

# Town of Rowley 2018



## Annual Report

## GENERAL INFORMATION

Rowley was incorporated as a Town on September 4, 1639

LOCATION ..... 32 miles north of Boston  
AREA..... 19.03 square miles  
ZIP CODE..... 01969  
AREA CODE..... 978

### POPULATION:

1960 Federal Census..... 2,783  
1970 Federal Census..... 3,006  
1980 Federal Census..... 3,860  
1990 Federal Census..... 4,452  
2000 Federal Census..... 5,500  
2010 Federal Census..... 5,854  
2018 Town of Rowley Census..... 6,228

### REGISTERED VOTERS: as of December 31, 2018

Democrat..... 819  
Libertarian..... 15  
Republican ..... 756  
Other ..... 46  
Unenrolled ..... 3,206  
Total Registered Voters ..... 4,842  
Inactive Status Voters ..... 199  
Total Active Voters..... 4,643

### ASSESSED VALUATION: as of January 1, 2018

Real Estate ..... 1,106,782,000  
Personal Property ..... 15,293,570

### TAX RATE FOR FY 19:

All classes of property ..... 14.68

### TOWN OFFICES:

The Town Hall and Town Hall Annex has offices for the Accountant, Town Administrator, Assessors, Board of Health, Selectmen, Inspection Department, Conservation Commission, Council on Aging, Planning Board, Town Clerk, Treasurer/Collector, and Rowley Community Media. Mailboxes for departments, boards & committees are located at the Town Hall.

The Fire Station is located on Hammond Street.

The Highway Garage is located on Independent Street.

The Rowley Free Public Library is located on Main Street next to Town Hall.

The Pine Grove School is located on Main Street.

The Municipal Light Department is located on Summer Street.

The Police Department is located on Haverhill Street.

The Water Department is located on Central Street.

SENATORS IN CONGRESS: Elizabeth Warren 617-286-6715, Edward J. Markey, 617-565-8519

REPRESENTATIVE IN CONGRESS: Seth Moulton 978-224-2270

STATE SENATOR: Bruce Tarr, Room 308, State House, 617-722-1600

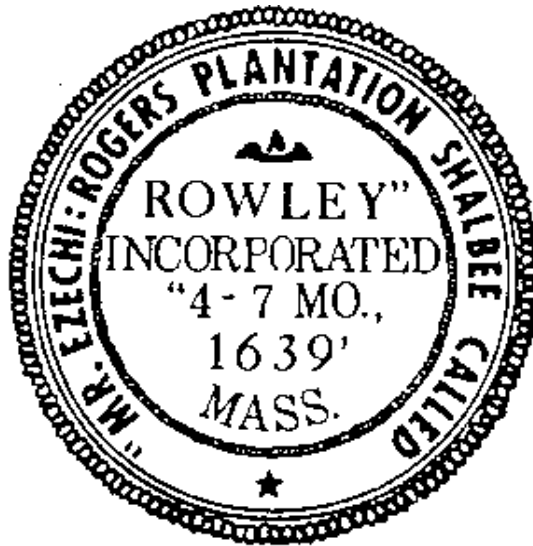
STATE REPRESENTATIVE: Brad Hill 978-356-9008

1639

2018

Three Hundred Seventy-Ninth

*Annual Report  
of the  
Town of Rowley*



*For the year ending December 31*

2018

## **COVER PHOTO DESCRIPTION**

The cover photograph is of the 2018-2019 Pine Grove Players cast of Seussical, Jr. The performers consist of fourth, fifth and sixth grade students from the Pine Grove Elementary School.

The performance of Seussical, Jr. took place in the Pine Grove School's newly renovated All-Purpose Room. This renovation was one part of the larger school renovation project. The All-Purpose Room serves as the school's auditorium and cafeteria, as well as additional meeting space for large Town events and meetings, such as Annual Town Meeting. Before the renovation, the room was very outdated. As part of the renovation project, this room received all new cafeteria supplies and equipment and new tables with chairs that meet Americans with Disabilities Act (ADA) standards, in addition to updating all of the room's finishes. The renovation of the All-Purpose Room was not without hurdles. During construction, significant termite damage was discovered which threatened the stability of the building structure. A change order was executed in order to cover the additional engineering and contractor work required to repair and replace the structural components of the All-Purpose Room. More information on the Pine Grove School renovation project can be found in the Report of the Selectmen within this Town Report.

The Pine Grove Players: Student Musical Theater Program is also supported in part by a grant from the Rowley Cultural Council, a local agency which is supported by the Mass Cultural Council, a state agency. The purpose of Cultural Council grants is to ensure the availability of rich cultural experiences for every citizen. Each year, the Rowley Cultural Council, the members of which are appointed by the Board of Selectmen, reviews grant applications from local individuals and groups for funding of their cultural events and activities. The Cultural Council then distributes the available grant funds to eligible grantees so that the funds will have the widest impact on the community. More information about the Rowley Cultural Council can be found in their report within this Town Report.

*(Cover photo courtesy of Pine Grove School Principal Christine Kneeland)*

## **IN MEMORIAM**



**ROY RICKER**  
1950 - 2018

**Board of Water Commissioners  
Town Common Restoration Committee**

(Photo courtesy of the Ricker Family)



**DONALD P. HOVEY**  
1929 - 2018

**Council on Aging  
Rowley Housing Authority**

(Photo courtesy of the Hovey Family)



**PETER D. BARBARO**  
1960 - 2018

**Board of Health Member**

(Photo courtesy of the Barbaro Family)

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## **ELECTED OFFICIALS OF THE TOWN OF ROWLEY**



## Per May 9, 2018 Election

### **Board of Selectmen**

G. Robert Merry (2019)  
David C. Petersen (2019)  
Robert L. Snow (2020)  
Joseph J. Perry (2020)  
Clifford M. Pierce (2021)

### **Moderator**

Joan C. Petersen (2021)

### **Town Clerk**

Susan G. Hazen (2021)

### **Treasurer/Tax Collector**

Karen H. Summit (2021)

### **Highway Surveyor**

Patrick W. Snow (2021)

### **Board of Assessors**

Diane L. D'Angeli (2019)  
Donald Thurston (2020)  
Jami L. Snow (2021)

### **Regional School Committee**

#### **Rowley:**

Paul L. Lees (2019)  
Constatina Tzortzis (2020)  
Nerissa R. Wallen (2021)

#### **Newbury:**

Maureen Heffernan (2019)  
Diana L. Sullivan (2020)  
Daniel Valiant (2021)

#### **Salisbury:**

Deborah A. Choate (2019)  
Monique B. Grelich (2020)  
Linda M. Litcofsky (2021)

### **Planning Board**

Christopher J. Thornton (2019)  
Mark L. Savory (2020)  
David Jaquith (2021)  
Troy A. Spaulding (2022)  
John Urbaczewski (2023)

### **Trustees of the Free Public Library**

Michelle M. Ford (2019)  
Mark Behringer (2019)  
Thomas Glenn Blakney (2019)  
Janet Peabody (2020)  
Margaret Lemelin (2020)  
Charles T. Costello. (2020)  
Carolyn F. Bartlett (2021)  
Jennifer J. Patterson (2021)  
Jacqueline O. Trojan (2021)

### **Rowley Housing Authority**

State Appointee: Robert Cianfrocca  
Jack L. Cook (2019)  
Joseph J. Perry (2020)  
Kathryn Olmsted (2021)  
Maryellen MacDonald (Appt'd)

### **Municipal Light Board**

Robert L. Snow (2019)  
G. Robert Merry (2020)  
Kevin D. Snow (2021)

### **Municipal Water Board**

Bernard J. Cullen (2019)  
Mark R. Emery (2020)  
John P. Manning, Jr. (2021)

### **Shellfish Commissioners**

Paul L. Lees (2019)  
Ronald D. Kneeland (2020)  
Rachel Dailey (2021)

### **Cemetery Commissioners**

Peter Dalzell (2019)  
Kathryn E. Olmsted (2020)  
David C. Petersen (2021)

### **Constables**

Richard C. MacDonald (2019)  
Phil Collyer (2021)

Appointed Officials			
	Expiration		Expiration
<b>Accountant</b>		<b>CPA Administrator one year appointment</b>	
Susan W. Bailey		Karen O'Donnell	6/30/2019
<b>Agricultural Commission three year term</b>		<b>Eastern Essex Veteran's District one year term</b>	
Jennette Loring	6/30/2020	Robert Snow	6/30/2019
George Pacenka	6/30/2020		
Dianne Short <i>did not request re-appointment 5.7.18</i>	6/30/2018	<b>Fence Viewers one year term</b>	
Elizabeth Tucker	6/30/2021	VACANT	
Barry Moore	6/30/2019		
Peter Lomas	6/30/2019	<b>Finance Committee</b>	
Barrett Bacall	6/30/2019	Dennis Roy	2019
Dennis Donoghue- Alternate - <i>resigned 4.18.18</i>	6/30/2018	Paul Jalbert	2019
Michael Sabatini ( <i>ALT 5.2.1.18-6.30.18, full thereafter</i> )	6/30/2021	Lawrence White, Chair	2020
		Jami Snow - <i>resigned 5/9/18</i>	2018
<b>Animal Control Officer one year term</b>		Peter Censullo	2021
Reed Wilson	6/30/2019	Sharon Emery	2019
Carol Laroque Alt.	6/30/2019	David Zizza	2021
<b>Principal Assessor</b>		<b>Forest Fire Warden &amp; Superintendent of the Fire Alarm one year term</b>	
Sean McFadden		James C. Broderick, Chief	6/30/2019
		Mark Emery, Assistant	6/30/2019
<b>Board of Appeals, Ch. 41 Sec 81 five year term</b>		James R. Merry, Assistant	6/30/2019
David Levesque	6/30/2019		
Thomas W. Heidgerd	6/30/2022	<b>Harbormaster one year term</b>	
Donald W. Thurston, Chairman	6/30/2023	William DiMento	6/30/2019
Robert Clewell	6/30/2020	David S. Kent, Deputy - <i>as of 8/27/18</i>	6/30/2019
Donna Thibodeau	6/30/2021	Fred Hardy, Assistant	6/30/2019
Kevin Reilley, Alternate	6/30/2019	Frank Price, Assistant	6/30/2019
<b>Zoning Board of Appeals (ZBA) five year term</b>		<b>Health Services &amp; Regulatory Compliance</b>	
David Levesque	6/30/2019	Frank Marchegiani	
Thomas W. Heidgerd	6/30/2022		
Donald W. Thurston, Chairman	6/30/2023	<b>Historic District Commission/ Historical Commission</b>	
Robert Clewell	6/30/2020	Frank Todd, Chairman	6/30/2020
Donna Thibodeau	6/30/2021	Sara Bourque, Clerk	6/30/2021
Kevin Reilley, Alternate ( <i>appointed 10.29.18</i> )	6/30/2019	Mike Harney, Alternate <i>did not wish to be reappointed</i>	6/30/2018
		John Cardillo	6/30/2019
<b>Board of Health three year term</b>		Michael Sabatini- HDC ONLY - <i>not reappointed</i>	6/30/2018
Susan Elwell	6/30/2021	Barbara Breaker	6/30/2019
Charles Costello	6/30/2019	Len Charney	6/30/2019
John Melcher	6/30/2020	Stephen Cabitt	6/30/2019
		Holly Gagne, Alternate	6/30/2019
<b>Building Inspector three yr term, 1 yr for alternate</b>			
Ken Ward	6/30/2021	<b>Limited Health Agents one year term</b>	
Sam Joslin, Alternate	6/30/2019	Susan Hazen, Town Clerk	6/30/2019
		Susan Leach	6/30/2019
<b>Board of Registrars one year term</b>		Jeffrey E. Megna - <i>appointed by Board of Health 8.31.15</i>	6/30/2019
Barbara DiMento - <i>resigned 7/1/18</i>	6/30/2018		
Gordon Densmore	6/30/2019	<b>Limited Lighting Bylaw Enforcement Agent one year term</b>	
Susan Hazen, Town Clerk	6/30/2019	Kirk Baker	6/30/2019
Geraldine Robertson	6/30/2019		
		<b>Local Census Liaison for Federal Census one year term</b>	
<b>Cannoneer one year term</b>		Susan Hazen, Town Clerk	6/30/2019
G. Robert Merry	6/30/2019		
		<b>MBTA Advisory Board one year term</b>	
<b>Community Preservation Committee three year term</b>		Robert Snow	6/30/2019
Joseph Perry, Housing Authority	6/30/2021		
Kurt Annen, Parks and Recreation Committee	6/30/2020	<b>Merrimac Valley Planning Commission (MVPC) one year term</b>	
Clifford Pierce, Board of Selectmen	6/30/2021	Robert Snow	6/30/2019
Curtis Turner, Conservation Commission, Secretary	6/30/2019	Joseph Perry - alternate	6/30/2019
Frank Todd, Historic District Commission, Chair	6/30/2019		
David Jaquith, Planning Board	6/30/2021		
Sonja Vincola, Open Space	6/30/2019		

