00	\$3,239
4220 MAINTENANCE OF BUI	\$0	10,000.00	1,696.00	11,696.00	18,290.00	0.00	-\$6,594
4225 BUILDING SECURITY SY	\$0	29,500.00	0.00	29,500.00	79,904.50	52,369.40	-\$102,774
4230 MAINTENANCE OF EQ	\$0	1,500.00	0.00	1,500.00	41,614.88	0.00	-\$40,115
4400 NETWORKING & TELEC	\$0	52,586.00	0.00	52,586.00	62,944.19	10,203.40	-\$20,562
4450 TECHNOLOGY MAINTA	\$0	7,557.00	0.00	7,557.00	137,061.44	50,645.86	-\$180,150
5200 INSURANCE FOR ACTIV	\$0	3,054,170.00	10,000.00	3,064,170.00	3,021,366.00	0.00	\$42,804
5300 RENTAL-LEASE EQUIPM	\$0	134,000.00	1,560.04	135,560.04	112,060.70	0.00	\$23,499
9100 TUITION TO MASS SCH	\$0	35,340.00	0.00	35,340.00	21,000.00	0.00	\$14,340
9300 TUITION TO NON-PUB	\$0	466,253.00	0.00	466,253.00	774,138.11	0.00	-\$307,885
9400 TUITION TO COLLABOR	\$0	132,217.00	0.00	132,217.00	157,654.48	0.00	-\$25,437
District-wide	\$0	\$8,015,349	\$57,819	\$8,073,168	\$8,346,993	\$231,688	-\$505,514
Summer Street School							
2210 SCHOOL LEADERSHIP-B	\$0	247,768.00	0.00	247,768.00	235,599.98	0.00	\$12,168
2305 ALL TEACHERS	\$0	2,576,692.00	0.00	2,576,692.00	2,402,797.45	0.00	\$173,895
2310 TEACHERS, SPECIALIST	\$0	0.00	0.00	0.00	0.00	0.00	\$0
2320 THERAPISTS (NON TEA	\$0	90,716.00	0.00	90,716.00	90,715.82	0.00	\$0
2324 LONG TERM SUBSTITU	\$0	0.00	0.00	0.00	55,005.00	0.00	-\$55,005
2325 SHORT TERM SUBSTIT	\$0	39,353.00	0.00	39,353.00	12,277.25	0.00	\$27,076
2330 NON-CLERPARAPROF/	\$0	193,675.00	0.00	193,675.00	243,518.60	0.00	-\$49,844
2340 LIBRARIANS AND MED	\$0	87,165.00	0.00	87,165.00	87,164.74	0.00	\$0
2351 PROF DEVELOPMENT L	\$0	104,695.00	0.00	104,695.00	109,694.26	0.00	-\$4,999
2356 INSTR STAFF PROF DEV	\$0	5,950.00	0.00	5,950.00	592.00	0.00	\$5,358
2358 OUTSIDE PROF DEV PR	\$0	4,000.00	0.00	4,000.00	760.00	0.00	\$3,240
2415 OTHER INSTRUCTIONA	\$0	8,550.00	1,916.76	10,466.76	9,856.10	573.24	\$37
2420 INSTRUCTIONAL EQUIP	\$0	2,000.00	0.00	2,000.00	193.23	35.25	\$1,772
2430 GENERAL SUPPLIES	\$0	72,000.00	989.30	72,989.30	64,295.02	3,439.27	\$5,255
2451 CLASSROOM INSTR TE	\$0	10,500.00	0.00	10,500.00	39.99	0.00	\$10,460
2710 GUIDANCE	\$0	62,498.00	0.00	62,498.00	57,713.50	0.00	\$178
2720 TESTING AND ASSESSM	\$0	800.00	0.00	800.00	621.71	0.00	\$178
2800 PSYCHOLOGICAL SERV	\$0	97,995.00	0.00	97,995.00	97,993.74	0.00	\$1
3200 MEDICAL/HEALTH SER	\$0	92,520.00	0.00	92,520.00	91,662.82	856.85	\$0
4130 UTILITY SERVICES	\$0	3,800.00	0.00	3,800.00	4,177.57	65.38	-\$443
4230 MAINTENANCE OF EQ	\$0	0.00	4,828.26	4,828.26	1,867.05	515.00	\$2,446
5150 EMPL SICK & VACATIO	\$0	8,000.00	0.00	8,000.00	0.00	0.00	\$8,000
Summer Street School	\$0	\$3,708,677	\$7,734	\$3,716,411	\$3,566,546	\$5,485	\$139,596
Huckleberry Hill School							
2210 SCHOOL LEADERSHIP-B	\$0	244,633.00	0.00	244,633.00	252,065.55	0.00	-\$7,433
2305 ALL TEACHERS	\$0	2,794,770.00	0.00	2,794,770.00	2,657,308.98	0.00	\$137,461
2310 TEACHERS, SPECIALIST	\$0	0.00	0.00	0.00	0.00	0.00	\$0
2320 THERAPISTS (NON TEA	\$0	87,648.00	0.00	87,648.00	89,867.31	0.00	-\$2,219
2324 LONG TERM SUBSTITU	\$0	0.00	0.00	0.00	62,379.88	0.00	-\$62,380
2325 SHORT TERM SUBSTIT	\$0	45,240.00	0.00	45,240.00	24,770.26	0.00	\$20,470
2330 NON-CLERPARAPROF/	\$0	512,414.00	0.00	512,414.00	521,339.61	0.00	-\$8,926
2340 LIBRARIANS AND MED	\$0	68,249.00	0.00	68,249.00	68,248.18	0.00	\$1
2351 PROF DEVELOPMENT L	\$0	104,695.00	0.00	104,695.00	109,694.86	0.00	-\$5,000
2356 INSTR STAFF PROF DEV	\$0	5,950.00	0.00	5,950.00	174.00	0.00	\$5,776
2358 OUTSIDE PROF DEV PR	\$0	4,000.00	0.00	4,000.00	400.00	0.00	\$3,600
2415 OTHER INSTRUCTIONA	\$0	8,550.00	0.00	8,550.00	5,101.42	0.00	\$3,449
2420 INSTRUCTIONAL EQUIP	\$0	2,000.00	0.00	2,000.00	99.98	0.00	\$1,900
2430 GENERAL SUPPLIES	\$0	71,850.00	49.00	71,899.00	71,804.39	28.18	\$66
2451 CLASSROOM INSTR TE	\$0	10,800.00	0.00	10,800.00	0.00	0.00	\$10,800
2710 GUIDANCE	\$0	62,498.00	0.00	62,498.00	60,113.55	0.00	\$2,384

2720 TESTING AND ASSESSM	\$0	600.00	0.00	600.00	428.61	0.00	\$171
2800 PSYCHOLOGICAL SERV	\$0	75,255.00	0.00	75,255.00	0.00	0.00	\$75,255
3200 MEDICAL/HEALTH SER	\$0	84,184.00	0.00	84,184.00	55,755.29	999.83	\$27,429
4130 UTILITY SERVICES	\$0	3,800.00	0.00	3,800.00	3,093.42	0.00	\$707
4230 MAINTENANCE OF EQ	\$0	0.00	0.00	0.00	2,091.00	0.00	-\$2,091
<b>Huckleberry Hill School</b>	<b>\$0</b>	<b>\$4,187,136</b>	<b>\$49</b>	<b>\$4,187,185</b>	<b>\$3,984,736</b>	<b>\$1,028</b>	<b>\$199,036</b>
<b>Middle School</b>							
2210 SCHOOL LEADERSHIP-B	\$0	338,966.00	128.44	339,094.44	340,461.20	7.49	-\$1,374
2305 ALL TEACHERS	\$0	4,745,413.00	0.00	4,745,413.00	4,681,256.06	0.00	\$64,157
2320 THERAPISTS (NON TEA	\$0	77,583.00	0.00	77,583.00	77,582.18	0.00	\$1 *
2324 LONG TERM SUBSTITU	\$0	0.00	0.00	0.00	39,040.00	0.00	-\$39,040
2325 SHORT TERM SUBSTIT	\$0	49,902.00	0.00	49,902.00	12,315.00	0.00	\$37,587
2330 NON-CLERPARAPROF/	\$0	367,171.00	0.00	367,171.00	451,126.31	0.00	-\$83,955
2340 LIBRARIANS AND MED	\$0	92,617.00	0.00	92,617.00	92,621.82	0.00	-\$5
2351 PROF DEVELOPMENT L	\$0	202,766.00	0.00	202,766.00	202,784.09	0.00	-\$18
2356 INSTR STAFF PROF DEV	\$0	10,400.00	0.00	10,400.00	2,010.00	0.00	\$8,390
2358 OUTSIDE PROF DEV PR	\$0	500.00	0.00	500.00	0.00	0.00	\$500
2410 TEXTBOOKS/SOFTWAR	\$0	19,300.00	0.00	19,300.00	22,126.75	0.00	-\$2,827
2415 OTHER INSTRUCTIONA	\$0	8,500.00	0.00	8,500.00	4,767.77	2,793.13	\$939 *
2430 GENERAL SUPPLIES	\$0	76,250.00	870.00	77,120.00	47,877.89	689.99	\$28,552
2451 CLASSROOM INSTR TE	\$0	5,500.00	0.00	5,500.00	1,218.98	0.00	\$4,281
2453 OTHER INSTRUCTIONA	\$0	2,200.00	0.00	2,200.00	1,216.80	0.00	\$983
2710 GUIDANCE	\$0	117,809.00	0.00	117,809.00	117,048.16	0.00	\$761
2720 TESTING AND ASSESSM	\$0	1,000.00	0.00	1,000.00	1,009.49	125.00	-\$134
2800 PSYCHOLOGICAL SERV	\$0	166,073.00	0.00	166,073.00	159,684.20	0.00	\$6,389
3200 MEDICAL/HEALTH SER	\$0	93,413.00	0.00	93,413.00	92,333.61	1,159.95	-\$81
3520 OTHER STUDENT ACTI	\$0	10,830.00	0.00	10,830.00	3,237.64	0.00	\$7,592 *
4130 UTILITY SERVICES	\$0	7,000.00	0.00	7,000.00	7,977.87	26.15	-\$1,004 *
4230 MAINTENANCE OF EQ	\$0	3,500.00	571.95	4,071.95	29,760.41	9,838.14	-\$35,527
5150 EMPL SICK & VACATIO	\$0	8,000.00	0.00	8,000.00	0.00	0.00	\$8,000 *
<b>Middle School</b>	<b>\$0</b>	<b>\$6,404,693</b>	<b>\$1,570</b>	<b>\$6,406,263</b>	<b>\$6,387,456</b>	<b>\$14,640</b>	<b>\$4,167</b>
<b>High School</b>							
2210 SCHOOL LEADERSHIP-B	\$0	421,281.00	2,317.23	423,598.23	419,931.97	50.82	3,615.44
2250 BUILDING TECHNOLOG	\$0	500.00	0.00	500.00	0.00	0.00	500.00
2305 ALL TEACHERS	\$0	5,239,284.00	0.00	5,239,284.00	5,033,473.07	0.00	205,810.93
2310 TEACHERS, SPECIALIST	\$0	0.00	0.00	0.00	0.00	0.00	0.00
2324 LONG TERM SUBSTITU	\$0	0.00	0.00	0.00	11,110.00	0.00	-11,110.00
2325 SHORT TERM SUBSTIT	\$0	39,498.00	0.00	39,498.00	4,294.22	0.00	35,203.78
2330 NON-CLERPARAPROF/	\$0	250,471.00	0.00	250,471.00	279,589.12	0.00	-29,118.12
2340 LIBRARIANS AND MED	\$0	98,097.00	0.00	98,097.00	98,095.93	0.00	1.07
2356 INSTR STAFF PROF DEV	\$0	16,645.00	645.00	17,290.00	5,941.74	0.00	11,348.26
2357 PROF DEV STIP, PROVI	\$0	500.00	0.00	500.00	0.00	0.00	500.00
2358 OUTSIDE PROF DEV PR	\$0	33,530.00	1,875.00	35,405.00	27,384.49	1,175.71	6,844.80
2410 TEXTBOOKS/SOFTWAR	\$0	12,293.00	40.00	12,333.00	7,850.80	3,399.51	1,082.69
2415 OTHER INSTRUCTIONA	\$0	60,566.00	1,518.51	62,084.51	45,460.38	4,147.31	12,476.82
2430 GENERAL SUPPLIES	\$0	0.00	0.00	0.00	0.00	335.00	-335.00
2453 OTHER INSTRUCTIONA	\$0	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
2710 GUIDANCE	\$0	422,741.00	0.00	422,741.00	438,328.45	0.00	-15,587.45
2720 TESTING AND ASSESSM	\$0	6,550.00	0.00	6,550.00	2,814.62	0.00	3,735.38
2800 PSYCHOLOGICAL SERV	\$0	99,092.00	0.00	99,092.00	98,561.30	0.00	530.70
3100 ATTEND & PARENT LIA	\$0	47,567.00	0.00	47,567.00	48,690.18	0.00	-1,123.18
3200 MEDICAL/HEALTH SER	\$0	100,477.00	0.00	100,477.00	100,252.83	1,247.74	-1,023.57
3510 ATHLETICS	\$0	721,061.00	0.00	721,061.00	682,700.49	7,834.00	30,526.51
3520 OTHER STUDENT ACTI	\$0	16,667.00	0.00	16,667.00	11,243.30	1,775.59	3,648.11
4130 UTILITY SERVICES	\$0	5,500.00	0.00	5,500.00	6,379.49	159.90	-1,039.39
4230 MAINTENANCE OF EQ	\$0	3,000.00	0.00	3,000.00	26,167.06	174.98	-23,342.04
5150 EMPL SICK & VACATIO	\$0	8,000.00	0.00	8,000.00	13,590.00	0.00	-5,590.00
<b>High School</b>	<b>\$0</b>	<b>\$7,605,320</b>	<b>\$6,396</b>	<b>\$7,611,716</b>	<b>\$7,361,859</b>	<b>\$20,301</b>	<b>\$229,556</b>
<b>Education</b>	<b>\$0</b>	<b>\$30,676,750</b>	<b>\$68,439</b>	<b>\$30,745,189</b>	<b>\$30,384,546</b>	<b>\$274,538</b>	<b>\$78,936</b>
<b>Public Works</b>							
<b>Municipal Buildings</b>							
Other Salaries	\$0	\$251,867	\$0	\$221,337	\$217,806	\$0	\$3,531
Expenses	\$20,953	\$371,500	\$0	\$392,453	\$264,627	\$8,304	\$119,522
<b>Municipal Buildings</b>	<b>\$20,953</b>	<b>\$623,367</b>	<b>\$0</b>	<b>\$613,790</b>	<b>\$482,433</b>	<b>\$8,304</b>	<b>\$123,053</b>
<b>School Buildings</b>							
Other Salaries	\$0	\$1,158,403	\$0	\$1,158,403	\$958,449	\$0	\$199,954
Expenses	\$75,386	\$1,381,200	\$0	\$1,456,586	\$1,326,011	\$98,961	\$31,614
Energy Supply	\$0	\$724,000	\$0	\$724,000	\$642,166	\$0	\$81,834
<b>School Buildings</b>	<b>\$75,386</b>	<b>\$3,263,603</b>	<b>\$0</b>	<b>\$3,338,989</b>	<b>\$2,926,626</b>	<b>\$98,961</b>	<b>\$313,402</b>
<b>Public Works Admin</b>							
Director Salary	\$0	\$135,964	\$4,750	\$140,714	\$140,714	\$0	\$0
Other Salaries	\$0	\$546,662	\$5,850	\$552,512	\$547,408	\$0	\$5,104
Expenses	\$50	\$9,500	\$0	\$9,550	\$6,503	\$0	\$3,047
Motor fuel/oil	\$2,202	\$134,000	\$0	\$136,202	\$88,665	\$2,202	\$45,335
<b>Public Works Admin</b>	<b>\$0</b>	<b>\$826,126</b>	<b>\$10,600</b>	<b>\$838,977</b>	<b>\$783,290</b>	<b>\$2,202</b>	<b>\$53,486</b>
<b>Highway</b>							
Other Salaries	\$0	\$911,731	\$0	\$911,731	\$831,885	\$0	\$79,846
Expenses	\$56,593	\$564,550	\$0	\$621,143	\$571,739	\$15,876	\$33,529
<b>Highway</b>	<b>\$56,593</b>	<b>\$1,476,281</b>	<b>\$0</b>	<b>\$1,532,874</b>	<b>\$1,403,623</b>	<b>\$15,876</b>	<b>\$113,375</b>
<b>Snow &amp; Ice</b>							
Expenses	\$0	\$120,000	\$23,564	\$143,564	\$418,575	\$0	-\$275,012
<b>Snow &amp; Ice</b>	<b>\$0</b>	<b>\$120,000</b>	<b>\$23,564</b>	<b>\$143,564</b>	<b>\$418,575</b>	<b>\$0</b>	<b>-\$275,012</b>
<b>Street Lights</b>							
Expenses	\$22,173	\$180,000	\$0	\$202,173	\$109,629	\$5,832	\$86,713
<b>Street Lights</b>	<b>\$22,173</b>	<b>\$180,000</b>	<b>\$0</b>	<b>\$202,173</b>	<b>\$109,629</b>	<b>\$5,832</b>	<b>\$86,713</b>
<b>Sidewalks</b>							
Expenses	\$0	\$25,000	\$0	\$25,000	\$25,000	\$0	\$0
<b>Sidewalks</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>
<b>Rubbish Removal</b>							
Expenses	\$0	\$857,000	\$0	\$857,000	\$784,339	\$70,871	\$1,790
<b>Rubbish Removal</b>	<b>\$0</b>	<b>\$857,000</b>	<b>\$0</b>	<b>\$857,000</b>	<b>\$784,339</b>	<b>\$70,871</b>	<b>\$1,790</b>
<b>Public Works</b>	<b>\$175,105</b>	<b>\$7,346,377</b>	<b>\$34,163</b>	<b>\$7,527,367</b>	<b>\$6,908,514</b>	<b>\$202,046</b>	<b>\$416,807</b>
<b>Human Services</b>							
<b>Board of Health</b>							
Other Salaries	\$0	\$93,393	\$952	\$94,345	\$94,345	\$0	\$0
Expenses	\$48	\$44,304	\$0	\$44,352	\$33,993	\$152	\$10,207
<b>Board of Health</b>	<b>\$48</b>	<b>\$137,697</b>	<b>\$952</b>	<b>\$138,697</b>	<b>\$128,338</b>	<b>\$152</b>	<b>\$10,207</b>

<b>Council on Aging</b>							
Other Salaries	\$0	\$337,482	\$2,000	\$339,482	\$316,782	\$0	\$22,700
Expenses	\$0	\$26,949	\$0	\$26,949	\$26,059	\$133	\$757
<b>Council on Aging</b>	<b>\$0</b>	<b>\$364,431</b>	<b>\$2,000</b>	<b>\$366,431</b>	<b>\$342,841</b>	<b>\$133</b>	<b>\$23,457</b>
<b>Veterans Agents</b>							
Director Salary	\$0	\$16,151	\$0	\$16,151	\$16,151	\$0	\$0
Veterans Benefits	\$0	\$24,000	\$0	\$24,000	\$16,602	\$0	\$7,398
Expenses	\$0	\$1,300	\$0	\$1,300	\$105	\$0	\$1,195
<b>Veterans Agents</b>	<b>\$0</b>	<b>\$41,451</b>	<b>\$0</b>	<b>\$41,451</b>	<b>\$32,857</b>	<b>\$0</b>	<b>\$8,594</b>
<b>Human Services</b>	<b>\$48</b>	<b>\$543,579</b>	<b>\$2,952</b>	<b>\$546,579</b>	<b>\$504,036</b>	<b>\$286</b>	<b>\$42,257</b>
<b>Culture &amp; Recreation</b>							
<b>Veterans Agent</b>							
Memorial Day	\$0	\$7,000	\$0	\$7,000	\$1,684	\$0	\$5,316
<b>Veterans Agent</b>	<b>\$0</b>	<b>\$7,000</b>	<b>\$0</b>	<b>\$7,000</b>	<b>\$1,684</b>	<b>\$0</b>	<b>\$5,316</b>
<b>Library</b>							
Director Salary	\$0	\$93,853	\$1,000	\$94,853	\$94,851	\$0	\$2
Other Salaries	\$0	\$583,269	\$0	\$583,269	\$537,593	\$0	\$45,676
Expenses	\$2,630	\$259,597	\$0	\$262,227	\$248,581	\$13,631	\$15
<b>Library</b>	<b>\$2,630</b>	<b>\$936,719</b>	<b>\$1,000</b>	<b>\$940,349</b>	<b>\$881,025</b>	<b>\$13,631</b>	<b>\$45,693</b>
<b>Recreation</b>							
Other Salaries	\$0	\$73,772	\$1,000	\$74,772	\$74,691	\$0	\$81
Expenses	\$0	\$3,300	\$0	\$3,300	\$3,287	\$0	\$13
<b>Recreation</b>	<b>\$0</b>	<b>\$77,072</b>	<b>\$1,000</b>	<b>\$78,072</b>	<b>\$77,978</b>	<b>\$0</b>	<b>\$94</b>
<b>Historical Commission</b>							
Expenses	<u>\$14,839</u>	<u>\$15,910</u>	<u>\$0</u>	<u>\$30,749</u>	<u>\$14,767</u>	<u>\$14,315</u>	<u>\$1,667</u>
<b>Historical Commission</b>	<b>\$14,839</b>	<b>\$15,910</b>	<b>\$0</b>	<b>\$30,749</b>	<b>\$14,767</b>	<b>\$14,315</b>	<b>\$1,667</b>
<b>Cultural &amp; Recreation</b>	<b>\$17,469</b>	<b>\$1,036,701</b>	<b>\$2,000</b>	<b>\$1,056,170</b>	<b>\$975,454</b>	<b>\$27,946</b>	<b>\$52,770</b>
<b>Debt &amp; Interest</b>							
<b>Treasurer</b>							
Long-term Principal	\$0	\$636,729	-\$17,025	\$619,704	\$619,704	\$0	\$0
Debt-Exclusion Principal	\$0	\$2,105,000	-\$3,100	\$2,101,900	\$2,101,900	\$0	\$0
Long-term Interest	\$0	\$152,948	\$5,871	\$158,819	\$158,819	\$0	\$0
Debt-Exclusion Interest	\$0	\$344,929	-\$39,915	\$305,014	\$305,014	\$0	\$0
Short-term Interest	\$0	\$28,433	-\$24,579	\$3,854	\$3,854	\$0	\$0
<b>Treasurer</b>	<b>\$0</b>	<b>\$3,268,039</b>	<b>-\$78,748</b>	<b>\$3,189,291</b>	<b>\$3,189,291</b>	<b>\$0</b>	<b>\$0</b>
<b>Tax Collector</b>							
Short-term Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Tax Collector</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Debt &amp; Interest</b>	<b>\$0</b>	<b>\$3,268,039</b>	<b>-\$78,748</b>	<b>\$3,189,291</b>	<b>\$3,189,291</b>	<b>\$0</b>	<b>\$0</b>
<b>Employee Benefits</b>							
<b>Selectmen</b>							
Other Employee Benefits	\$0	\$5,047	\$0	\$5,047	\$4,907	\$0	\$140
<b>Selectmen</b>	<b>\$0</b>	<b>\$5,047</b>	<b>\$0</b>	<b>\$5,047</b>	<b>\$4,907</b>	<b>\$0</b>	<b>\$140</b>
<b>Treasurer</b>							
Retirement Contribution	\$0	\$2,988,778	-\$7,735	\$2,981,043	\$2,969,429	\$0	\$11,613
Workers' Compensation	\$0	\$270,000	\$0	\$270,000	\$194,951	\$0	\$75,049
Unemployment Compensa	\$0	\$30,500	\$0	\$30,500	\$130	\$1,000	\$29,370
Insurance Benefits	\$0	\$3,526,744	-\$61,737	\$3,465,007	\$3,159,901	\$0	\$305,106
FICA	\$0	\$490,000	\$0	\$490,000	\$468,944	\$0	\$21,056
<b>Treasurer</b>	<b>\$0</b>	<b>\$7,306,022</b>	<b>-\$69,473</b>	<b>\$7,236,550</b>	<b>\$6,793,355</b>	<b>\$1,000</b>	<b>\$442,195</b>
<b>Employee Benefits</b>	<b>\$0</b>	<b>\$7,311,069</b>	<b>-\$69,473</b>	<b>\$7,241,597</b>	<b>\$6,798,262</b>	<b>\$1,000</b>	<b>\$442,334</b>
<b>Grand Total</b>	<b>\$262,473</b>	<b>\$58,265,194</b>	<b>\$238,793</b>	<b>\$58,738,182</b>	<b>\$56,596,689</b>	<b>\$543,395</b>	<b>\$1,590,929</b>