Appointed Officials			
	Expiration		Expiration
<b>Conservation Commission Agent</b>		<b>Mooring Clerk one year term</b>	
Brent Baeslack		Susan Hazen, Town Clerk	6/30/2019
		Susan Leach	6/30/2019
<b>Conservation Commission three year term</b>			
Judith H. Kehs	6/30/2020	<b>Library Director</b>	
Curtis Turner	6/30/2021	Pamela Jacobson	
Samuel Strieff	6/30/2019		
Arthur Page	6/30/2020	<b>Open Space Committee one year term</b>	
Robert Garner	6/30/2021	Sonja Vincola - Co- Chair	6/30/2019
Howard Vogel	6/30/2020	Brooke Ten Eyck - Clerk	6/30/2019
Daniel Shinnick	6/30/2019	Howard Vogel	6/30/2019
		Alyssa King Co-Chair	6/30/2019
<b>Council on Aging Director</b>		Jena Haag	6/30/2019
Brienne Walsh			
		<b>Parks and Recreation Committee three year term</b>	
<b>Council on Aging three year term</b>		Laurence Kendall Chairman <i>as of 2.28.18</i>	6/30/2021
Mary Bright	6/30/2020	Tim Southall - Vice Chairman	6/30/2021
Joan Lyons	6/30/2020	Michael Quinn	6/30/2020
George Gallant	6/30/2021	Kurt Annen	6/30/2020
Merle Phipps	6/30/2021	Michael Killion	6/30/2020
Diana Titus	6/30/2021	Ryan Gallant	6/30/2020
Jena Haag	6/30/2021	Joe Haley	6/30/2021
Dorothy Johnston	6/30/2021		
Edna Keyes - <i>resigned 9/24/18</i>	6/30/2019	<b>Parking Clerk one year term</b>	
Arthur Corben - <i>did not wish to be re-appointed</i>	6/30/2018	Susan Hazen, Town Clerk	6/30/2019
<b>Personnel Advisory Committee</b>		Susan Leach	6/30/2019
Larry White, Finance Committee	6/30/2020		
MaryAnn Levasseur - Resident Representative	6/30/2019	<b>Northern Essex Regional Emergency Planning Committee one year term</b>	
David Petersen, Board of Selectmen	6/30/2019	James Broderick, Fire Chief/Emergency Management Director	6/30/2019
		Scott Dumas, Police Chief	6/30/2019
<b>Town Planner</b>		Patrick Snow - Highway Surveyor	6/30/2019
Kirk Baker		Deborah Eagan - Town Administrator	6/30/2019
		Brienne Walsh COA Director	6/30/2019
<b>Planning Board</b>		Clifford Pierce, Chairman Board of Selectmen	6/30/2019
Jean Pietrillo, Associate - <i>resigned April 2018</i>	6/30/2018	Joseph Perry, Vice Chairman Board of Selectmen	6/30/2019
Michael Daley	6/19/2018	Dan Folding - Light Plant Manager	6/30/2019
		Frank Marchegiani, Health Agent	6/30/2019
<b>Plumbing and Gas Inspector, three yr term, 1 yr for alternate</b>		Bill DiMento, Harbormaster	6/30/2019
Harry Bennett	6/30/2021		
William Wendt, Alternate	6/30/2019	<b>Police Department three year term</b>	
		Scott Dumas, Police Chief	
<b>Police Chaplain three year term</b>			
Robert M.J. Hagopian	6/30/2021	David P. Sedgwick, Captain	6/30/2020
<b>Keeper of the Rowley Police Station</b>		David MacMullen, Sergeant	6/30/2020
<b>Lockup facility as required under</b>		Matthew Ziev, Sergeant	6/30/2020
<b>MGL Ch. 40, Sec 35</b>		Charles Hazen, Jr., Sergeant	6/30/2020
Scott Dumas	6/30/2019		
		Robert Adams, Detective - <i>as of 7/16/18</i>	6/30/2020
<b>Records Access Officer</b>		Christopher Ottani, Patrolman	6/30/2020
Susan Hazen	6/30/2019	Patrick McGettrick, Patrolman	6/30/2020
		R. Perry Collins, Patrolman	6/30/2021
<b>Rowley Emergency Management Agency (REMA) one year term</b>		Scott P. Hirtle, Patrolman	6/30/2021
James Broderick, Fire Chief/ Emergency Management Director	6/30/2019	John J. Raffi, Patrolman	6/30/2019
Scott Dumas, Police Chief	6/30/2019	Andrew Lawrence, Patrolman	6/30/2021
Cliff Pierce, Chairman, Board of Selectmen	6/30/2019		
Joseph Perry, Vice Chairman, Board of Selectmen	6/30/2019	Robert J. Colby, Jr. Reserve Patrolman	6/30/2020
Brienne Walsh COA Director	6/30/2019	Gavin Forni, Reserve Patrolman	6/30/2020
Patrick Snow - Highway Surveyor	6/30/2019	Stephen M. Levesque, Reserve Patrolman	6/30/2020
Frank Marchegiani - Health Agent	6/30/2019	Jessie Mizzie, Reserve Patrolman	6/30/2021
Deborah Eagan - Town Administrator	6/30/2019	Mark Smith, Reserve Patrolman	6/30/2021
James DiMarino - R.A.C.E.S. (amateur radio operator)	6/30/2019	Christopher Cassidy, Reserve Patrolman	6/30/2020
Dan Folding - Light Plant Manager	6/30/2019	Lucas Tubbs, Reserve Patrolman	6/30/2019
		Eric Giordano, Reserve Patrolman	6/30/2019
		Tara Bernard, Reserve Pastrolman	6/30/2019

Appointed Officials			
	Expiration		Expiration
<b>Sandy Point Committee Member</b>		<b>Police Department (continued)</b>	
William DiMento	6/30/2019	Dorothy M. Tobin, Assistant to the Chief / Matron	6/30/2020
John Manning	6/30/2019		
		Sheri A. David, Lead Dispatcher / Matron	6/30/2020
<b>Sanitary Health Agent</b>		Lynne M. Neary, Full Time Dispatcher / Matron.	6/30/2020
Edward Gallagher		Marc Pelletier, Full Time Dispatcher	6/30/2020
		Pamela A. Lutes, Full Time Dispatcher / Matron	6/30/2021
<b>Shellfish Constable</b>			
Travis Kneeland	6/30/2019	Jessie Mazzie, Regular Reserve Dispatcher	6/30/2020
		Daniel C. Morris - Reserve Dispatcher - <i>resigned</i>	6/30/2018
<b>Shellfish Constable (Deputies)</b>		Christopher Cassidy, Reserve Dispatcher	6/30/2020
Stuart Dalzell, Jr.	6/30/2019	Thomas M. Hills, Reserve Dispatcher	6/30/2018
		Melissa Stasiak, Reserve Dispatcher	6/30/2019
William DiMento	6/30/2019	Roseann Ferrante, Reserve Dispatcher	6/30/2019
Fred Hardy	6/30/2019	Jeffrey French, Reserve Patrolman - <i>resigned 12.3.18</i>	6/30/2020
Richard MacDonald	6/30/2019		
		<b>Rowley Cultural Council</b>	
<b>Fire Department three year term</b>		Nancy Cribari - <i>resigned October 2018</i>	6/30/2019
James C. Broderick, Chief	6/30/2021	Annetta Kelly	6/30/2019
Mark Emery, Captain	6/30/2021	Deborah Streiff	6/30/2019
James R. Merry, Captain	6/30/2021	Mary Bright	6/30/2019
		Barbara Nelson	6/30/2021
<b>Call Fire Fighters one year term</b>		Sharon Hydren	6/30/2021
Joseph R. Merry	6/30/2019		
Robert Serino	6/30/2019	<b>Rowley Municipal Lighting Plant</b>	
James Chadbourne	6/30/2019	Daniel Folding	
Donald Merry - <i>retired</i>	6/30/2018		
Ron Agrella	6/30/2019	<b>Town Administrator/Personnel Officer</b>	
Charles Hazen, Jr.	6/30/2019	Deborah Eagan	
Darcie Condelli	6/30/2019		
Jesse T Warren	6/30/2019	<b>Town Clerk, Assistant one year term</b>	
John Condelli	6/30/2019	Barbara R. DiMento - <i>resigned 7/1/18</i>	6/30/2018
Justin Graham	6/30/2019		
Donald Duprey	6/30/2019	<b>Town Counsel one year term</b>	
Matthew Harney	6/30/2019	Thomas A. Mullen & Judy Pickett	6/30/2019
Matthew Ross	6/30/2019		
Timothy Shirley	6/30/2019	<b>Veteran's Agent</b>	
Patrick McManus	6/30/2019	Karen Tyler	
Vincent Gaudenzi	6/30/2019		
Mark Winfrey	6/30/2019	<b>Water Department Superintendent</b>	
Evan Fish	6/30/2019	VACANT	
Christopher Cassidy	6/30/2019		
Joshua Simpson	6/30/2019	<b>Wiring Inspector three yr term, 1 yr for alternate</b>	
Brian Sculley	6/30/2019	David Levesque	6/30/2021
Robert O'Leary	6/30/2019	James Cotter, Alternate	6/30/2019
<b>Fire Chaplain</b>		<b>Zoning Review Committee</b>	
Robert M.J. Hagopian	6/30/2019	Kirk Baker, Town Planner	6/30/2019
		Ken Ward Building Inspector	6/30/2018
		Donald Thurston ZBA Rep.	6/30/2018
		Thomas Heidgerd ZBA Rep.	6/30/2018
		Robert Merry BOS Rep.	6/30/2019
		Cliff Pierce BOS Rep.	6/30/2019
		David Jacquith - PB Rep.	6/30/2018
		Chris Thornton - PB Rep.	6/30/2019

## **Administrative Employees of the Town of Rowley**

### **Assistant Accountant**

Carrie Kennedy

### **Assessors' Administrative Assistant**

Rosemary Restuccia

### **Conservation Commission Secretary**

Deborah Cunningham

### **Council on Aging Administrative Assistant**

Lisa Lozzi

### **Council on Aging**

### **Activities Director/Trip Coordinator**

Denise Gilman

### **Administrative Assistant / Assistant Health Inspector**

Wendelyn Hansbury

### **Highway Department Secretary**

Krista McPhee

### **Inspection Department Administrative Assistant**

Chia Vitello

### **IS Coordinators**

Susan Bailey

Karen Summit

### **Police Department**

### **Executive Assistant to the Chief of Police**

Dorothy Tobin

### **Selectmen Administrative Assistant**

Elaine Pagliarulo

### **Selectmen Assistant Town Administrator**

Amy Lydon

Natalie Lovett

### **Town Clerk Administrative Assistant**

Susan Leach

### **Assistant Treasurer/Collector/Office Supervisor**

Karen O'Donnell

### **Treasurer/Collector Administrative Assistant**

Brigida Longo

### **Zoning Board of Appeals Administrative Assistant**

Lisa Lozzi

Town of Rowley, Commonwealth of Massachusetts  
**MINUTES OF ANNUAL TOWN MEETING**  
April 30, 2018

Counter/Tellers were recruited and sworn in by Town Clerk Susan Hazen to count for both the ATM and STM as follows: Nancy Leibe, 3 Intervale Circle; Robert Roy, 37 Christopher Rd; Brooke Ten-Eyck, 56 Newbury Rd.; and Maryellen MacDonald, 52 Summer St.

Quorum (100) was certified prior to STM by the Board of Registrars at 7:00 pm.

Special Town Meeting called to order by Moderator Joan C Petersen at 7:06pm, completed and adjourned at 8:38pm.

The Annual Town Meeting called to order by the Moderator at 8:39pm

**MOTION:** Move to allow the non-resident Town Employees and school, local and state officials to speak, if called upon, during the April 30, 2018 Annual Town Meeting. These individuals will now raise their hands.

**Clerk's Note:** *It has long been our policy to identify all non-registered/non-resident attendees as Visitors and require them to be segregated by seating along one side of the room, in this case, along the outside wall, to the left as you are standing on the 'stage'. All 'visitors' who raised their hand at this point were seated in the appropriate area.*

*Motion by Joe Perry, seconded by Robert Snow, passed by voice unanimous vote at 8:40pm.*

Town Clerk Susan Hazen began the reading of the warrant, interrupted by Selectman Chair Perry with the following motion.

"Essex, ss.

To the Constables in the Town of Rowley 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 Rowley, qualified to vote in elections and Town Affairs, to meet in the Pine Grove School, 191 Main Street, Route 1A, on Monday, the 30<sup>th</sup> day of April 2018 at 7:00 p.m., then and there to act on the following articles

**MOTION:** Move to suspend further reading of the April 30, 2018 Annual Town Meeting Warrant because all Present Town Meeting members have a copy of this warrant.

*Motion by Joe Perry, seconded by Bob Snow, passed voice unanimous at 8:40pm*

**ARTICLE 1.** Move to hear and act on reports of Committees and Boards.

**ARTICLE 2.** Move the Town vote to suspend in the Town Meeting the application of Section 19 and Section 20 of the Town Meeting Bylaw pertaining to the reconsideration of all money articles, such suspension intended for the specific purpose to balance the total level of funds raised and appropriated within the limitations of Massachusetts General Laws Chapter 59 Section 21C [Proposition 2-1/2, so-called] and to give blanket warning hereby that any money article may, at the end of the meeting and after all articles have been acted upon, be moved for reconsideration in order to balance the total level of funds raised and appropriated within the limitations of Massachusetts General Laws Chapter 59 Section 21C.

*Motion by Joe Perry, seconded by Bob Snow, passed voice unanimous at 8:42pm*

**ARTICLE 3.** Move the Town vote to fix the annual compensation of elective officers of the Town as required by Massachusetts General Laws Chapter 41 Section 108 as follows:

<b>Elective Officer</b>	<b>Finance Committee Recommends</b>
Moderator	\$100
Board of Selectmen (each member)	\$2,231
Board of Assessors (each member)	\$2,456
Town Treasurer/Collector of Taxes	\$79,021
Town Clerk	\$55,515
Planning Board (each member)	\$0
Surveyor of Highways	\$76,733
Municipal Water Board (each member)	\$0
Trustees of Free Public Library	\$0
Rowley Housing Authority	\$0
Board of Shellfish Commissioners (each member)	\$500
Municipal Light Board (each member)	\$0
Board of Cemetery Commissioners (chairperson)	\$500

Inserted by the Board of Selectmen

**Finance Committee Recommends**

*Motion by Bob Merry, seconded by Cliff Pierce, passed voice unanimous at 8:44pm*

**ARTICLE 4. General Omnibus Budget:** Move the Town vote to raise and appropriate **\$17,455,301** and transfer and appropriate the sum of **\$865,000** from Free Cash, and transfer and appropriate the sum of **\$250,000** from Overlay Reserve, for a total of **\$18,570,301** to defray the expenses of the Town for the forthcoming fiscal year, including Bonds, Notes and Interest.

Inserted by the Finance Committee

**Finance Committee Explanatory Note:** *The Finance Committee recommended budget is shown in the fourth column. The only difference between the budget lines is in the third column, "Requested" and the fourth column, "Fin Com Recommended" is the FY 19 Triton Assessment as shown on Line 99. The Finance Committee is recommending a FY 19 Triton Assessment that is the FY 18 Triton Assessment with a \$200,000 increase. The Town anticipates receiving approximately \$400,000 in new property tax revenue in FY 19. The Finance Committee and Board of Selectmen are committing half of this new tax revenue for the FY 19 Triton Assessment. The requested Triton FY 19 Assessment has a \$532,640 shortfall in the Omnibus budget. The funding for this assessment is covered in Article 5. This omnibus budget is fully funded and balanced.*

<b>Line</b>		<b>Expended</b>	<b>Appropriated</b>	<b>Requested</b>	<b>Fin Com</b>
<b>Item</b>	<b>Description</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>Rec.</b>
	<b><u>General Government</u></b>				
	<b>Town Moderator</b>				
1	Moderator Stipend	100	100	100	100
	<b>Board of Selectmen</b>				
2	Selectmen Stipends	11,155	11,155	11,155	11,155
3	Town Administrator/Pers. Officer Salary	108,499	110,580	113,182	113,182

4	Assistant Town Administrators Salaries	56,281	60,316	62,352	62,352
5	Administrative Assistant Wages	11,203	12,999	13,290	13,290
6	CPA Administrator Stipend	2,000	2,000	2,000	2,000
7	Stormwater Administrator Stipend	5,000	5,000	5,000	5,000
8	Records Access Officer Stipend		1,500	2,500	2,500
9	Expenses	22,701	14,117	14,117	14,117
10	Rev. 9-1-1 Communication	4,777	4,800	4,800	4,800
11	Copier/Fax Expenses	5,401	7,420	7,420	7,420
12	General Audit Expense	18,000	18,000	18,000	18,000
13	Sealer of Weights & Measurers	2,500	3,000	3,000	3,000
14	Collective Bargaining Reserve	0	55,000	0	0
15	Pine Grove School Expenses	0	1,000	1,000	1,000
16	Stormwater Compliancy Exp.	45	20,000	20,000	20,000
17	Landfill Testwell Monitoring			20,000	20,000
18	Website Social Media Archiving			5,000	5,000
	<b>Finance Committee</b>				
19	Secretary Wages	862	1,596	1,632	1,632
20	Expenses	176	379	379	379
21	Reserve Fund	0	75,000	100,000	100,000
	<b>Town Accountant</b>				
22	Accountant Salary	54,920	56,161	57,521	57,521
23	Assistant Accountant Wages	17,518	20,920	21,126	21,126
24	Expenses	5,831	5,012	5,512	5,512
	<b>Board of Assessors</b>				
25	Assessors Stipends	7,368	7,368	7,368	7,368
26	Principal Assessor Salary	84,872	86,453	88,475	88,475
27	Administrative Assistant Wages	24,855	25,347	26,258	26,258
28	Consultant	500	500	500	500
29	Professional Services	11,600	12,325	12,325	12,325
30	Expenses	4,248	4,746	4,746	4,746
	<b>Treasurer/Tax Collector</b>				
31	Treasurer/Collector Salary	75,897	77,295	79,021	79,021
32	Assistant Treasurer Salary	44,476	44,900	45,939	45,939
33	Assistant Collector Wages	17,488	17,931	18,538	18,538
34	Expenses	34,495	35,800	35,800	35,800
35	Tax Title	9,673	10,517	10,517	10,517
36	Debt Fees & Charges	4,752	5,000	5,000	5,000
	<b>Town Counsel</b>				
37	Professional Fee	60,913	52,600	52,600	52,600
38	Litigation	10,693	62,000	62,000	62,000
	<b>Personnel Board</b>				
39	Expenses	173	399	399	399