# Town of Lynnfield Capital and Special Articles Fiscal 2021

	CarryForward	Appropriation	Transfers In	Transfers Out	Expended	Continuing Appropriation	Balance Available
<b>Select Board</b>							
Prior Year Bills	\$0	\$3,160	\$0	\$0	\$3,160	\$0	\$0
Rail Trail Dsgn& Engine	\$348,000	\$0	\$0	\$0	\$0	\$348,000	\$0
Medical Bills	\$22,232	\$0	\$0	\$22,232	\$0	\$0	\$0
Feasability Study	\$30,000	\$0	\$0	\$0	\$30,000	\$0	\$0
<i>Select Board</i>	\$400,232	\$3,160	\$0	\$22,232	\$33,160	\$348,000	\$0
<b>Cable PEG Access</b>							
Media System Unit	\$7,369	\$0	\$0	\$0	\$7,369	\$0	\$0
Upgeade Cable Produc	\$40,000	\$0	\$0	\$0	\$0	\$40,000	\$0
Cable Production Gear	\$16,000	\$0	\$0	\$0	\$16	\$15,984	\$0
<i>Town Accountant</i>	\$63,369	\$0	\$0	\$0	\$7,385	\$55,984	\$0
<b>Town Clerk</b>							
Electronic Check-in	\$5,430	\$0	\$0	\$0	\$0	\$5,430	\$0
Electronic Voting	\$19,715	\$0	\$0	\$0	\$0	\$19,715	\$0
Election Machines	\$6,125	\$0	\$0	\$0	\$0	\$6,125	\$0
<i>Town Clerk</i>	\$31,270	\$0	\$0	\$0	\$0	\$31,270	\$0
<b>Conservation</b>							
Pillings Pond Treatmen	\$16,429	\$25,000	\$0	\$0	\$23,181	\$18,248	\$0
Stormwater Drainage	\$5,380	\$0	\$0	\$0	\$0	\$5,380	\$0
<i>Conservation</i>	\$21,809	\$25,000	\$0	\$0	\$23,181	\$23,628	\$0
<b>Planning</b>							
Master Plan Update	\$7,142	\$0	\$0	\$7,142	\$0	\$0	\$0
<i>Planning</i>	\$7,142	\$0	\$0	\$7,142	\$0	\$0	\$0
<b>Information Technology</b>							
Tyler Applications	\$7,232	\$0	\$0	\$0	\$6,685	\$547	\$0
Server Migration Projec	\$0	\$15,000	\$0	\$0	\$12,663	\$2,338	\$0
<i>Information Technology</i>	\$7,232	\$15,000	\$0	\$0	\$19,348	\$2,885	\$0
<b>Police</b>							
Furniture Workstation	\$1,364	\$0	\$0	\$0	\$1,364	\$0	\$0
Radio Traffic TR	\$14,500	\$0	\$0	\$0	\$14,500	\$0	\$0
Cruisers 2019	\$41,066	\$0	\$0	\$0	\$41,066	\$0	\$0
Radio Upgrade	\$14,357	\$0	\$0	\$0	\$14,357	\$0	\$0
Chevy Tahoe Cruiser	\$52,752	\$0	\$0	\$0	\$52,573	\$179	\$0
Radio Site Replacemen	\$37,000	\$0	\$0	\$0	\$37,000	\$0	\$0
Computer Replacemen	\$0	7,000.00	\$0	\$0	7,000.00	\$0	\$0
Telephone Systems	\$0	11,000.00	\$0	\$0	0.00	\$11,000	\$0
Radio Site Replacemen	\$0	48,500.00	\$0	\$0	32,132.11	\$16,368	\$0
Cruiser Radar Units	\$0	2,500.00	\$0	\$0	2,500.00	\$0	\$0
Cruiser Mobile Comp	\$0	6,000.00	\$0	\$0	6,000.00	\$0	\$0
Keyspan System Repla	\$0	11,500.00	\$0	\$0	11,500.00	\$0	\$0
<i>Police</i>	\$161,039	\$86,500	\$0	\$0	\$219,992	\$27,547	\$0

	CarryForward	Appropriation	Transfers In	Transfers Out	Expended	Continuing Appropriation	Balance Available
<b>Fire</b>							
ComputerAccessories	\$0	14,000.00	\$0	\$0	826.06	\$13,174	\$0
Telephone System	\$0	11,000.00	\$0	\$0	814.29	\$10,186	\$0
Portable/Mobile Radios	\$0	30,000.00	\$0	\$0	0.00	\$30,000	\$0
HoseReplacement	\$0	5,000.00	\$0	\$0	0.00	\$5,000	\$0
Radio Infrastructure	\$0	48,500.00	\$0	\$0	29,170.47	\$19,330	\$0
PPE Replacement	\$0	111,000.00	\$0	\$0	5,638.55	\$105,361	\$0
Keyspan System Repla	\$0	11,500.00	\$0	\$0	11,500.00	\$0	\$0
PPE (SCBA)	\$0	280,000.00	\$0	\$0	275,541.00	\$4,459	\$0
Extrication Tools	\$0	34,000.00	\$0	\$0	33,885.07	\$115	\$0
Radio Site Replacemen	\$37,000	\$0	\$0	\$0	\$37,000	\$0	\$0
Hose Replacement	\$5,000	\$0	\$0	\$0	\$5,000	\$0	\$0
PPE Replacement	\$15,750	\$0	\$0	\$0	\$15,750	\$0	\$0
IV Pumps for Ambulanc	\$14,400	\$0	\$0	\$0	\$0	\$14,400	\$0
Portable Radios	\$10,106	\$0	\$0	\$0	\$0	\$10,106	\$0
HoseReplacement	\$2,205	\$0	\$0	\$0	\$2,205	\$0	\$0
PPE Replacement	\$2,501	\$0	\$0	\$0	\$2,501	\$0	\$0
CimpressorReplaceme	\$1,751	\$0	\$0	\$0	\$1,751	\$0	\$0
SCBARReplacement	\$65,000	\$0	\$0	\$0	\$65,000	\$0	\$0
Radio Upgrade	\$13,239	\$0	\$0	\$0	\$13,239	\$0	\$0
<i>Fire</i>	\$166,951	\$545,000	\$0	\$0	\$499,821	\$212,130	\$0
<b>Schools System -Wide</b>							
Computer Aecessories 1	\$0	\$250,000	\$0	\$0	\$241,272	\$8,728	\$0
Computer Aecessories 1	\$341	\$0	\$0	\$0	\$341	\$0	\$0
<i>Schools System-Wide</i>	\$341	\$250,000	\$0	\$0	\$241,613	\$8,728	\$0
<b>Municipal Buildings</b>							
EnergyMGMT System	\$244	\$0	\$0	\$244	\$0	\$0	\$0
TH/PS Generator	\$280	\$0	\$0	\$279	\$0	\$0	\$0
Asphalt Overlay Sr. Ct	\$1,022	\$0	\$0	\$0	\$0	\$1,022	\$0
Replace Library Windo	\$7,100	\$0	\$0	\$7,100	\$0	\$0	\$0
Septic System Lib	\$30,680	\$0	\$0	\$5,053	\$25,627	\$0	\$0
<i>Municipal Buildings</i>	\$39,325	\$0	\$0	\$12,676	\$25,627	\$1,022	\$0
<b>School Buildings</b>							
Vinyl Floor Huckleberry	\$0	70,000.00	\$0	\$0	51,651.84	\$18,348	\$0
Replace Concrete Walk	\$0	30,000.00	\$0	\$0	25,746.70	\$4,253	\$0
Replace HS Carpets	\$0	12,000.00	\$0	\$0	9,660.70	\$2,339	\$0
Bus Lease	\$0	35,000.00	\$0	\$0	34,966.28	\$34	\$0
Floor Buffers	\$0	9,000.00	\$0	\$0	9,000.00	\$0	\$0
Vacuum Cleaners	\$0	5,550.00	\$0	\$0	5,500.00	\$50	\$0
Electric Pole Scrubber	\$0	4,700.00	\$0	\$0	4,700.00	\$0	\$0
Wet/Dry Vaccuums	\$0	6,650.00	\$0	\$0	6,650.00	\$0	\$0
Setic system Flow Mete	\$3,829	\$0	\$0	\$842	\$2,987	\$0	\$0
Floor Scrubber Machine	\$100	\$0	\$0	\$100	\$0	\$0	\$0
Vacuum Cleaners	\$782	\$0	\$0	\$782	\$0	\$0	\$0
Fitness Center Reno	\$10,200	\$0	\$0	\$9,074	\$1,126	\$0	\$0
Bus Lease	\$17	\$0	\$0	\$0	\$17	\$0	\$0
<i>School Buildings</i>	\$14,928	\$172,900	\$0	\$10,797	\$152,006	\$25,025	\$0



	CarryForward	Appropriation	Transfers In	Transfers Out	Expended	Continuing Appropriation	Balance Available
<b>Public Works Admin</b>							
Town Common Electric	\$614	\$0	\$0	\$0	\$614	\$0	\$0
<i>Public Works Admin</i>	\$614	\$0	\$0	\$0	\$614	\$0	\$0
<b>Highway</b>							
Townwide Drainage	\$0	30,000.00	\$0	\$0	26,070.42	\$3,930	\$0
NPDES YR 3	\$0	80,000.00	\$0	\$0	22,657.85	\$57,342	\$0
Hawkes Brook Drainag	\$0	150,000.00	\$0	\$0	0.00	\$150,000	\$0
Storage Area for St. Sw	\$0	40,000.00	\$0	\$0	21,160.13	\$18,840	\$0
Road Construction	\$0	350,000.00	\$5,190	\$0	323,197.62	\$31,992	\$0
Truck Replacements-D	\$0	85,000.00	\$0	\$0	33,828.41	\$51,172	\$0
Ledge Road Drainage	\$52,979	\$0	\$0	\$0	\$0	\$52,979	\$0
Culvert Design	\$18,412	\$0	\$0	\$0	\$600	\$17,812	\$0
Highway Hot Box	\$392	\$0	\$0	\$392	\$0	\$0	\$0
Expansion of Willow Ce	\$8,884	\$0	\$0	\$0	\$0	\$8,884	\$0
Town Wide Drainage	\$1,334	\$0	\$0	\$0	\$1,334	\$0	\$0
Expasion of Willow Cem	\$35,000	\$0	\$0	\$0	\$0	\$35,000	\$0
Design Consiltant	\$2,100	\$0	\$0	\$0	\$615	\$1,485	\$0
Jordan Park Project	\$7,182	\$0	\$0	\$0	\$7,182	\$0	\$0
NPDES YR 2	\$29,720	\$0	\$0	\$0	\$29,720	\$0	\$0
Town Common Improve	\$200,000	\$0	\$0	\$0	\$200,000	\$0	\$0
Sidewalk Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Road Construction	\$36,661	\$0	\$0	\$0	\$0	\$36,661	\$0
<i>Highway</i>	\$392,663	\$735,000	\$5,190	\$392	\$666,365	\$466,096	\$0
<b>Library</b>							
Childrens Room Furnitu	\$0	\$2,500	\$0	\$0	\$2,391	\$109	\$0
Telephone Lib. Elevator	\$1,500	\$0	\$0	\$1,500	\$0	\$0	\$0
Repair Emergency Exit	\$1,200	\$0	\$0	\$1,200	\$0	\$0	\$0
Computer Tables	\$157	\$0	\$0	\$157	\$0	\$0	\$0
Replacement of Library	\$103	\$0	\$0	\$103	\$0	\$0	\$0
<i>Library</i>	\$2,960	\$2,500	\$0	\$2,960	\$2,391	\$109	\$0
<b>Vetreran Servies</b>							
War Memorial	\$10,000	\$0	\$0	\$0	\$4,965	\$5,035	\$0
<i>Board of health</i>	\$10,000	\$0	\$0	\$0	\$4,965	\$5,035	\$0
<b>General Fund</b>	\$1,216,941	\$1,810,060	\$5,190	\$49,057	\$1,860,323	\$1,122,812	\$0
<b>Select Board</b>							
Center Farm Acquisitio	\$144,097	\$0	\$0	\$0	\$0	\$144,097	\$0
Athletic Facilities Impr	\$10,687	\$0	\$0	\$0	\$10,687	\$0	\$0
Fields Project	\$57,607	\$0	\$0	\$0	\$57,607	\$0	\$0
<i>Select Board</i>	\$212,391	\$0	\$0	\$0	\$0	\$144,098	\$0
<b>Board of Health</b>							
Septic Loan Program F	\$33,932	\$0	\$0	\$33,932	\$0	\$0	\$0
<i>Board of Health</i>	\$33,932	\$0	\$0	\$33,932	\$0	\$0	\$0
<b>Senior Center</b>							
Van	\$0	\$2,076	\$0	\$0	\$0	\$2,076	\$0
<i>Senior Center</i>	\$0	\$2,076	\$0	\$0	\$0	\$2,076	\$0

	CarryForward	Appropriation	Transfers In	Transfers Out	Expended	Continuing Appropriation	Balance Available
<b>Education</b>							
Summer & Huckleberry	\$0	\$17,000,000	\$0	\$0	\$1,094,674	\$15,905,326	\$0
<i>Education</i>	\$0	\$17,000,000	\$0	\$0	\$1,094,674	\$15,905,326	\$0
<b>Capital Projects</b>	\$246,343	\$17,002,076	\$0	\$33,932	\$1,094,694	\$16,051,499	\$0
<b>Grand Total</b>	<b>\$1,463,284</b>	<b>\$18,812,136</b>	<b>\$5,190</b>	<b>\$82,989</b>	<b>\$2,955,017</b>	<b>\$17,174,311</b>	<b>\$0</b>

### Town of Lynnfield Enterprise Fund Summary Fiscal 2021

	Carry Forward	Receipts	Transfers In	Transfers Out	Expended/Encumbered	Balance
<b>Enterprise Funds</b>						
Emergency Medical Services	\$233,207	\$721,715	\$0	\$0	665,515.35	\$289,406
Reedy Meadow /King Rail Golf	\$459,516	\$1,589,895	\$0	\$0	1,054,514.21	\$994,896
<i>Enterprise Funds</i>	\$692,723	\$2,311,609	\$0	\$0	\$1,720,030	\$1,284,302
<b>Grand Total</b>	\$692,723	\$2,311,609	\$0	\$0	\$1,720,030	\$1,284,302

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### Town of Lynnfield Trust Fund Summary Fiscal 2021

	Carry Forward	Receipts	Transfers In	Transfers Out	Expended	Balance
<b>Expendable Trusts Funds</b>						
Perpetual Care	\$62,842	\$22,937	\$0	\$30,000	\$0	\$55,780
Library Trust Funds	\$3,281	\$2,435	\$0	\$0	\$3,001	\$2,715
Legion Memorial	\$0	\$0	\$0	\$0	\$0	\$1
M.A. Maney Scholarship Fund	\$25,227	\$575	\$0	\$0	\$1,000	\$24,802
L.I.F.E.	\$37	\$1	\$0	\$0	\$0	\$38
Lynnfield Tricentennial	\$8,066	\$191	\$0	\$0	\$0	\$8,258
Peabody Memorial	\$22,218	\$765	\$0	\$0	\$0	\$22,983
Kuestenmacher Scholarship	\$4,096	\$2,536	\$0	\$0	\$2,123	\$4,509
Gray Scholarship	\$543,661	\$12,983	\$0	\$0	\$18,000	\$538,644
Conservation Land	\$333,836	\$621	\$0	\$0	\$6,405	\$328,052
Stabilization Fund	\$2,201,392	\$26,433	\$150,000	\$0	\$0	\$2,377,826
Capital Facilities Maintenance Fund	\$1,509,293	\$15,396	\$0	\$0	\$0	\$1,524,689
OPEB Liability Trust	\$1,451,914	\$378,716	\$100,000	\$0	\$0	\$1,930,631
Cadwell Trust-Council on Aging	\$0	\$5,000	\$0	\$0	\$0	\$5,000
Cadwell Trust-Library	\$0	\$5,000	\$0	\$0	\$0	\$5,000
Recreation Capital Trust	\$379,595	\$79,090	\$0	\$0	\$0	\$458,686
<i>Expendable Trust Funds</i>	\$6,545,459	\$552,682	\$250,000	\$30,000	\$30,529	\$7,287,611
<b>Non Expendable Trust Funds</b>						
Perpetual Care	\$912,475	\$5,750	\$0	\$0	\$0	\$918,225
Library Trust Funds	\$22,400	\$0	\$0	\$0	\$0	\$22,400
Peabody Memorial	\$10,000	\$0	\$0	\$0	\$0	\$10,000
Kuestenmacher Scholarship	\$156,468	\$1,289	\$0	\$0	\$0	\$157,757
<i>Non Expendable Trust Funds</i>	\$154,713	\$7,039	\$0	\$0	\$0	\$1,108,382
<b>Grand Total</b>	\$6,700,172	\$559,721	\$250,000	\$30,000	\$30,529	\$8,395,993

# Town of Lynnfield

## Fiscal 2021 Revenue Summary

### TAXES

Personal Property	\$847,891	
Real Estate (net of refunds)	\$47,105,573	
Tax Defferrals	\$94,604	
Taxes in Litigation	\$59,631	
Tax Leins	\$33,980	
<b>TOTAL PROPERTY TAXES</b>		<b>\$48,141,680</b>

### LOCAL RECEIPTS

MOTOR VEHICLE EXCISE (net of refunds)	\$3,063,008
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OTHER EXCISE-Meals Tax	\$370,987
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### PENALTIES AND INTEREST

Property Taxes	\$101,605	
Motor Vehicle	\$37,768	
Leins	\$14,977	
<b>TOTAL PENALTIES</b>		<b>\$154,350</b>

PAYMENTS IN LIEU OF TAXES	\$608,068
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FEES	\$18,350
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### RENTALS

South Hall/Post office	\$61,287	
South Hall Lower level	\$23,400	
Parking lot	\$6,000	
Meetinghouse	\$800	
<b>Total Rentals</b>		<b>\$91,487</b>

DEPARTMENTAL REVENUE	\$101,605
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Selectmen	\$5,628
Accountant	\$16
Assessors	\$195
Treasurer	\$145,227
Tax Collector	\$15,701
Town clerk	\$9,631
Conservation	\$40
Planning Board	\$4,000
Board of Appeals	\$5,250
Police	\$58,071
Fire	\$31,204
School	\$66,354
Public Works	\$25,528
Cemetery	\$38,055
Board of Health	\$13,460
Zoning	\$710

<b>TOTAL DEPARTMENTAL REVENUES</b>	<b>\$419,070</b>
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### LICENSES AND PERMITS

Selectmen	\$79,529
Town Clerk	\$16,460

Police	\$6,338	
Fire	\$9,825	
Zoning Enforcement	\$464,163	
Board of Health	\$53,134	
<b>TOTAL LICENSES &amp; PERMITS</b>		\$629,448
<b>FINES AND FORFEITS</b>		
Animal Control	\$175	
Police	\$36,813	
Library	\$1,500	
<b>TOTAL FINES &amp; FORFEITS</b>		\$38,488
<b>MISCELLANEOUS REVENUES</b>		\$1,816
<b>INVESTMENT INCOME</b>		\$9,233
<b>TOTAL LOCAL RECEIPTS</b>		<b>\$5,404,305</b>
<b>INTERGOVERNMENTAL RECEIPTS</b>		
<b>STATE "CHERRY SHEET" RECEIPTS</b>		
Exemption Reimbursements	\$57,831	
State Owned Land	\$43,871	
Unrestricted General Gov Aid	\$1,104,377	
Chapter 70 School Aid	\$4,404,631	
Charter School Assessment	\$20,471	
Veterans Benefits	\$18,803	
<b>TOTAL "CHERRY SHEET" RECEIPTS</b>		\$5,649,984
<b>EXPENDITURE REIMBURSEMENTS</b>		
Municipal Medicaid	\$51,165	
Other State Reimbursement	\$24,123	
FEMA Reimbursement	\$0	
<b>TOTAL GOVERNMENT REIMBURSEMENT</b>		\$75,288
<b>TOTAL INTERGOVERNMENTAL RECEIPTS</b>		<b>\$5,725,272</b>
<b>SPECIAL REVENUES</b>		
<b>FEDERAL GRANTS</b>		
Teacher Quality	\$50,624	
Title I Reading	\$60,061	
Sped Program Improvement	\$16,295	
94-142 Inclusion Education	\$395,530	
Early Childhood	\$18,302	
School Lunch	\$580,656	
Sped Program Imp. Targeted	\$2,500	
Title IV Safe and Drug Free	\$8,621	
ESSER I	\$4,981	
CVRF School Reopening Grant	\$495,225	
Remote Learning Technical Assist	\$18,361	
MA Hire NS Workforce BD	\$1,135	
Early Childhood Improvement	\$179	
FEMA PA Grant	\$85,243	
Emergency Management Performance Grant	\$3,500	



Partnership for Success	\$291,139	
Drug Free Communities	\$91,053	
CARES-Covid	\$948,111	
AFG Fire Covid	\$1,500	
American Rescue Plan	\$680,293	
TOTAL FEDERAL GRANTS		\$3,753,310

#### STATE GRANTS

Arts Lottery	\$500	
MVP Planning Assistance	\$25,350	
Election/Police Grant		
E911 Support & Incentive Grant	\$83,425	
E911 EMD Grant		
Bullet Proof Vest-State		
S.A.F.E. Grant	\$7,172	
Metco	\$254,104	
State Special Ed Reimbursement	\$625,492	
School Coronavirus Prevention	\$69,825	
Financial Ed Grant		
Enhanced Health Services	\$20,000	
Chapter 90 Highway	\$485,447	
Transportation Grant	\$2,104	
Sustainable Materials Grant	\$1,000	
Complete Streets	\$295,086	
Recycling Grant	\$3,600	
MAPC Board of Health-Covid	\$10,727	
Elderly Programs	\$33,516	
Library State Aid	\$19,872	
Substance Abuse Prevention		
TOTAL STATE GRANTS		\$1,937,220

#### REVOLVING FUNDS

Merritt Center Revolving	
Conservation Design Review Fees	\$17,550
Planning Bd Design Review Fees	\$6,650
Highway Design Review	\$193,190
Meadowwalk Consultants	\$80
Law Enforcement Trust	\$0
Insurance Reimb Under \$150,000	\$9,636
Athletics	\$264
Activity Fee	\$129,040
Community Schools	\$665,678
Book Damage	\$269
After School Homework Prog.	\$0
High School Jazz Band	\$0
School Lunch	\$0
Non Resident Tuition	\$0
High School Parking	\$1,270
High School Vocal Arts	\$0
Athletic Field Maintenance Revolving	\$48,808
Technology Replacement Fund	\$132
Advanced Placement Revolving	\$36,436
Recreation	\$244,593

Board of Health-Flu Clinic	\$827	
Council on Aging Programs	\$18,242	
Library Lost Books	\$228	
Arts Lottery	\$5,809	
<b>TOTAL REVOLVING FUNDS</b>		<b>\$1,378,701</b>

#### RECEIPTS RESERVED FOR APPROPRIATION

Sale of Real Estate	\$0	
Conservation NOI Fees	\$1,802	
Cemetery Lots	\$5,650	
Septic Betterment receipts	\$19,112	
Insurance Reimb > \$150,000	\$0	
Cable/Peg Access	\$322,816	
Fingerprint Background Checks	\$400	
Prepium Receipt Reserve	\$57,607	
<b>TOTAL RECEIPTS RESERVED</b>		<b>\$407,386</b>

#### GIFTS

Special Education Gift	\$13,688	
Wilson Memorial Scholarship	\$20	
Summer St. School Gifts	\$0	
Huckleberry School Gifts	\$1,007	
Middle School Gifts	\$733	
High School Gifts	\$2,100	
School Arts	\$1,174	
Nurse Substitutes	\$8,122	
Technology Gifts	\$0	
Italian Program Gift	\$0	
HS Hydration Gift	\$0	
Library Gifts	\$252	
Bell Restoration Gift	\$5,700	
Parks/Rec Gift	\$0	
Tree Gift	\$0	
Police Gift	\$720	
Fire Rescue	\$9,673	
Fire Covid Gift	\$1,581	
Healthy Lynnfield	\$0	
Center for Tech and Civic	\$5,000	
<b>TOTAL GIFTS</b>		<b>\$49,768</b>
		<b><u>\$7,526,387</u></b>

#### TOTAL SPECIAL REVENUES

#### CAPITAL PROJECT

##### CAPITAL PROJECT REVENUES

Bond Proceeds-School Building Proj	\$17,000,000	
Transfers In Other Financing Sources	\$94,000	
		<b>\$17,094,000</b>
		<b><u>\$17,094,000</u></b>

#### ENTERPRISE

##### EMS ENTERPRISE

Charges for Services	\$701,021	
Interest	\$388	
Federal Revenue (Medicaid)	\$24,306	
<b>TOTAL EMS ENTERPRISE</b>		<b>\$725,715</b>

**GOLF ENTERPRISE**

Charges for Services	\$1,588,931		
Interest	\$664		
Transfers In			
<b>TOTAL GOLF ENTERPRISE</b>		<b>\$1,589,595</b>	<b>\$2,315,309</b>

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**TRUSTS****TRUST FUND INVESTMENT INCOME**

Library	\$268		
L.I.F.E.	\$1		
Tricentennial Celebration	\$191		
Gray Scholarship	\$12,670		
Peabody Memorial	\$765		
Stabilization Fund	\$26,433		
Capital Facilities Maintenance Fund	\$15,396		
OPEB Trust	\$378,716		
Conservation Land	\$621		
Kuestenmacher Scholarship	\$3,826		
M.A. Maney Scholarship	\$575		
Cemetery Perpetual Care	\$22,937		
Recreation Fields Trust	\$5,270		
<b>TOTAL TRUST FUND INCOME</b>		<b>\$467,671</b>	

**TRUST FUND PRINCIPAL**

Library Donations	\$2,167		
Tricentennial Celebration	\$0		
Gray Scholarship	\$314		
Conservation Land Fund	\$0		
Stabilization Fund	\$150,000		
Capital Facilities Maintenance Fund	\$0		
Cemetery Perpetual Care	\$5,750		
OPEB Trust	\$100,000		
Recreation Fields Trust	\$73,821		
Cadwell Trust COA	\$5,000		
Cadwell Trust Library	\$5,000		
<b>TOTAL TRUST FUND PRINCIPAL</b>		<b>\$342,051</b>	
<b>TOTAL TRUST FUND RECEIPTS</b>			<b>\$809,722</b>

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# **COUNCIL ON AGING**

## ***Mission Statement***

To provide outstanding services to independent seniors age 60 and older and to enhance the quality of life by providing a welcoming atmosphere and treating all with respect. Provide supportive services for medical, nutritional, educational, cultural, recreational, caregiving, social, mental and physical needs to promote independent lifestyles. Provide outreach to seniors to include support groups and in-home visits to isolated seniors.

After being closed for almost a year due to COVID and changing all of our programs to virtual, we reopened in June. At that time we worked to bring back as many live, in-house programs as possible. We called each instructor and each student to learn of their interest in returning and to figure out a way to make everyone as comfortable as possible.

## **Goals achieved/large projects accomplished:**

- Offered exercise classes outdoors in our parking lot. Due to a rainy summer, we soon had to bring the classes inside. Several seniors decided not to participate indoors, but as time went by, and we enforced a mask mandate, many seniors returned. When the virus surged again, many seniors stayed home and several instructors stayed home as well and offered their classes virtually. An average of 40 seniors participated in the virtual classes each day, far more than in-house.
- We continued to accomplish our goal of feeding as many seniors in town as possible through our “grab and go” program. The seniors line up in all types of weather to pick up their meals, and are grateful for the meal and the chance to eat it at home rather than in the center.
- During the virus surge, as the number of seniors coming into the center declined, we added virtual programs for those wanting to stay home. We started working on daily emails once again on a wide variety of subjects, and we worked with various speakers to offer their talks on line. Our Parkinson’s Support and Diabetes Support are now offered both live and virtual. We continue with our virtual/live Trivia Game every Monday and our virtual Accountability group as well. Zumba and Pilates have been fully virtual for 3 months along with Italian Class.
- Increased our van service offering rides to Market Basket, drug stores, Walmart and Target each week. We are offering two day trips each month. We are offering a lunch bunch outing to a nearby restaurant each week. Ridership is low, however, given the fact that the senior population has been the most affected by COVID, and it is understandable

that many seniors are being very cautious. However, the opportunities are here for those who want to participate.