	<b>Information Services</b>				
40	Expenses	16,187	22,422	22,422	22,422
41	IS Coordinator Stipends	2,000	2,000	2,000	2,000
	<b>Town Clerk</b>				
42	Town Clerk Salary	53,143	54,315	55,515	55,515
43	Wages	13,652	16,385	16,749	16,749
44	Expenses	3,144	3,887	3,947	3,947
45	<b>Elections</b>				
46	Wages	4,975	1,725	5,217	5,217
47	Expenses	6,313	4,000	8,750	8,750
	<b>Registrar of Voters</b>				
48	Stipends	2,300	2,300	2,300	2,300
49	Expenses	3,627	3,753	3,820	3,820
50	<b>Conservation Commission</b>				
51	Conservation Agent Salary	55,240	56,257	57,575	57,575
52	Secretary Wages	7,533	8,622	8,934	8,934
53	Expenses	2,050	2,050	2,050	2,050
	<b>Planning Board</b>				
54	Planner Salary	29,344	30,008	49,081	49,081
55	Planner Consultant	540	5,769	5,769	5,769
56	Merrimack Valley Planning Comm.	2,084	2,137	2,137	2,137
57	Expenses	1,740	3,670	3,670	3,670
	<b>Zoning Board of Appeals</b>				
58	Administrative Assistant Wages	9,625	9,849	10,224	10,224
59	Expenses	1,673	1,680	1,680	1,680
	<b>Agricultural Commission</b>				
60	Expenses	1,000	2,500	2,500	2,500
	<b>Town Hall</b>				
61	Town Hall/Annex Janitor Wages	13,784	15,037	15,559	15,559
62	Expenses	15,844	20,320	20,320	20,320
	<b>Town Hall Annex</b>				
63	Expenses	21,381	17,518	17,518	17,518
	<b>Subtotal</b>	<b>986,151</b>	<b>1,215,440</b>	<b>1,256,309</b>	<b>1,256,309</b>
	<b>Public Safety</b>				
	<b>Police Department</b>				
64	Police Chief Salary & Other Earnings	111,997	119,066	126,556	126,556
65	Wages	1,234,142	1,238,359	1,399,937	1,399,937
66	Expenses	148,006	137,625	143,900	143,900
67	Police Cruiser	32,293	34,695	34,695	34,695
68	Police Modular Building Lease	24,000	24,000	0	0
	<b>Constables</b>				
69	Wages and Expenses	0	300	300	300

	<b>Fire Department</b>				
70	Fire Chief Salary	86,075	87,656	89,603	89,603
71	Firefighter Wages	175,171	178,517	328,280	328,280
72	Call Firefighter Wages	93,167	98,500	100,716	100,716
73	Expenses	112,983	129,993	134,303	134,303
74	Station & Equipment Lease	20,000	20,000	20,000	20,000
	<b>Inspection Department</b>				
75	Salaries	56,015	56,857	58,355	58,355
76	Wages	11,562	14,319	14,768	14,768
77	Expenses	6,602	6,880	6,880	6,880
	<b>Emergency Management</b>				
78	REMA Director Stipend	4,000	4,000	4,000	4,000
79	Expenses	2,013	2,099	2,530	2,530
	<b>Animal Inspector</b>				
80	Salary	2,799	2,853	2,918	2,918
81	Expenses	0	200	200	200
82	Rabid Animal Control	287	1,853	1,853	1,853
	<b>Animal Control Officer</b>				
83	Salary	15,171	15,500	15,846	15,846
84	Expenses	1,561	1,622	2,122	2,122
	<b>Tree Warden</b>				
85	Salary	7,657	7,832	8,009	8,009
86	Expenses	9,000	9,044	20,000	20,000
	<b>Harbormaster</b>				
87	Harbormaster Salary	6,863	7,017	7,175	7,175
88	Deputy Harbormaster Wages			2,000	2,000
89	Assistant Harbormasters Wages	5,175	5,307	3,427	3,427
90	Pumpout Boat Wages	7,725	8,180	8,365	8,365
91	Expenses	5,689	4,212	4,212	4,212
92	Town Landing	500	500	500	500
	<b>Shellfish Commission</b>				
93	Commissioner Stipends	0	1,700	1,500	1,500
94	Commissioner Expenses	0	1,000	1,200	1,200
	<b>Shellfish Constable</b>				
95	Constable Wages	400	650	650	650
96	Constable Expenses	541	1,200	1,200	1,200
	<b>Subtotal</b>	<b>2,181,394</b>	<b>2,221,536</b>	<b>2,546,000</b>	<b>2,546,000</b>
	<b>Schools</b>				
97	Whittier Vocational Assessment	309,233	304,135	347,734	347,734
98	Whittier Capital Assessment	15,946	19,150	25,134	25,134
99	Triton Regional Assessment	9,199,643	9,622,873	10,355,513	9,822,873
100	Triton Capital Assessment	128,088	194,317	168,400	168,400

101	Essex Agricultural Technical	93,190	112,920	68,624	68,624
	<b>Subtotal</b>	<b>9,746,100</b>	<b>10,253,395</b>	<b>10,965,405</b>	<b>10,432,765</b>
	<b>Public Works</b>				
	<b>Highway Department</b>				
102	Highway Surveyor Salary	73,356	75,035	76,733	76,733
103	Wages	163,821	203,431	210,409	210,409
104	Expenses	114,433	114,926	114,926	114,926
	<b>Snow &amp; Ice Removal</b>				
105	Expenses	235,967	165,000	185,000	185,000
	<b>Recycling</b>				
106	Wages	3,428	4,408	4,315	4,315
107	Expenses	7,970	8,510	8,510	8,510
	<b>Fire Hydrants</b>				
108	Expenses	53,400	53,400	14,400	14,400
	<b>Street Lighting</b>				
109	Expenses	0	30,500	34,000	34,000
	<b>Town Land Maintenance</b>				
110	Expenses	892	3,500	3,500	3,500
	<b>Cemetery Commissioners</b>				
111	Commission Chair Stipend	0	500	500	500
112	Wages	16,955	29,568	30,512	30,512
113	Expenses	3,841	6,800	6,800	6,800
	<b>Subtotal</b>	<b>674,063</b>	<b>695,578</b>	<b>689,605</b>	<b>689,605</b>
	<b>Health &amp; Human Services</b>				
	<b>Board of Health</b>				
114	Health Servs Coordinator Salary	62,402	63,578	65,138	65,138
115	Sanitary Health Agent Wages	10,804	11,049	11,299	11,299
116	Adm. Asst./Asst. Inspector Wages	43,430	44,243	45,295	45,295
117	Public Health Nurse Salary	5,000	5,114	5,230	5,230
118	Expenses	6,862	6,900	6,900	6,900
	<b>Council on Aging</b>				
119	Senior Director Salary	35,857	37,300	38,158	38,158
120	Wages	59,211	65,700	73,251	73,251
121	Elder Services Merrimack Valley	0	294	294	294
122	Expenses	13,504	14,904	14,904	14,904
	<b>Veterans Affairs</b>				
123	Veterans Benefits	22,458	68,000	68,000	68,000
124	Eastern Essex Veterans District	38,334	24,904	25,907	25,907
	<b>ADA Compliancy</b>				
125	Expenses	0	190	190	190
	<b>Subtotal</b>	<b>297,862</b>	<b>342,176</b>	<b>354,566</b>	<b>354,566</b>

	<b>Recreation/Historic</b>				
	<b>Rowley Public Library</b>				
126	Library Director Salary	54,642	55,672	56,977	56,977
127	Wages	123,624	129,682	132,204	132,204
128	Expenses	99,047	102,065	103,764	103,764
	<b>Recreation Committee</b>				
129	Wages	0	3,896	3,896	3,896
130	Expenses	190	1,864	1,864	1,864
131	Field Maintenance	23,974	23,974	33,974	33,974
	<b>Historical</b>				
132	Historical Commission	0	332	332	332
133	Historic District Commission	0	70	70	70
	<b>Other</b>				
134	Memorial Day/Veterans Day	896	1,800	1,800	1,800
135	Bradstreet Property Expense	0	1,000	1,000	1,000
136	Dodge Reservation Expense	3,376	10,000	10,000	10,000
	<b>Subtotal</b>	<b>305,749</b>	<b>330,355</b>	<b>345,881</b>	<b>345,881</b>
	<b>Debt</b>				
137	Landfill Capping Principal	30,000	30,000	30,000	30,000
138	New Well Land Principal	10,000	10,000	10,000	10,000
139	Library Principal	90,000	90,000	85,000	85,000
140	Hunsley Hills Land Principal	55,000	55,000	55,000	55,000
141	Bridge Repair Principal	25,000	30,000	30,000	30,000
142	Capital Equipment Principal III	25,000	25,000		
143	Capital Equipment Principal IV	35,000	35,000	30,000	30,000
144	Capital Equipment Principal V	40,000	40,000	40,000	40,000
145	Capital Equipment Principal VI		12,000	13,100	13,100
146	Capital Equipment Principal VII			43,000	43,000
147	Fire Ladder Truck Principal	145,000	145,000	140,000	140,000
148	Highway Truck Principal	30,000	30,000	30,000	30,000
149	Pine Grove Feasibility Study Princ			5,500	5,500
150	Fire & Police Stations Principal			61,300	61,300
151	PGS Renovation Principal			35,100	35,100
152	Landfill Capping Interest	2,300	1,700	1,100	1,100
153	New Well Land Interest	760	560	360	360
154	Library Interest	8,500	6,700	4,900	4,900
155	Hunsley Hills Land Interest	4,300	3,200	2,100	2,100
156	Bridge Repair Interest	9,300	8,550	7,650	7,650
157	Capital Equipment III Interest	1,032	688		
158	Capital Equipment IV Interest	2,500	1,625	750	750
159	Capital Equipment V Interest	4,675	3,575	2,475	2,475
160	Capital Equipment VI Interest	0	467	1,363	1,363

161	Capital Equipment VII Interest		2,970	5,030	5,030
162	Fire Ladder Truck Interest	13,163	9,900	7,000	7,000
163	Highway Truck Interest	2,775	2,100	1,500	1,500
164	PGS Feasibility Study Interest		10,371	20,293	20,293
165	Fire & Police Stations Interest		9,556	276,358	276,358
166	PGS Renovation Interest			162,835	162,835
	<b>Subtotal</b>	<b>534,305</b>	<b>563,962</b>	<b>1,101,714</b>	<b>1,101,714</b>
	<b><u>Insurance &amp; Benefits</u></b>				
167	Unemployment	0	12,000	12,000	12,000
168	Blanket Insurance	126,930	158,000	161,000	161,000
169	Essex Regional Retirement	825,898	870,506	949,717	949,717
170	Health & Life Ins. & Other Benefits	569,308	659,936	720,744	720,744
	<b>Subtotal</b>	<b>1,522,136</b>	<b>1,700,442</b>	<b>1,843,461</b>	<b>1,843,461</b>
	<b><u>GRAND TOTAL</u></b>	<b>16,247,760</b>	<b>17,322,884</b>	<b>19,102,941</b>	<b>18,570,301</b>

***Clerk's Note:** Finance Committee Chair Larry White read the entire budget grouped by line, as in 'Line #1 to Line #63, the 'Line # 64 etc'. No HOLDS were placed on any line.*

*Motion by Larry White, seconded by Sharon Emery, passed voice unanimous at 8:55*

**ARTICLE 5.** Move the Town vote to raise and appropriate the sum of \$532,640 for the purpose of paying its full assessed share of the Triton Regional School District Budget for the fiscal year beginning July first, two thousand and eighteen, required to fully fund such assessment and thereby approve the District's budget for the year, provided that such additional appropriation be contingent on the approval of a levy limit override question under Massachusetts General Laws Chapter 59, §21C.

Inserted by the Board of Selectmen

**The Finance Committee is recommending this article solely for the purpose of not scheduling another town meeting if the ballot question passes.**

***Explanatory Note:** The Town is contributing \$200,000 more to the Triton Regional School District than it did last year through its line-item budget appropriation. The \$532,640 sum contained in this article is in addition to that \$200,000. Passage of this article appropriates the \$532,640 on the May 8, 2018 Annual Town Election Ballot, should the ballot question pass, thus negating the need to schedule a second Town Meeting. Passing this override will increase the annual tax burden of the average property (average value of \$429,749) by approximately \$227.77*

*Motion by Joe Perry, seconded by Bob Snow, passed voice unanimous at 9:26pm*

**ARTICLE 6. Water Department Budget:** Move the Town vote to transfer and appropriate the sum of **\$2,231,430.64** from the Water Department Enterprise Fund for FY 2019 for the following:

Inserted by Board of Water Commissioners

**Board of Selectmen Recommends**

**Finance Committee Recommends**

Line Item	Description	FY 17 Actual	FY 18 Budget	FY 19 Request
	<b><u>Wages/Salaries</u></b>			
1	Water Superintendent	\$82,392.48	\$84,242.64	\$92,081.60
2	Water Department Wages	\$251,234.25	\$407,787.20	\$428,266.36
3	Overtime/Standby	\$49,388.92	\$60,232.98	\$47,385.90
4	Retirement Health Ins. (OPEB)	\$15,000.00	\$15,000.00	\$48,998.00
5	Unemployment	\$0.00	\$10,000.00	\$10,000.00
	<b>Subtotal Salaries&amp; Wages</b>	<b>\$398,015.65</b>	<b>\$577,262.82</b>	<b>\$626,731.86</b>
	<b><u>Expenses</u></b>			
6	Department Expenses/Maintenance	\$761,715.61	\$698,400.00	\$523,000.00
7	Engineering Services	\$120,045.80	\$50,000.00	\$25,000.00
8	Billing Contract Services	\$66,334.00	\$70,000.00	\$70,000.00
	<b>Subtotal Expenses</b>	<b>\$948,095.41</b>	<b>\$818,400.00</b>	<b>\$618,000.00</b>
	<b><u>Other</u></b>			
9	Capital Plan	\$59,210.40	\$0.00	\$0.00
10	Extraordinary & Unforeseen Expenses	\$0.00	\$50,000.00	\$75,000.00
11	Engineer Return	\$3,045.00		
12	Budgeted Surplus			\$82,684.63
	<b>Subtotal Other</b>	<b>\$59,210.40</b>	<b>\$50,000.00</b>	<b>\$157,684.63</b>
	<b>TOTAL</b>	<b>\$1,402,276.46</b>	<b>\$1,455,662.82</b>	<b>\$1,402,416.49</b>
	<b><u>Debt</u></b>			
11	Pingree Well Principal	\$50,000.00	\$50,000.00	\$45,000.00
12	Pingree Well Interest	\$3,740.00	\$2,740.00	\$1,740.00
13	401 Central Street Building Principal	\$10,000.00	\$10,000.00	\$10,000.00
14	401 Central Street Building Interest	\$800.00	\$600.00	\$400.00
15	WTP Design Principal	\$55,000.00	\$55,000.00	\$60,000.00
16	WTP Interest	\$33,406.26	\$31,756.26	\$30,106.26
17	WTP* Construction Principal	\$474,479.00	\$484,791.00	\$495,289.65
18	WTP* Construction Interest	\$192,665.32	\$183,175.74	\$173,468.13
21	SRF** borrowing admin fee	\$14,449.90	\$13,738.18	\$13,010.11
22	Prospect Hill & Stormwater Principal	\$60,000.00	\$0.00	\$0.00

23	Prospect Hill & Stormwater Interest	\$478.67	\$0.00	\$0.00
	<b>Sub-total Debt</b>	<b>\$895,018.25</b>	<b>\$831,801.18</b>	<b>\$829,014.15</b>
	<b>Total Operating &amp; Debt</b>	<b>\$2,297,294.71</b>	<b>\$2,277,464.00</b>	<b>\$2,231,430.64</b>
	Article 7 Overhead	<b>\$76,015.22</b>	<b>\$100,023.75</b>	<b>\$149,322.11</b>
	<b>GRAND TOTAL</b>	<b>\$2,373,309.93</b>	<b>\$2,377,487.75</b>	<b>\$2,380,752.75</b>
	Transfer of Free Cash to Stabilization Fund	\$187,278.00	\$653,179.00	

\*WTP = Water Treatment Plant

\*\*SRF= State Revolving Fund

*Motion by Bernard Cullen, seconded by Mark Emery, passed voice unanimous at 9:28pm*

**ARTICLE 7.** Move the Town vote to transfer from the Water Department Enterprise Fund to the General Fund the sum of \$149,322.11 for the line items listed in Article 7 on page 9 of the April 30, 2018 Annual Town Meeting Warrant and that any other monies spent by the General Government on behalf of the Water Department be reimbursed to the General Fund from the Water Department Enterprise Fund in Fiscal Year 2019.