**Significant statistics:**

- We offer new virtual programs each week, and an average of 500 seniors read our email each morning.
- We are the only center offering both live and virtual programs weekly.
- We are serving an average of 55 meals each day during “Grab and Go” (to Lynnfield seniors only).
- We transport a dozen seniors each week to grocery stores, pharmacies and medicals.
- We transport about a dozen seniors to our weekly lunch bunch outings.
- Outreach worker assisted over 200 Lynnfield seniors with their health insurance/Medicare needs during 2020 (SHINE)

This has proven to be another challenging year. We have worked hard to get all of our programs up and running, along with adding new virtual programs during the COVID surge. Each member of the staff has been able to pivot to a new challenge throughout each day with never a complaint but always with a smile and enthusiasm. Our Board of Directors has offered constant support, and the Friends have offered funds for speakers, air purifiers and our “Grab and Go” lunch program.

*Respectfully submitted,*

<i>Linda Naccara:</i>	<i>Senior Center Director</i>
<i>Debby Triffletti:</i>	<i>Assistant Director/Outreach Worker</i>
<i>Elaine Moorman:</i>	<i>Activity Coordinator</i>
<i>Janine Bennett:</i>	<i>Receptionist</i>
<i>Claire Foustoukos:</i>	<i>Van Driver</i>
<i>Fred Santangelo:</i>	<i>Board of Directors, Chairman</i>
<i>Anita Migliori:</i>	<i>Vice Chair</i>
<i>Steve Gallant:</i>	<i>Treasurer</i>
<i>Jack Bittner:</i>	<i>Board Member</i>
<i>Annie Lane:</i>	<i>Board Member</i>
<i>Gloria Lemieux:</i>	<i>Board Member</i>
<i>Rich Sjoberg:</i>	<i>Board Member</i>
<i>Ann Hourihan:</i>	<i>Volunteer Secretary</i>

## **ZONING BOARD OF APPEALS**

The Board of Appeals acts under the Zoning By-Laws for requests of Variances, Special Permits, Findings and Site Plan Approval. The Board currently meets via Zoom or in Town Hall in the H. Joseph Maney Hearing Room on the first Tuesday of each month to act on all cases that are submitted at least four weeks prior to the hearing.

The Board acted on twenty-one (21) petitions for this year, four (4) cases were withdrawn without prejudice, there was a total of seventeen Petitions for Variances, Special Permits, Findings and Site Plan Approval. The total revenue for all of these Petitions was \$4,250. The cases were disposed of as follows:

Twenty-one (21) cases were granted

Four (4) cases were withdrawn without prejudice.

### **Zoning Board of Appeals Members**

Anthony Moccia- Chair  
Eric Chisholm- Member  
Anders Youngren- Member  
John Fallon- Alternate Member  
Elizabeth Gaskins- Alternate Member

***Respectfully submitted,  
Winnie Barrasso, Administrative Assistant to the Board of Appeals.***

# **BOARD OF ASSESSORS**

## ***Mission Statement***

The mission of the Board of Assessors is to administer the Massachusetts General Laws relating to property valuation and taxation in a fair and equitable manner. Administering exemptions, abatements, and assisting taxpayers as well as other town departments in a courteous and fiscally responsible manner.

## **The Board of Assessors**

Donald P. Garrity, Chairman of the Board

Bonnie Celi, Board Member

Richard J. O'Neil, Jr., Board Member

## **Department Staff**

Meredith Stone, MAA Assessing Manager

Donna Peary, Administrative Assistant

Priscilla Cacciatore, senior helper

## **Past Year Activities and Achievements**

- Enhanced Town of Lynnfield web page to permit online access, payments, and abatements.
- Patriot Properties web pro updates for online access property record card.
- Near Map access with an A/I layer to measure buildings, pools, and new growth throughout the town.
- Conducted a state mandated yearly property revaluation town wide.
- Reviewed and adjusted properties to reflect updated market conditions.
- Assessor and Administrative Assistant both have splash top access from home to work during pandemic, Zoom meetings, MAAO and IAAO virtual forums and events.
- Maintained and updated all real estate and personal property tax records.
- Updated Axis Geographical informational system website with CAI mapping for public use.
- Implemented forms and procedures for motor vehicle online abatement public access.
- Administrative Assistant successfully completed MAAO Course 200.
- The Assessing Manager is on the educational board for ECAA ensuring all classes are available for clerks and assessors with current curriculum.
- Priscilla Cacciatore organized our office filing system. We are thankful for her service.

## **Future Goals**

- Implement new and efficient office policies and procedures as required.
- Increase public awareness relative to assessing and exemptions.
- Continuing education and meetings.

## **Town of Lynnfield Tax Rates Fiscal Year 2021**

- Residential \$13.27
- Commercial \$19.29
- Lynnfield Center Water District \$ 0.46
- Lynnfield Water District \$ 0.72 Residential
- Lynnfield Water District \$1.18 Commercial

Average single-family home	\$699,580
Total parcel count	4,600

*Respectfully submitted,*

*Meredith Stone, MAA, Assessing Manager*

*Board of Assessors*

*Donald P. Garrity, Chair*

*Bonnie Celi, Board member*

*Richard J. O'Neil, Jr. Board Member*



# **LYNNFIELD MEDIA STUDIOS**

Lynnfield Media Studios is a Community Access Television Station, which is dedicated to providing an electronic forum for the free exchange of information and ideas, which reflect the talents, skills, interests, concerns and diversity of the Lynnfield community.

In pursuit of this mission, Lynnfield Media Studios:

- Manages facilities for community access television programming on the Public, Educational, and Governmental (PEG) access channels on the Lynnfield cable television system: Comcast channels 8,9 and 99. Verizon Channels 28,29,30
- Provides access to telecommunications technology, including video production and computer technology.
- Provides Community Groups technologies and access to the Meeting Facilities within the Al Merritt Media and Cultural Center.
- Serves as a catalyst to facilitate and stimulate community discussion and provide leadership in the uses of telecommunications technology.

## **Initiatives and Accomplishments:**

We provide coverage of important Government, Education and Public Meetings and events that the citizens of the Town can access via broadcast or online on Vimeo  
<https://vimeo.com/user36270762> at the click of a button.

In 2021, I learned the true importance of Community Access Television within the community. Due to the pandemic we became a critical outlet to quickly broadcast important information to the citizens of Lynnfield. We worked closely with Rob Dolan the Select Board and the Emergency Management Team led by Fire Chief Glenn Davis to get out time sensitive information sometimes with only a few minutes warning. Outside of social media we became the place to go for vital updated information. We also supported many town departments in achieving a virtual multimedia presence to keep the Town connected during these unprecedented times. In May of 2021 we successfully transitioned back to LIVE meetings, training opportunities and events here at the studio. In 2021 we have produced over 110 shows and have had hundreds of citizens and boards utilizing the facilities. In 2022 we will continue to provide the people of Lynnfield with quality local programming as well as coverage of Government, Education and Public Meetings providing transparency and accountability that our local officials have strived to provide to the Town of Lynnfield.

Along with the station operation responsibilities I am also the caretaker to a very important facility in this community the Al Merritt Media and Cultural Center Meeting Room. This room has been a much needed addition as there are few meeting places with modern technologies that the town has to offer. Since the facility's dedication in November, 2014 we have seen the usage go from 27 Lynnfield Groups with approximately 500 attendees in 2014 to 150 user groups with a

target of over 2000 attendees in 2019 pass through our doors. Due to the pandemic in 2020/2021 the user numbers drastically plummeted. Since our reopening in May, 2021 we have rebounded and continue to provide local boards and groups a fantastic spot in this highly sought after venue. We continue to follow the CDC's regulations about the number of attendees to safely occupy the facility.

Moving forward we will continue to provide the Town with opportunities to get involved in local government via the offerings that Lynnfield Media Studios provides. We look to increase original programming, sports coverage and meeting room usage to exceed previous years' numbers.

There are no significant budget changes for the 2021/2022 fiscal years.

*Respectfully submitted,*  
*Eric M. Hamlin, Executive Director*  
*Drew Sanborn, Production Coordinator*

# **FIRE DEPARTMENT**

## ***Mission Statement:***

The mission of the Lynnfield Fire Department is to improve the quality of life within the town, by providing a high-quality emergency fire and rescue service; an excellent fire prevention program, including public fire and life safety education and fire investigation; and a firefighting and rescue force capable of handling all types of emergencies.

The department will accomplish this mission while maintaining a high standard of safety and health of our personnel, a high standard of training and education, maintain fire department facilities and apparatus, and interact professionally with other departments.

## **Year in Review:**

- Lynnfield Fire Department responded to a total of 1,907 incidents
- All department activities during 2021 were overshadowed by the COVID-19 Pandemic.
- Emergency Management Team met consistently to oversee all town operations during the COVID-19 pandemic. Priorities were to keep all Lynnfield town employees and residents safe during the pandemic.
- Lynnfield Fire Department and Emergency Management Team scheduled, coordinated, and staffed more than 12 COVID-19 vaccination clinics for Lynnfield residents. More than 1,000 vaccinations were administered.

## **Organization/leadership:**

- Continued Re organization and development of command staff
  - 4 Divisions – Medical Services, Logistics, Operations, Community Risk
  - Promoted Jeffrey Fiorentino to Lieutenant
- Hired 3 new career Firefighter
  - FF Nicholas Holmes
- Continued to focus on recruitment and retention of qualified firefighters to staff the stations and respond to requests for emergency services.
- Hired 7 new Call Firefighters
  - Probationary FF Stephen Corlett
  - Probationary FF Brittani Glinski
  - Probationary FF Sebastian Morales
  - Probationary FF Giuseppe Marotta
  - Probationary FF John Grossi
  - Probationary FF Andrew Moccia
  - Probationary FF Cole Sheridan

## **Grants Received:**

- \$15,000 MA Firefighter safety equipment grant for portable radios
- \$7,172 MA Fire Safe and Senior Safe grant
- \$3,750 Emergency Management Performance Grant used to purchase new inflatable boat for water rescue capability
- \$15,945 grant to be used to upgrade our department management software which includes staff scheduling, payroll management, asset management, training and certification tracking and fire prevention inspection management.

**Collaboration:**

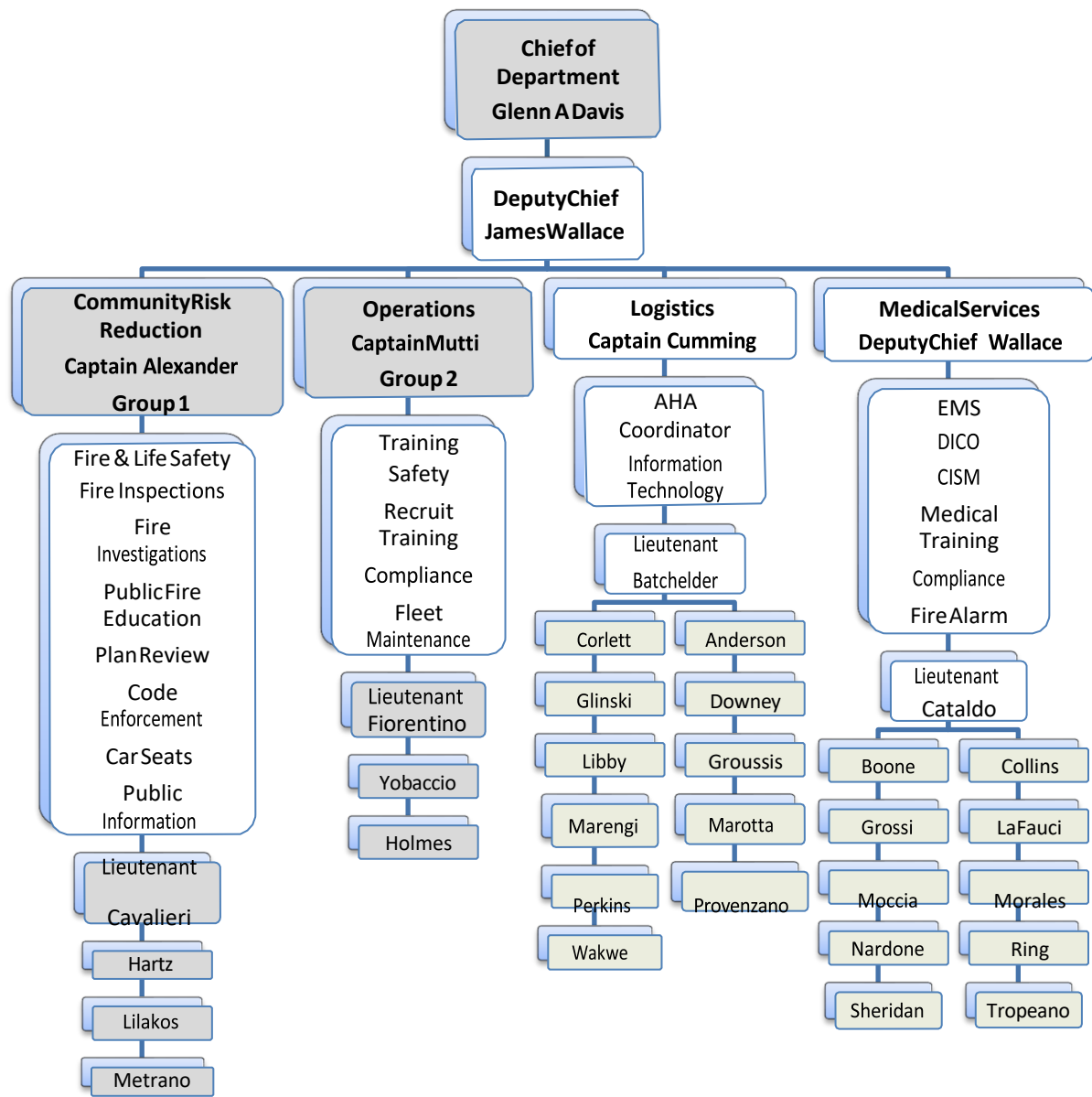
- Working with the Lynnfield Public Schools, a Narcan program has been implemented and all school nurses have been trained in Narcan usage.

**Information Technology updates:**

- Halligan - Software (tracking of equipment, supplies) OSHA compliance with SCBA bottles
- Lexipol – Policy management legal compliance with policy and procedures

**Statistics:**

<b>Incident Type</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Fires	71	107	89	80	109
Rescue and EMS	1,158	1,032	1,242	1,209	1,113
<i>Motor Vehicle Crash</i>	<i>143</i>	<i>106</i>	<i>123</i>	<i>125</i>	<i>148</i>
Hazardous Condition	50	56	70	113	87
Service Call	234	226	223	248	204
Good Intent Call	141	138	115	68	73
False Alarm	249	230	275	289	260
Severe Weather	2	5	8	5	3
<b>Total Calls</b>	<b>1910</b>	<b>1796</b>	<b>2,022</b>	<b>2,021</b>	<b>1,855</b>
<b>Simultaneous Calls</b>	<b>302</b>	<b>302</b>	<b>344</b>	<b>326</b>	<b>292</b>



**Department Roster:**

<b>LYNNFIELD FIRE DEPARTMENT ROSTER</b>	
<b>POSITION</b>	<b>NAME</b>
FIRE CHIEF AEMT	DAVIS, GLENN
DEPUTY CHIEF EMT-P	WALLACE, JAMES
<b>FULL-TIME CAREER FIREFIGHTERS</b>	
FULL-TIME CAPTAIN AEMT	ALEXANDER, JAMES
FULL-TIME CAPTAIN EMT-B	MUTTI, KEVIN
FULL-TIME LIEUTENANT EMT-P	CAVALIERI, CHRIS
FULL-TIME FF EMT-P	FIORENTINO, JEFF
FULL-TIME FF EMT-P	YOBACCIO, STEVEN
FULL-TIME FF EMT-P	HARTZ, PAUL
FULL-TIME FF EMT-P	METRANO, ANTHONY
FULL-TIME FF EMT-B	LILAKOS, SUZIE
FULL-TIME FF EMT-P	HOLMES, NICK
<b>CALL FIREFIGHTERS</b>	
LIEUTENANT EMT-B	BATCHELDER, RYAN
FF EMT-P	BOONE, JONATHAN
FF EMT-B	BRUNO, RICHARD
LIEUTENANT EMT-B	CATALDO, RON
FF EMT-B	COLLINS, WILLIAM
FF EMT-B	CORLETT, STEPHEN
CAPTAIN EMT-P	CUMMING, DAVID
FF EMT-B	DOWNEY, RICHARD
FF EMT-B	GLINSKI, BRITTANI
FF EMT-B	GROSSI, JOHN
FF EMT-B	GROUSSIS, STEPHEN
FF EMT-B	LAFAUCCI, IGNAZIO
FF EMT-B	LIBBY, GERARD
FF EMT-B	MARENGI, DAVID
FF EMT-B	MAROTTA, GIUSEPPE
FF EMT-B	MOCCIA, ANDREW
FF EMT-B	MORALES, SEBASTIAN
FF EMT-B	NARDONE, ANDREW
FF EMT-B	PERKINS, JOHN
FF EMT-B	PROVANZANO, STEVEN
FF EMT-B	RING, DENIS
FF EMT-B	SHERIDAN, COLE
FF EMT-B	WAKWE, KEN

**“Thank you to the dedicated men and women of the Lynnfield Fire Department for their commitment to protect and keep safe the residents of the Town of Lynnfield.”**

*Respectfully Submitted:*  
*Chief Glenn A. Davis*









## **HEALTH DEPARTMENT/BOARD OF HEALTH**

The mission of the Lynnfield Board of Health is to prevent illness, promote wellness, and protect the environment. In these endeavors, the Board of Health will make reasonable policies and regulations to protect and promote the public health and well-being of the people who live and work in our community.

The Board of Health is comprised of three (3) members who are appointed by the Board of Selectmen. Each of the three positions is renewed every three years.

The health department (Department) handles a wide range of health and environmental topics: Environmental health work includes regulating septic systems, private wells, food establishments, tobacco sales, semi-public swimming pools, tanning salons, recreational camps, animal inspections, housing and nuisance complaints. Public Health nursing includes communicable disease investigations and immunization clinics. The Health Director represents the Department with Northeast Mass Mosquito Control (NEMMC) and is on the steering committee of A Healthy Lynnfield, a substance use prevention coalition. Lynnfield is part of the Greater Lawrence Public Health Emergency Preparedness Coalition its Medical Reserve Corps. The Health Director is also a member of the Local Emergency Management Team (LEMA).

As in 2020, 2021 was marked by an unprecedented amount of work in response to the Coronavirus pandemic. Tremendous volumes of information and data were exchanged including Governor's Orders, MDPH-Epidemiologists-Isolation and Quarantine instructions, and Division of Labor Workplace Safety Standards; contact tracing, and at the end of the year information about vaccinations. There was a dramatic change from the beginning of the year with multiple restrictions and huge volume of cases, to summer with an easing of some restrictions and hope for an end of the pandemic, to the fall with the introduction of the Omicron variant and winter with the beginning of vaccinations available to healthcare workers.

The BOH met the challenges of COVID19, along with the traditional operations (inspections, permits, plans, certificates, sign-off, etc).

- *Revenue:* Collected a total of \$61,015 in fees in permits. This was a surprise as it was more than the last non-pandemic year of \$58,165 in 2019.
- *Title 5 Official Inspections Reports* – We continue to encourage Systems Inspector to upload their inspection onto the Health Department part of the Town's website. This will allow the public including potential buyers and sellers of property to easily access this information.
- *Food Establishments:* Food inspections are performed by a contractor. There were 84 routine inspections and 3 follow up inspections. The office received 4 complaints, 3 involving foodborne illness.

- *Tobacco Control:* Lynnfield is part of a regional tobacco control program. Staff employed by the tobacco control coalition inspects establishments which sell nicotine containing products to ensure they comply with local and state regulations, monitors pricing, and performs compliance checks for sale to minors. The Board of Health regulations are current with the latest standards.
- *Swimming Pools:* All semi-public pools were closed this year due to the pandemic .
- *Animal Keeping:* There are 32 homes who keep chickens at their homes, primarily chickens. Each property is inspected each year by the Animal Inspector and receives a permit from the Board of Health
- *Mosquito Control:* Lynnfield is serviced by the Northeast Mosquito Control Project. They provided larviciding at Camp Curtis Guild as well as multiple residential roads. There were 6 requests for mosquito control exclusions, 22 habitat site inspections, 105 residential adulticiding requests completed, and 31 pools of mosquitoes tested on 11 different day (all negative for WNV and EEE). There was also hand ditch maintenance work on Fletcher Road

Public Health Nurse: The role of the Lynnfield Public Health Nurse focuses on wellness, education, health promotion and disease prevention and makes a difference in the life of the community and its residents. As in the previous year, this position's time was taken up almost exclusively with COVID related work as the caseload increased dramatically.

#### **Nurse related activities on reportable and communicable disease cases:**

	<b>2021</b>	<b>2020</b>
Clostridium	0	1
Legionellosis	0	2
Salmonellosis	3	1
Shigellosis	1	1
Campylobacteriosis	4	3
Tuberculosis	0	5
Hepatitis B	2	0
Hepatitis C	3	3
Lyme Disease	0	13
Haemophilus Influenza	1	1
Influenza	45	44
Novel Coronavirus	1601	674

The Annual Seasonal Flu Clinic as well as Covid immunizations were coordinated by Fire Chief Davis and School Nurse Leader Toni Rebelo.

#### **Title 5/Septic work**

##### **Septic Applications Received**

<b>2021</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
84	93	84	97	71

##### **Perc Test Applications Received**

74	83	83	87	83
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**Board of Health**

Dr. Rocco Iocco, Chair

Dr. Gail Link McCausland, Vice Chair

Dr. Kelly Migliero , Member

**Staff**

One full-time Agent/Director, Kristin Esposito McRae, BS, RS, SE

One part-time Admin/Generalist, Maria Welsh

On Call Animal Inspector, Patricia Freedman, CVT

Consultants:

Public Health Nurse, Sandy Wilson, RN (hours significantly expanded due to COVID)

Sanitarian, Leo Cormier, BS, RS, SE (hours expanded to 2+ days per week due to COVID)

Food Inspector Deborah Rosati, RS

*Respectfully Submitted,*

*Ruth Clay, Interim Health Director*

# **HISTORICAL COMMISSION**

The mission of the Lynnfield Historical Commission is to maintain the history and the character of the community by identifying, evaluating, preserving, and protecting our architectural aesthetic and cultural assets. To this end we work with the Massachusetts Historical Commission and other local, regional, public, and private organizations per MGL Chapter 40, Section 8D.

## **2021 Accomplishments**

- The Commission was given sole care and custody of the Meeting House, which included coordinating the rentals. The money raised through rentals is given to the town to help with the daily maintenance and overall upkeep of the building.
- The Commission brought history back into the Meeting House with framed photographs and written stories of the town.
- The Commission worked closely with the town to purchase new tables and chairs for the Meeting House.
- After being given sole care and custody of the Historical Center, the Commission worked with the town to rename the building to the “Pope Richard Lynnfield Historical Center” in honor of Earl, Edith (Pope) and Steven Richard—a generational family dedicated to preserving the town’s history.
- After years of neglect caused by the previous caretakers, the Commission paid to have the interior of the newly named Pope-Richard Lynnfield Historical Center repaired and repainted. The Commission also worked very closely with the town to have the exterior of building restored.
- The Commission placed historical signs in front of the historic buildings around Lynnfield Common.
- After a two-year absence caused by the pandemic, the Commission formed a sub-committee to bring back the annual Christmas Country Store. The event proved to be the most successful to date.
- The Commission worked with consultants to complete the Federal Survey and Planning project. The consultants provided the Commission with new or updated information on over 150 resources in South Lynnfield. This research clarified the distinctive development in this neighborhood. Historically, South Lynnfield was an important settlement node in town, eventually larger than the older village surrounding the Meeting House and Common, and, in some ways, more important at the turn of the 20<sup>th</sup> century. The survey will enable the town to make informed planning decisions regarding the impact of private development and publicly funded projects in South Lynnfield, and to set priorities for the protections and use of these resources.

After serving many years in the board, Commissioner Roy Sorli left the Commission and was replaced with resident, John Hagarty.

*Respectfully submitted,*

*Kirk Mansfield, Chairman*

*Steve Todisco*

*Abigail Kilgore*

*Robert McKendrick*

*John Michalski*

*John Hagarty*



## **INSPECTIONAL SERVICES / ZONING**

The Building Inspector's office ensures that buildings are constructed safely and used properly by enforcing the provisions of the state building code, town zoning codes, and other applicable ordinances. This office issues permits to allow the construction, reconstruction, alteration, repair, and demolition of buildings and structures, as well as the installation of equipment and the location, use, and occupancy of all buildings, structures, and land.

### **Inspectional Services Staff**

Joseph O'Callaghan-Building Commissioner

Arthur Skinner – Electrical Inspector

Stan Kulacz- Plumbing/Gas Inspector

Jim Collins – Sealer of Weights and Measures

Winnie Barrasso – Administrative Assistant to the Building Department/Board of Appeals

### ***2021 Building Department Annual Report***

<b>MONTH</b>	<b>PERMIT ISSUED</b>	<b>EST. COST</b>	<b>PERMIT FEES</b>
JANUARY	30	\$ 1,469,870.00	\$ 17,726.00
FEBRUARY	31	2,004,734.00	24,551.00
MARCH	62	4,638,000.00	56,040.00
APRIL	75	3,400,313.00	41,247.00
MAY	55	2,066,097.00	25,268.00
JUNE	49	2,122,275.00	25,853.00
JULY	54	3,703,700.00	45,087.00
AUGUST	47	14,472,380.00	18,084.00
SEPTEMBER	46	1,892,450.00	22,870.00
OCTOBER	48	10,499,840.00	78,305.00
NOVEMBER	37	1,854,000.00	22,210.00
DECEMBER	53	8,335,305.00	43,019.00
JANUARY-DECEMBER			
SHEET METAL PERMITS	52	\$ 113,796.00	\$ 13,084.00
<b>TOTALS</b>	<b>639</b>	<b>\$ 57,572,760.00</b>	<b>\$ 433,344.00</b>

*Respectfully submitted,*

*Joseph O'Callaghan, Building Inspector*

*Winnie Barrasso, Administrative Assistant to Building Inspector and Board of Appeals*

### **INSPECTOR OF WIRES**

The Office of the Inspector of Wires issued a total of 439 Permits during 2021 with revenue of \$ 53,408.00 collected in fees.

*Respectfully submitted,  
Arthur Skinner, Electrical Inspector  
Winnie Barrasso  
Administrative Assistant to Building Department and Board of Appeals*

### **PLUMBING AND GAS INSPECTOR**

In the year 2021, the Lynnfield Plumbing and Gas Department received \$26,141.00 in Plumbing fees and \$15,020.00 in Gas fees with a total of \$41,161.00 in revenue for the Town of Lynnfield. 227 Plumbing permits were issued and 207 Gas permits were issued, for a total of 434 combined permits for Gas/Plumbing permits.

*Respectfully submitted,  
Stan Kulacz, Plumbing and Gas Inspector  
Winnie Barrasso – Administrative Assistant to the Building Department and Board of Appeals.*

# **LIBRARY**

## **Mission Statement:**

The mission of the Lynnfield Public Library is to facilitate townspeople of all ages in the meeting of their personal, professional, informational, educational, recreational and cultural needs by providing both current technological and traditional means of access to materials, programs, and services.

## **Goals and Achievements:**

- COVID Reopening: The Library building fully and safely reopened on June 1, 2021. 45,716 Library patrons visited in the 6 months in 2021 after reopening.
- Community Partnerships: In response to the Covid crisis, the library held (or 'we held') staff training on COVID protocols with Fire Chief Davis and Police Chief Secatore, and assisted Lynnfield residents who needed help signing up for Covid vaccines. We also began partnering with the Lynnfield Art Guild to house a rotating collection of artwork. The Library also continues to partner on programming with A Healthy Lynnfield, the Tree Committee, the Recycling Committee, the Flower Workshop, Lynnfield4Love, Marketstreet, and the Lynnfield Cultural Council. The Library is particularly proud of Together in 2021 – a series of programs planned with A Healthy Lynnfield, Lynnfield4Love, and other partners. This series included the following events: Growing Up White author talk, Growing Up White Book discussion, Hollaback seminar, Stakes is High seminar. This series had a participation of over 300 attendees.
- Staff Transitions: Spencer Stevens was hired as the new Head of Tech Services, Alexandra Lambright replaced Pamela Griswold, who retired in January, and Kristen Scheeler was hired as the new part-time Children's Assistant.
- Summer Reading: Both the Youth Services and Adult Services departments expanded programming, reaching the largest audience in recent years during Summer Reading. In particular, the Library recorded the highest adult participation ever. 1543 books were logged in total, with over 1000 being read by Lynnfield children, and 959 people attended events over the course of the summer.

## **Significant statistics:**

Current Lynnfield Library Card Holders	5,341
Annual Visits to the Library	56,886
Adult Reference Questions Answered	9530
Youth Reference Questions Answered	785
Physical materials borrowed	67,700



Digital materials borrowed	18,311
Sidewalk/Front Door Pickups	3,188
Museum Passses Borrowed	253
Adult Programs held	98
Adult Program attendance	1,262
Youth Programs held	78
Youth Program attendance	1,659

### **Personnel Changes and acknowledgements:**

There were several significant staff changes in 2021. Director Jennifer Inglis left in August and Head of Tech Services Nicole Goolishian left in October for a position in Tewksbury. Amanda Landry, part-time Children's Assistant, also left in October for a position in Framingham. Pamela Griswold, Children's Assistant, retired in January. Many thanks for her years of wonderful service to the Library.

Many thanks to the Friends of the Lynnfield Library. Funding for many programs and services, including museum passes, is provided through their efforts. The Lynnfield Public Library also greatly appreciates our community partnerships including the Essex Society of Genealogists, Lynnfield Flower Workshop, A Healthy Lynnfield, Village Home & Garden Club, the Tree Committee, Lynnfield Cultural Council, Lynnfield 4 Love, and the Lynnfield Art Guild. Please excuse any unintended omissions.



**Board of Trustees:**

Robert D. Calamari, Jr., Chair  
Faith Honer-Coakley, Vice-Chair  
Russell Boekenkroeger  
Rich Mazzola  
Andrew Kenneally  
Linda Donaldson, Secretary to the Board of Trustees

**Library Staff****Administration:**

Abigail Porter, Assistant Director & Head of Adult Services  
Patricia Nutile, Administrative Assistant

**Youth Services:**

Lauren Fox, Head of Youth Service  
Alexandra Lambright, Children's  
Assistant Kristen Scheeler, Children's  
Assistant

**Reference Services:**

Patricia Kelly, Head of Reference  
Services Marilyn Graves, Reference  
Staff Librarian Kathe Landergan,  
Reference Staff Librarian Barbara  
Kampas, Reference Staff Librarian

**Technical Services:**

Spencer Stevens, Head of  
Technical Services Pauline Silva,  
Technical Services Librarian

**Circulation Services:**

Katherine Decker, Head of Circulation  
Samantha Totman, Circulation Assistant  
Nathalie Lilley, Circulation Technician  
Dawn Mayerson, Circulation Technician  
Beverly Lenehan, Circulation Technician  
Jill Toomey, Circulation Technician

**Circulation Technicians****Substitutes:**

Paula Carley  
Claire Crean  
Mary Kraft  
Carolyn Livingston

**Library Pages:**

Barbara Camann Nathalie Lilley  
Ruby Struble

**Library Building Project Committee:**

Christopher Barrett  
Russell Boekenkroeger  
Brian Charville  
Nick Connors  
Phil Crawford  
Kate DePrizio  
Linda Donaldson  
Katherine Flaws  
Tom Kayola  
Sarah Kelly  
Andrew Kenneally  
Joseph Markey  
Christopher Mattia  
Abigail Porter  
John Scenna  
Alison Squadrito-Bates  
Steve Todisco  
John Tomasz

**Director Search Committee:**

Ellen Crawford  
Robert Curtin  
Faith Honer-Coakley  
Mary Beth Janakas  
Patricia Kelly  
Joseph Markey  
Richard Mazzola

*Respectfully Submitted,  
Abigail Porter, Assistant Director*



## LYNNFIELD SUBSTANCE USE PREVENTION COALITION/ A HEALTHY LYNNFIELD



A Healthy Lynnfield is a partnership between the Town of Lynnfield, its residents, and many community-based organizations. *Our mission is to empower residents to make positive choices every day. Together, we work to prevent substance misuse, improve the quality of life for those impacted, and to support programs that help all young people thrive.*

Our goal is to build a sustainable community partnership to support prevention work and to reduce youth substance use rates.

In 2021-22, our work included:

- Hosting regular monthly meetings with our community partners to plan and implement prevention activities across the community.
- Helping 85 people access mental health services through our contracted INTERFACE Help and Referral Line.
- Providing referrals for families needed information, resources or treatment for substance use services.
- Launching a new community series “*Healthy Conversations, Healthy Kids*” featuring expert speakers on topics ranging from marijuana prevention to managing adolescent anxiety.
- Creating the *Healthy Worksite Training Series* featuring information on nutrition, strategies to work successfully across generations in the worksite, and how *Words at Work* matter when creating an inclusive, respectful work environment.
- Funding four student assemblies across middle and high school venues on Internet Safety, Healthy Relationships, the Drive to Save our Lives, and Self-Care.
- Conducting the Second Annual *Community Pledge to Prevent Underage Drinking* with local businesses and Lynnfield Police, along with a new training program for alcohol retailers on responsible beverage service and sales.

- Continuing our Diversity, Equity and Inclusion collaboration *Together in 2022* with the Lynnfield Clergy Association, Lynnfield Library, and Lynnfield for Love, hosting a community session on learning to create brave and courageous spaces for *Compassionate Conversations* on equity and inclusion.
- Supporting the Parent Engagement Specialist at Lynnfield Public Schools to work with English Language Learners (ELL) students and families.
- Co-hosting another successful *Night of Hope* Recovery Month Event with the Think of Michael Foundation.
- Supporting youth-driven civic engagement projects with Lynnfield High School social studies department encouraging school-community partnerships that enhance connections and positive opportunities for youth to engage in community change.
- Growing our Youth Council from 12 to 40 high school youth leaders. Youth worked on a variety of peer education projects at the middle and high school including Red Ribbon Week, Wellness Week, and inviting in Respond Inc., and the North Shore Alliance for Gay and Lesbian Youth, to provide resources on healthy relationships and to support LGBTQIA+ youth.
- Funding a consultant to work with LPS to review health curriculum against state standards and for evidence-based substance use prevention practice.
- In the spring, we will host our first town-wide Annual Healthy Living Expo with the
- Wakefield, Lynnfield Chamber of Commerce.

#### **Staff:**

Peg Sallade, Substance Use Prevention Coordinator

Julie Greene, Drug Free Communities Coordinator

Outreach Coordinator, Currently Open Position

Olga Sanchez, Parent Engagement Specialist

Sheri Weeks and Matt Angelo-LHS Healthy Lynnfield Middle School Youth Advisors

#### **Steering Committee Members 2022**

Phil Crawford, Chairman, A Healthy Lynnfield

Rob Dolan, Town Administrator

Lynnfield Public Schools

Nick Secatore, Chief of Police

Glen Davis, Chief, Lynnfield Fire Department

#### **Additional Members**

Stacy Dahlstedt, School Committee

Carmela Dalton, the Think of Michael Foundation

Mary Homan, Nursing Department, LPS

Ruth Clay, Interim Health Director

Michele Snyder, Lahey Health

Reverend Glen Mortimer and Reverend Nancy Rottman, the Lynnfield Clergy Collaborative

Abby Porter, Lynnfield Public Library

Leo Barrett, Wakefield Cooperative Bank

Linda Naccara, Council on Aging

Chris Caprio, Finance Committee

Rob Lowell, Executive Director, Torigian YMCA  
Ron Block, Lynnfield Rotary  
Heather Day, Riverside Community Care Outpatient Center  
Eric Hamlin, Lynnfield Media and Cultural Center  
Diane Courtney, Lynnfield Girl Scouts and Lynnfield for Love  
Natasha Shah, M.D., Lynnfield for Love  
Vasundhra Ganju, Lynnfield for Love & Lynnfield Cultural Council  
Lisa Costa, Costa Family Recovery

Additional members and volunteers attend monthly meetings regularly and/or participate in our workgroups. A Healthy Lynnfield thanks the community for your support and participation in this important work.

***Respectfully submitted,***  
***Peg Sallade, Substance Abuse Prevention Coordinator***



# **PLANNING AND CONSERVATION**

## ***Mission Statement***

The Department of Planning and Conservation provides professional and technical support to both the Conservation Commission and Planning Board while also providing a wide range of services to town residents and businesses. Its mission is to guide the development and use of land in a manner that preserves the town's unique character and environmental resources while guiding reasonably planned growth and development in conformance with applicable local and State laws.

The Planning Board is an independent Board of five elected members serving five-year staggered terms. The Board acts on behalf of the townspeople as stewards of the Lynnfield Zoning Bylaw, Scenic Roads Bylaw and the Rules and Regulations governing the subdivision of land in Lynnfield. The Conservation Commission has seven volunteer members appointed by the Board of Selectmen for three-year terms. The Commission's principal role is to administer and enforce the Wetland Protection Act (M.G.L. C.131 S. 40) and the Town of Lynnfield's Wetland Protection Bylaw (Ch 240). The Commission also oversees open space planning and land management, and is the designated Lynnfield board overseeing Lynnfield's Stormwater Management Bylaw in conjunction with the Department of Public Works. Several Conservation subcommittees comprised of volunteers sponsor various events, public forums and workshops. These include Open Space, Pesticide Awareness, Pillings Pond Sub-Committee and the Tree Committee.

## **Planning & Conservation: Major 2021 department initiatives and accomplishments:**

- Adopted Tree Preservation Bylaw at October 18 Town Meeting as well as Rules and Regulations for implementation by Planning Board and staff. Created educational materials for applicants.
- Worked in partnership with Select Board and Greenbelt to secure the future acquisition and protection in perpetuity of 21-acre Richardson Green property on upper Main Street; including the successful MVP grant application and ultimate award of \$1,638,750. Greenbelt will become the owner and steward of the property when the sale is finalized in Spring 2022; a Conservation Restriction will be held by the Conservation Commission.
- Successfully led a regional \$10,000 technical assistance grant project resulting in a completed "Vision for Willis Woods" - a vision plan for a combined 600+-acre area to protect the Ipswich River watershed and the Town's wellfield, and offer passive recreation.
- Completed full revision of Planning Board Subdivision Rules and Regulations Revision, including required stormwater language per State and Federal law. Also revised Stormwater bylaws and regulations and Wetland Protection regulations with needed language. The updated regulations have been codified and made available on the Town website.



- Incorporated State comments and presented draft 2020 Open Space & Recreation Plan to Select Board for approval January 2022.
- Developed a real estate sales database and created template information letters that can be sent to new homeowners who purchase homes near wetlands, in floodplain, in Groundwater Protection Districts, on scenic roads, etc.
- Completed final phase of Buffer Enhancement planning project at Rotary Park. Created and distributed educational materials to Pillings Pond abutters on shoreline erosion, stabilization and pollution prevention.
- Supervised summer UMASS student internship project to assess impacts to Pillings Pond water quality from storm events.
- Facilitated installation of a receiver at the Lynnfield Middle School for an international migratory bird monitoring project.
- Oversaw completion of comprehensive repairs to Partridge Island boardwalk and other property enhancements via an Eagle Scout project.
- Redesigned Trash & Recycling webpages on Town website.
- Issued 13 Orders of Conditions, 9 Determinations of Applicability, 2 Orders of Resource area Delineation, 6 Certificates of Compliance, and 2 Stormwater Permits
- Opened hearings on Definitive Subdivision Plans Proposed: Vallis Way – 109 Lowell Street.
- Reviewed and endorsed 1 ANR.
- Reviewed 11 Special Permit Applications and made appropriate recommendations to Zoning Board.
- Conducted 3 Site Plan Reviews; School expansion projects for both elementary schools, and 1 Modification to a Market Street Site Plan (Burton's Grill).
- Reviewed and made recommendations 1 Scenic Road Bylaw application.

Emilie Cademartori is the department's full-time Director of Planning and Conservation. The department is also staffed by two part-time land use assistants, Susan Lambe and Jennifer Welter. Susan Lambe retired in December. Patrick McDonald provides part-time field inspection work for the department, in addition to part-time GIS work for the Department of Public Works. Amy MacNulty and Page Wilkins joined the Planning Board as its newest elected members in April 2021.

**Conservation Commission:**

Don Gentile, Chair  
Kirk Mansfield, Vice Chair  
Janice Solomon  
Bryce Foote  
K. Erin Hohmann  
Angelo Salamone  
Jared Yagjian

**Planning Board:**

Brian Charville, Chair  
Kathryn Flaws, Vice Chair  
Edward Champy, Clerk  
Amy MacNulty  
Page Wilkins

*Respectfully submitted,*  
*Emilie Cademartori, Director of Planning and Conservation*

# **POLICE DEPARTMENT**

The Lynnfield Police Department is committed to working in partnership with residents, business owners, and governmental agencies to maintain public safety and improve the quality of life in Lynnfield. Our mission is to provide for the safety and security of all within Lynnfield, protect property, and provide community based services. The Department employees do this with integrity and enthusiasm on a continuous basis with the help of technology and community resources.

## **Accomplishments and Personnel Changes in 2021**

- Continued operations with policing during the covid-19 pandemic.
- Added capabilities to a previously completed town wide radio project in partnership with the Fire Department.
- Chief David Breen Retired February 2021.
- Nick Secatore acted as Interim Chief of Police and was promoted to Chief of Police.
- Chris DeCarlo was promoted to Captain.
- Jared Provost assumed the role of Detective.
- Hired Tim Croke and Andrew McDonald as Police Officers.
- Jonathan Santos was made interim Sergeant.
- Began a traffic program utilizing the departments new Radar Trailer / sign board.
- Participated in community based fundraiser and awareness programs where the members of the Department and community raised approximately 10k for various charitable programs and delivered over 300 toys to Boston Medical Center over the holiday season.

## **Case Activity Statistics**

Total Offenses Committed:	323
Total Felonies:	62
Total Crime Related Incidents:	170
Total Non Crime Related Incidents:	304
Total Arrests (On View):	15
Total Arrests (Based on Incident/Warrants):	10
Total Summons Arrests:	54
Total Arrests (Unspecified Type):	0
Total Arrests:	79
Total P/C's:	1
Total Juvenile Arrests:	2
Total Juveniles Handled (Arrests):	0
Total Juveniles Referred (Arrests):	2
Total Hearings:	0
Total Summons:	0
Total Open Warrants:	0
Total Open Default Warrants:	0
Total Orders:	35

**2021  
Roster**

**Chief of Police**  
Nichols Secatore

**Chief's Administrative Assistant**  
Paul Donovan

**Captain**  
Christopher DeCarlo

**Sergeants**  
Sean Donovan  
Louis Trapasso  
Al Scotina  
Jared Provost  
Jonathan Santos (Interim)

**Patrol Officers**

Stephen Conley  
Bryan Materazzo  
Anthony Hnath  
Michael Topping  
Mark Bettencourt  
James Caponigro  
Tim Croke

Steven O'Connell  
Scott Fitzemeyer  
Patrick Curran  
Jonathan Duzz  
Alessandro Doto  
Marco DePalma  
Andrew McDonald

**Dispatchers**

Maura O'Brien  
Diane Williams  
Michael Dicorato  
Kimberly Smith  
Adam Hashian

*Respectfully submitted,  
Nick Secatore, Chief of Police*

# **DEPARTMENT OF PUBLIC WORKS**

To the honorable Select Board and Citizens of the Town of Lynnfield, I hereby submit the following annual report of the Department of Public Works for the period covering January 1, 2021 to December 31, 2021.

## **MISSION STATEMENT**

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

## **INTRODUCTION**

The Lynnfield Department of Public Works employs (42) full time staff, seasonal employees in the summer and has an annual operating budget of \$7.51 million dollars for FY2022. The DPW Capital Budget, approved by Town Meeting, included \$680,000 for town equipment, building work and infrastructure improvements.

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

## **REPORTS BY DIVISION:**

### **HIGHWAY:**

The Highway Division of the DPW provides for the maintenance of all town roads, sidewalks, public path ways, municipal and school parking lots, fencing and guard rails. In addition to the normal surface repair of roads and sidewalks, the Highway Division is responsible for the clearing of snow, sand, litter and other unwanted debris from public ways and facilities. The Division also maintains our brooks and streams by keeping them clear of debris to prevent flooding. The Highway Division maintains the Pilling's Pond Dam spillway area and control boards which regulates the elevation of the pond when needed.

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

Calendar year 2021 continued to be a very busy year for paving. The Town received approximately \$480,000 from the state as our apportionment of Chapter 90 funding in

July. To supplement Chapter 90 funds, \$350,000 from the DPW Capital budget was added to the street resurfacing program.

The following is the list of street work accomplished in 2021:

- **Summer, Juniper and Hart Roads** – Some degree of the following work was done on each street: Paving, drain repairs, cold-planned, leveled, installed bit. curb, granite curbing on corners, topped, loamed-seed & handicap ramps.
- Working with Wakefield and WorldTech with design and permitting on the Rail Trail Project to prepare for construction in 2025.
- Continued working with Environmental Partners on the complete streets program. Signals, crosswalk and traffic calming improvements are some of the features on this work.
- Continued working with Bayside Engineering on utilizing TIPS funding for reconstruction of Summer Street,

### **CEMETERIES:**



During the past year there were 28 interments at Forest Hill Cemetery and 4 at Willow Cemetery. During this same period there were a total of 80 new graves sold at Forest Hill and no graves were sold at Willow Cemetery.

Forest Hill Cemetery consists of approximately 10 acres and Willow Cemetery is 5.5 acres. The Department is responsible for maintaining headstones, cutting grass, caring for shrubs, trees, and

plantings in an effort to keep our cemeteries looking beautiful.

### **SNOW & ICE:**

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

In addition to these storms the Department was called upon to go out several nights and early mornings to treat the roadway to insure they would be safe for the public and school students when the commuter hour arrived. Total expenses to control snow and ice operations ran above the Towns annual appropriation of \$120,000. The total cost for snow and ice for FY2021 was \$357,449.

### **PARKS & PLAYGROUNDS:**

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

comprising of six playgrounds and/or tot lots; four parks; the grounds around municipal buildings, 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.

### **FORESTRY/ TREES:**

Public shade trees continue to be a challenge within the DPW. Many of the Towns shade trees are in need of significant pruning work and in many cases require removal. In addition, the DPW evaluates numerous trees and locations to determine whether trees were public or private and whether they were considered hazardous. Public Works continued to work on improving the urban forest with assistance from outside arborists.

### **SOLID WASTE / RECYCLING:**

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

During fiscal year 2021 the town sold 964 bulk item stickers for the disposal of any oversized items along with 430 white goods stickers for appliances.

The Town's collection & waste disposal is currently handled by JRM. The tipping fee increases every year and was increased to \$80.00 per ton on July 1, 2021 (FY22). This results in a cost of over \$288,750 this fiscal year to dispose of the Towns unrecyclable trash.

Public Works held its' annual Household Hazardous Waste Collection Day in November at no additional cost to Lynnfield Residents. This event again was very successful in which approximately 275 residents took part in. People were able to dispose of chemicals, oil base paints, TV's, propane tanks, pesticides and many other hazardous materials at this event. The cost to sponsor this once-a-year event is approximately \$17,000.

The Town sold 1,015 permits for yard waste disposal during 2021 as residents are able to dispose of yard waste including leaves and brush.

### **SCHOOLS:**

One of the missions of the DPW is to provide the Town of Lynnfield with a high degree of quality service in custodial services, maintenance, and improvements to our schools. We are committed to protect the town's investment in the renovations of all our school facilities. With the school building projects completed now for more than 17 years the DPW has the responsibility to maintain these facilities to an acceptable condition. The DPW has been working on inventorying and replacing the key custodial equipment.

## **MUNICIPAL BUILDINGS and PUBLIC PROPERTIES:**



One of the many functions of the Public Works Department is to maintain our municipal buildings and facilities. Work includes daily cleaning seven active town buildings and two inactive town buildings along with the parking lots and grounds that surround these buildings.

Then following projects were completed in 2021:

- Completion of stormwater collection system and construction/rehabilitation of new parking lot at the Summer Street School.
- Working with Tappe Architects and Left Field OPM on the HHS and SSS expansion projects. Construction of both additions is ongoing.
- Working on a study for a new public safety building which will also include renovation of the existing Summer Street facility.
- Hired Trane as the ESCO installing energy saving equipment, lighting and building envelope improvements at town facilities. In summary, installation of this new equipment and controls will provide enough savings to pay for the long-term borrowing costs of this work.

## **GENERAL NOTES:**

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

- Continue to work with organizations, committees and residents by supporting community events including: Annual Tree Lighting Ceremony, Concerts on the Commons, numerous sponsored road races, parades and individual block parties held throughout the year.
- Continued to act as the lead community for the Tri-Town Consortium of which Lynnfield is a part of. The Tri-Town Consortium consists of three representative towns which contracts for road construction services annually.
- Charles Richter, who has been the town engineer for approximately 15 years, left the DPW to assume a similar position in South Dakota. Patrick McAlpine was hired as his replacement.
- *We would also like to acknowledge the untimely deaths of David LeBlanc, Marien Guzman and Todd Berg.*



### **FROM THE DIRECTOR**

Since being hired as Director for Lynnfield in November 2016, DPW employees and our contractors have worked hard trying to meet the expectations and demands of the residents which are continually increasing.

Maintenance of the High School Field Complex and other fields is a priority and plans were utilized which used in-house and contractor services which improved the quality of field maintenance along with extending the useful life of the fields and facilities. Multiple groups were able to schedule and use the facility and the DPW was responsible for general cleanup and grooming of these fields in addition to the other fields in town. DPW crews maintained fields, parks, and town and school grounds throughout the summer along with summer help. We also started to focus on tree maintenance and removal of hazard trees throughout the Town. This will continue to be a priority in the DPW as our crew improves their skills and equipment to better serve the town.

The DPW is always looking into ways to better improve efficiency and services using technology in all aspects of our work. Some of the areas of focus are work order systems for fleet maintenance and other service requests. We are also looking at improving our monitoring of building systems to better understand the Town energy usage and ensure we are responsibly managing our utilities. The DPW is working on updating older equipment to help us improve our efficiency and dependability. There are numerous areas we will be looking at to improve our services and create a more professional Department of Public Works.

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

*Respectfully submitted*  
**JOHN TOMASZ, P.E.**  
*Director of Public Works*

# **RECREATION DEPARTMENT**

## **Mission Statement:**

Enrich lives of Lynnfield residents through abundant quality programs, events, fields and facilities.

## **Initiatives & Accomplishments**

- Expanded Monthly Early Release – ½ Day Trips to include more kids
  - We were able to run our Middle School Early Release trips again this year. We took 5 middle school kids different places each month like Skyzone, Lasecraze, etc. on early release days.
- Rec Summer Program
  - We had the highest number of kids participating this year at 369 kids
- Rec Jr Summer Program
  - We expanded the program from 50 to 67 kids
- Following Covid guidelines we were able to run the following programs
  - Summer Rec Trips two times a week
  - Basketball
  - Strength & Conditioning
  - Boys Lax
  - Girls Lax
  - Field Hockey
  - Track & Field
  - Golf
  - Volleyball (New)
  - Book Club (New)
- Friends of Lynnfield Rec Ran a very successful Cornhole tournament up at Marketstreet
- Tree Lighting / Light Up Lynnfield Program
  - We were back on the Common for the Tree Lighting
  - Light Up Lynnfield had 14 entries
  - We started a new activity called Find Frosty – Every week we moved the giant inflatable Frosty to different places and you would try to find him and take a picture

## **Staff & Board**

- Julie Mallett – Recreation Director
- Joe Maney – Fields Director
- Rich Sjoberg – Chairperson
- Michael Cuddy – Program Chair
- Patrick Mazzola – Fields Chair
- Frank Morelli – Treasurer
- Terry Farrell – Secretary
- Bob Relihan – Board Member
- Matt Monkiewicz – Board Member

*Respectfully submitted,  
Julie Mallett, Director of Recreation*



# **LYNNFIELD PUBLIC SCHOOLS**

## **Lynnfield Preschool**

Town Report 2021

*Respectfully submitted by Karen Cronin, Interim Principal*

The Lynnfield Preschool staff feels incredible pride in the environment we create for our youngest learners. We focus on early childhood development to foster students' academic and social and emotional learning.

- Students benefit from access to additional resources to meet their needs, including an Occupational Therapist, Physical Therapist, Speech and Language Pathologists and Music Therapists. Although the special education staff works primarily with the special needs population, all the children benefit from the skills, concepts, and attention of the specialists because the staff integrates the lessons with the entire class of students.
- The Lynnfield Preschool maintained a working relationship with local Early Intervention Programs and private preschools to ensure that all students had access to appropriate screening and services as determined necessary by early childhood providers.
- The Preschool Staff and Principal worked together to evaluate the procedures to ensure efficiency, effectiveness and transparency. For example, the registration process changed to be an online process and a lottery to determine student placement, with preference given to those already enrolled and students receiving Special Education services.
- Special attention has been paid to ensure preschool students and staff are integrated in the Summer Street School culture in meaningful ways.

### **Significant Statistics:**

The Lynnfield Preschool has forty-two students. The Preschool currently operates with three integrated classroom sessions, with students grouped by age in both the morning and afternoon. An extended program is designed for those with needs as identified through Individualized Education Program.