Inserted by Board of Water Commissioners

**Board of Selectmen Recommends**

**Finance Committee Recommends**

LINE		FY 17	FY 18	FY 19
ITEM	DESCRIPTION	ACTUAL	BUDGET	REQUEST
24	County Retirement	\$28,612.01	\$29,953.63	\$52,598.43
25	Health Insurance	\$26,821.00	\$50,953.10	\$76,719.60
26	Life Insurance	\$171.00	\$171.00	\$171.00
27	Accountant's Fee	\$3,480.00	\$3,878.52	\$3,855.99
28	Treasurer/Collector Fee	\$5,012.00	\$5,409.69	\$5,269.95
29	Audit	\$1,650.00	\$1,650.00	\$2,475.00
30	Medicare	\$6,262.57	\$8,007.81	\$8,232.14
	<b>TOTAL</b>	<b>\$72,009.43</b>	<b>\$100,023.75</b>	<b>\$149,322.11</b>

**Water Department Revenue Statement – For Informational Purposes**

	FY17	FY18	FY19
Revenues	Actual	Budget	Request
Commitment Rate	2,691,296.39	2,440,287.75	2,486,897.63
Estimated new services	0.00	0.00	0.00
Base charge on new services	0.00	0.00	0.00
Rate Discounts	(103,435.37)	(120,000.00)	(124,344.88)
Rate Abatements	(5,751.29)	(3,000.00)	(3,000.00)
Commitment Service	61,335.33	80,800.00	0.00
Capital Improvement fee	0.00	0.00	0.00
Service Bills Abatement	0.00	0.00	0.00
Interest & Demand	6,182.50	5,000.00	5,000.00
Bank Interest	2,201.25	1,800.00	1,800.00

Registry fee to record liens	3,010.00	0.00	0.00
Miscellaneous	807.00	0.00	0.00
Hydrant rentals	53,400.00	53,400.00	14,400.00
<b>Total Revenues</b>	<b>\$2,709,045.91</b>	<b>\$2,377,487.75</b>	<b>\$2,380,752.75</b>
<b>Total Revenues &amp; Transfers In</b>	<b>\$2,709,045.91</b>	<b>\$2,377,487.75</b>	<b>\$2,380,752.75</b>
<b>Grand Total Exp Budget Art. 6</b>	<b>\$2,373,309.93</b>	<b>\$2,377,487.75</b>	<b>\$2,380,752.75</b>
<b>Excess/(shortfall)</b>	<b>\$335,735.98</b>	<b>(\$0.00)</b>	<b>(\$0.00)</b>

*Motion by Bernard Cullen, seconded by Mark Emery, passed voice unanimous at 9:33pm*

**ARTICLE 8.** Move the Town vote to transfer and appropriate the sum of \$60,000 from Article 24 of the May 2, 2016 Special Town Meeting (Water Treatment Plant Dehumidification System) to this article to fund the purchase of a truck.

Inserted by the Board of water Commissioners

Finance Committee Recommends

*Explanatory Note: The Board of Water Commissioners has determined that the Water Treatment Plant does not need a dehumidification system. By re-purposing these funds, the Water Department will be able to replace a 2009 F-350 Utility Truck with a similar truck as part of its vehicle replacement schedule,. Which calls for vehicles to be replaced every ten years.*

*Motion by Mark Emery, seconded by Bernard Cullen, passed voice unanimous at 9:34pm*

**ARTICLE 9.** Move the Town vote to transfer and appropriate the sum of \$30,000 from Article 24 of the May 2, 2016 Special Town Meeting (Water Treatment Plant Dehumidification System) to this article to fund the replacement of valves at the Prospect Hill Storage Tank.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

*Explanatory Note: The Board of Water Commissioners has determined that the Water Treatment Plant does not need a dehumidification system. By re-purposing these funds, the Water Department will be able to undertake this project.*

*Motion by Mark Emery, seconded by Bernard Cullen, passed voice unanimous at 9:35pm*

**ARTICLE 10.** Move the Town vote to transfer and appropriate the sum of \$9,000 from Article 24 of the May 2, 2016 Special Town Meeting (Water Treatment Plant Dehumidification System) to Article 9 of the May 2, 2016 Annual Town Meeting (Pall Membrane Filters).

Inserted by the Board of Water Commissioners

Finance Committee Recommends

*Explanatory Note: The Board of Water Commissioners has determined that the Water Treatment Plant does not need a dehumidification system. By re-purposing these funds, the Water Department will be able to continue funding the purchase of replacement modules for the Pall filtration system at the Water Treatment Plant.*

*Motion by Mark Emery, seconded by Bernard Cullen, passed voice unanimous at 9:35pm*

**ARTICLE 11.** Move the Town vote to transfer and appropriate the sum of \$8,900 from Article 24 of the May 2, 2016 Special Town Meeting (Water Treatment Plant Dehumidification System) to this article to fund the purchase of a snow plow.

Inserted by the Board of Water Commissioners

Finance

Committee

Recommends

**Explanatory Note:** these funds will be used to purchase a ten-foot Caterpillar snow plow for the back-hoe. This will be used to remove snow around the hydrants and off-road areas, The plow will also be used by the Highway Department during snow removal and other operations.



*Motion by Mark Emery, seconded by Bernard Cullen, passed voice unanimous at 9:36pm*

**ARTICLE 12 – 15 STANDARD ANNUAL ARTICLES:** Move the Town vote to authorize the following accounts and their uses as printed in Articles 12 – 15 on page 12 in the April 30, 2018 Annual Town Meeting Warrant.

**Article 12** – Municipal Light Board – Municipal Lighting Plant annual appropriation

**Article 13** – Harbormaster Municipal Waters Maintenance and Improvement Fund

**Article 14** – Cemetery Commissioners Perpetual Care Trust Interest Account

**Article 15** – Board of Assessors Recertification Fund

***Articles 12 through 15, referenced above, as printed in the Annual Town Meeting Warrant:***

***Articles 12– 15 are standard annual articles. These articles will be voted under one consent motion.***

ARTICLE 12. To see if the Town will vote to appropriate the income from sales of electricity to private consumers or for electricity supplied to municipal buildings, municipal street lighting or for municipal power and from sales of appliances and jobbing during the current fiscal year to the Municipal Lighting Plant, the whole to be expended by the General Manager of the Municipal Lighting Plant under the direction and control of the Municipal Light Board for the expense of the Plant for said fiscal year, as defined in Section 57 of Chapter 164 of the General Laws, upon condition that, if said income shall exceed said expense for said fiscal year, such excess shall be transferred to the Construction Fund of said Plant and appropriated and used for such additions thereto as may thereafter be authorized by the Municipal Light Board.

Inserted by the Municipal Light Board

**Finance Committee Recommends**

ARTICLE 13. To see if the Town will vote to transfer and appropriate the sum of \$3,500 from the Municipal Waterways Maintenance and Improvement Fund to an account for use by the Harbormaster in accordance with Massachusetts General Laws Chapter 40 Section 5G, or take any other action relative thereto.

Inserted by the Harbormaster

**Finance Committee Recommends**

ARTICLE 14. To see if the Town will vote to transfer and appropriate the sum of \$500 to the Cemetery Commission from the Perpetual Care Trust Interest Account to be used for the care of graves in the Town Cemetery, or take any other action relative thereto.

Inserted by the Cemetery Commissioners

**Finance Committee Recommends**

ARTICLE 15. To see if the Town will vote to raise and appropriate the sum of \$30,000 to be added to Article 30 of the May 6, 1996 Annual Town Meeting (Recertification Fund) for the purpose of completing the State mandated recertification of all properties within the Town of Rowley, said fund to be expended by the Board of Assessors, or take any other action relative thereto.

Inserted by the Board of Assessors)

Finance Committee Recommends

*Motion by Bob Snow, seconded by Dave Petersen, passed voice unanimous at 9:37pm*

**ARTICLE 16.** Move the Town vote pursuant to the provisions of Massachusetts General Law Chapter 44 § 53-E1/2, to authorize the following expenditures caps Fiscal Year 2019

	<b>Name of Account</b>	<b>Expenditure Cap</b>
<b>1</b>	<b>Council on Aging</b>	\$5,000

<b>2</b>	<b>Board of Health</b>	\$20,000
<b>3</b>	<b>Parks &amp; Recreation Committee &amp; Board of Selectmen Facilities</b>	\$30,000
<b>4</b>	<b>Board of Selectmen - Home Composting Bins</b>	\$2,000
<b>5</b>	<b>Highway Department</b>	\$12,000
<b>6</b>	<b>Shellfish Department</b>	\$6,000
<b>7</b>	<b>Zoning Board of Appeals and Board of Appeals</b>	\$4,000
<b>8</b>	<b>Board of Cemetery Commissioners</b>	\$20,000
<b>9</b>	<b>Library</b>	\$2,500
<b>10</b>	<b>Agricultural Commission</b>	\$5,000
<b>11</b>	<b>Harbormaster</b>	\$30,000
<b>12</b>	<b>Board of Selectmen &amp; Parks and Recreation Community Events</b>	\$20,000
<b>13</b>	<b>Records Access</b>	\$5,000

*Explanatory Note: The State Revolving Fund Law, G.L. c44, section 53E1/2 requires an annual expenditure authorization. Article 16 will be voted under one consent motion.*

*Motion by Cliff Pierce, seconded by bob Merry, passed voice unanimous at 9:39pm*

**ARTICLE 17.** Move the Town vote to appropriate from the PEG (Public-Education-Government) Access and Cable Related Fund the sum of \$71,500 for wages and \$40,000 for expenses to support the cable television PEG access services and programming and to prepare for the renewal of the cable franchise licenses, including any associated expert and legal services.

Inserted by the Board of Selectmen

Finance Committee Recommends

*Explanatory Note: This appropriation is necessary under Massachusetts General Laws Chapter 44, §53F ¾ and funds the operation of Rowley Community Media (RCM), the Town's local access cable channel. RCM records Town board and committee meetings, annual and special Town meetings, and community events. RCM airs a variety of local programs, including Triton Regional School District and Whittier Vocational Technical High School sports games, concerts and other school events, community bulletins and notices, and operates Comcast Channel 9 and Verizon Channel 26.*

*Motion by Dave Petersen, seconded by Bob Snow, passed voice unanimous at 9:40pm.*

**ARTICLE 18.** Move the Town vote to transfer and appropriate the sum of \$63,439 from the Massachusetts Water Pollution Abatement Trust Septic Betterment Loan Program to pay the debt service on the Town's loan from the Massachusetts Water Pollution Abatement Trust.

Inserted by the Board of Health

Finance Committee Recommends

*Explanatory Notes: The Town has received \$1,250,000 from the State of Massachusetts Water Pollution Abatement Trust Septic Loan funds for taxpayers' repair and/or upgrade of failed septic systems. This appropriation pays the debt on the Town's loan from the Massachusetts Water Pollution Abatement Trust Fund.*

*Motion by Charlie Costello, seconded by Susan Elwell, passed voice unanimous at 9:40pm*

**ARTICLE 19.** Move the Town vote to appropriate or reserve from the Community Preservation Fund Fiscal Year 2019 annual revenues the amounts recommended by Community Preservation Committee for committee administrative expenses, debt service, community preservation projects and other expenses, with each item to be considered a separate appropriation:

**Summary of recommendations by Category:**

Appropriations:

Debt Service for Bradstreet Farm land acquisition	\$ 199,631.26
Debt Service for Dodge Reservation Property	\$ 125,650.00
Administration - 5 % -	\$ 25,940.36

Reserve:

Creation and Support of Affordable Housing	\$ 21,936.03
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Inserted by the Community Preservation Committee

**Finance Committee Recommends**

**Explanatory Note:** *The Town expects to realize approximately \$518,807.17 in Community Preservation Act (CPA) funds comprised of real estate tax receipts (\$443,424.93) and 17% matching funds from the State (\$75,382.24) in Fiscal Year 2019. The Community Preservation Act requires the Town to set aside 10% of funds collected after deducting appropriate debt service for each of the following areas: open space, historic preservation and community housing. Any unexpended administrative expenses will be returned to the general Undesignated Community Preservation fund. All funds realized above those reserved or appropriated will become general Undesignated CPA funds available for appropriation in Fiscal Year 2019 or to be carried over to Fiscal Year 2020.*

*Motion by Joe Perry, seconded by Bob Snow, assed voice unanimous at 9:42pm*

**ARTICLE 20:** Move the Town vote to accept General Laws Chapter 59, Section 57A, which makes property tax bills of \$100 or less payable in a single installment, beginning in Fiscal Year 2019.

Inserted by the Treasurer/Collector

**Finance Committee Recommends**

**Explanatory Note:** *By making small property tax bills payable in a single installment, the Town will send fewer bills resulting in savings in printing, postage, and processing.*

*Motion by Karen Summit, seconded by Sue Bailey, passed voice unanimous at 9:42pm*

**ARTICLE 21.** Move the Town vote to accept the provisions of General Laws Chapter 64G, Section 3A to establish a room occupancy excise tax on hotel and motel rooms of six percent (6%).

Inserted by the Board of Selectmen

**Finance Committee Recommends**

**Explanatory Note:** *Construction is underway for a new hotel in Town. Most towns on the North Shore have accepted this statute, which provides an additional revenue stream outside of property taxes. Adopting this statute will allow the Town to collect sales taxes from overnight visitors.*

*Motion by Dave Petersen, seconded by Bob Snow, passed voice unanimous at 9:43pm*

**ARTICLE 22.** Move the Town vote to accept the provisions of General Laws Chapter 64L, Section 2 to establish a local option meals excise tax.

Inserted by the Board of Selectmen

**Finance Committee Recommends**

**Explanatory Note:** *Massachusetts Department of Revenue estimates show that the Town could collect \$100,000 by adopting this statute, which adds a .75 percent local excise to the existing 6.25 percent state meals tax. Most towns on the North Shore have already adopted this statute. For examples of the impact, the added cost for a \$1.50 cup of coffee would be about a 1 cent; the added cost for a \$15.00 pizza is 11 cents.*

*Motion by Joe Perry, seconded by Bob Snow, passed voice unanimous at 9:44pm*

**ARTICLE 23.** Move the Town vote to raise and appropriate the sum of \$125,000 to the Other Post Employment

Benefits Trust Fund (Retiree Health Insurance).