## **Summer Street**

Summer Street School

Town Report 2021

*Respectfully submitted by Karen Cronin, Interim Principal*

Summer Street School is proud of our school culture, which emphasizes academic challenge, childrens' safety, promotion of tolerance, and the fostering of positive relationships. Our work as a school and community has been focused on our two goals as stated in the District School Improvement Plan.

**Goal: Implement Year five of the curriculum (UbD model) district-wide to support continuous curriculum development and instructional excellence.**

- Professional Development sessions were attended in which educators furthered the social studies curriculum into the various stages of development in Atlas.
- Educators attended training that developed their understanding of literacy (phonological awareness) and adopted the Foundations instructional resource. They also attended Empowering Writers professional development.
- Teachers were trained in the use of the STAR Assessment probes and began implementation of them in both reading and mathematics this year.

**Goal: Integrate and expand social and emotional wellness into the curriculum.**

- We created a mission statement as a staff, which is "At Summer Street School, we inspire learning, celebrate each other, and create happiness." This shared vision shapes the decision-making and initiatives for all faculty and staff.
- As a school, we continuously focus on building the productive attributes of a student through our newly-created STARS initiative. STARS stands for: Safe, Silent, Single File Lines; Teamwork; Accepting Everyone; Respect; & Safe. Each letter is highlighted for a period of time throughout the year. Students (individually and collectively) earn stars when showing those specific behaviors, and the entire school works to achieve a positive reward.
- The SEL Steering Committee created several programs and activities to promote positivity and connection for our students, including the STARS program, Bucket-Filling activities, March Madness (focus on literature), and a focused Core Value each month.
- Our 4th Grade Student Council members have participated in endeavors that promote positive behavior throughout the school, including assisting first grade students in walking in lines from recess to lunch, introducing the One School One Book program to the school, and organizing the Read-A-Thon.
- The Summer Street School Council has worked to provide enrichment activities for all families under their mission to "revitalize the curiosity and joy of learning at Summer Street School." A school-wide Math Hunt was developed, and 132 families participated over February vacation. In March, the school began One School One Book, and thanks to the generosity of the PTO, all students and staff received a copy of Because of the Rabbit, a chapter book which all read in the month of March.
- Our School Adjustment Counselor and School Psychologist held social skills groups for students, and provided numerous resources for staff and families.

**Significant Statistics:**

Summer Street School has a population of 436 students in Grades K-4. Our school has over 60 committed and dedicated faculty and staff. We have twenty-two classrooms in kindergarten through fourth grade.





## **Huckleberry Hill School**

Huckleberry Hill School

Town Report 2021

*Respectfully submitted by Melissa Wyland, Principal*



Huckleberry Hill Elementary School is proud of our school culture that prides itself on community and teamwork. Our goal is that HHS becomes a home away from home for our families and staff. As our Huckleberry Hero pledge states, all students and staff come to school to learn and cooperate every day.

*“Today we will give our best effort in all that we do. We will work hard to be respectful, caring citizens and excited learners. All of us have the ability and responsibility to learn and succeed.”*

Our vision statement is “Every student, Every day, Whatever it takes!” This vision guides us on a daily basis. Our work as a school and community has been focused on our two goals as stated in the District School Improvement Plan.

### **Goal: Implement Year five of the curriculum (UbD model) district-wide to support continuous curriculum development and instructional excellence.**

- Professional Development sessions were attended in which educators furthered the social studies curriculum into the various stages of development in Atlas.
- Educators attended training that developed their understanding of literacy (phonological awareness) and adopted the Foundations instructional resource. They also attended Empowering Writers professional development.
- Teachers were trained in the use of the STAR Assessment probes and began implementation of them in both reading and mathematics this year.

### **Goal: Integrate and expand social and emotional wellness into the curriculum.**

- As a school, we continuously focus on As a school, on building the productive attributes of a student through our our Huckleberry Hero Program.
- The SEL Steering Committee shares bimonthly Huckleberry Hero themes with the school. So far this year, we have focused on **What it means to be a Huckleberry Hero, Celebrating our Differences and What Unites Us, and Generosity**. There is a whole school shared read aloud, classroom project, and at-home connection for each theme.
- Our 4th Grade Student Advisory members have participated in endeavors that promote positive behavior throughout the school, including being respectful, walking safely and quietly in the hallways, being kind, and showing generosity. Student Advisory Members help kindergarten students at arrival and assist staff with special projects.
- Our School Adjustment Counselor and School Psychologist are holding social skills groups for students and provide numerous resources for staff and families.

### **Significant Statistics:**

The Huckleberry Hill School has a population of 446 students in Grades K-4. Our school has over 70 faculty and staff members committed to providing our students with the very best instruction, supervision, and social-emotional support.

We have 22 general education classrooms K-4, one classroom providing specific programming needs for multi-age students, one classroom that services students with special needs Grades K-4 and the student support program which provides individual and small group instruction and support for students in Grades K-4.

## **Middle School**

Lynnfield Middle School

Town Report 2021

*Respectfully Submitted by Stephen Ralston, Principal*

The faculty and students of the Lynnfield Middle School grow and learn in a building that entered year nineteen of existence. Following the Middle School Team Model, Grade 5 is configured into four teams of two teachers and Grades 6, 7 and 8 each have two teams of four subject teachers. This provides for greater subject specialization as well as a gradual progression from elementary to high school. Students also take a wide variety of exploratory classes such as art, STEM, music, health, physical education, media technology and French/Spanish.

### **Goals Achieved:**

- Our school improvement plan goals target social emotional learning (SEL), equity, and content writing across all subjects.
- LMS Core Values continue to guide our daily operations: Kindness, Effort, Citizenship.
- Technology continues to increase in quality and frequency via Google suite & Google Classroom, Parent portals, and collaboration/sharing. Like LHS, LMS has a 1-1 model for Chromebooks for each student.

### **Significant Statistics:**

- Student enrollment of 689, Grades 5-8
- MCAS testing is traditionally administered for all grades in English/Language Arts and Math, and for Grades 5 & 8 in Science, Technology and Engineering. MCAS testing was reduced by half in Spring 2021 due to Covid.
- In fall of 2021, US News and World Report ranked LMS as the 25th Best Middle School in Massachusetts.





## **High School**

Lynnfield High School

Town Report 2021

*Respectfully Submitted by Robert Cleary, Principal*

In partnership with our community, Lynnfield High School provides a safe learning environment that prepares all students to reach their full potential as lifelong learners and to be contributing participants in a global community. Our students consistently experience outstanding success in their academic, athletic and artistic pursuits.

### **Goals Achieved:**

- Successful completion of the Self-Reflection and Collaborative Conference activities in preparation for the upcoming Accreditation visit from the New England Association of Schools and Colleges.
- Completed preliminary guidelines for our school-wide Vision of the Graduate.
- Our school improvement plan goals focus on content writing across the curriculum, equity, and the successful implementation of the new Civics Action Project.

### **Significant Statistics:**

- Student enrollment of 568 in Grades 9-12.
- Faculty and support staff of 88.
- Over 25 students participating in a Senior Internship program.
- Over 80% of our students participate in some form of extracurricular activity including music, drama, special interest clubs, and over 20 different varsity sports.
- Every student completes at least 35 hours of community service for graduation.

## **PIONEER PRIDE**



# **TREASURER/TAX COLLECTOR**

The Treasurer/Collector's office is responsible for receipt, investment and disbursement of all Town funds. Other duties include processing of payroll and administering benefits for all active and retired Town employees. The mission is to achieve these responsibilities while providing the highest level of customer service and support to all of the Town's constituencies (i.e. taxpayers, employees, retirees and vendors), as well as satisfy the legal requirement set forth in Massachusetts General Laws and the Town's bylaws.

## **Goals Achieved in 2021**

- Conducted successful hiring process for the Payroll/Benefits Administrator.
- Implemented Remote Deposit Capture which allows for easier and more fluid funds management.
- Rose Kenney, Assistant to Treasurer/Collector was promoted to Assistant Treasurer/Collector.
- Treasurer/Collector became a Certified Municipal Treasurer/Collector through the Massachusetts Collectors and Treasures Association.

## **Priorities for 2022**

- Continue professional development for the staff in the Treasurer/Collector's & Payroll Office.
- Assistant Treasurer/Collector to attend 1<sup>st</sup> year of Massachusetts Treasurer/Collector School.
- Continue to provide excellent customer service to residents.
- Maintain an effective and fair collection process to maximize real estate, personal property and motor vehicle tax collections, which will continue to reduce the number of properties in tax title.
- Streamline the Benefits process for all Town/School employees.
- Explore use of a lockbox service which accelerates deposits, makes funds available sooner and improves investment earnings.
- Expand employee benefit options with no cost to the Town.

In June, Payroll & Benefits Coordinator Maureen Lanpher retired after 29 years of service to the Town. Thank you to Maureen for all of her hard work and dedication to the Town and employees. Maureen will be missed by the residents and employees of Lynnfield.

I would like to thank the Treasurer/Collector team Cassandra Murphy, Rose Kenney and Maureen Lanzillotti for all of their hard work and dedication each and every day. Together we look forward to serving the Town of Lynnfield in the upcoming year.

## **Staff**

Leslie Davidson	Treasurer/Collector
Cassandra Murphy	Payroll/Benefits Administrator
Rose Kenney	Assistant Treasurer/Collector
Maureen Lanzillotti	Administrative Clerk

*Respectfully submitted,*  
*Leslie Davidson, Treasurer/Collector*

# **VETERANS SERVICE**

## ***Mission Statement***

The mission of the Lynnfield Veterans Services Department is to advocate on behalf of all veterans, and to provide them with quality support services. The Director of Veterans Services, or Veterans Services Officer (VSO) is available to assist and guide all qualifying veterans who seek and apply for both state and Federal benefits. State benefits include, but are not limited to financial and medical assistance, and are provided under M.G.L. Ch. 115. These benefit costs are reimbursed to the town of Lynnfield by the state's Department of Veterans Services at the rate of 75%. Federal benefits are provided by the US Department of Veterans Affairs. It is the Veterans Service Officer to whom the unemployed, the indigent, the disabled, the ill, or veterans otherwise in need, first apply for assistance.

## **Goals achieved/large projects accomplished:**

- Memorial Day Celebration - Virtual due to COVID-19; in collaboration with Lynnfield Media/Cable TV Department.
- Veterans Day Celebration – Our first live celebration since the start of COVID was a huge success.
- Served on committee for First Responders Day/911 Ceremony.
- Active member of Lynnfield American Legion Post 131.
- Provided electric scooter to local veteran.

## **Significant statistics:**

- American flags placed at the graves of all veterans buried in five local cemeteries for Memorial Day. Assistance provided by the Lynnfield Knights of Columbus, and the Department of Public Works
- Serve on eight-member committee to design and build a new war memorial
- Continuous efforts to reach out to, educate, and assist over 500 local veterans regarding benefits

***Respectfully submitted,***

***Bruce E. Siegel, Director of Veterans Services/Veterans Services Officer***





Honor Guard Firing Squad– Veterans Day

# **TOWN CLERK**

The Town Clerk is the Chief Election Official. The Clerk is responsible for all elections, the certification of election results, voter registration, certifying petitions and nomination papers. It is the commitment of this office to be fair and impartial in all elections. We take pride in serving the community honorably.

The Town Clerk conducts the annual census, the creation of the annual street listing, certifies residency, posts meeting notices, administers and records Oath of Office to elected and appointed town officials, certifies all votes taken at town meetings; submits bylaws to the Attorney General as needed per town meeting decisions. The Town Clerk keeps, maintains, and preserves all vital records.

In addition, the Town Clerk issues marriage licenses, dog licenses, storage of flammables, business certificates, raffle permits, and serves as the Chief Public Records Access Officer.

With fewer elections in 2021, we used that essential time to do some major organization in the vault and arranging many records systemically for easy access.

In December it was my heartfelt honor to swear in our new police captain and our new police chief.

In 2022 I look forward to continuing education classes, workshops, and conferences as a member of the Massachusetts Town Clerk Association, North Shore City & Town Clerk's Association, and the New England Municipal Clerks' Institute & Academy.

In 2022 we will have several elections – our local on April 12th; a primary on September 6th and the state election on November 8<sup>th</sup>. We will follow all election laws as well as any new election laws created by the legislature. Vote by mail has been very popular; we await the decision by the legislature to see if they vote to continue this option. Currently, we have two town meetings on the horizon. Our annual town meeting will be held on May 16<sup>th</sup> and our annual fall town meeting will be held on October 17<sup>th</sup>. Please view our webpage for any updates: [town.lynnfield.ma.us/town-clerk](http://town.lynnfield.ma.us/town-clerk)

Population as of December 2021: 12,387

Registered voters in four parties were: Republicans 1,512 – Democrats 1,792 – Libertarian 22, Green-Rainbow 2 and all others, political designation or unenrolled (independent) 6,175.

2021 Licenses/Certificates Issued:

Births – 120	Deaths – 103	Marriages - 46
Dog licenses – 1088	Business Certificates – 110	Raffle Permits – 2
Flammable Storage Permits - 9	Notary Oaths: 67 Lynnfield residents: 22 Out-of-town residents: 45	Oaths of Office - 51

As we gear up for elections 2022 – I would like to recognize Tony Fratoni and his crew who set up and break down our polling place. Your attention to detail, dedication to getting the job done, and problem-solving logistics are admirable.

To our election workers – I am always impressed by your willingness to step up for each challenge that new laws may bring. Working together as a team is essential and it is what you do! I am grateful to each of you.

While we said goodbye to long time town employee Diane Hammerbeck we welcomed Sue Lagorio, previously with the Senior Center, to fill the important position as the Assistant Town Clerk. We want to wish Diane a very happy retirement.

*Respectfully submitted,*  
*Linda A. Emerson, CMC Town Clerk*

TOWN OF LYNNFIELD  
WARRANT

COMMONWEALTH OF MASSACHUSETTS

ANNUAL TOWN ELECTION – APRIL 13, 2021

Essex, ss.

To one of the Constables in the Town of Lynnfield in the County of Essex, and the Commonwealth of Massachusetts

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said town, qualified to vote in elections, to vote at:

PRECINCTS ONE, TWO, THREE, AND FOUR  
Lynnfield High School, 275 Essex Street, in said Lynnfield

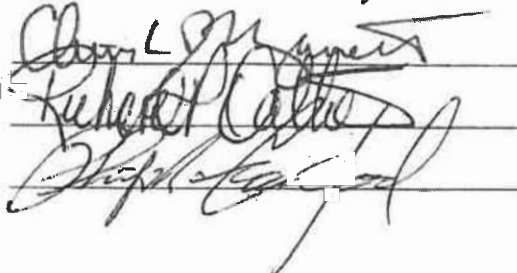
On Tuesday, the 13<sup>TH</sup> day of April, 2021, between the hours of 7:00AM and 8:00PM to cast their votes in the Annual Town Election for the choice of all necessary Town Officers for the ensuing year, chosen in this manner, viz.: one Select Board member for three years; one Board of Assessors member for three years; one Planning Board member for five years; one Planning Board member for the remaining three years of an unexpired term; one Town Moderator for one year; two Board of Library Trustee members for three years; and two School Committee members for three years.

And you are directed to serve this Warrant by posting attested copies in at least nine public places in said Town of Lynnfield, no later than seven days preceding said election.

Hereof and fail not, and make return of this Warrant with your doings thereon for the Town Clerk at the time and place of said election.

Given under our hands this 1<sup>st</sup> day of April, 2021.

SELECT BOARD – Town of Lynnfield



A True Copy  
ATTEST:





Date: 4 | 2 | , 2021

Pursuant to the within Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting nine (9) attested copies of the Warrant in said Lynnfield seven (7) days before the time and calling of said Annual Town Election.

  
Constable

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

ELECTION RESULTS - APRIL 13, 2021 - final

	A	B	C	D	E	F	G
1			Prec 1	Prec 2	Prec 3	Prec 4	
2	<b>Elected Position</b>	<b>Candidate</b>					<b>Totals</b>
3	Select Board 3 yr	J CONNELL	279	164	159	235	837
4							
5		Write-In	7	7	6	3	23
6		Blanks	88	54	52	65	259
7		<b>TOTALS</b>	374	225	217	303	1119
8	Board of Assessors	D GARRITY	265	160	158	231	814
9	3 years						0
10		Write-In	1	1	1	0	3
11		Blanks	108	64	58	72	302
12		<b>TOTALS</b>	374	225	217	303	1119
13	Planning Board	E WILKINS	261	156	152	222	791
14	5 year						0
15		Write-In	4	0	2	1	7
16		Blanks	109	69	63	80	321
17		<b>TOTALS</b>	374	225	217	303	1119
18	Planning Board	A MACNULTY	268	163	154	231	816
19	unexpired term	Write-In	2	0	2	0	4
20	to 2024	Blanks	104	62	61	72	299
21		<b>TOTALS</b>	374	225	217	303	1119
22	Town Moderator	J MARKEY	278	164	162	229	833
23	1 yr	Write-In	4	1	3	3	11
24		Blanks	92	60	52	71	275
25		<b>TOTALS</b>	374	225	217	303	1119
26	Library Trustee	R BOEKENKROEGER	241	158	154	218	771
27	3 yr	A KENNEALLY	252	162	156	223	793
28	vote for two	Write-In	1	2	0	2	5
29		Blanks	254	128	124	163	669
30		<b>TOTALS</b>	748	450	434	606	2238
31	School Committee	P MCQUEEN	243	126	128	201	698
32	3 yr	B CHARVILLE	181	119	105	140	545
33	vote for two	K DEPRIZIO	190	129	115	161	595
34							
35		Write-In	9	4	7	5	25
36		Blanks	125	72	79	99	375
37		<b>TOTALS</b>	748	450	434	606	2238
38							
39	Registered Voters:						
40	9,405						
41	Voter Turnout: 12%						



**LYNNFIELD TOWN WARRANT**

**THE COMMONWEALTH OF MASSACHUSETTS**

**ANNUAL TOWN MEETING - JUNE 12, 2021**

Essex, ss.

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

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of the Town of Lynnfield qualified to vote in elections and Town affairs, to meet on the Lynnfield High School football field, Cafeteria, and the Gymnasium, if necessary, on Saturday, June 12, 2021 at 10:00 a.m., then and there to act on the following articles:

**ARTICLE 1.** To act on reports of Town officers and special committees as published; or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**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; or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**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; or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**ARTICLE 4.** To see if the Town will vote to raise and appropriate or appropriate by transfer from available funds, sums of money to supplement certain accounts in the current 2021 Fiscal Year where balances are below projected expenditures for various reasons; or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**ARTICLE 5.** 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 to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**ARTICLE 6.** To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds, or otherwise, a sum of money for the necessary Town charges and expenses; or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**ARTICLE 7.** To see if the Town will vote to raise and appropriate, or 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 to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**ARTICLE 8.** To see if the Town will vote to raise and appropriate and/or appropriate by transfer from available funds a sum of money for the town's Capital Facilities Fund; or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**ARTICLE 9.** To see if the Town will vote to raise and appropriate and/or appropriate by transfer from available funds a sum of money for the town's Stabilization Fund; or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**ARTICLE 10.** To see if the Town will vote to establish, with respect to each of the following revolving funds, the following limits on the total amount that may be expended from each such fund in Fiscal Year 2022:

<u>Revolving Fund</u>	<u>Maximum Expenditure</u>
Council on Aging	\$ 50,000
Board of Health	\$ 15,000
Library	\$ 10,000
Recreation	\$325,000
Public Works – Fields	\$ 75,000
Public Works – Merritt Center	\$ 10,000

or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**ARTICLE 11.** 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 2022 from persons using said service; or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**ARTICLE 12.** 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 2022 from persons using the golf courses; or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**ARTICLE 13.** To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds or by borrowing, or from any or all such sources, sums of money for security equipment, drainage and site improvements, any and all other measures that may be necessary to complete work on the elementary schools renovation project; or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**ARTICLE 14.** To see if the Town will vote to rescind the unused borrowing authority voted under the below-listed previous Town Meeting articles; or to take any other action in connection therewith.

Purpose	Date of Vote	Articl #	Amount Authorized	Issued/Retired/ Rescinded	Unissued
Golf Course Purchase	3/15/2005	1	12,000,000	11,163,000	837,000
AT Septic Loan	10/19/2009	3	300,000	252,841	47,159
AT Septic Loan	10/18/2010	4	1,000,000	-	1,000,000
nior Center Van	10/15/2012	9	90,000	70,000	20,000
enter Farm Acquisti	6/30/2014	1	1,550,000	1,029,903	520,097

**Submitted by SELECT BOARD**

**ARTICLE 15.** To see if the Town will vote to authorize, under G.L. c. 44, § 21C, upon the recommendation of the Select Board, a lease purchase financing agreement for the acquisition of energy efficiency improvements, equipment that may be acquired through the issuance of debt under G.L. c. 44, the term of such agreement not to exceed twenty (20) years, the useful life of the equipment as determined by the Select Board, and the Department of Public Works shall be authorized to enter into such agreement on behalf of the Town, subject to approval of an appropriation for the first year payments by vote of a future Town Meeting, or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**ARTICLE 16.** To see if the Town will vote to amend Chapter 143 of the General Bylaws, entitled "Fees," by making the following changes and additions.

**ARTICLE III**

*Abutters Lists*

**BOARD OF ASSESSORS FEES**

*change \$5.00 to \$15.00*

**ARTICLE V**

*Open Burning Permit (Annual)*  
*Commercial Inspection without FACP*  
*Oil Burner Install/Alteration*  
*LPN/Propane Storage*  
*Fixed Extinguishing System*  
*Nursing Home Inspection*

**FIRE DEPARTMENT FEES**

*change 10.00 to \$15.00*  
*change \$25.00 to \$50.00*  
*change \$10.00 to \$25.00*  
*change \$10.00 to \$25.00*  
*change \$25.00 to \$50.00*  
*change \$10.00 to \$25.00*

<i>Day Care Center</i>	<i>change \$10.00 to \$25.00</i>
<i>Private School</i>	<i>change \$10.00 to \$25.00</i>
<i>Innholders</i>	<i>change \$10.00 to \$25.00</i>
<i>Blasting Permit (detail required)</i>	<i>change \$10.00 to \$50.00</i>
<i>Tar Kettle Operation</i>	<i>change \$25.00 to \$50.00</i>
<i>Fireworks Display</i>	<i>change \$25.00 to \$50.00</i>
<i>Tank Truck Inspection (2 Years)</i>	<i>change \$15.00 to \$25.00</i>
<i>Dumpster Permit</i>	<i>change \$20.00 to \$25.00</i>
<i>Master Box Fee</i>	<i>change \$250.00 to \$310.00</i>

*(New fees)*

<i>Municipal F/A Disconnect/Reconnect (After hours)</i>	<i>\$175.00</i>
<i>Nuisance Alarms per Calendar year (1-3)</i>	<i>no fee</i>
<i>(4-6) fee per response</i>	<i>\$40.00</i>
<i>(7-9) fee per response</i>	<i>\$50.00</i>
<i>9+ fee per response</i>	<i>\$100.00</i>

*ARTICLE VII*

*DEPARTMENT OF PUBLIC WORKS FEES*

<i>White goods and televisions</i>	<i>change \$25.00 to \$30.00</i>
<i>with CRT's greater than \$36"</i>	<i>change \$50.00 to \$60.00</i>
<i>Recycling yard stickers non-seniors</i>	<i>change \$10.00 to \$20.00</i>
<i>Recycling yard stickers for seniors</i>	<i>change \$5.00 to \$10.00</i>
<i>Street access permits</i>	<i>change \$10.00 to \$20.00</i>
<i>(New fee)</i>	
<i>Bulk items</i>	<i>\$10.00</i>

*CEMETERY FEES*

<i>Residents and Former Employees</i>	
<i>Single Grave</i>	<i>change \$350.00 to \$600.00</i>
<i>Total Cost Per Grave</i>	<i>change \$750.00 to \$1,000.00</i>
<i>Former Residents (Two-Grave Limit)</i>	
<i>Single Grave</i>	<i>change \$1,000.00 to \$1,200.00</i>
<i>Total Cost Per Grave</i>	<i>change \$1,800.00 to \$2,000.00</i>
<i>Interment</i>	<i>change \$650.00 to \$750.00</i>
<i>Saturday/Holiday Additional</i>	<i>change \$325.00 to \$400.00</i>
<i>Cremation Burial</i>	<i>change \$225.00 to \$300.00</i>
<i>Saturday/Holiday</i>	<i>change \$325.00 to \$400.00</i>
<i>Exhumation</i>	<i>change \$650.00 to \$1,000.00</i>
<i>Winter Fee (December 1-March 31)</i>	<i>change \$100.00 to \$200.00</i>
<i>Deed</i>	<i>change \$20.00 to \$50.00</i>

*ARTICLE VIII*

*Demand Fees*

*Municipal Lien Certificate*

*TAX COLLECTOR'S FEES*

*change \$5.00 to \$15.00*

*change \$25.00 to \$50.00*

*ARTICLE X*

*ZONING AND INSPECTIONAL SERVICES FEES*

*ELECTRICAL FEES*

*Residential Additions/Renovations*

*First 1-10 outlets (i.e. lighting, receptacles) \$50.00*

*(change is removing words "appliances and special equipment")*

*Residential Services: Changes or Alterations*

*Sub-panels change \$50.00 to \$75.00*

*Each additional panel \$25.00*

*Commercial Additions/Renovations*

*First 1-10 outlets (i.e. lighting, receptacles) \$50.00*

*(change is removing words "appliances and special equipment")*

*Miscellaneous*

*(New charges)*

*Electric dryer, electric range, wall oven(s), cooktop*

*\$25.00 per appliance*

*Presecuring service for siding replacement \$50.00*

*Solar residential \$50.00*

*Solar commercial \$200.00*

*Residential generator \$50.00*

*Commercial generator \$200.00*

or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**ARTICLE 17.** To see if the Town will vote to adjust the property tax exemption under M.G.L. Chapter 59, Section 5K, the so-called "senior tax reduction program," by allowing the maximum reduction of the real property tax bill to be based on 125 volunteer service hours in a given tax year; or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**ARTICLE 18.** To see if the Town will vote to accept the provisions of M.G.L. Chapter 59, Section 5C-1/2, to provide an additional exemption of 100 per cent of the exemption for which the taxpayer qualifies in addition to any exemption allowable pursuant to said Section 5; or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**ARTICLE 19.** To see if the Town will vote to accept as a public way, as laid out and reported by the Board of Selectmen, Zepaj Lane, as shown on the "Street Acceptance

Plan, Zepaj Lane, Lynnfield, Mass." by Hayes Engineering, Inc. dated October 30, 2019, 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 to take any other action in connection therewith.

**Submitted by SELECT BOARD**

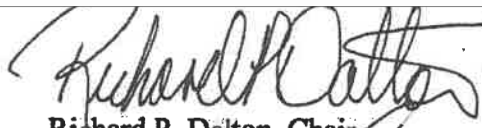
**ARTICLE 20.** To see if the Town will vote to amend Chapter 213 of the General Bylaws, entitled "Stormwater Management," by deleting the text marked with ~~strike-throughs~~ and adding the underlined text as shown in the version of the said chapter that is on file with the Town Clerk, which amendments include minor editorial corrections and updated definitions; or to take any other action in connection therewith.

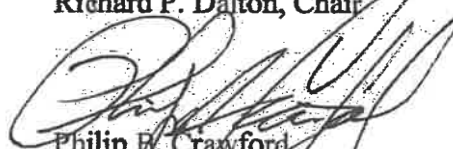
**Submitted by SELECT BOARD**

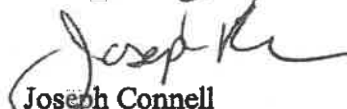
And you are further directed to serve this warrant, by posting up attested copies thereof, in at least six public places in said Town of Lynnfield, seven days at least before the time of holding said meeting.

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

Given under our hands this 12th day of May in the year of our Lord two thousand and twenty-one.

  
Richard P. Dalton, Chair

  
Philip E. Crawford

  
Joseph Connell

**SELECT BOARD**

A true copy  
ATTEST:  Constable



Date: May 25, 2021

Pursuant to the within Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting nine (9) attested copies of the Warrant in said Lynnfield seven (7) days before the time and calling of said ~~election~~ town meeting.



Constable

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

## Town of Lynnfield



### **RECORD OF ACTION AND CERTIFICATION OF ANNUAL TOWN MEETING SATURDAY, JUNE 12, 2021 10:00AM Lynnfield High School Gymnasium**

The Annual Town Meeting was called to order by newly re-elected Moderator Joseph Markey at 10:07AM, indicating a count of 88 voters for our lowered voter quorum\*. The Moderator read a list of non-residents/Dept. Heads in attendance and received no objections from those attending.

Prior to the call to order the Town Clerk swore in Jacob Adleson and Andrew Kenneally as tellers in case of a hand count vote.

Town Moderator Joseph Markey acknowledged the warrant return, confirmed it was posted in accordance with MA General Law, and waived the reading of the warrant with no objections.

Mr. Markey welcomed some newly elected officials: Kate DePrizio, School Committee, Joe Connell, Select Board and thanked outgoing elected officials: Tim Doyle, School Committee over 22 years; and Selectman Christopher Barrett, former member of the School Committee and a selectman for many years. The Pledge of Allegiance followed.

Select Board member Joseph Connell presented a certificate acknowledging the victorious CAL State Champions varsity girl's volleyball team.

The business of the meeting started at 10:16AM.

\*Voted by the Select Board on June 17, 2020 in accordance with Chapter 92 of the Acts of 2020 to lower our quorum as prescribed in our Charter from 175 to 50.

**ARTICLE 1:** To act on reports of Town offices and special committees as published.  
Submitted by the Select Board

**MOTION** was moved by Select Board Chairman Richard Dalton to accept the Reports of Town officers and special committees, as published.

**MAJORITY VOTE REQUIRED**



**ACTION:** The motion was moved and seconded. The Moderator hearing no discussion declared the motion passed by a voice vote.

**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 the Select Board

**MOTION** was moved by Select Board member Philip Crawford that the Town vote to choose all Town officers not required to be chosen by ballot as follows: Robert MacKendrick, David Crockett, and Betty Adelson as Field Drivers; David Crockett as Pound Keeper; and Kenneth Burnham, David Crockett and Robert MacKendrick as Wood Measurers.

#### **MAJORITY VOTE REQUIRED**

**ACTION:** The motion was moved and seconded. The Moderator hearing no discussion declared the motion passed by a voice vote.

**ARTICLE 3:** To see if the Town will vote to FIX THE COMPENSATION of each of the Elective Offices of the Town as required by General Laws, Chapter 41, Section 108. Submitted by the Select Board

**MOTION** was moved by Select Board member Joseph Connell 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 as follows: Select Board – Chairman \$850.00 and Member \$700.00; Board of Assessors – Chairman \$4,100.00 and Member \$3,550.00.

#### **MAJORITY VOTE REQUIRED**

**ACTION:** The motion was moved and seconded. The Moderator asked if there was any discussion. A question was asked and answered by Bob Curtin followed by Rob Dolan in regard to pension and benefits. The Article passed by voice vote.

**ARTICLE 4:** To see if the Town will raise and appropriate or transfer from available funds, sums of money to supplement certain accounts in the current 2021 Fiscal Year where balances are below projected expenditures for various reasons; or to take any other action in connection therewith. Submitted by the Select Board

ARTICLE 4		
Transfer To:		
0115152-530001	Legal Expense	45,000.00
0117651-530004	ZBA-Advertising	4,000.00
0121053-513000	Police Patrol Officer Overtime	75,000.00
0121055-519500	Police Training Expense	10,000.00
0142351-513000	Snow & Ice-Overtime	23,563.52
		<b>157,563.52</b>

Transfer From:		
0112257-574000	Property & Liability Insurance	27,000.00
0114652-511028	Tax Collector-Sr. Work-off program	7,962.00
0121051-511000	Police Chief Salaries	28,000.00
0121052-511002	Police Patrolmen Salaries	20,000.00
01320-563005	Essex Northshore Tech Vocational Assessment	5,129.00
0191052-517002	Town Health Insurance	61,737.06
0191151-517011	Essex County Retirement Pension Assessment	7,735.46
		<b>157,563.52</b>

**MOTION** was moved by Select Board Chairman Richard Dalton to see if the town will vote to transfer from existing Fiscal Year 2021 appropriation accounts the sums listed in the handout booklet under the heading "ARTICLE 4" to the accounts listed in said handout in order to balance the FY 2021 budget.

### **MAJORITY VOTE REQUIRED**

**ACTION:** The motion was moved and seconded. The Moderator hearing no discussion declared Article 4 passed by voice vote.

**ARTICLE 5:** To see if the Town will raise and appropriate or transfer from available funds, sums of money to pay overdue bills of a prior fiscal year, or to take any other action in connection therewith. Submitted by the Select Board.

**MOTION** was moved by Select Board member Philip Crawford to indefinitely postpone Article 5.

**ACTION:** The motion was moved and seconded. The Moderator hearing no discussion declared Article 5 passed unanimously by voice vote.

**ARTICLE 6:** To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds, or otherwise, a sum of money for the necessary Town charges and expenses; or to take any other action in connection therewith. Submitted by the Select Board

### **MAJORITY VOTE REQUIRED**

**MOTION:** Select Board member Joseph Connell moved that the Town vote to raise and appropriate and appropriate by transfer the sum of \$60,843,554.35 for the necessary Town charges and expenses as presented by the Select Board and as shown in the Finance Committee Report beginning on page 8 thereof.

The motion was seconded.

The Finance Committee recommends Article 6.

The Select Board recommends Article 6.

**ACTION:** The Moderator indicated he would read through the budget page by page while continuously scanning the audience for anyone wishing to speak. There was some discussion as to what the DPW projects would be addressed.

Seeing no more debate the Moderator called for a voice vote on Article 6. The Moderator declared Article 6 passed unanimously by voice vote.

**ARTICLE 7:** To see if the Town will vote to raise and appropriate, or 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 to take any other action in connection therewith. Submitted by the Select Board

**MOTION:** Select Board Chair Richard Dalton moved that the Town vote to appropriate the sums of \$892,537.00 from free cash, \$80,000.00 from Cable Receipt Reserve and \$88,000.00 from Golf 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 24 thereof, and to authorize the various Town boards, commissions, and officers to credit the value of old equipment to be turned in toward the purchase price of said items.

The motion was seconded.

#### **MAJORITY VOTE REQUIRED**

The Finance Committee recommends Article 7.  
The Select Board recommends Article 7.

**ACTION:** Hearing no debate, the Moderator declared Article 7 passed by voice vote.

**ARTICLE 8:** To see if the Town will vote to raise and appropriate and/or appropriate by transfer from available funds a sum of money for the town's Capital Facilities Fund, or to take any other action in connection therewith. Submitted by the Select Board

**MOTION** was moved by Select Board member Philip Crawford to see if the Town will vote to appropriate \$50,000. from free cash to the Capital Facilities Fund.

#### **MAJORITY VOTE REQUIRED**

The Finance Committee recommends Article 8.  
The Select Board recommends Article 8.

**ACTION:** The motion was moved and seconded. Hearing no debate, the Moderator declared Article 8 passed by voice vote.

**ARTICLE 9:** To see if the Town will vote to raise and appropriate and/or appropriate by transfer from available funds a sum of money for the town's Stabilization Fund, or to take any other action in connection therewith. Submitted by the Select Board

## MAJORITY VOTE REQUIRED

**MOTION:** Select Board member Joseph Connell moved that the Town appropriate \$150,000. from free cash to the Stabilization Fund.

The motion was seconded.

The Finance Committee recommends Article 9.

The Select Board recommends Article 9.

**ACTION:** Hearing no debate, the Moderator declared Article 9 passed by voice vote.

**ARTICLE 10:** To see if the Town will vote to establish, with respect to each of the following revolving funds, the following limits on the total amount that may be expended from each such fund in Fiscal Year 2022:

<u>Revolving Fund</u>	<u>Maximum Expenditure</u>
Council on Aging	\$ 50,000
Board of Health	\$ 15,000
Library	\$ 10,000
Recreation	\$325,000
Public Works – Fields	\$ 75,000
Public Works – Merritt Center	\$ 10,000

or to take any other action in connection therewith. Submitted by Select Board

## MAJORITY VOTE REQUIRED

**MOTION:** Chairman Dalton moved that the Town vote to establish, with respect to each of the following revolving funds, the following limits on the total amount that may be expended from each such fund in Fiscal Year 2022:

Council on Aging	\$ 50,000
Board of Health	\$ 15,000
Library	\$ 10,000
Recreation	\$325,000
Public Works – Fields	\$ 75,000
Public Works – Merritt Center	\$ 10,000

The motion was seconded.

The Finance Committee recommends Article 10.

The Select Board recommends Article 10.

**ACTION:** There was no debate. The Moderator declared Article 10 passed by voice vote.

**ARTICLE 11:** 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 2022 from persons using said service; or to take any other action in connection therewith. Submitted by the Select Board

#### **MAJORITY VOTE REQUIRED**

**MOTION:** Select Board member Phil Crawford moved that the Town vote to appropriate during Fiscal Year 2022, the sum of \$811,371. from Emergency Medical Service Enterprise receipts to pay expenses and contractual services required to fund emergency medical services operations; said fund to be credited with all fees and charges received during Fiscal Year 2022 from persons using this service.

The motion was seconded.

The Finance Committee recommends Article 11.

The Select Board recommends Article 11.

**ACTION:** There was no debate. The Moderator declared Article 11 passed by voice vote unanimously.

**ARTICLE 12:** 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 2022 from persons using the golf courses; or what action it will take thereon. Submitted by the Select Board

#### **MAJORITY VOTE REQUIRED**

**MOTION:** Select Board member Joseph Connell moved that the Town vote to appropriate during Fiscal Year 2022, the sum of \$1,008,300.00 from 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 2022 from persons using the golf courses.

The motion was seconded.

The Finance Committee recommends Article 12.

The Select Board recommends Article 12.

**ACTION:** There was no debate. The Moderator declared Article 12 passed by voice vote.

**ARTICLE 13:** To see if the Town will vote to raise and appropriate, or appropriate by transfer from available funds or by borrowing, or from any or all such sources, sums of money for security equipment, drainage and site improvements, any and all other measures that may be necessary to complete work on the elementary schools renovation project; or take any other action in connection therewith. Submitted by the Select Board.

**Two-thirds vote is required**

**MOTION:** Select Board Chair Richard Dalton made the motion:

I move that the Town appropriate \$1,750,000. to pay for remodeling, enlargement, reconstruction, rehabilitation, improvement, alteration, constructing additions to and extraordinary repair of the Huckleberry Hill Elementary School and the Summer Street Elementary School, including the cost of engineering, architectural and other services for feasibility studies, plans and specifications, and the cost of original equipment and furnishings of the said buildings, and landscaping, paving and performing other site improvements incidental or related thereto, which amount shall be expended in addition to all other amounts previously appropriated by the Town for this project; that to meet this appropriation, the Treasurer, with the approval of the Select Board is authorized to borrow said amount pursuant to GL c 44, §7(1) or any other enabling authority and to issue bonds or notes of the Town therefor, such funds to be expended under the direction of the School Building Committee; provided that any premium received upon the sale of any bonds or notes approved under this article, less any such premium applied to the payment of the costs of issuance of such bonds or notes, and any accrued interest may be applied to the payment of costs so approved in accordance with GL c 44 §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

The motion was duly seconded.

The Select Board recommends this Article.

The Finance Committee recommends this Article.

**ACTION:** Following some discussion, a motion was made and seconded to vote by ballot which was defeated by voice vote.

The Moderator proceeded to the vote on Article 13 stating again that a two-thirds vote is required. Two sworn-in tellers were in place to take the count by hand.

**ACTION:** The Moderator announced: The motion for Article 13 passes – 98 to 14 by a two-thirds vote.

**ARTICLE 14.** To see if the Town will vote to rescind the unused borrowing authority voted under the below-listed previous Town Meeting articles; or to take any other action in connection therewith.

Purpose	Date of Vote	Article #	Amount Authorized	Issued/Retired/ Rescinded	Unissued
Golf Course Purchase	3/15/2005	1	12,000,000	11,163,000	837,000
WPAT Septic Loan	10/19/2009	3	300,000	252,841	47,159
WPAT Septic Loan	10/18/2010	4	1,000,000	-	1,000,000
Senior Center Van	10/15/2012	9	90,000	70,000	20,000
Center Farm Acquisition	6/30/2014	1	1,550,000	1,029,903	520,097

Submitted by SELECT BOARD

**MAJORITY VOTE REQUIRED**



**MOTION:** Select Board member Philip Crawford moved that the Town rescind the unused borrowing authority voted under previous Town Meeting articles as listed in the warrant.

The motion was seconded.

The Finance Committee recommends Article 14.

The Select Board recommends Article 14.

**ACTION:** There was one question about the golf course clubhouse; answered by Town Administrator Rob Dolan. There was no further debate. The Moderator declared the article passed unanimously by voice vote.

**ARTICLE 15.** To see if the Town will vote to authorize, under G.L. c. 44, § 21C, upon the recommendation of the Select Board, a lease purchase financing agreement for the acquisition of energy efficiency improvements, equipment that may be acquired through the issuance of debt under G.L. c. 44, the term of such agreement not to exceed twenty (20) years, the useful life of the equipment as determined by the Select Board, and the Department of Public Works shall be authorized to enter into such agreement on behalf of the Town, subject to approval of an appropriation for the first year payments by vote of a future Town Meeting, or to take any other action in connection therewith. Submitted by SELECT BOARD

#### **Two-thirds vote is required**

**MOTION:** Select Board member Joseph Connell moved that the Town vote to authorize, under G.L. c 44, § 21C, upon the recommendation of the Select Board, a lease purchase financing agreement for the acquisition of energy efficiency improvements, equipment that may be acquired through the issuance of debt under G.L. c 44, the term of such agreement not to exceed twenty (20) years, the useful life of the equipment as determined by the Select Board, and the Department of Public Works, shall be authorized to enter into such agreement on behalf of the Town, subject to the approval of an appropriation for the first year payments by vote of a future Town Meeting.

The motion was seconded.

The Select Board recommends Article 15.

The Finance Committee recommends Article 15.

**ACTION:** Following brief discussion. A hand counted vote was taken and declared unanimous by the Moderator; as no one raised their voter card against the article.

**ARTICLE 16:** To see if the Town will vote to amend Chapter 143 of the General Bylaws, entitled "Fees," by making the following changes and additions.

*ARTICLE III  
Abutters Lists*

#### *BOARD OF ASSESSORS FEES*

*change \$5.00 to \$15.00*

ARTICLE VFIRE DEPARTMENT FEES

Open Burning Permit (Annual)	change 10.00 to \$15.00
Commercial Inspection without FACP	change \$25.00 to \$50.00
Oil Burner Install/Alteration	change \$10.00 to \$25.00
LPN/Propane Storage	change \$10.00 to \$25.00
Fixed Extinguishing System	change \$25.00 to \$50.00
Nursing Home Inspection	change \$10.00 to \$25.00
Day Care Center	change \$10.00 to \$25.00
Private School	change \$10.00 to \$25.00
Innholders	change \$10.00 to \$25.00
Blasting Permit (detail required)	change \$10.00 to \$50.00
Tar Kettle Operation	change \$25.00 to \$50.00
Fireworks Display	change \$25.00 to \$50.00
Tank Truck Inspection (2 Years)	change \$15.00 to \$25.00
Dumpster Permit	change \$20.00 to \$25.00
Master Box Fee	change \$250.00 to \$310.00

(New fees)

Municipal F/A Disconnect/Reconnect (After hours)	\$175.00
Nuisance Alarms per Calendar year (1-3)	no fee
(4-6) fee per response	\$40.00
(7-9) fee per response	\$50.00
9+ fee per response	\$100.00

ARTICLE VIIDEPARTMENT OF PUBLIC WORKS FEES

White goods and televisions	change \$25.00 to \$30.00
with CRT's greater than \$36"	change \$50.00 to \$60.00
Recycling yard stickers non-seniors	change \$10.00 to \$20.00
Recycling yard stickers for seniors	change \$5.00 to \$10.00
Street access permits	change \$10.00 to \$20.00
(New fee)	
Bulk items	\$10.00

CEMETERY FEES

Residents and Former Employees	
Single Grave	change \$350.00 to \$600.00
Total Cost Per Grave	change \$750.00 to \$1,000.00
Former Residents (Two-Grave Limit)	
Single Grave	change \$1,000.00 to \$1,200.00
Total Cost Per Grave	change \$1,800.00 to \$2,000.00
Interment	change \$650.00 to \$750.00
Saturday/Holiday Additional	change \$325.00 to \$400.00
Cremation Burial	change \$225.00 to \$300.00
Saturday/Holiday	change \$325.00 to \$400.00
Exhumation	change \$650.00 to \$1,000.00
Winter Fee (December 1-March 31)	change \$100.00 to \$200.00
Deed	change \$20.00 to \$50.00



<u>ARTICLE VIII</u>	<u>TAX COLLECTOR'S FEES</u>
<i>Demand Fees</i>	<i>change \$5.00 to \$15.00</i>
<i>Municipal Lien Certificate</i>	<i>change \$25.00 to \$50.00</i>

ARTICLE X      ZONING AND INSPECTIONAL SERVICES FEES  
ELECTRICAL FEES

Residential Additions/Renovations

*First 1-10 outlets (i.e. lighting, receptacles)*      \$50.00  
*(change is removing words "appliances and special equipment")*

Residential Services: Changes or Alterations

*Sub-panels*      *change \$50.00 to \$75.00*  
*Each additional panel*      \$25.00

Commercial Additions/Renovations

*First 1-10 outlets (i.e. lighting, receptacles)*      \$50.00  
*(change is removing words "appliances and special equipment")*

Miscellaneous

*(New charges)*

*Electric dryer, electric range, wall oven(s), cooktop*      \$25.00 per appliance  
*Presecuring service for siding replacement*      \$50.00  
*Solar residential*      \$50.00  
*Solar commercial*      \$200.00  
*Residential generator*      \$50.00  
*Commercial generator*      \$200.00

or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

**MOTION** made by Select Board Chairman Dalton that the Town vote to amend Chapter 143 of the General Bylaws, entitled "Fees", by making the changes and additions as listed in the warrant.

**Majority vote required**

The motion was seconded.

The Select Board recommends this Article.

The Finance Committee recommends Article 16.

**ACTION:** Town Administrator Rob Dolan explained the reasoning of the fees article. There was no debate. A voice vote carried unanimously.

**ARTICLE 17.** To see if the Town will vote to adjust the property tax exemption under M.G.L. Chapter 59, Section 5K, the so-called "senior tax reduction program," by allowing the maximum reduction of the real property tax bill to be based on 125 volunteer service hours in a given tax year; or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

## **MAJORITY VOTE REQUIRED**

**MOTION:** Select Board member Philip Crawford moved that the Town vote to adjust the property tax exemption under MGL Chapter 59, Section 5K, the so-called "senior tax reduction program" by allowing the maximum reduction of real property tax bill to be based on 125 volunteer services hours in a given tax year.

The motion was seconded.

The Finance Committee recommends Article 17.

The Select Board recommends Article 17.

**ACTION:** There was no debate. A voice vote carried.

**ARTICLE 18.** To see if the Town will vote to accept the provisions of M.G.L. Chapter 59, Section 5C-1/2, to provide an additional exemption of 100 per cent of the exemption for which the taxpayer qualifies in addition to any exemption allowable pursuant to said Section 5; or to take any other action in connection therewith.

**Submitted by SELECT BOARD**

## **MAJORITY VOTE REQUIRED**

**MOTION:** Select Board member Joseph Connell moved that the Town vote to accept the provisions of MGL, Chapter 59, Section 5C-1/2, to provide an additional exemption of up to 100 per cent of the exemption for which the taxpayer qualifies in addition to any exemption allowable pursuant to said Section 5.

The motion was seconded.

The Finance Committee recommends Article 18.

The Select Board recommends Article 18.

**ACTION:** Town Administrator Rob Dolan gave an explanation of this article. There was no debate on Article 18. A voice vote carried.

**ARTICLE 19.** To see if the Town will vote to accept as a public way, as laid out and reported by the Select Board, Zepaj Lane, as shown on the "Street Acceptance Plan, Zepaj Lane, Lynnfield, Mass." by Hayes Engineering, Inc. dated October 30, 2019, a copy of which plan is on file at the office of the Town Clerk and available for inspection, and to authorize the Select Board to acquire by gift, purchase or eminent domain such interests in land as may be necessary or appropriate to create such public way, or to take any other action in connection therewith

**Submitted by SELECT BOARD**

## **2/3 VOTE REQUIRED**

**MOTION:** Select Board Chairman Dalton moved that the Town vote to accept as a public way, as laid out and reported by the Board of Selectmen, Zepaj Lane, as shown on the "Street Acceptance Plan, Zepaj Lane, Lynnfield, Mass." By Hayes Engineering, Inc. dated October 30, 2019, a copy of which plan is on file at the office of the Town Clerk and available for inspection, and to authorize the Select Board to acquire by gift, purchase, or eminent domain such interests in land as may be necessary or appropriate to create such public way.

The Planning Board recommends this Article.

The Finance Committee recommends Article 19.

The Select Board recommends Article 19

**ACTION:** Hearing and seeing no debate on Article 19 the Moderator explained that a two-thirds vote is needed. Asked all in favor to raise their cards and those opposed - seeing none. The motion passed unanimously.

**ARTICLE 20.** To see if the Town will vote to amend Chapter 213 of the General Bylaws, entitled "Stormwater Management," by deleting the text marked with ~~strike-throughs~~ and adding the underlined text as shown in the version of the said chapter that is on file with the Town Clerk, which amendments include minor editorial corrections and updated definitions; or to take any other action in connection therewith.

### **Non-Stormwater Discharges**

#### **§ 213-1 Findings and purpose.**

- A. Increased and contaminated stormwater runoff is a major cause of impairment of water quality and flow in lakes, ponds, streams, rivers, wetlands and groundwater; contamination of drinking water supplies; alteration or destruction of aquatic and wildlife habitat; and flooding.
- B. Regulation of illicit connections and discharges to the municipal storm drainage system is necessary for the protection of the Town's water bodies and groundwater, and to safeguard the public health, safety and welfare and the environment.
- C. The objectives of Article I are:
  - (1) To prevent pollutants from entering the Town's municipal storm drainage system (sometimes hereinafter referred to as the "MS4," an abbreviation for "municipal separate storm sewer system");
  - (2) To prohibit illicit connections and unauthorized discharges to the MS4;
  - (3) To require the removal of all such illicit connections;
  - (4) To comply with state and federal statutes and regulations relating to stormwater



discharges; and

- (5) To establish the legal authority to ensure compliance with the provisions of Article I through inspection, monitoring, and enforcement.

**§ 213-2 Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**AUTHORIZED ENFORCEMENT AUTHORITY**

The Department of Public Works, its employees, officers, or agents are designated to enforce Article I, Non-Stormwater Discharges.

**BYLAW**

Refers to Chapter 213, Stormwater Management, of the Town of Lynnfield Charter and Bylaws.

**CLEAN WATER ACT**

The Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), as hereafter amended.

**COMMONWEALTH**

The Commonwealth of Massachusetts.

**DISCHARGE OF POLLUTANTS**

The addition from any source of any pollutant or combination of pollutants into the municipal storm drainage system or into the waters of the United States, the Commonwealth, or the Town of Lynnfield.

**GROUNDWATER**

Water beneath the surface of the ground.

**ILLICIT CONNECTION**

A surface or subsurface drain or conveyance, which allows an illicit discharge into the municipal storm drainage system, including without limitation sewage, process wastewater, or wash water and any connections from indoor drains, sinks, or toilets, regardless of whether said connection was previously allowed, permitted, or approved before the effective date of this bylaw.

**ILLICIT DISCHARGE**

Direct or indirect discharge to the municipal storm drainage system that is not composed entirely of stormwater, except as exempted in § 213-8. The term does not include a discharge in compliance with a NPDES stormwater discharge permit or a surface water discharge permit, or resulting from fire-fighting activities exempted pursuant to § 213-8.

**IMPERVIOUS SURFACE**

Any material or structure on or above the ground that prevents water infiltrating the underlying soil. Impervious surface includes without limitation roads, paved parking lots, sidewalks, and rooftops.

**MS4**

Municipal storm drainage system or municipal separate storm sewer system.

**MUNICIPAL STORM DRAINAGE SYSTEM (MS4)**

The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, reservoir, and other drainage structure that together comprise the storm drainage system owned or operated by the Town.

**NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)  
STORMWATER DISCHARGE PERMIT**

A permit issued by United States Environmental Protection Agency (EPA) or jointly with the commonwealth that authorizes the discharge of pollutants to waters of the United States.

**NON-STORMWATER DISCHARGE**

Discharge to the municipal storm drainage system not composed entirely of stormwater.

**OWNER**

A person with a legal or equitable interest in property.