Inserted by the Board of Selectmen

**Finance Committee Recommends**

***Explanatory Note:*** *Passage of this article allows the Board of Selectmen to continue with its plan of funding the OPEB Trust Fund, which will offset the future healthcare costs of retired employees. The Town's financial advisors and auditors recommend the Town pay into this Trust Fund each year. An actuarial study recommends that the FY 19 appropriation be \$678,382. The net liability as of June 2017 is \$8,577,789. This appropriation excludes the Water Department and Rowley Municipal Light Plant portions of their retiree health insurance contributions; these are funded through separate accounts*

*Motion by Cliff Pierce, seconded by Bob Merry, passed voice unanimous at 9:45pm .*

**ARTICLE 24.** Move the Town vote to raise and appropriate the sum of \$50,000 to the Stabilization Fund.

Inserted by the Board of Selectmen

**Finance Committee Recommends**

*Motion by Bob Snow, seconded by Dave Petersen, passed voice unanimous at 9:45pm.*

**ARTICLE 25.** And to meet in Saint Mary's Church (rear), Route 1A, in said Rowley on Tuesday, May 8, 2018 at 12:00 NOON to act on the following:

One Selectman	three years
One Moderator	three years
One Town Clerk	three years
One Treasurer/Collector	three years
One Highway Surveyor	three years
One Constable	three years
One Board of Assessors Member	three years
One Planning Board Member	five years
One Municipal Light Board Member	three years
One Municipal Water Board Member	three years
One Cemetery Commissioner	three years
One Shellfish Commissioner	three years
Three Trustees for Public Library	three years
<u>For Regional School District Committee</u>	
One Newbury Member	three years
One Rowley Member	three years
One Salisbury Member	three years

**Referendum** Question 1: Shall the Town of Rowley be allowed to assess an additional \$532,640 in real estate and personal property taxes for the purpose of funding the assessment for the Triton Regional School District for the fiscal year beginning July 1, 2018?

*Motion by Joe Perry, seconded by Bob Snow, passed voice unanimous at 9:49pm*

**MOTION:** Move the Town vote to adjourn the April 30, 2018 Annual Town Meeting.

*Motion by Joe Perry, seconded by Bob Snow, passed voice unanimous at 9:49pm.*

And you are hereby instructed to serve this warrant by posting copies thereof in at least seven public places in Town not less than fourteen days before the day fixed for such meeting, as directed by the laws of the Town and to make due return of the Warrant to the Town Clerk at least two days before said meeting. Given under our hands this 5<sup>th</sup> day of April in the year two thousand eighteen.

Joseph Perry, Chairman  
Robert Snow, Vice Chairman  
Clifford Pierce, Clerk  
David Petersen  
G. Robert Merry

I have served this Warrant by posting in at least seven public places in the Town not less than fourteen days before the day fixed for such meeting and have made the return of the Warrant to the Town Clerk at least two days before the time of said meeting. Notices posted at Town Hall, Rowley Pharmacy, Inc., Public Library, Knowles Filling Station, Market Basket, Town Hall Annex, The First Ipswich Bank, formerly known as First National Bank of Ipswich -Rowley Office.

*Richard C. MacDonald, Rowley Constable*

*5/6/18*

*Certification:* *I, Susan G. Hazen, duly elected and qualified town Clerk for the Town of Rowley do hereby certify that the statements contained above with regard to the Town of Rowley April 30, 2018 Annual Town Meeting are true and accurate according to documents maintained by this office.*

*Susan G. Hazen*

*Susan G. Hazen, Town Clerk May 23, 2018*

Town of Rowley, Commonwealth of Massachusetts  
**SPECIAL TOWN MEETING MINUTES**  
April 30, 2018

Counter/Tellers were recruited and sworn in by Town Clerk Susan Hazen to count for both

the  
ATM and STM as follows: Nancy Leibe, 3 Intervale Circle; Robert Roy, 37 Christopher Rd;  
Brooke Ten-Eyck, 56 Newbury Rd.; and Maryellen MacDonald, 52 Summer St.

Quorum (100) was certified by the Board of Registrars at 7:00 pm.

Meeting called to order by Moderator Joan C Petersen at 7:06pm

Mrs. Petersen lead all in attendance in The Pledge of Allegiance at 7:07pm

Rev. Lee Ireland of the First Congregational Church was called upon to offer the Invocation.

**MOTION:** Move to allow the non-resident Town Employees and school, local and state officials to speak, if called upon, during the April 30, 2018 Special Town Meeting. These individuals will now raise their hands.

***Clerk's Note:*** *It has long been our policy to identify all non-registered/non-resident attendees as Visitors and require them to be segregated by seating along one side of the room, in this case, along the outside wall, to the left as you are standing on the 'stage'. All 'visitors' who raised their hand at this point were seated in the appropriate area.*

*Motion by Joe Perry, seconded by Robert Snow, passed by voice unanimous vote at 7:11pm.*

Town Clerk Susan Hazen began the reading of the warrant, interrupted by Selectman Chair Perry with the following motion.

“Essex, ss.

To the Constables in the Town of Rowley 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 Rowley, qualified to vote in elections and Town Affairs, to meet in the Pine Grove School, 191 Main Street, Route 1A, on Monday, the 30<sup>th</sup> day of April 2018 at 7:00 p.m., then and there to act on the following articles:”

**MOTION:** Madame Moderator, I move to suspend further reading of the April 30, 2018 Special Town Meeting Warrant because present Town Meeting members have a copy of this warrant.

*Motion by Joe Perry, seconded by Robert Snow, passed voice unanimous at 7:13 pm*

**ARTICLE 1.** Move to hear and act on reports of Committees and Boards.

**ARTICLE 2.** Move the Town vote to suspend in the Town Meeting the application of Section 19 and Section 20 of the Town Meeting Bylaw pertaining to the reconsideration of all money articles, such suspension intended for the specific purpose to balance the total level of funds raised and appropriated within the limitations of Massachusetts General Laws Chapter 59 Section 21C [Proposition 2-1/2, so-called] and to give blanket warning hereby that any money article may, at the end of the meeting and after all articles have been acted upon, be moved for reconsideration in order to balance the total level of funds raised and appropriated within the limitations of Massachusetts General Laws Chapter 59 Section 21C

*Motion by Joe Perry, seconded by Bob Snow, passed voice unanimous at 7:15pm .*

**ARTICLE 3.** Move the Town vote to transfer and appropriate the sum of \$5,000 from Line 157 (Unemployment) of Article 4 of the May 1, 2017 Annual Town Meeting to be added to Line 9 (Selectmen's Expense) of Article 4 of the May 1, 2017 to pay for the expenses incurred to hold the April 30, 2018 Annual and Special Town Meetings.

Inserted by the Board of Selectmen

Finance Committee Recommends

***Explanatory Note:*** *This article provides the funds to pay for the April 20, 2018 Annual and Special Town Meetings.*

*Motion by Bob Merry, seconded by Cliff Pierce, passed voice unanimous at 7:17 pm*

**ARTICLE 4.** Move the Town vote to transfer and appropriate the sum of \$4,868 from Free Cash to cover the costs for the Town's participation in the Merrimack Valley Planning Commission Pictometry program.

Inserted by the Board of Selectmen

Finance Committee Recommends

***Explanatory Note:*** *These funds will cover the cost for the Town's continued participation in the Merrimack Valley Planning Commission's Digital Aerial photography (Pictometry) Program. Several Town Departments use this program as an aid in land use planning, locating utilities, locating wetland resource areas, and stewardship of the Town Conservation Land.*

*Motion by Bob Snow, seconded by David Petersen, passed voice unanimous at 7:17pm*

**ARTICLE 5.** Move the Town vote to transfer and appropriate the sum of \$3,000 from Free Cash to be added to Article 9 of the May 1, 2017 Special Town Meeting (Library Door Opener).

Inserted by the Board of Library Trustees

Finance Committee Recommends

***Explanatory Note:*** *The May 1, 2017 Special Town Meeting appropriated \$6,000 for the purchase and installation of an automated door opener at the Library. This amount appropriated was not sufficient to cover the actual cost. Passage of this article will provide the Library Director with sufficient funds to complete this project. The automated door opener will be installed at the side entrance to the Library. The automated door opener will assist the many Library patrons who have mobility issues in entering and exiting the building.*

*Motion by Margaret Lemelin, seconded by T. Glenn Blakney, passed voice unanimous at 7:19pm*

**ARTICLE 6.** Move the Town vote to transfer and appropriate the sum of \$3,800 from Free Cash to be expended by the Chief of Police for the purpose of sending a police officer to the Police Academy in Fiscal Year 2018.

Inserted by the Police Chief

Finance Committee Recommends

***Explanatory Note:*** *A new police officer has been appointed to fill a recent vacancy caused by a retirement. This article funds the cost to send this new police officer to the full-time Police Academy, which begins this spring. The cost includes the tuition and the purchase of necessary equipment and materials.*

*Motion by David Petersen, seconded by Bob Snow, passed voice unanimous at 7:19pm*

**ARTICLE 7.** Move the Town vote to transfer and appropriate the sum of \$1,836.57 from Free Cash to the E-911 Grant Fund to reimburse shortfalls from the State E-911 grant in FY 13, FY 14, FY 15, and FY 16.

Inserted by the Police Chief

Finance Committee Recommends

***Explanatory Note:*** *The E911 Grant is a State grant that requires the Town to pay upfront for 911 dispatcher training and wages and then file for reimbursements of these expenses. The grant would not cover the following grant related expenses: \$501.17 in FY13; \$270.78 in FY 14; \$416.86 in FY15; and \$.40 in FY16. Also, due to a clerical error, \$647.36 was debited from the E911 grant in FY15, but should have been paid from the police department wage line. The Town was not notified about the grant shortfalls until after the end of the respective fiscal years, and these amounts subsequently rolled over into future years. Since FY16, the State's timeliness of notifications at the end of each fiscal year has improved.*

*Motion by Cliff Pierce, seconded by Bob Merry, passed voice unanimous at 7:20pm*

**ARTICLE 8.** Move the Town vote to transfer and appropriate the sum of \$19,729 from Article 7 of the May 1, 2017 Special Town Meeting to Line 61 (Police Department Wages) of Article 4 (FY 18 Operating Budget) of the May 1, 2017 Annual Town Meeting and to transfer and appropriate the sum of \$55,000 from Line 14 (Collective Bargaining Reserve) of Article 4 (FY 18 Operating Budget) of the May 1, 2017 Annual Town Meeting to Line 61 (Police Department Wages) of Article 4 (FY 18 Annual Operating Budget) of the May 1, 2017 Annual Town Meeting for the purpose of funding the cost items of the first two years of a collective bargaining agreement between the Town and the Massachusetts Coalition of Police Local 360 covering the period of July 1, 2016 to June 30, 2019.

**Inserted by the Board of Selectmen****Finance Committee Recommends**

***Explanatory Note:** These funds were budgeted by the Board of Selectmen in Fiscal Year 2017 and in Fiscal Year 2018 in anticipation of funding a successor agreement with the Massachusetts Coalition of Police Local 360 Union. The Town and the Police Union have signed a Memorandum of Agreement. Passage of this article funds years one and two of this collective bargaining agreement.*

*Motion by Joe Perry, seconded by Bob Snow, passed voice unanimous at 7:23pm*

**ARTICLE 9.** Move the Town vote to transfer and appropriate the sum of \$50,000 from Free Cash to be used by the Tree Warden for public shade tree cutting and maintenance.

Inserted by the Board of Selectmen and Tree Warden

Finance Committee Recommends

***Explanatory Note:** Many public trees on Town streets have been weakened by droughts and insect infestations. These funds will allow the Tree Warden to cut or trim dead or sick Town trees or to remove dead branches from otherwise healthy Town trees.*

*Motion by David Petersen, seconded by Bob Snow, passed voice unanimous at 7:24pm*

**ARTICLE 10.** Move the Town vote to transfer and appropriate the sum of \$4,445 from Free Cash to Article 12 of the May 1998 Annual Town Meeting (Landfill Testing) to cover the cost of testing the Landfill this spring.

Inserted by the Board of Selectmen

Finance Committee Recommends

***Explanatory Note:** The Town is required to perform ongoing landfill testing at the closed landfill and has been funding this work from an article. The article currently does not have enough funds to pay for required FY 18 testing to be done this spring. Passage of this article is necessary to pay for this work. In Fiscal Year 2019, this work will be funded through the operating budget.*

*Motion by Bob Merry, seconded by Cliff Pierce, passed voice unanimous at 7:24pm*

**ARTICLE 11.** Move the Town vote to appropriate \$10,467.62 to pay part of the cost for new security and fire alarm systems for Town Hall and the Town Hall Annex, and fire alarm systems for the Library, Highway Department, Plantation Drive, and the current Fire Station on Hammond Street, and to meet this appropriation, such amount shall be transferred from Article 9, Paragraph 2 of the May 5, 2014 Special Town Meeting, as more fully described in this article, the unexpended balance of funds originally borrowed to pay costs of facilities upgrades, which amounts are no longer needed to pay costs of the projects for which they were borrowed.

<u>Date of Authorization</u>	<u>Original Project</u>	<u>Authorized</u>	<u>Unexpended Balance</u>
5/5/14	Repair Town Hall	\$3,830.62	\$3,830.62
	Handicap Ramp & Entry		
5/5/14	Police HVAC System	\$8,000.00	\$6,637.00
	(as repurposed)		

Inserted by the Board of Selectmen

Finance Committee Recommends

***Explanatory Note:** The Fire Chief has recommended changing municipal buildings to a new fire alarm system from the current system which has been in place for at least 50 years and uses outdated Fire Alarm boxes. Maintaining this antiquated system has become cost prohibitive, and some parts are no longer made. The system uses a fire alarm wire that is believed to be at least 40 years old. The replacement system will include installation of cellular transmitters and a monitoring service. The fire alarm service at the Town Hall and Annex will be bundled with a new security system for each of these buildings. The total estimated cost for this project is*



*\$15,000, and the funding is being split between Articles 11 and 12. Funds are being re-purposed from the balances of other capital projects, for which those funds are no longer necessary.  
Motion by David Petersen, seconded by Bob Snow, passed voice unanimous at 7:25 pm*

**ARTICLE 12.** Move the Town vote to appropriate \$4,532.38 to pay part of the cost for new security and fire alarm systems for Town Hall and the Town Hall Annex and fire alarm systems for the Library, Highway Department, Plantation Drive, and the current Fire Station on Hammond Street, and to meet this appropriation, such amount shall be transferred from the unexpended balance of funds originally borrowed to pay costs of facilities upgrades under Article 18, Paragraph 3 of the May 4, 2015 Annual Town Meeting Warrant, as more fully described in this article, which amounts are no longer needed to pay costs of the projects for which they were borrowed.

<u>Date of Authorization</u>	<u>Original Project</u>	<u>Authorized</u>	<u>Unexpended</u>
			<u>Balance</u>

5/4/15	Police HVAC System	\$22,000.00	\$4,532.38
Inserted by the Board of Selectmen		Finance Committee Recommends	

***Explanatory Note:*** *Passage of this article funds the balance needed to undertake this project. The funding for this project is being split between Articles 11 and 12. Please see Article 11 Explanatory Note. This article re-purposes the balance of another capital project, for which those funds are no longer necessary.*

*Motion by David Petersen, seconded by Bob Snow, passed voice unanimous at 7:26pm*

**ARTICLE 13.** Move the Town vote to appropriate \$10,000 to pay costs of repairing and repaving the Town launch ramp, and to meet this appropriation, such amount shall be transferred from the unexpended balance of funds originally borrowed to pay costs of facilities upgrades under Article 18, Paragraph 3 of the May 4, 2015 Annual Town Meeting Warrant, as more fully described in this article, which amounts are no longer needed to pay costs of the projects for which they borrowed.

<u>Date of Authorization</u>	<u>Original Project</u>	<u>Authorized</u>	<u>Unexpended</u>
			<u>Balance</u>

5/4/15	Police HVAC System	\$22,000.00	\$5,000
5/4/15	Annex Handicap Door	\$5,000.00	\$5,000

**Inserted by the Board of Selectmen      Finance Committee Recommends**

***Explanatory Note:*** *The Town's launch ramp surface is starting to erode. There is a large pothole on the surface. The launch ramp was last repaved 20 years ago. This project will make the launch ramp safe and slip resistant for Rowley residents. This article re-purposes the balance of another capital project, for which those funds are no longer necessary.*

*Motion by Cliff Pierce, seconded by Bob Merry, passed voice unanimous at 7:28pm*

**ARTICLE 14.** Move the Town vote to appropriate \$3,967.62 to pay part of the costs of replacing the carpet in the Board of Selectmen's office, and to meet this appropriation, such amount shall be transferred from the unexpended balance of funds borrowed to pay costs of facilities upgrades under Article 18, Paragraph 3 of the May 4, 2015 Annual Town Meeting Warrant, and more fully described in this article, which amounts are no longer needed to pay costs of the projects for which they were borrowed.

Date of Authorization	Original Project	Amount Originally	Unexpended Balance
		Authorized	
5/4/15	Police HVAC System	\$22,000.00	\$3,967.62

**Inserted by the Board of Selectmen**

**Finance Committee Recommends**

***Explanatory Note:** The carpet in the Selectmen's Office is believed to be at least 30 years old. It is torn in several areas and is posing a tripping hazard. This article re-purposes the balance of another capital project, for which those funds are no longer necessary. The total estimated cost for the carpet replacement cost is \$9,000, and the balance of \$1,500 is being requested under Article 17.*

*Motion by Joe Perry, seconded by Bob Snow, passed voice unanimous at 7:29pm*

**ARTICLE 15.** Move the Town vote to appropriate \$8,500 to pay costs of repairing and replacing garage door lifts and panels at the Highway Department garage, and to meet this appropriation, such amount shall be transferred from the unexpended balance of funds borrowed to pay costs of facilities upgrades under Article 18, Paragraph 3 of the May 4, 2015 Annual Town Meeting Warrant, and are more fully described in this article, which amounts are no longer needed to pay costs of the projects for which they were borrowed.

Date of Authorization	Original Project	Amount Originally	Unexpended Balance
		Authorized	
5/4/15	Police HVAC System	\$22,000.00	\$8,500

**Inserted by the Board of Selectmen**

**Finance Committee Recommends**

***Explanatory Note:** The Highway Department's garage doors are manual lift doors, and the Town's insurance inspectors have been recommending that electric lifts be installed. The panels on the garage doors have begun to rust. Replacing those panels will make the heating systems in the garage more efficient. This article re-purposes a balance of another capital project, for which those funds are no longer necessary.*

*Motion by Bob Snow, seconded by Dave Petersen, passed voice unanimous at 7:30pm*

**ARTICLE 16.** Move the Town vote to appropriate \$2,723.29 to pay part of the cost of purchasing a trailer for the Harbormaster's 21 foot Boston Whaler Patrol Boat, and to meet this appropriation, such amount shall be transferred from the unexpended balance of funds originally borrowed to pay costs of departmental equipment under Article 20, Paragraph 2 of the May 2, 2016 Annual Town Meeting Warrant, and Article 23, Paragraph 3 of the May 1, 2017 Annual Town Meeting Warrant, and are more fully described in this article, which amounts are no longer needed to pay costs of the projects for which they were borrowed.

Date of Authorization	Original Project	Amount Originally	Unexpended Balance
		Authorized	
5/2/16	Police Defibrillators	\$8,000	\$47.40
5/2/16	Highway Sander	\$3,000	\$765.12
5/1/17	Utility Tractor Highway	\$23,800	\$1,910.77

**Inserted by the Board of Selectmen**

**Finance Committee Recommends**

***Explanatory Note:** The Harbormaster is seeking to purchase a boat trailer for the donated 1975 Boston Whaler Outrage 21' patrol boat. It currently sits on a rented trailer, which needs to be returned this month. This article re-purposes the balances of other capital projects, for which those funds are no longer necessary.*

*The balance of the funding, approximately \$800, is being requested under Article 17. The total estimated cost is \$3,500.*

*Motion by Cliff Pierce, seconded by Bob Merry, passed voice unanimous at 7:31pm*

**ARTICLE 17.** Move the Town vote to transfer and appropriate the sum of \$156,500 from Free Cash to be expended by the following departments for the purpose of undertaking the following capital purchases and improvements:

1. \$87,500 for technology upgrades for the following: purchasing and installing computers; software programs; portable radios, and other technological upgrades for the following departments: Treasurer/Collector, Selectmen, Health Department, Assessors, Accounting Department, Fire Department, Library, and Police Department
2. \$36,400 for the purchase of departmental equipment as follows: trailer for Harbormaster patrol boat; a line painter for Highway Department; new furniture and window treatments for the Council on Aging; and protective clothing for the Fire Department
3. \$32,600 for facilities upgrades as follow: the purchase and installation of carpeting for the Selectmen's Office; new hardware for the Town Hall handicap door; and for painting the Town Hall cupola and trim.

Inserted by the Board of Selectmen

Finance Committee Recommends

***Explanatory Note:*** *These capital purchases and improvements are part of the Town's Capital Plan. A portion of the cost of two of the items listed above is also being funded by re-purposing unexpended balances from other similar capital projects: a portion of the cost of the Harbormaster's patrol boat trailer is being funded through Article 16, and a portion of the cost for the replacement carpet in the Selectmen's Office is being funded through Article 14.*

*Motion by David Petersen, seconded by Bob Snow, passed voice unanimous at 7:33pm*

**ARTICLE 18.** Move the Town vote to transfer the sum of \$653,179 from the Water Department Free Cash to the Water Department Stabilization Fund.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

*Motion by John Manning, seconded by Mark Emery, passed voice unanimous at 7:35pm*

**ARTICLE 19.** Move the Town vote to transfer and appropriate the sum of \$90,000 from Article 24 of the May 2, 2016 Special Town Meeting (Water Treatment Plant Dehumidification System) to fund the cleaning of Well #3 and the wells in Wellfield #5.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

***Explanatory Note:*** *The Board of Water Commissioners has determined that the Water Treatment Plant does not need a dehumidification system. Passage of this article will allow the Water Department to re-purpose these funds. These funds will be used to recondition the wells and to remove the build-up of manganese in the wells, which will improve the efficiency and capacity of these wells.*

*Motion by John Manning, seconded by Mark Emery, passed voice unanimous at 7:36pm*

**ARTICLE 20.** Move the Town vote to transfer and appropriate the sum of \$22,000 from Article 24 of the May 2, 2016 Special Town Meeting (Water Treatment Plant Dehumidification System) to Article 16 (HVAC system for 401 Central Street) of the May 1, 2017 Special Town Meeting

to be used for the purpose of purchasing and installing a HVAC system at the Water Department Administrative building at 401 Central Street.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

***Explanatory Note:*** *The Board of Water Commissioners has determined that the Water Treatment Plant does not need a dehumidification system. Passage of this article will allow the Water Department to re-purpose these funds for the purchase and installation of a HVAC system at the Water Department Administrative building. The current HVAC system is inadequate for the building. The original appropriation of \$18,000 was found to be not sufficient.*

*Motion by John Manning, Mark Emery, passed voice unanimous at 7:37pm*

**ARTICLE 21.** Move the Town vote to transfer and appropriate the sum of \$20,000 from Article 24 of the May 2, 2016 Special Town Meeting (Water Treatment Plant Dehumidification System) for the purchase and installation of insulation for the Water Treatment Plant process pipes.

Inserted by the Board of Water Commissioners

Finance Committee Recommends

***Explanatory Note:*** *The Board of Water Commissioners has determined that the Water Treatment Plant does not need a dehumidification system. The insulation of the pipes is an alternative to the purchase and installation of a dehumidification system.*

*Motion by John Manning, seconded by Mark Emery, passed voice unanimous at 7:40pm*

**ARTICLE 22.** Move the Town vote to transfer and appropriate from the PEG Access and Cable Related Fund the sum of \$2,500 for expenses to support the cable television PEG access services and programming and for the renewal of the cable franchise licenses, including any associated expert and legal services.

Inserted by the Board of Selectmen

Finance Committee Recommends

***Explanatory Note:*** *These funds will be used by the Board of Selectmen for the renewal of the cable franchise license with Verizon. This appropriation is needed to cover these costs.*

*Motion by Cliff Pierce, seconded by Bob Merry, passed voice unanimous at 7:41pm*

**ARTICLE 23.** Move the Town vote to appropriate or reserve from the Community Preservation Fund Fiscal Year 2018 annual revenues the amounts recommended by Community Preservation Committee for committee administrative expenses, debt service, community preservation projects and other expenses, with each item to be considered a separate appropriation as follows:

Reserve: Creation and Support of Affordable Housing

Original Appropriation: \$20,768.74      Additional Allocation: \$3,650.83      Total Allocation: \$24,419.57

Reserve: Creation and Support of Historical Preservation Additional Allocation \$2,193.38

Administration:

Original Appropriation: \$25,538.59      Additional Allocation: \$1,825.42      Total Allocation: \$27,364.00

Inserted by the Community Preservation Committee

Finance Committee Recommends

***Explanatory Note:*** *The Community Preservation Act requires the Town to set aside 10% of funds collected after deducting appropriate debt service for each of the following areas: open space, historic preservation and community housing. Rowley expectations for the fund were based on a 20% match from the State. The State Match this year was 29.73%. The Rowley Tax Surcharge will collect \$425,643.14 in CPA Funds in Fiscal Year 2018. The State match (29.73%) was in the amount of \$121,637.00. This will increase the funds to affordable housing and historical preservation. All funds realized above those reserved or appropriated will*

*become general Undesignated CPA funds available for appropriation in Fiscal Year 2019 or to be carried over to Fiscal Year 2020.*

*Motion by Joe Perry, seconded by Bob Snow, passed voice unanimous at 7:43pm .*

**ARTICLE 24.** Move the Town vote, pursuant to General Laws Chapter 44B, to transfer and appropriate the sum of \$9,700 from the Community Preservation Act Undesignated Fund to be used by the Conservation Commission to build a boardwalk on the Pingree Farm Conservation Area to provide walking access to the State Forest.

Inserted by the Conservation Commission and the Community Preservation Committee  
Finance Committee Recommends

***Explanatory Note:** The Open Space Committee identified a goal in the Town's 2002 Land Management Plan to link the Boxford Road parking area to the Georgetown Rowley State Forest by a boardwalk. The boardwalk will provide hikers a means to cross the Mill River within the Pingree Farm Conservation Land. These funds will cover the cost for materials and construction oversight. A team of volunteers will assist in assembling the boardwalk.*

*Motion by Arthur Page, seconded by Curtis Turner, passed voice unanimous at 7:44pm*

**ARTICLE 25.** Move the Town vote to rescind Article 13 of the November 14, 2016 Special Town Meeting and to appropriate \$100,000 from the Community Preservation Act Undesignated Funds account to enable the Town of Rowley to acquire a perpetual conservation restriction on the land known as "Mehaffey Farm" for conservation, open space and passive recreation purposes, comprised of 28.836 acres, more or less, located at 179 Newbury Road in Rowley, Massachusetts and shown as "RESTRICTED" on a plan of land on file with the Town Clerk titled "Conservation Restriction Plan in Rowley, MA" prepared for the Essex County Greenbelt Association, Inc. by Donohoe Survey, Inc. dated February 5, 2018; that said conservation restriction is to be conveyed to the Town of Rowley acting by and through its Conservation Commission under the provisions of Massachusetts General Law Chapter 40, Section 8C, as it may be amended; that the conservation restriction is to be managed and controlled by the Rowley Conservation Commission and the Essex County Greenbelt Association, Inc.

Inserted by the Board of Selectmen, Conservation Commission, and the Community Preservation Committee  
Finance Committee Recommends

***Explanatory Note:** The plan referenced in the November 14, 2016 Town Meeting vote was changed to add the location of the public parking area for up to four parking spaces and a public trail on the restricted land to Willowdale State Forest. The February 5, 2018 plan showing the restricted area is on file in the Town Clerk's Office. Passage of this article is necessary in order for the Town to co-purchase the conservation restriction with Essex County Greenbelt Association on Mehaffey Farm. This article does not change the net amount of \$100,000 authorized from CPA funds at the November 2016 Town Meeting. The proposed funding comes from an existing funding source.*

*Motion by Joe Perry, seconded by Bob Snow, passed voice unanimous at 7:46pm*

**ARTICLE 26.** Move the Town vote, pursuant to General Laws Chapter 44B, to transfer and appropriate the sum of \$18,377 from the Community Preservation Act Undesignated Fund to Article 21 of the November 13, 2006 Special Town Meeting (Town Hall Windows II) to be used by the Board of Selectmen complete the Town Hall Window project.

Inserted by the Board of Selectmen and the Community Preservation Committee  
Finance Committee Recommends

***Explanatory Note:*** The prior appropriation did not have sufficient funds to complete the Town Hall Window Project. Passage of this article funds the balance needed to complete the last five remaining windows.

*Motion by Bob Merry, seconded by Cliff Pierce, passed voice unanimous at 7:47pm*

**ARTICLE 27.** Move the Town vote, pursuant to General Laws Chapter 44B, to transfer and appropriate the sum of \$229,700 from the Community Preservation Act Undesignated Fund to be used by the Board of Selectmen for Phase I of the Town Hall Annex Elevator Construction Project.

Inserted by the Board of Selectmen and the Community Preservation Committee  
Finance Committee Recommends

***Explanatory Note:*** Under the Massachusetts Architectural Access Board regulations, the installation of the elevator in the Town Hall Annex requires a complete handicap accessibility upgrade of the building. The estimated cost to install the elevator and to completely upgrade the building is approximately \$1.6 million. The Annex, formerly known as the “Center School” was built in 1904 and is currently not completely handicap compliant. Because of the high cost of this project, the Selectmen are seeking funds to phase in the project, by focusing on a complete handicap upgrade of the first floor, which currently houses the Council on Aging’s Senior Center and several other Town departments. These funds also include the cost to replace the Annex handicap ramp, which is rotting.

*Motion by David Petersen, seconded by Bob Snow, passed voice unanimous at 8:04pm*

**ARTICLE 28.** Move the Town vote, pursuant to General Laws Chapter 44B, to transfer and appropriate the sum of \$54,000 from the Community Preservation Act Undesignated Fund to be used by the Board of Selectmen for the replacement of the handicap ramp at Town Hall.

Inserted by the Board of Selectmen and the Community Preservation Committee  
Finance Committee Recommends

***Explanatory Note:*** The Town Hall handicap ramp was built in the late 1980s. The current ramp, which is made of wood, is rotting in certain areas. These funds will be used to replace the ramp with a pressure-treated wood structure, composite decking material and galvanized steel guardrails and handrails.