**PERSON**

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

**POLLUTANT**

Any element or property of sewage; agricultural, industrial or commercial waste; runoff; leachate; heated effluent; or other matter, whether originating at a point or nonpoint source, that is or may be introduced into any waters of the commonwealth, or the Town of Lynnfield. Pollutants shall include, without limitation:

- A. Paints, varnishes, and solvents;
- B. Oil and other automotive fluids;
- C. Nonhazardous liquid and solid wastes and yard wastes;
- D. Refuse, rubbish, garbage, litter, or other discarded or abandoned objects, accumulations and floatables;
- E. Pesticides, herbicides, and fertilizers;
- F. Hazardous materials and wastes; sewage, fecal coliform and pathogens;
- G. Dissolved and particulate metals;

- H. Animal wastes;
- I. Rock, sand, salt, soils;
- J. Construction wastes and residues; and
- K. Noxious or offensive matter of any kind.

#### **PROCESS WASTEWATER**

Water which, during manufacturing or processing, comes into direct contact with or results from the production or use of any material, intermediate product, finished product, or waste product.

#### **STORMWATER**

Stormwater runoff, snowmelt runoff, and surface water runoff and drainage.

#### **SURFACE WATER DISCHARGE PERMIT**

A permit issued by the Department of Environmental Protection (DEP) pursuant to 314 CMR 3.00 that authorizes the discharge of pollutants to waters of the commonwealth.

#### **TOXIC OR HAZARDOUS MATERIAL OR WASTE**

Any material which, because of its quantity, its concentration, or its chemical, corrosive, flammable, reactive, toxic, infectious or radioactive characteristics, either separately or in combination with any substance or substances, constitutes a present or potential threat to human health, safety or welfare, or to the environment. Toxic or hazardous materials include any synthetic organic chemical, petroleum product, heavy metal, radioactive or infectious waste, acid and alkali, and any substance defined as toxic or hazardous under MGL c. 21C and c. 21E, and the regulations at 310 CMR 30.000 and 310 CMR 40.0000.

#### **WASTEWATER**

Any sanitary waste, sludge, or septic tank or cesspool overflow, and water that, during manufacturing, cleaning or processing, comes into direct contact with or results from the production or use of any raw material, intermediate product, finished product, by-product or waste product.

#### **WATERCOURSE**

A natural or man-made channel through which water flows or a stream of water, including a river, brook or underground stream.

#### **WATERS OF THE COMMONWEALTH**

All waters within the jurisdiction of the commonwealth, including, without limitation, rivers, streams, lakes, ponds, springs, impoundments, estuaries, wetlands, and groundwater.

#### **WATERS OF THE TOWN OF LYNNFIELD**

All waters within the jurisdiction of the Town of Lynnfield, including, without limitation, rivers, streams, lakes, ponds, springs, impoundments, estuaries, wetlands, and

groundwater.

## **WETLANDS**

Coastal and freshwater wetlands, including wet meadows, marshes, swamps, and bogs, as defined and determined pursuant to MGL c. 131, § 40, and 310 CMR 10.00 et seq.

### **§ 213-3 Applicability.**

This Article I shall apply to flows entering the municipal storm drainage system.

### **§ 213-4 Authority.**

This Article I is adopted under the authority granted by the Home Rule Amendment of the Massachusetts Constitution and the Home Rule Procedures Act, and pursuant to MGL c. 83, §§ 1, 10, and 16, and the regulations of the federal Clean Water Act found at 40 CFR 122.34

### **§ 213-5 Administration.**

The authorized enforcement authority shall administer, implement and enforce this Article I, and any rules and regulations adopted thereunder. Any powers granted to or duties imposed upon the authorized enforcement authority may be delegated in writing by the authorized enforcement authority to employees or agents of the authorized enforcement authority.

### **§ 213-6 Regulations.**

The authorized enforcement authority may promulgate rules and regulations to effectuate the purposes of this Article I. Failure by the authorized enforcement authority to promulgate such rules and regulations shall not have the effect of suspending or invalidating this Article I.

### **§ 213-7 Prohibited activities.**

- A. Illicit discharges. No person shall dump, discharge, or cause or allow to be discharged any pollutant or non-stormwater discharge into the municipal storm drainage system (MS4), into a watercourse, or into the waters of the commonwealth or the Town of Lynnfield.
- B. Illicit connections. No person shall construct, use, allow, maintain or continue any illicit connection to the municipal storm drainage system, regardless of whether the connection was permissible under applicable law, regulation or custom at the time of connection.
- C. Obstruction of municipal storm drainage system. No person shall obstruct or interfere with the normal flow of stormwater into or out of the municipal storm drainage system without prior written approval from the authorized enforcement authority.

### **§ 213-8 Exemptions.**

- A. Any discharge or flow resulting from fire-fighting activities is exempt from the prohibitions set forth herein.
- B. The following non-stormwater discharges or flows are exempt from the prohibitions set forth herein, provided that the source is not a significant contributor of a pollutant to the municipal storm drainage system:

- (1) Water line flushing;
- (2) Flow from potable water sources;
- (3) Springs;
- (4) Natural flow from riparian habitats and wetlands;
- (5) Diverted stream flow;
- (6) Rising groundwater;
- (7) Uncontaminated groundwater infiltration as defined in 40 CFR 35.2005(20), or uncontaminated pumped groundwater;
- (8) Water from exterior foundation drains, footing drains (not including active groundwater dewatering systems), crawl space pumps, or air conditioning condensation;
- (9) Discharge from landscape irrigation or lawn watering;
- (10) Water from individual residential car washing;
- (11) Discharge from dechlorinated swimming pool water (less than one ppm chlorine), provided the water is allowed to stand for one week prior to draining and the pool is drained in such a way as not to cause a nuisance;
- (12) Discharge from street sweeping;
- (13) Dye testing, provided verbal notification is given to the authorized enforcement authority prior to the time of the test;
- (14) Non-stormwater discharge permitted under a NPDES permit or a surface water discharge permit, waiver, or waste discharge order administered under the authority of the United States Environmental Protection Agency or the Department of Environmental Protection, provided that the discharge is in full compliance with the requirements of the permit, waiver, or order and applicable laws and regulations; and
- (15) Discharge for which advanced written approval is received from the authorized enforcement authority as necessary to protect the public health, safety or welfare or the environment.

**§ 213-9 Emergency suspension of municipal storm drainage system access.**

The authorized enforcement authority may suspend municipal storm drainage system access to any person or property without prior written notice when such suspension is necessary to stop an actual or threatened discharge of pollutants that presents imminent risk of harm to the public health, safety or welfare or the environment. In the event any person fails to comply with an emergency suspension order, the authorized enforcement authority may take all



reasonable steps to prevent or minimize harm to the public health, safety or welfare or the environment.

**§ 213-10 Notification of spills.**

Notwithstanding other requirements of local, state or federal law, as soon as a person responsible for a facility or operation, or responsible for emergency response for a facility or operation, has information of or suspects a release of materials at that facility or operation resulting in or which may result in discharge of pollutants to the municipal drainage system, waters of the commonwealth or the waters of the Town of Lynnfield, the person shall take all necessary steps to ensure containment and cleanup of the release. In the event of a release of oil or hazardous materials, the person shall immediately notify the Fire and Police Departments, Board of Health, and the Department of Public Works. In the event of a release of nonhazardous material, the reporting person shall notify the authorized enforcement authority no later than the next business day. The reporting person shall provide to the authorized enforcement authority written confirmation of all telephone, facsimile or in-person notifications within three business days thereafter. If the discharge of prohibited materials is from a commercial or industrial facility, the facility owner or operator shall retain on-site a written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

**§ 213-11 Enforcement.**

The Director of the Department of Public Works or his or her appointed designee shall enforce this Article I and all regulations, orders, violation notices, and enforcement orders issued thereunder and may pursue all civil and criminal remedies for such violations.

- A. Civil relief. If a person violates the provisions of this Article I, or any regulation, permit, notice, or order issued thereunder, the authorized enforcement authority may seek injunctive relief in a court of competent jurisdiction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.
- B. Orders.
  - (1) The authorized enforcement authority may issue a written order to enforce the provisions of this Article I or the regulations thereunder, which may include:
    - (a) Elimination of illicit connections or discharges to the MS4;
    - (b) Performance of monitoring, analyses, and reporting;
    - (c) That unlawful discharges, practices, or operations shall cease and desist; and
    - (d) Remediation of contamination in connection therewith.
  - (2) If the authorized enforcement authority determines that abatement or remediation of contamination is required, the order shall set forth a deadline by which such abatement or remediation must be completed. Said order shall further advise that, should the

violation or property owner fail to abate or perform remediation within the specified deadline, the Town may, at its option, undertake such work, and expenses thereof shall be charged to the violator.

- (3) Within 30 days after completion by the Town of all measures necessary to abate the violation or to perform remediation, the violator and the property owner will be notified of the costs incurred by the Town, including administrative costs. The violator or property owner may file a written protest objecting to the amount or basis of costs with the authorized enforcement authority within 30 days of receipt of the notification of the costs incurred. If the amount due is not received by the expiration of the time in which to file a protest or within 30 days following a decision of the authorized enforcement authority affirming or reducing the costs, or from a final decision of a court of competent jurisdiction, the costs shall become a special assessment against the property owner and shall constitute a lien on the owner's property for the amount of said costs. Interest shall begin to accrue on any unpaid costs at the statutory rate provided in MGL c. 59, § 57, after the 31st day at which the costs first become due.
- C. Criminal penalty. Any person who violates any provision of this Article I, regulation, order or permit issued thereunder shall be punished as set forth in Chapter 58, Penalties and Enforcement. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.
- D. Noncriminal disposition. As an alternative to criminal prosecution or civil action, the Town may elect to utilize the noncriminal disposition procedure set forth in MGL c. 40, § 21D, and adopted by the Town as Chapter 58, § 58-3, of the General Bylaws, in which case the authorized enforcement authority of the Town shall be the enforcing person. The penalty for the first violation shall be a written warning. The penalty for the second violation shall be \$50. The penalty for the third violation shall be ~~shall be~~ \$100. The penalty for the fourth and subsequent offenses shall be \$200. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.
- E. Entry to perform duties under this Article I. To the extent permitted by state law, or if authorized by the owner or other party in control of the property, the authorized enforcement authority and its agents, officers, and employees may enter upon privately owned property for the purpose of performing their duties under this bylaw and regulations thereunder and may make or cause to be made such examinations, surveys or samplings as the authorized enforcement authority deems reasonably necessary.
- F. Appeals. The decisions or orders of the authorized enforcement authority shall be final. Further relief shall be to a court of competent jurisdiction.
- G. Remedies not exclusive. The remedies listed in this Article I are not exclusive of any other remedies available under any applicable federal, state or local law.

**§ 213-12 Severability.**

The provisions of this bylaw are hereby declared to be severable. If any provision, paragraph, sentence, or clause of this bylaw or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this bylaw.

**Article II**

**Construction and Post-Construction Stormwater Management for New Developments and Redevelopments**

**§ 213-13 Findings and purpose.**

- A. Regulation of discharges to the municipal storm drainage system (MS4) is necessary for the protection of the Town's water bodies and groundwater, and to safeguard the public health, safety and welfare and the environment. Increased and contaminated stormwater runoff associated with developed land uses and the accompanying increase in impervious surface are major causes of impairment of water quality and flow in lakes, ponds, streams, rivers, wetlands and groundwater. In addition, land disturbances can cause harmful impacts due to:
- (1) Soil erosion and sedimentation.
  - (2) Impairment of water quality and flow in lakes, ponds, streams, rivers, wetlands, and groundwater.
  - (3) Contamination of drinking water supplies.
  - (4) Erosion of stream channels.
  - (5) Alteration or destruction of aquatic and wildlife habitat.
  - (6) Flooding.
  - (7) Overloading or clogging of municipal catch basins and municipal storm drainage systems.
- B. Therefore, this Article II establishes stormwater management standards for the final conditions that result from development and redevelopment projects to minimize adverse impacts off site and downstream which would be borne by abutters, townspeople, and the general public. In addition, this Article II establishes stormwater management standards for land disturbances that have harmful impacts, including soil erosion and sedimentation.
- C. The objectives of this Article II are:
- (1) To require practices to control the flow of stormwater from new and redeveloped sites in order to prevent flooding and erosion;

- (2) To protect groundwater and surface water from degradation;
- (3) To promote groundwater recharge and infiltration;
- (4) To prevent pollutants from entering the Town's municipal storm drainage system (MS4) and to minimize discharge of pollutants from the MS4;
- (5) To ensure adequate long-term operation and maintenance of stormwater-related structures so that they work as designed;
- (6) To require practices that eliminate soil erosion and sedimentation and control the volume and rate of stormwater runoff resulting from land disturbances;
- (7) To ensure that soil erosion and sediment control measures and stormwater runoff control practices are incorporated into the site planning and design process and are implemented and maintained;
- (8) To require practices to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality;
- (9) To comply with state and federal statutes and regulations relating to stormwater discharges; and
- (10) To establish the Town's legal authority to ensure compliance with the provisions of this article.

**§ 213-14 Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**ABUTTER**

The owner(s) of land abutting the activity.

**ALTERATION OF DRAINAGE CHARACTERISTICS**

Any activity on an area of land that changes the water quality, force, direction, timing or location of runoff flowing from the area. Such changes include: change from distributed runoff to confined, discrete discharge; change in the volume of runoff from the area; change in the peak rate of runoff from the area; and change in the recharge to groundwater in the area.

**APPLICANT**

Any person, individual, partnership, association, firm, company, corporation, trust, authority, agency, department, or political subdivision of the commonwealth or the federal government to the extent permitted by law requesting a stormwater management permit for proposed land disturbances.

**APPLICANT'S TECHNICAL REPRESENTATIVE**

A registered professional engineer (P.E.) hired by the applicant to certify that design and construction are completed in accordance with the applicable local, state, and federal stormwater requirements.

#### **AUTHORIZED ENFORCEMENT AUTHORITY**

The Town's authorized agent to enforce construction and post-construction runoff controls as specified in this Article **II** and the stormwater management rules and regulations. The Conservation Commission is designated as the authorized enforcement authority.

#### **BEST MANAGEMENT PRACTICE (BMP)**

An activity, procedure, restraint, or structural improvement that helps to reduce the quantity or improve the quality of stormwater runoff.

#### **BYLAW**

Refers to Chapter **213**, Stormwater Management, of the Town of Lynnfield Charter and Bylaws.

#### **CERTIFIED PROFESSIONAL IN EROSION AND SEDIMENT CONTROL (CPESC)**

A certified specialist in soil erosion and sediment control. This certification program, sponsored by the Soil and Water Conservation Society in cooperation with the American Society of Agronomy, provides the public with evidence of professional qualifications.

#### **CLEAN WATER ACT**

The Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), as hereafter amended.

#### **CLEARING**

Any activity that removes the vegetative surface cover.

#### **COMMONWEALTH**

The Commonwealth of Massachusetts.

#### **DEVELOPMENT**

The modification of land to accommodate a new use or expansion of use, usually involving construction.

#### **DISCHARGE OF POLLUTANTS**

The addition from any source of any pollutant or combination of pollutants into the municipal storm drainage system or into the waters of the United States, the commonwealth, or the Town of Lynnfield.

#### **EROSION**

The wearing away of the land surface by natural or artificial forces such as wind, water, ice, gravity, or vehicle traffic and the subsequent detachment and transportation of soil particles.

#### **EROSION AND SEDIMENT CONTROL PLAN**

A document containing narrative, drawings, and details developed by a registered professional engineer (P.E.) or a certified professional in erosion and sediment control (CPESC), which includes BMPs or equivalent measures designed to control surface runoff, erosion and sedimentation during pre-construction and construction-related land disturbances. The plan is required as part of the application for a stormwater management permit.

## **GRADING**

Changing the level or shape of the ground surface.

## **IMPERVIOUS SURFACE**

Any material or structure on or above the ground that prevents water infiltrating the underlying soil. Impervious surface includes without limitation roads, paved parking lots, sidewalks, and rooftops.

## **LAND DISTURBANCE**

Any action that causes a change in the position, location, or arrangement of soil, sand, rock, gravel, or similar earth material.

## **MASSACHUSETTS STORMWATER MANAGEMENT STANDARDS POLICY**

The Stormwater Standards as further defined by the Massachusetts Stormwater Handbook both issued by the Department of Environmental Protection, and as amended, policy issued by the Department of Environmental Protection (DEP), and as amended, that coordinates the requirements prescribed by state regulations promulgated under the authority of the Massachusetts Wetlands Protection Act, MGL c. 131, § 40, and Massachusetts Clean Waters Act, MGL c. 21, §§ 23 through 56. The policy Standards addresses stormwater impacts through implementation of performance standards to reduce or prevent pollutants from reaching water bodies and control the quantity of runoff from a site.

## **MS4**

Municipal storm drainage system or municipal separate storm sewer system.

## **MUNICIPAL STORM DRAINAGE SYSTEM (MS4)**

The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, reservoir, and other drainage structure that together comprise the storm drainage system owned or operated by the Town.

## **NEW DEVELOPMENT**

An construction activities or land alteration resultin in total earth disturbances e ual to or reater than 1 acre or activities that are art of a lar er common lan of develo ment disturbin reater than 1 acre on an area that has not reviousl been develo ed to include im ervious cover.

## **OPERATION AND MAINTENANCE PLAN**

A plan setting up the functional, financial, and organizational mechanisms for the ongoing operation and maintenance of a stormwater management system to insure that it continues to function as designed.

**OWNER**

A person with a legal or equitable interest in property.

**PERSON**

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

**POINT SOURCE**

Any discernible, confined, and discrete conveyance, including, but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, or container from which pollutants are or may be discharged.

**POLLUTANT**

Any element or property of sewage; agricultural, industrial or commercial waste; runoff; leachate; heated effluent; or other matter whether originating at a point or non-point source, that is or may be introduced into any sewage treatment works or waters of the commonwealth or the Town of Lynnfield. Pollutants shall include, without limitation:

- A. Paints, varnishes, and solvents;
- B. Oil and other automotive fluids;
- C. Nonhazardous liquid and solid wastes and yard wastes;
- D. Refuse, rubbish, garbage, litter, or other discarded or abandoned objects, accumulations and floatables;
- E. Pesticides, herbicides, and fertilizers;
- F. Hazardous materials and wastes; sewage, fecal coliform and pathogens;
- G. Dissolved and particulate metals;
- H. Animal wastes;
- I. Rock, sand, salt, soils;
- J. Construction wastes and residues; and
- K. Noxious or offensive matter of any kind.

**PRE-CONSTRUCTION**



All activity in preparation for construction.

### **RECHARGE**

The process by which groundwater is replenished by precipitation through the percolation of runoff and surface water through the soil.

### **REDEVELOPMENT**

Any construction, land alteration, or improvement of impervious surfaces resulting in total earth disturbances equal to or greater than 1 acre (or activities that are part of a larger common plan of development disturbing greater than 1 acre) that does not meet the definition of new development. Development, rehabilitation, expansion, demolition, or phased projects that disturb the ground surface or increase the impervious area on previously developed sites.

### **RUNOFF**

Rainfall, snowmelt, or irrigation water flowing over the ground surface.

### **SEDIMENT**

Mineral or organic soil material that is transported by wind or water from its origin to another location; the product of erosion processes.

### **SEDIMENTATION**

The process or act of deposition of sediment.

### **SITE**

Any lot or parcel of land or area of property where land disturbances are, were, or will be performed.

### **SOIL**

Any earth, sand, rock, gravel, or similar material.

### **STORMWATER**

Stormwater runoff, snowmelt runoff, and surface water runoff and drainage.

### **STORMWATER MANAGEMENT PLAN**

A plan required as part of the application for a stormwater management permit.

### **STREAM**

A body of running water, including brooks, creeks, and other watercourses, which moves in a definite channel in the ground due to a hydraulic gradient. A portion of a stream may flow through a culvert, be naturally obscured, or run beneath a bridge. A stream's flow may be intermittent (i.e., does not flow throughout the year) or perennial.

### **WATERS OF THE COMMONWEALTH**

All waters within the jurisdiction of the commonwealth, including, without limitation, rivers, streams, lakes, ponds, springs, impoundments, estuaries, wetlands, coastal waters, and groundwater.

### **WATERS OF THE TOWN OF LYNNFIELD**



All waters within the jurisdiction of the Town of Lynnfield, including, without limitation, rivers, streams, lakes, ponds, springs, impoundments, estuaries, wetlands, coastal waters, and groundwater.

## **WETLANDS**

Coastal and freshwater wetlands, including wet meadows, marshes, swamps, and bogs, as defined and determined pursuant to MGL c. 131, § 40, and 310 CMR 10.00 et seq.

### **§ 213-15 Authority.**

This bylaw is adopted under authority granted by the Home Rule Amendment of the Massachusetts Constitution, the Home Rule statutes, and pursuant to MGL c. 83, §§ 1, 10, and 16, and the regulations of the federal Clean Water Act found at 40 CFR 122.34.

### **§ 213-16 Applicability.**

- A. No person may undertake a construction activity, including clearing, grading, and excavation, that results in a land disturbance that will disturb an acre of land or more or will disturb less than one acre of land but is part of a larger common plan of development or sale that will ultimately disturb an acre of land or more draining to the Town's MS4 without a stormwater management permit from the authorized enforcement authority. After the initial common plan construction activity is completed for a particular parcel, any subsequent development or redevelopment of that parcel would be regarded as a new plan of development. For example, after a house is built and occupied, any future construction on that lot (e.g., reconstructing after fire, adding a pool or parking area, etc.) would stand alone as a new common plan for purposes of calculating acreage disturbed to determine if a stormwater management permit is required. Construction activity does not include routine maintenance that is performed to maintain the original line and grade, hydraulic capacity, or purpose of the site.
- B. Exemptions. The following are exempt from the provisions of this Article II:
- (1) Construction activities waived from permit coverage under the NPDES General Permit for Stormwater Discharges from Construction Activities;
  - (2) Normal maintenance and improvement of land in agricultural use as defined by the Wetlands Protection Act regulations, 310 CMR 10.04;
  - (3) Maintenance of existing landscaping, gardens or lawn areas associated with a single-family dwelling;
  - (4) The construction of fencing that will not substantially alter existing terrain or drainage patterns;
  - (5) Construction of utilities other than drainage (e.g., gas, water, electric, telephone, etc.) which will not alter terrain or drainage patterns;
  - (6) ~~As authorized in the Phase II Small MS4 General Permit for Massachusetts,~~  
Stormwater discharges resulting from the activities identified in this Article II that are

wholly subject to jurisdiction under the Wetlands Protection Act and demonstrate compliance with the Massachusetts Stormwater Management Policy Handbook and complies with these rules and regulations as reflected in an order of conditions issued by the Conservation Commission; and

- (76) Stormwater discharges resulting from the development or construction relating to any project, or portion thereof, that has received any of the following:
  - (a) ~~Site plan approval or~~ Subdivision approval ~~or a special permit from the Planning Board, or a Green Belt special permit from the Zoning Board of Appeals under § 260-8.4 of the Zoning Bylaws;~~ and
  - (b) Emergency work to protect life, limb, or property.

**§ 213-17 Administration.**

- A. The authorized enforcement authority shall administer, implement, and enforce this Article II. Any powers granted to or duties imposed upon the authorized enforcement authority may be delegated in writing by the authorized enforcement authority to its employees and agents.
- B. Rules and regulations. The authorized enforcement authority may adopt, and periodically amend, rules and regulations relating to the procedures and administration of this Article II after public notice and public hearing. Failure by the authorized enforcement authority to promulgate such rules and regulations or a legal declaration of their invalidity by a court of law shall not act to suspend or invalidate the effect of this Article II.

**§ 213-18 Permits and procedures.**

Permits and procedures shall be defined and included as part of any rules and regulations promulgated as permitted in this Article II.

**§ 213-19 Fees.**

- A. Application and review fee.
  - (1) The authorized enforcement authority shall collect with each submission an application and review fee to cover expenses connected with the review of the application for stormwater management permit. The fee shall be as set from time to time by the authorized enforcement authority.
  - (2) The applicant must hire a registered professional engineer (P.E.) to certify that the plans are in accordance with the Town's standards. The authorized enforcement authority is authorized to retain professional outside consultants to review the plans and to advise the authorized enforcement authority concerning them, and to apply funds paid by the applicant for the application and review fee to defray the cost of hiring such consultants. All unused funds remaining from this fee after approval or denial of the application shall be returned to the applicant.

B. Inspection fee.

- (1) The authorized enforcement authority shall collect an inspection review fee to cover expenses connected with the inspection of the applicant's compliance with the Stormwater management permit. The fee shall be in an amount as set from time to time by the authorized enforcement authority.
- (2) The purpose of this fee is to cover all professional inspection costs from the time of the beginning of construction until the certificate of completion has been issued. The authorized enforcement authority is authorized to retain professional outside consultants to inspect the work and to advise the authorized enforcement authority concerning the same, and to apply funds paid by the applicant for the inspection fee to defray the cost of hiring such consultants.
- (3) The inspection fee shall be paid by the applicant prior to any construction activity. All unused funds remaining from this fee after completion of the project shall be returned to the applicant.

**MAJORITY VOTE REQUIRED**

**MOTION:** Select Board member Philip Crawford moved that the Town vote to amend Chapter 213 of the General Bylaws, entitled "Stormwater Management," by deleting the text marked with strike-throughs and adding the underlined text as shown in the version of the said chapter that is on file with the Town Clerk, which amendments include minor editorial corrections and updated definitions.

The motion was seconded.

The Finance Committee recommends Article 20.

The Planning Board recommends this Article.

The Select Board recommends Article 20.

**ACTION:** Following a brief debate a motion to move the question was seconded. The Moderator explained that a two-thirds vote is needed. A hand vote carried with 66 in favor and none against.

The main motion carried by voice vote.

**CLOSING MOTION:** Select Board, Chairman Dalton made the motion that the meeting be adjourned sine die.

**ACTION:** It was duly seconded and carried by voice vote.

Town Moderator Joseph Markey adjourned the meeting at 11:30AM.

Respectfully submitted: Linda A. Emerson, CMC Town Clerk

**LYNNFIELD TOWN WARRANT  
THE COMMONWEALTH OF MASSACHUSETTS  
TOWN MEETING – OCTOBER 18, 2021**

Essex, ss.

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

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and in Town affairs, to meet at the Lynnfield Middle School auditorium, and in the Cafeteria and Gymnasium, if necessary, on Monday, October 18, 2021 at 7:00 p.m. then and there to act on the following articles:

**ARTICLE 1.** To see if the Town will vote to raise and appropriate or appropriate by transfer from available funds, sums of money to pay overdue bills of a prior fiscal year; or to take any other action in relation thereto.

**Submitted by SELECT BOARD**

**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 2022 Fiscal Year for various purposes; or to take any other action in relation thereto.

**Submitted by SELECT BOARD**

**ARTICLE 3.** To see if the Town will vote to adopt as Chapter 225 of the Code of the Town a general bylaw entitled "Tree Preservation Bylaw," a copy of which is on file at the office of the Town Clerk and available for inspection, or to take any other action in relation thereto.

**Submitted by PLANNING BOARD**

**ARTICLE 4.** To see if the Town will vote to amend the existing "Zoning Map of the Town of Lynnfield, MA Dec. 1953" together with all duly adopted amendments and revisions thereto, as filed in the Office of the Town Clerk, so that the following described parcel located on and behind Main Street, Lynnfield, Essex County, Massachusetts, being shown on Assessor's Map 8 as Lots 1325 and 1488, to be rezoned from the Residence D (RD) Zoning District to the Elderly Housing (EH) District. Two certain tracts of land on the north side of Main Street in Lynnfield, Massachusetts, Essex County more particularly described as follows:

**PARCEL I:**

A certain parcel of land, being lots numbered Two and Three as shown on a plan of land in Lynnfield, Massachusetts, dated April 15, 1910, which plan is recorded with Essex South District Registry of Deeds in Plan Book 19 as Plan 32. Said lots together are bounded:

Southeasterly by the road leading from Lynnfield to Middleton (now called Main Street), one hundred (100) feet;

Northeasterly by lot One on said plan, three hundred eighteen (318) feet;  
Northwesterly by land of Richardson's Farms, Inc., one hundred sixteen (116) feet;  
and

Southwesterly by lot Four on said plan, three hundred thirty four (334) feet.

Be all of said measurements more or less, however otherwise the said lots are measured, bounded or described. This parcel of land is also shown as a parcel containing ".76 AC" of land on a plan entitled, "Plan of Land in Lynnfield, Ma for Richardson Farm Inc", dated April 14, 1983, recorded in said Deeds in Book 180 as Plan 62.

PARCEL II: The land located in Lynnfield, Essex County, Massachusetts, being shown as a parcel containing "20.06" acres of land and being marked, "Area= 20.06 AC." on a plan entitled, "Plan of Land in Lynnfield, Ma. for Richardson Farm, Inc. (sic), Scale 1" = 100', Date: April 14, 1983", which plan is recorded in Essex South District Registry of Deeds in Plan Book 180 as Plan 62, and to which plan reference may be had for a more particular description thereof.

For title see deed from Richardson's Farms, Inc. to Richardson Green, Inc. recorded in Book 28255 Page 254 South Essex Registry of Deeds

or what action it will take thereon.

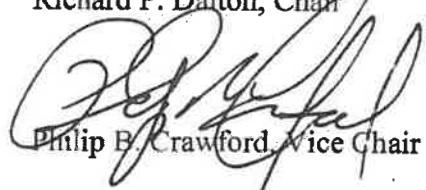
**Submitted by PETITION**

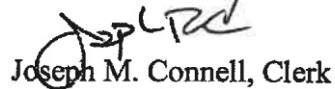
And you are further directed to serve this warrant, by posting up attested copies thereof, in at least six public places in said Town of Lynnfield, seven (7) days at least before the time of holding said meeting.

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

Given under our hands this 27th day of September in the year of our Lord two thousand and ~~one~~ twenty-one.

  
Richard P. Dalton, Chair

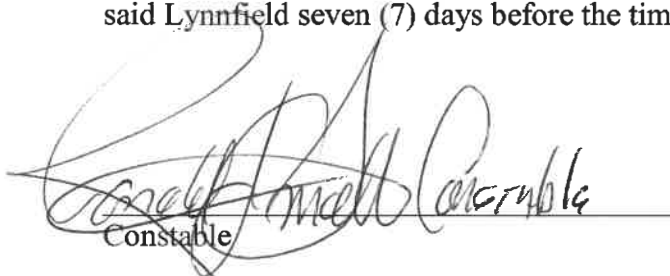
  
Philip B. Crawford, Vice Chair

  
Joseph M. Connell, Clerk

A true copy  
ATTEST:  Constable

Date: Sept. 28, 2021

Pursuant to the within Warrant, I have this day notified and warned the inhabitants of the Town of Lynnfield as herein directed by posting nine (9) attested copies of the Warrant in said Lynnfield seven (7) days before the time and calling of said ~~election~~ town meeting.



Constable

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

## Town of Lynnfield



### RECORD OF ACTION AND CERTIFICATION OF SPECIAL FALL TOWN MEETING MONDAY, OCTOBER 18, 2021 Lynnfield Middle School

At 7:05PM – Select Board Chair Richard Dalton presented the Daniel Townsend Award for Excellence to Jane and Kathy Weiss in honor of Bob Weiss nominated by Asst. Town Administrator Bob Curtin; and Ellen Crawford nominated by Beverly Merritt. Deserving of this honor for their dedicated service to the town we applaud them.

The Special Fall Town Meeting was called to order by Moderator Joseph Markey at 7:15PM. There were 188 voters in attendance (the final count: 196). The Moderator recognized several town employees: Chief Glenn Davis, Emergency Management Director; Rob Dolan, Town Administrator; Bob Curtin, Asst. Town Administrator; Superintendent Vogel, and Acting Police Chief Nick Secatore. The Moderator read the list of non-residents in attendance which included the town's department heads and guests. There were no objections.

Moderator Markey acknowledged the return of service by the constable in posting the warrant.

Following was the Pledge of Allegiance. Moderator Markey then gave instructions to the voters regarding voting this evening.

**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 to take any other action in relation thereto. Submitted by the Select Board.

**MOTION:** Moved by Select Board Chairman Dalton, and duly seconded. To see if the Town will vote to appropriate \$3,173.68 from free cash to pay overdue bills of a prior fiscal year.

#### 9/10 VOTE REQUIRED

The Select Board recommends Article 1.

**ACTION:** By hand counted vote Moderator Joe Markey declared Article 1 passed 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 2022 Fiscal Year for various purposes; or to take any other action in connection therewith. Submitted by Board of Selectmen

**MOTION:** The motion was moved by Selectman Crawford, and duly seconded that the Town vote to raise and appropriate \$201,500.00 from free cash and transfer from existing Fiscal Year 2022 appropriation accounts the



sums listed on the handout at the end of the warrant booklet under the heading "ARTICLE 2" to the accounts listed in said handout in order to balance the FY2022 budget.

The Select Board recommends Article 2.

**ACTION:** By voice vote Moderator Joe Markey declared Article 2 passed.

**ARTICLE 3.** To see if the Town will vote to adopt as Chapter 255 of the Code of the Town a general bylaw entitled "Tree Preservation Bylaw", a copy of which is on file at the office of the Town Clerk and available for inspection, or to take any other action in relation thereto. Submitted by the Planning Board.

**ARTICLE 3.** To see if the Town will vote to adopt as Chapter 225 of the Code of the Town a general bylaw entitled "Tree-Preservation Bylaw," as follows:

**§ 225-1. Purpose.**

The intent of this Tree-Preservation Bylaw (the "Bylaw") is to encourage the preservation and protection of trees during new Building Activity (meaning only the activities defined in subsection 225-13(b) below) by:

- (a) designating specific areas of a lot where trees must be protected, and
- (b) requiring mitigation for trees removed, by either
  - (i) replanting trees or
  - (ii) collecting fees to support the Town's tree planting and maintenance efforts.

In no event may the Town deny a landowner's right to remove a tree subject to this Bylaw; any landowner may remove a tree or trees, on the condition that they undertake one of the mitigation options set forth herein.

Trees are recognized for their abilities to mitigate heat island effects; provide shade cover; reduce energy consumption; improve air quality; reduce noise pollution; reduce topsoil erosion and storm water runoff; provide wildlife habitat; sequester carbon; enhance the quality of life and the environment of the Town; increase property values; and enhance the overall appearance of the community. The Town of Lynnfield (the "Town") deems that the preservation and protection of certain trees on private property, and the requirement either to replant trees, to replace those removed or collect financial contributions to support the Town's tree-planting and maintenance efforts are public purposes that protect the Town's public health, welfare, environment and aesthetics. No part of this Bylaw shall discourage the removal of Hazardous Trees (as defined below), an act which may be important to public health and safety, nor shall any part of this Bylaw discourage the removal of a tree that, by size or otherwise, is not subject to the protections set forth herein.

**§ 225-2. Applicability.**

- a. The terms and provisions of this Bylaw shall apply to any Protected Tree located within a Tree Border during Building Activity as defined in subsection 225-13(b) that is not owned by the Commonwealth, with the following exception:
  - i. The terms and provisions of this Bylaw shall not apply to parcels with more than 50 percent of land permanently conserved as open space pursuant to Article 97 of the Articles of Amendment to the Constitution of the Commonwealth of Massachusetts or a perpetual restriction under G.L. Chapter 184, §§ 31-33.

- b. No person shall commence Building Activity (as defined in subsection 225-13(b) below) on any lot without first obtaining a Tree Permit or a Certificate of Exemption from the Planning Board or its authorized enforcement agent.
- c. The location of the Tree Border is defined by Table 1 below. In the case of a new subdivision, the Tree Border shall be based on the new lot lines approved for the subdivision.

Table 1: Location of Tree Border in Each Zoning District

Zoning District	Tree Border distance in feet from lot lines		
	Front	Side	Rear
Residential A	30	15	20
Residential B	40	20	20
Residential C	40	25	20
Residential D	40	30	20
Elderl Housin	50	25	30
Limited	40	15	20
Business			
General	40	15	20
Business			
Commercial	40	15	20
Limited	100	100	40
Industrial			
Office Park	50	50	50

Notes: The Tree Border is equal to the setbacks in the zoning district.

### § 225-3. Activities That Do Not Require a Tree Permit.

- a. Exempt Building Activity:
  - i. Any activity that does not fall within the definition of Building Activity set forth in subsection 225-13(b), below, is exempt from this Bylaw.
  - ii. A Tree Permit is not required if a Certificate of Exemption has been granted by the Planning Board or its authorized enforcement agent.
  - iii. Granting a Certificate of Exemption is at the discretion of the Planning Board and its authorized enforcement agent based on whether the Building Activity has the potential to harm a Protected Tree. The Planning Board or its authorized enforcement agent shall issue a Certificate of Exemption if the proposed Building Activity does not have potential to harm a Protected Tree.
- b. Pruning: A Tree Permit is not required for the pruning of Protected Trees. However, excessive pruning may be considered Tree Removal.
- c. Emergencies: If any Protected Tree shall be determined to be in a hazardous condition so as to immediately endanger the public health, safety or welfare or cause an immediate disruption of public services and require immediate removal without delay, the landowner shall seek authorization from the Planning Board if conditions allow and oral authorization may be given by the Tree Warden, Planning Board or its authorized enforcement agent to remove such tree, utilizing such professional criteria and technical assistance as he/she deems necessary. If the emergency condition does not allow time or opportunity to seek prior authorization then the emergency work shall proceed without it.
- d. Waiver: The requirements of this Bylaw may be waived by the appropriate Town officials during the period of an emergency such as a tornado, windstorm, flood, or other act of God.

#### **§ 225-4. Tree Preservation.**

When a Tree Permit is granted, tree-preservation measures are prescribed as follows:

- a. Tree Save Area:
  - i. Each Protected Tree to be retained on property planned for a Building Activity Permit shall be protected by the establishment of a Tree Save Area, which at a minimum must include the Critical Root Zone of the Protected Tree(s).
  - ii. The Tree Save Area must be adequately marked prior to the commencement of Building Activity and maintained in place until work is completed on the property.
  - iii. An applicant may choose to encroach within the CRZ of a Protected Tree; however, such proposed action shall require the applicant to submit a maintenance plan for the tree, to be prepared, stamped, dated and signed by a Certified Arborist as part of the Tree Permit application. Under these instances, the Tree Save Area may be reduced to protect only those areas of the CRZ not proposed for encroachment.
- b. Maintenance of Protected Trees: Should such tree die within a twenty-four (24) month period from the later of (A) planting or (B) the date of issuance of a Certificate of Occupancy, if applicable, of the Building Activity, the owner of the property shall be required to provide mitigation consistent with the requirements for the removal of a Protected Tree as contained herein within nine (9) months from the death of the original tree.

#### **§ 225-5. Mitigation Through Planting of Replacement Tree(s).**

When Protected Tree removal is permitted, mitigation through planting of replacement trees is prescribed as follows:

- a. No mitigation measures are required for the permitted removal of Hazardous Trees or for the removal of any tree not within the definition of Protected Tree.
- b. For each inch of DBH of the tree(s) removed, at least one inch of Caliper of new tree(s) must be replaced in accordance with the following:
  - i. Each new tree must have a minimum Caliper of two (2) inches.
  - ii. If the Protected Tree to be removed is an Overstory Tree species, the replacement tree(s) to mitigate the removal shall be an Overstory Tree species.
  - iii. Replanting shall occur no later than 18 months after Tree Removal.
  - iv. A replacement tree shall be planted on the same lot from which the tree was removed or on land abutting the said lot with the express written approval of the owner of such abutting land.
  - v. A replacement tree must not be an Invasive Species.
- c. Maintenance of Replanted Trees: All new trees replanted to mitigate the removal of Protected Tree(s) shall be maintained in good health for a period of no less than twenty-four (24) months from the date of planting. Should such tree die within this twenty-four (24) month period, the owner of the property shall replace it.

#### **§ 225-6. Mitigation Through Contribution to Tree-Replacement Fund.**

When Protected Tree removal is permitted, mitigation may be effected through contribution to the Tree-Replacement Fund, as prescribed as follows:

- a. The Tree-Replacement Fund is an existing revolving fund of the Town. Any payments into the Tree-Replacement Fund required by this Bylaw shall be deposited in the Tree-Replacement Fund and shall be used in accordance with subsection (c) of this section 225-6.
- b. Payment in lieu of planting replacement tree(s): In lieu of planting a replacement tree as provided in section 225-5, a person who has been granted a Tree Permit may make a contribution

- to the Tree-Replacement Fund in an amount equal to the cost to replace the tree, which shall be determined by the Tree Warden based on the Town's current cost to purchase and install trees.
- c. Maintenance of Tree-Replacement Fund: All sums deposited into the Tree-Replacement Fund pursuant to this Bylaw shall be used solely for the purposes of buying, planting and maintaining trees on public property in Lynnfield, and for no other purpose whatsoever. In addition, at least once each year the Town Accountant shall audit the receipts and expenses of the Tree-Replacement Fund to ensure the accuracy and propriety of its transactions.

#### **§ 225-7. Authority.**

This Bylaw is adopted under authority granted by the Home Rule Amendment of the Massachusetts Constitution and the Home Rule statutes.

#### **§ 225-8. Administration.**

The Planning Board or its authorized enforcement agent shall administer, implement, and enforce this Bylaw, and any rules and regulations adopted thereunder. Any powers granted to or duties imposed upon the Planning Board may be delegated to its employees or agents under the Board's direct supervision.

#### **§ 225-9. Regulations.**

The Planning Board may promulgate rules and regulations to effectuate the purposes of this Bylaw. Failure by the Planning Board to promulgate such rules and regulations shall not have the effect of suspending or invalidating this Bylaw. Such rules may prescribe the size, form, contents, style, and number of copies of plans and specifications, the procedure for the submission and approval of such plans, and the procedure for determining final compliance with these regulations. The adoption or amendment of rules and regulations shall be after a public hearing to receive comments on the proposed or amended rules and regulations. The public hearing shall be advertised once in a newspaper of general local circulation, at least 14 days prior to the date of the public hearing.

#### **§ 225-10. Appeal.**

- a. Any person aggrieved by a decision of the authorized enforcement agent may file an appeal with the Planning Board. Said appeal must be in writing and must be received by the Planning Board within ten (10) business days of issuance of the authorized enforcement agent's written decision. The Planning Board shall conduct a public hearing on the appeal and shall give the public notice thereof, at the expense of the applicant. Public notice shall include mailed notice to all persons owning land within 300 feet of any part of the applicant's land at least 14 days before said hearing. The Planning Board shall rule within 20 days of the public hearing. No Protected Trees shall be removed while an appeal is pending.
- b. Appeals of final decisions of the Planning Board shall be pursuant to G.L. c. 249, § 4.

#### **§ 225-11. Enforcement.**

- a. Notice of violation: Any person who violates any of the provisions of this Bylaw shall be notified by the Planning Board of the specific violation by certified mail, return receipt requested, or by hand delivery. The notice shall set forth the nature of the violation and the date by which the Protected Tree(s) is to be mitigated with the planting of replacement trees or payment to the Tree-Replacement Fund, for purposes of computing the "per day" violation fine.
- b. A Tree Permit may be suspended or revoked at any time by the Planning Board or its authorized enforcement agent upon written notice to the Tree Permit holder that the Tree Permit holder has

failed to comply with either this Article or the conditions of the Tree Permit. The written notice shall be sent by certified or registered mail, return receipt requested, or by hand delivery, and shall provide an opportunity for the Tree Permit holder to correct the noncompliance and apply for a renewal of the Tree Permit upon compliance, where practicable. The suspension or revocation of a Tree Permit in accordance with this subsection shall not affect the validity of a Building Activity Permit. It shall, however, be cause for levying a fine or fines for violation of the Tree Permit and, if applicable, violation of the requirement for replacement of any removed or damaged trees.

c. Stop-work order:

- i. Upon notice from the Planning Board that work on any Protected Tree, or lot on which a Protected Tree is located, is being performed contrary to the provisions of this Bylaw, such work shall be immediately stopped. The stop-work order shall be in writing and shall be given to the owner of the property involved, or to the owner's agent, or to the person doing the work; and shall state the conditions under which work will be permitted to resume.
- ii. The Planning Board is also authorized to request the agency which has granted a Building Activity Permit, to the extent permissible by law, to require the owner to cease any activity pursuant to the Building Activity Permit that might affect such Protected Tree while a stop-work order is pending.
- iii. Any person who shall continue any work in or about the Protected Tree or lot on which a Protected Tree is located after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine(s) per the table in subsection 225-12(a). Each day during which a violation exists shall constitute a separate offense.

d. Injunctive relief:

- i. Whenever there exists a set of facts that make it more likely than not that a person is violating this Bylaw or any term, condition or provision of an approved Tree Permit, the Town may, either before or after the institution of any other action or proceeding authorized by this Bylaw, institute a civil action in the name of the Town for a mandatory or prohibitory injunction and an order of abatement demanding the defendant to correct the unlawful condition upon or cease the unlawful use of the property.
- ii. Upon determination of a court that an alleged violation is occurring, it shall enter such order or judgment as is necessary to abate the violation. The institution of an action for injunctive relief under this subsection shall not relieve any party to such proceedings from any civil penalty prescribed for violation of this Bylaw.

**§ 225-12. Penalties.**

- a. Removal without a permit: Each instance in which a Protected Tree is removed without a permit shall constitute a violation of this Bylaw which shall be subject to a fine per the table below. This shall be in addition to the required payment for the replacement of the tree(s).

Offense	Fine
1st offense	\$100
2nd offense	\$200
3rd offense & each subsequent offense	\$300

- b. Failure to replace trees or make payment: Each failure to replace a tree or make a payment into the Tree-Replacement Fund shall constitute a separate violation of this Bylaw which shall be subject to a fine per the table above. Each day such violation continues after the compliance date specified by the Planning Board in its notice of violation shall constitute a separate offense.

- c. Failure to comply with a condition contained in a Tree Permit or stop-work order: Each instance where there is a failure to comply with a condition contained in a Tree Permit or stop-work order shall constitute a violation of this Article which shall be subject to a fine in the amount per the table above. Each day such violation continues shall constitute a separate offense.

### § 225-13. Definitions.

The following words, terms, and phrases, when used in this Bylaw, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

- a. "Aggregate Diameter": The combined diameter of a multiple-trunk tree measured at breast height.
- b. "Building Activity": One of the following types of work performed on a lot:
- (i) work performed pursuant to a special permit (as defined in G.L. c. 40A, § 9, and in the Lynnfield Zoning Bylaw);
  - (ii) work performed pursuant to Site Plan approval (as defined in the Lynnfield Zoning Bylaw);
  - (iii) construction of a new dwelling (including after razing an existing dwelling);
  - (iv) construction of a subdivision; or
  - (v) clearing, grading or other site preparation work performed within twelve (12) months prior to undertaking any of the above.
- c. "Building Activity Permit": Any permit or approval which is required in order to perform Building Activity.
- d. "Caliper": Diameter of a tree trunk in inches. For trees up to and including four (4) inches in diameter, the caliper is measured six (6) inches above the existing grade at the base of the tree. For trees larger than four (4) inches in diameter, the caliper is measured twelve (12) inches above the existing grade at the base of the tree.
- e. "Certificate of Exemption": Formal permission granted to proceed with Building Activity without need for a Tree Permit.
- f. "Certified Arborist": An arborist certified by the Massachusetts Arborists Association or International Society of Arboriculture, or any successor organization.
- g. "Critical Root Zone" or "CRZ": The minimum area beneath the canopy of a tree which must be left undisturbed in order to preserve a sufficient root mass to give a tree a reasonable chance of survival. The CRZ is represented by a circle centering on the tree's trunk and extending outward towards the tree's dripline. The minimum radius of the CRZ shall be determined by multiplying the tree's Diameter Breast Height in inches by eighteen (18). For example: A tree with a DBH of twenty (20) inches shall have a CRZ with a minimum radius of 360 inches or 30 feet ( $20'' \times 18'' = 360''$  or 30').
- h. "Diameter Breast Height" or "DBH": The diameter of the trunk of a tree 4½ feet above the existing grade at the base of the tree.
- i. "Hazardous Tree": A tree that is interfering with existing structures, utilities, streets, sidewalks or other existing improvements; or is dead, diseased, injured, or dangerously close to existing structures; or is causing disruption of public utility service, drainage or passage problems upon rights-of-way; or poses a threat to pedestrian or vehicular safety; and/or that is harming the health or condition of other trees on the same site.
- j. "Invasive Species": Any plant listed on the most recent version of the Massachusetts Prohibited Plant List as published by the Massachusetts Department of Agriculture.
- k. "Overstory Tree": A tree that will generally reach a mature height of greater than forty (40) feet.
- l. "Protected Tree": Any tree within a Tree Border having a diameter of six inches (6'') DBH or larger or having an Aggregate Diameter of twelve inches (12'') DBH or larger.
- m. "Remove", "Removed", "Removal" or "Removing": The cutting down of any Protected Tree and all other acts that directly or indirectly result in the death of a Protected Tree in the prior twelve (12) months or within two (2) years thereafter, as determined by a Certified Arborist based on



arboricultural practices recommended by the International Society of Arboriculture (I.S.A.) including, but not limited to, damaging, poisoning, excessive pruning or other direct or indirect actions.

- n. "Tree Permit": Formal permission granted to proceed with any Building Activity that affects a Protected Tree.
- o. "Tree Save Area": The area surrounding a Protected Tree to remain undisturbed so as to prevent damage to a tree.
- p. "Tree Border": A defined area along the perimeter of a lot.
- q. "Tree Warden": The Director of Public Works or his/her designee.

**§ 225-14. Severability, Effect on Other Laws.**

- a. Severability: The provisions of this Bylaw are severable. If any section, provision, or portion of this Bylaw is determined to be invalid by a court of competent jurisdiction, then the remaining provisions of this Bylaw shall continue to be valid.
- b. Conflict of laws: This Bylaw shall not apply to any public shade tree as that term is defined by the General Laws, Chapter 87 or any amendments thereto. Nothing herein is intended to conflict with the General Laws, Chapter 87 and to the extent that any provision hereof conflicts with said Chapter 87, such provision shall not be valid. Nothing herein is intended to conflict with existing special-permit procedures and to the extent that any provision hereof conflicts with said special-permit procedures, such provision shall not be valid.
- c. Complying with the terms of this Bylaw shall not relieve the owner of the subject property from complying with any other pertinent regulation, including but not limited to all state and local wetlands-protection regulations.
- d. Nothing herein shall preclude the harvesting of timber or cordwood from properties under Mass. G.L. Chapter 61 which are being actively managed as working forest, if said cutting is part of an approved forest management plan for the property. No Tree Permits or mitigation fees shall be levied against forestry operations on such properties.

and to amend the Town's Revolving Funds general bylaw, Chapter 10 of the Code of the Town, by adding the following at the end of the table in § 10-5.D:

Revolvin Fund	Purpose	Revenue Source	Authorized to Ex end Funds
Tree Replacement Fund	Buying, planting and maintaining trees in L nnfield	Payments required under Tree Protection Bylaw	Planning Board

and to amend the Town's Noncriminal Disposition general bylaw, § 58-3, by adding the following to the "Schedule of Violations, Fines and Enforcing Officers":

"Section	Offense	Fine	Enforcement Agent
Chapter 225	Tree-Preservation Bylaw violations		Planning Board or its designee
	First offense	\$100	
	Second offense	\$200	
	Third or Subsequent Offense	\$300"	



or to take any other action in connection therewith.

**Submitted by PLANNING BOARD**

**MOTION:** The motion was moved by Chairman Charville and duly seconded to approve Article 3.

The Planning Board unanimously supports this Article.

The Finance Committee recommends this Article.

The Conservation Commission recommends this Article.

The Tree Committee unanimously supports this Article.

The Select Board recommends postponement.

Following brief discussion. Frances Fleming called the question which was seconded and declared passed with only three voting against.

**ACTION:** The motion carried by hand counted vote of 162 yes to 7 no.

**ARTICLE 4.** To see if the Town will vote to amend the existing "Zoning Map of the Town of Lynnfield, MA Dec. 1953" together with all duly adopted amendments and revisions thereto, as filed in the Office of the Town Clerk, so that the following described parcel located on and behind Main Street, Lynnfield, Essex County, Massachusetts, being shown on Assessor's Map 8 as Lots 1325 and 1488, to be rezoned from the Residence D (RD) Zoning District to the Elderly Housing (EH) District. Two certain tracts of land on the north side of Main Street in Lynnfield, Massachusetts, Essex County more particularly described as follows:

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Southeasterly by the road leading from Lynnfield to Middleton (now called Main Street), one hundred (100) feet;

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Northwesterly by land of Richardson's Farms, Inc., one hundred sixteen (116) feet; and

Southwesterly by lot Four on said plan, three hundred thirty four (334) feet.

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For title see deed from Richardson's Farms, Inc. to Richardson Green, Inc. recorded in Book 28255 Page 254 South Essex Registry of Deeds

or what action it will take thereon.

**Submitted by PETITION**

**CHAIRMAN CHARVILLE:** The Town Administrator was told today that the petitioner and developer for Article 4 chose to withdraw that Article.

**MOTION:** I move that Article 4 be indefinitely postponed.

**ACTION:** Moved, seconded and carried by voice vote.

## **CLOSING MOTION**

**MOTION:** Select Board member Joseph Connell moved that the meeting be adjourned and it was duly seconded. By voice vote, the Moderator declared the motion passed.

Mr. Joseph Markey, the Moderator adjourned the meeting at 7:47PM.

**Respectfully submitted,  
Linda A. Emerson, CMC  
Town Clerk**







Pillings Pond photograph by Diane Hamerbeck, Assisitant Town Clerk Retired