*Motion by Bob Snow, seconded by David Petersen, passed voice unanimous at 8:05pm*

**ARTICLE 29.** Move the Town, pursuant to G.L. c. 40, §15A, vote to authorize the Board of Selectmen to transfer the care, custody and control of two parcels of municipal land located at land off Meadows Lane shown on the Rowley Assessor’s Map as Map 14, Parcel 3, Lots 2 & 3, containing approximately 5.825 acres and deeded to the Town on April 23, 1996, recorded at Book 13522, Page 110, from the Board of Selectmen to the Rowley Conservation Commission for conservation purposes as authorized by G.L. c. 40, §8C, as it may from time to time be amended and subject to the purposes and protections of Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts; these municipal parcels are shown as “Parcel W and Parcel X” on a plan entitled “The Meadows At Stony Brook, A Subdivision in Rowley, Massachusetts prepared for North Shore Financial Services, Sheet 2 of 10” by Merrimack Engineering Services, Inc. dated revised Sept. 28, 1992 recorded in the Essex Registry of Deeds at Plan Book 280, Page 75.

Inserted by the Conservation Commission  
Required

Finance Committee Recommendation Not

***Explanatory Note:*** It was recently discovered that on a recorded subdivision plan of The Meadows At Stony Brook” that Parcels W and X as shown on that plan were intended to be protected as open space or conservation land by the Planning Board. However, these parcels were never formally designated with that protected status. Passage of this article will ensure that these parcels receive full protection as conserved open space and ensure the stewardship of the Conservation Commission

*Motion by Arthur Page, seconded by Samuel Streiff, passed voice unanimous at 8:07pm.*

**ARTICLE 30.** Move the Town vote to amend the Rowley Protective Zoning Bylaw (the “Bylaw”) by:

- (1) Deleting section 4.4.3.
- (2) Redesignating current section 4.4.4 as new section 4.4.3.
- (3) Adding new paragraph (c) (denoted by underlined text) under the new Section 4.4.3 (which lists the uses permitted in the Outlying Zoning District with Planning Board special permit) as follows:  
(c) Large-scale solar photovoltaic installations, subject to the issuance of a special permit by the Planning Board in accordance with Section 8.9.
- (4) Modifying section 4.5.2(e) of the Bylaw (uses permitted in the Coastal Conservation District) to remove the ~~striketrough~~ text and to add the underlined text as follows:  
(e) Large-scale solar photovoltaic installations, subject to ~~site plan review~~ approval of a special permit by the Planning Board in accordance with Section 8.9.
- (5) Adding a new Section 8.9 (“Large-scale Solar Photovoltaic Installations”) under Section 8.0 (“Special Requirements”) of the Bylaw, which reads as printed on pages 9 and 10 in Article 30 of the April 30, 2018 Special Town Meeting Warrant.

**ARTICLE 30, referenced above, as it appears in the Warrant:** To see if the Town will vote to amend the Rowley Protective Zoning Bylaw (the “Bylaw”) by:

- (1) Deleting section 4.4.3.
- (2) Redesignating current section 4.4.4 as new section 4.4.3.
- (3) Adding new paragraph (c) (denoted by underlined text) under the new Section 4.4.3 (which lists the uses permitted in the Outlying Zoning District with Planning Board special permit) as follows:  
(c) Large-scale solar photovoltaic installations, subject to the issuance of a special permit by the Planning Board in accordance with Section 8.9.
- (4) Modifying section 4.5.2(e) of the Bylaw (uses permitted in the Coastal Conservation District) to remove the ~~striketrough~~ text and to add the underlined text as follows:  
(e) Large-scale solar photovoltaic installations, subject to ~~site plan review~~ approval of a special permit by the Planning Board in accordance with Section 8.9.
- (5) Adding a new Section 8.9 (“Large-scale Solar Photovoltaic Installations”) under Section 8.0 (“Special Requirements”) of the Bylaw, which reads as follows:

## **8.9 Large-Scale Solar Photovoltaic Installations**

**8.9.1** The purpose of this Bylaw is to establish some minimal standards to be implemented as determined necessary by the Planning Board in conjunction with the special permit and site plan review criteria so as to minimize the impact of large-scale solar photovoltaic installations (LSSPVI) on abutting properties, to minimize the view of LSSPVIs from public rights-of-way, and to maximize the protection of public health, safety and welfare.

**8.9.2** All solar panels, buildings, structures, and equipment related to an LSSPVI shall be setback at least 150 feet from a public right-of-way and at least 150 feet from any property boundary shared with a residential use, except that the Planning Board may waive this requirement if it determines that a reduced setback would be consistent with the purposes of this Bylaw.

**8.9.3** An applicant shall demonstrate to the Planning Board's satisfaction that the proposed LSSPVI will have minimal visual impact on abutting residential uses and on public rights-of-way. The Planning Board shall have the discretion to require visual screening in the form of fencing and/or vegetative landscape as necessary to adequately minimize such visual impacts.

**8.9.4** In the event that operation of the LSSPVI ceases, the LSSPVI owner shall, within 90 days of the cessation of operations, remove the LSSPVI. The LSSPVI owner shall be responsible for the work associated with the removal of the LSSPVI, and the subsequent site restoration.

**8.9.5** The Planning Board shall have the option to require that the applicant post a bond to cover the cost of removing the LSSPVI prior to approval of the special permit application. If the LSSPVI owner has not removed the LSSPVI within the 90-day period prescribed by section 8.9.4, the Town shall be authorized to use the posted bond funds to commence the removal. At the time of special permit approval, the applicant shall provide evidence of written authority from the record owner(s) of the subject property to bind successors and assigns to permit the Town to enter the property in order to carry out said removal.

Inserted by the Planning Board

**Finance Committee Recommendation Not**

**Required**

***Explanatory Note:** Passage requires two-thirds vote. This article would modify the Bylaw Section 4.0 "Use Regulations" for the Outlying (OD), and Coastal Conservation Zoning Districts to permit large-scale solar photovoltaic installations (LSSPVI) with Special Permit approval by the Planning Board. The article also adds a new section under the "Special Requirements", Section 8.0 of the Bylaw that would impose specific development criteria for LSSPVIs pertaining to increased setbacks from residential uses, enhanced screening to minimize visual impacts on abutting residential uses and to public rights-of-way, and to give the Planning Board the option to require a cash bond to cover the removal of the LSSPVI once the use of the installation is discontinued. It should be noted that LSSPVIs are currently permitted by the Bylaw in the Outlying (OD) and Coastal Conservation Zoning Districts with Site Plan Review approval by the Planning Board. Moreover, there are currently no specific requirements contained in the Bylaw which the Planning Board can impose to ameliorate potential negative impacts to abutting properties.*

*Motion by Christopher Thornton, seconded by Cliff Pierce, passed voice unanimous at 8:18pm*

**ARTICLE 31.** Move the Town vote to amend the Rowley Protective Zoning Bylaw (the "Bylaw") by:



- (1) adding the new definitions to Section 2.0 of the Bylaw, entitled “Definitions” as printed in Article 31 under number 1 on pages 10 and 11 of the April 30, 2018 Special Town Meeting Warrant
- (2) adding the following new Section 4.6.3(o):
  - (o) marijuana retailers approved in accordance with the provisions of Section 4.13.
- (3) adding the following new Section 4.7.3(l):
  - (l) marijuana product manufacturers, marijuana cultivators, and independent marijuana testing labs approved in accordance with the provisions of Section 4.13. and
- (4) adding new provisions as Section 4.13 of the Bylaw as printed in Article 31 under number 4 on page 11 of the April 30, 2018 Special Town Meeting Warrant.

**Article 31, referenced above, as it appears in the Warrant:** To see if the Town will vote to amend the Rowley Protective Zoning Bylaw (the “Bylaw”) by:

- (1) adding the following new definitions to Section 2.0 of the Bylaw, entitled “Definitions”:
 

**“Independent marijuana testing laboratory:** a laboratory that is licensed by the Massachusetts Cannabis Control Commission and is qualified to test marijuana in compliance with regulations promulgated by the said commission.

**“Marijuana cultivator:** an entity licensed to cultivate, process and package marijuana, to deliver marijuana to marijuana establishments and to transfer marijuana to other marijuana establishments, but not to consumers.

**“Marijuana establishment:** a marijuana cultivator, independent marijuana testing laboratory, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business.

**“Marijuana product manufacturer:** an entity licensed to obtain, manufacture, process and package marijuana and marijuana products, to deliver marijuana and marijuana products to marijuana establishments and to transfer marijuana and marijuana products to other marijuana establishments, but not to consumers.

**“Marijuana products:** products that have been manufactured and contain marijuana or an extract from marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

**“Marijuana retailer:** an entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers.”
- (2) adding the following new Section 4.6.3(o):
  - (o) marijuana retailers approved in accordance with the provisions of Section 4.13.
- (3) adding the following new Section 4.7.3(l):
  - (l) marijuana product manufacturers, marijuana cultivators, and independent marijuana testing labs approved in accordance with the provisions of Section 4.13. and
- (4) adding the following new provisions as Section 4.13 of the Bylaw:

**“4.13 Marijuana Not Medically Prescribed**

**“4.13.1** Applicability: This Section shall apply to all marijuana establishments, as defined in Section 2.0, provided that nothing in this Section shall be deemed to apply to any Registered Marijuana Dispensary or to prevent the conversion of a medical marijuana treatment center licensed or registered not later than July 1, 2017 engaged in the cultivation, manufacture or sale of marijuana or marijuana products to a marijuana establishment engaged in the same type of activity under G.L. c. 94G.

**“4.13.2** Prohibition: Except as specifically permitted by this Section, marijuana retailers, marijuana cultivators, marijuana product manufacturers, independent testing laboratories and other marijuana establishments, as defined in Section 2.0, may not be located in any zoning district of the Town.

**“4.13.3** Retailers: Marijuana retailers may be located in the Retail District with a special permit issued by the Planning Board, provided that such use may not be located within two hundred (200) feet of a day care facility, elementary or secondary school, or church or religious assembly, and provided that the Planning Board has approved a site plan.

**“4.13.4** Product Manufacturers, Cultivators, Laboratories: Marijuana product manufacturers, marijuana cultivators, and independent marijuana testing laboratories may be located in the Business/Light Industry District with a special permit issued by the Planning Board, provided that such use may not be located within two hundred (200) feet of a day care facility, elementary or secondary school, or church or religious assembly, and provided that the Planning Board has approved a site plan.

Inserted by the Planning Board

**Finance Committee Recommendation Not**

**Required**

*Explanatory Note: Passage requires two-thirds vote. This article would amend Section 2.0 “Definitions” to add new definitions specific to retail marijuana use, cultivation, and to marijuana testing laboratories. The article will also amend bylaw Section 4.6.3 (Uses permitted in the Retail Zoning District with Planning Board Special Permit approval), and, bylaw Section 4.7.3 (Uses permitted in the Business Light Industrial Zoning District with Planning Board Special Permit approval), to add text that would permit the retail sale of marijuana or marijuana-related products in the Retail (RE) Zoning District, and, would permit the cultivation, manufacture, and the operation of independent marijuana testing laboratories in the Business Light Industrial (BLI) Zoning District, subject to Special Permit approval by the Planning Board. In addition, the article also proposes to add a new Section 4.13 containing specific approval criteria for the above-cited marijuana related uses.*

*Motion by Chris Thornton, seconded by Cliff Pierce, passed voice unanimous at 8:32pm*

**ARTICLE 32.** Move the Town vote to accept the provisions of G.L. c. 64N, § 3 providing for the imposition of a local sales tax upon the sale or transfer of marijuana or marijuana products by a marijuana retailer operating within the Town to anyone other than a marijuana establishment, and further that the amount of such tax shall be three percent (3%) of the total sales price received by the marijuana retailer as a consideration for the sale of marijuana or marijuana products.

Inserted by the Board of Selectmen  
Recommends

Finance

Committee

***Explanatory Note:** Passage of this article allows the Town to set a local sales tax on retail marijuana sales in Rowley.*

*Motion by Joe Perry, seconded by Bob Snow, passed voice unanimous at 8:35pm*

**ARTICLE 33.** Move the Town vote to amend the Rowley Protective Zoning Bylaw (the “Bylaw”) by modifying the definition of Registered Marijuana Dispensary (“RMD”) under Section 2.0 of the Bylaw, entitled “Definitions” by removing ~~striketrough~~ text and adding **bolded/underlined** to read as printed under Article 33 on page 12 of the April 30, 2018 Special Town Meeting Warrant.

**Article 33, referenced above, as it appears on the Warrant:** To see if the Town will vote to amend the Rowley Protective Zoning Bylaw (the “Bylaw”) by modifying the definition of Registered Marijuana Dispensary (“RMD”) under Section 2.0 of the Bylaw, entitled “Definitions” by removing ~~striketrough~~ text and adding **bolded/underlined** text as follows:

Registered Marijuana Dispensary (RMD): ~~an a not for profit~~ entity registered by the Massachusetts Department of Public Health under 105 C.M.R. 725.100 that acquires, cultivates, possesses, processes (including development of related products, such as edible marijuana-infused products, tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies or educational materials to registered qualifying patients or their personal caregivers. Unless otherwise specified, RMD refers to the site(s) of dispensing, cultivation, and preparation of marijuana.

Inserted by the Planning Board

**Finance Committee Recommendation Not**

**Required**

***Explanatory Note:** Passage requires a two-thirds vote. This article would amend the Zoning Bylaw pertaining to the definition for a Registered Marijuana Dispensary (RMD) as contained in Bylaw Section 2.0 “Definitions” by removing the phrase “not-for-profit”. The result of the amendment would be that both, for-profit and not-for-profit RMDs, would be permitted in the Retail (RE) Zoning District subject to Special Permit approval by the Planning Board.*

*Motion by Chris Thornton, seconded by Cliff Pierce, passed voice unanimous at 8:37pm*

**MOTION TO ADJOURN:** Move the Town vote to adjourn the April 30, 2018 Special Town Meeting.

*Motion by Joe Perry, seconded by Bob Snow, passed voice unanimous at 8:38*

And you are hereby instructed to serve this warrant by posting copies thereof in at least seven public places in Town not less than fourteen days before the day fixed for such meeting, as directed by the laws of the Town and to make due return of the Warrant to the Town Clerk at least two days before said meeting. Given under our hands this 5th day of April in the year two thousand eighteen.

Joseph Perry, Chairman

Robert Snow, Vice Chairman

Clifford Pierce, Clerk  
David Petersen  
G. Robert Merry

I have served this Warrant by posting in at least seven public places in the Town not less than fourteen days before the day fixed for such meeting and have made the return of the Warrant to the Town Clerk at least two days before the time of said meeting.

Notices posted at Town Hall, Rowley Pharmacy, Inc., Public Library, Knowles Filling Station, Market Basket, Town Hall Annex, and The First Ipswich Bank, formerly known as First National Bank of Ipswich-Rowley Office.

Richard C. MacDonald, Constable of Rowley

4/6/18

**Certification: I, Susan G. Hazen, duly elected and qualified town Clerk for the Town of Rowley do hereby certify that the statements contained above with regard to the Town of Rowley April 30, 2018 Special Town Meeting are true and accurate according to documents maintained by this office.**

*Susan G. Hazen*  
Susan G. Hazen, Town Clerk

May 22, 2018

***Town of Rowley, Commonwealth of Massachusetts  
Special Town Meeting Minutes  
June 18, 2018***

Tellers/Counters were appointed and Sworn in by Town Clerk:  
Elizabeth Cullen, 283 Wethersfield St., David Masher, 74 Wethersfield St.,  
Maryann Levasseur, 6 Leslie Rd., and Janet Peabody, 41 Bradford St.

Quorum (100) was declared at 7:20 and Moderator Joan Petersen opened the meeting with the Pledge of Allegiance. Moderator Petersen spoke about the need for this Special Town Meeting as the state required a balanced budget as of July 1<sup>st</sup> and with the failure of the Override question at the Town Election, we needed to re-address the Omnibus Budget passed at the Annual Town Meeting to cover the Triton assessment. She confirmed that all audience members had a copy of the warrant, explained how to ask a question (up front, at the mic, w/ name and address) and that she was going to enforce the three (3) minutes rule, furthermore, she would stop people if the question had already been addressed or was off topic.

Town Clerk began the reading of the Warrant:

Town of Rowley, Commonwealth of Massachusetts  
**WARRANT FOR SPECIAL TOWN MEETING**  
June 18, 2018

Essex, ss.

To the Constables in the Town of Rowley 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 Rowley, qualified to vote in elections and Town Affairs, to meet in the Pine Grove School, 191 Main Street, Route 1A, on Monday, the 18<sup>th</sup> day of June 2018 at 7:00 p.m., then and there to act on the following articles:

**MOTION:** Madame Moderator, I move to suspend further reading of the June 18, 2018 Special Town Meeting Warrant because present Town Meeting members have a copy of this warrant.

***Motion by Joe Perry, seconded by Cliff Pierce, passed voice unanimous at 7:25pm***

**ARTICLE 1.** Move the Town vote to suspend in the Town Meeting the application of Section 19 and Section 20 of the Town Meeting Bylaw pertaining to the reconsideration of all money articles, such suspension intended for the specific purpose to balance the total level of funds raised and appropriated within the limitations of Massachusetts General Laws Chapter 59 Section 21C [Proposition 2-1/2, so-called] and to give blanket warning hereby that any money article may, at the end of the meeting and after all articles have been acted upon, be moved for reconsideration in order to balance the total level of funds raised and appropriated within the limitations of Massachusetts General Laws Chapter 59 Section 21C.

Inserted by the Board of Selectmen

***Motion by Bob Snow, seconded by Bob Merry, passed voice unanimous at 7:27pm***

**ARTICLE 2.** Move the Town vote to amend the Fiscal Year 2019 Operating Budget by amending the following budget lines:

Line		Revised Budget Lines to be Amended
Item	Description	FY 2019
65	Police Department Wages	1,389,937
71	Firefighter Wages	243,280
86	Tree Department Expenses	15,000
99	Triton Regional Assessment	10,137,192
105	Snow & Ice Removal Expenses	175,000
107	Recycling Expenses	19,000

and to transfer and appropriate the sum of \$139,809 from Free Cash and to raise and appropriate \$75,000 for a total amendment of \$214,809 and for a grand total FY 19 Omnibus Budget of \$18,785,110 to defray the expenses of the Town for the Fiscal Year 2019.

Inserted by the Board of Selectmen

**Finance Committee Recommendation from the Floor – Recommends/Larry White**

***Explanatory Note:*** The initial assessment to the Town for Triton's FY19 budget was \$10,255,513, which was a \$732,640 increase over the FY18 assessment. The Town's FY19 Operating Budget, as approved during the April 30, 2018 Annual Town Meeting, reflects a \$200,000 increase to the Triton Assessment. The Proposition 2 1/2 Override Question on the May 8, 2018 Town Election Ballot to fund the remaining assessment amount of \$532,640 failed as follows: NO 722; YES 468. The Triton Regional School Committee voted on a revised FY 19 budget on May 16, 2018 and set the Town's FY assessment as \$10, 137,192 for a total increased assessment of \$14,319. The adjustment in Town budget line, appropriations, and savings to fund the additional \$314,319 for Triton's Assessment is shown below:

<b>AMENDMENT FOR TRITON ASSESSMENT</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
<i>Police Dept. Wages</i>	<i>\$10,000</i>	<i>Defer Sergeant promotion until the Fall</i>
<i>Fire Dept. Wages</i>	<i>\$85,000</i>	<i>Defer hiring 2 full-time firefighters until March</i>
<i>Tree Dept. Expense</i>	<i>\$5,000</i>	<i>Reduce Tree Department Budget</i>
<i>Snow and Ice Removal Exp.</i>	<i>\$10,000</i>	<i>Reduce Snow and Ice Removal Budget</i>
<i>OPEB</i>	<i>\$25,000</i>	<i>Take out \$25,000 that was added to the OPEB Trust at the Annual Town Meeting (See Article 3 and 4 below)</i>
<i>Stabilization</i>	<i>\$50,000</i>	<i>Take out \$50,000 that was added to Stabilization at Annual Town Meeting (See Article 5 below)</i>
<i>FY19 Town Reductions to Fund Triton Revised Assessment</i>	<i>\$185,000</i>	<i>This line and the line below fund the Additional Revised Triton Assessment.</i>
<i>Free Cash Contributions to Fund Triton Revised Assessment</i>	<i>\$129,319</i>	
<i>Triton Revised Assessment Increase</i>	<i>\$314,319</i>	

*Article 2 also funds a \$10,490 increase to the FY19 Recycling Budget. The Board of Selectmen was recently informed by the Town's recycling vendor that the disposal costs for recycling are increasing due to changes in the global recycling market. Also, two of the Town's recycling containers have deteriorated and can no longer be used, resulting in additional rental costs.*

<b>AMENDMENT FOR RECYCLING BUDGET</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
<i>Additional Free Cash Contribution</i>	<i>\$10,490</i>	<i>FY19 Recycling Expense Budget was approved for \$8,510</i>
<i>Additional Recycling Expense</i>	<i>\$10,490</i>	<i>Recycling costs are increasing due to global recycling market issues.</i>
<i>Total Recycling Expense</i>	<i>\$19,000</i>	
<b>TOTAL FREE CASH APPROPRIATED</b>		
<i>Total Free Cash Contribution</i>	<b><i>\$139,809</i></b>	<i>the Total amount of additional Free Cash used for Article 2.</i>

***Motion by David Petersen, seconded by Bob Merry, passed by Paper Ballot Vote (88 YES to 19 NO) at 8:19pm***

**ARTICLE 3.** Move the Town vote to rescind the vote on Article 23 of the April 30, 2018 Annual Town Meeting.

**Inserted by the Board of Selectmen**

**Finance Committee Recommendation from the Floor – Finance Committee Recommends**

***Explanatory Note:*** Article 23 of the April 30, 2018 town Meeting Warrant reads as follows:

*“Article 23 – To see if the Town will vote to raise and appropriate the sum of \$125,000 to the Other Post-Employment Benefits Trust Fund (Retiree Health Insurance) or take any other action relative thereto.*

*Inserted by the Board of Selectmen”*

The Board of Selectmen is replacing this article with Article 4 as shown below.

***Motion by Cliff Pierce, seconded by Joe Perry, passed Voice Unanimous at 8:20pm.***

**ARTICLE 4.** Move the Town vote to raise and appropriate the sum of \$100,000 to the Other Post-Employment Benefits Trust Fund (Retiree Health Insurance).

Inserted by the Board of Selectmen

Finance Committee Recommendation from the Floor – Finance Committee Recommends

***Explanatory Note:*** *The Board of Selectmen is reducing the amount of the FY19 OPEB appropriation by \$25,000 in order to partially fund the FY 19 Triton Assessment Increase. Passage of this article allows the Board of Selectmen to continue with its plan of funding the OPEB Trust Fund, which will offset the future healthcare costs of retired employees. The Town’s financial advisors and auditors recommend the Town pay into this Trust Fund each year. An actuarial study recommends that the FY19 appropriation be \$678,382. The net liability of the Town as of June 2017 is \$8,577,789. This appropriation excludes the Water Department and Rowley Municipal Light Plants portions of their retiree health insurance contributions, which are funded through separate accounts.*

***Motion by Cliff Pierce, seconded by Joe Perry, passed voice unanimous at 8:21pm.***

**ARTICLE 5.** Move the Town vote to rescind the vote on Article 24 of the April 30, 2018 Annual Town Meeting Warrant.

Inserted by the Board of Selectmen

Finance Committee Recommendation from the Floor – Finance Committee Recommends

***Explanatory Note:*** Article 24 of the April 30, 2018 Town Meeting Warrant reads as follows:

*“Article 24 – To see if the Town will vote to raise and appropriate the sum of \$50,000 to the Stabilization Fund, or take any other action relative thereto.*

*Inserted by the Board of Selectmen”*

*While the Board of Selectmen feels it is essential to annually contribute to the Town’s Stabilization or ‘rainy-day’ savings account each year, this contribution is being rescinded in order to partially fund the FY 19 Triton assessment increase. The balance of the Stabilization account is \$1,092,090. The purpose of Stabilization Account is to provide a source of funds for the Town to use if faced with a catastrophic situation.*

***Motion by Joe Perry, seconded by Cliff Pierce, passed voice unanimous at 8:23pm.***

**MOTION:** Move the Town vote to Adjourn the June 18, 2018 Special Town Meeting.

***Motion by Bob Merry, seconded by David Petersen, passed voice unanimous at 8:24 pm.***

And you are hereby instructed to serve this warrant by posting copies in at least seven public places in town not less than 14 days before the day fixed for such meeting, as directed by the laws of the Town and to make due return of the Warrant to the Town Clerk at least two days

before said meeting. Given under our hands this 31<sup>st</sup> day of May in the year two thousand eighteen.

*Clifford Pierce, Chairman  
Joseph Perry, Vice Chair  
Robert Snow, Clerk  
David C. Petersen  
G. Robert Merry*

I have served this Warrant by posting in at least seven public places in the Town not less than fourteen days before the day fixed for such meeting and have made the return of the Warrant to the Town Clerk at least two days before the time of said meeting.

Notices posted at Town Hall, Rowley Pharmacy, Inc. Public Library, Knowles Filling Station, Market Basket, Town Hall Annex, The First Ipswich Bank, formerly known as First National Bank of Ipswich – Rowley Office.

*Richard C. MacDonald, Constable of Rowley*

*June 1, 2018*

**Certification:** *I, Susan G. Hazen, duly elected and qualified Town Clerk for the Town of Rowley do hereby certify that the statements contained above with regard to the Town of Rowley June 18, 2018 Special Town Meeting are true and accurate according to documents maintained by this office.*

*Susan G. Hazen, Town Clerk  
Town of Rowley  
June 19, 2018*



## REPORT OF THE TREASURER/COLLECTOR

To the Honorable Board of Selectmen:

### Tax Report 2018

Real Estate:	Taxes Committed	14,952,230
	Taxes Collected	14,850,989
	Taxes Abated and Exempted	44,595
	Subsequent Tax Taking	56,620
	Uncollected as of 12/31/2018	26
Personal Property:	Taxes Committed	223,708
	Taxes Collected	222,630
	Taxes Abated and Exempted	560
	Uncollected as of 12/31/2018	517
Motor Vehicle:	Taxes Committed	1,100,834
	Taxes Collected	1,047,380
	Taxes Abated and Exempted	31,283
	Uncollected as of 12/31/2018	22,171

Our goal in the Treasurer/Collector's office is to provide residents with a wide variety of choices for payment and receipt of their real estate, personal property and excise bills. By offering these options, we also save the Town money on printing, mailing and processing expenses. Whether you prefer to pay online, through the mail, in person or at our secure drop box at Town Hall, we provide you with payment options that fit your schedule.

Our bills are also available as e-bills. For motor vehicle or boat excise, residents can receive bills or reminders via e-mail, set up one-time or automatic payments and review their payment history at City Hall Systems by visiting [www.townofrowley.net](http://www.townofrowley.net) and clicking on Pay Excise in the Online Payment Center. Residents can also enroll in e-bills for real estate and personal property bills by clicking on the Go Green icon on the website. Taxpayers now have the option to autopay their real estate tax payments. Visit the Online Payment Center on the Town website for more information.

The Town's website now provides a link to a list of uncashed checks deemed to be unclaimed. If your name is on the list, please contact the Treasurer/Collector's office and find out how to claim your funds.

Respectfully submitted, Karen H. Summit - Treasurer/Collector, CMMC/CMMT

***Town of Rowley***  
***May 8, 2018 Annual Election***  
***Ballots Cast: 1208***

***One Selectmen - 3 years***

Clifford M. Pierce	887
Write-ins	19
Blanks	302

***Moderator - 3 years***

Joan C. Petersen	907
Write-ins	12
Blanks	289

***Town Clerk - 3 years***

Susan G. Hazen	994
Write-ins	5
Blanks	209

***Treasurer/Collector - 3 years***

Karen H. Summit	956
Write-ins	5
Blanks	247

***Highway Surveyor - 3 years***

Patrick W. Snow	939
Write-ins	4
Blanks	265

***Constable - 3 years***

Philip H. Collyer	899
Write-ins	2
Blanks	307

***Board of Assessors - 3 years***

Jami L. Snow	854
Write-in	5
Blank	349

***Planning Board - 5 year term***

No Candidate listed on Ballot	
Write-in: John Urbaczewski	10
Other Write-ins	48
Blank	1150

***Municipal Water Board - 3 years***

John P. Manning, Jr.	873
Write-ins	12
Blanks	323

***Municipal Light Board - 3 years***

Bryan F. DiPersia	471
Kevin D. Snow	484
Write-ins	1
Blanks	252

***Cemetery Commission - 3 years***

David C. Petersen	882
Write-ins	1
Blank	325

***Shellfish Commissioner - 3 years***

No Candidate listed on Ballot	
Write-in: Rachel Dailey	15
Other Write-ins	44
Blank	1149

***Trustees for The Library - 3 years***

***Vote for Three***

Carolyn F. Bartlett	818
Jennifer J. Patterson	840
Jacqueline O. Trojan	793
Write-ins:	0
Blanks	1173

***Regional School District Committee***

***NEWBURY member - 3 year term***

Daniel J. Valiant	781
Write-ins	8
Blank	419

***ROWLEY member - 3 year term***

Nerissa R. Wallen	903
Write-ins	11
Blank	294

***SALISBURY member - 3 year term***

Linda M. Litcofsky	747
Write-ins:	4
Blanks	457

***Question 1 - Shall the Town of Rowley be allowed to assess an additional \$532,640 in real estate and personal property taxes for the purpose of funding the assessment for the Triton Regional School District for the fiscal year beginning July 1, 2018?***

Blank	18
YES	468
NO	722

***Certification : I, Susan G. Hazen, duly elected and qualified Town Clerk for the Town of Rowley do hereby certify the results of the May 8, 2018 Annual Election.***

***Susan G. Hazen, Town Clerk***  
***5/8/18 9:50pm***

# State Primary

## September 4, 2018

Total Ballots Cast: 1080

### Democratic Ballots Cast: 505

<b>Senator in Congress</b>		<b>Secretary of State</b>		<b>Senator in General Court</b>	
Elizabeth A. Warren	458	William Francis Galvin	340	Write-Ins	40
Write-Ins	8	Jake Zakim	143	Blanks	465
Blank	39	Write-Ins	2		
		Blank	20	<b>Representative in General Court</b>	
<b>Governor</b>		<b>Treasurer</b>		Allison Gustavson	440
Jay M. Gonzalez	253	Deborah B. Goldberg	429	Write-Ins	2
Bob Massie	160	Write-Ins	1	Blank	63
Write-Ins	10	Blank	75		
Blanks	82			<b>District Attorney</b>	
<b>Lieutenant Governor</b>		<b>Auditor</b>		Jonathan W. Blodgett	425
Quentin Palfrey	269	Suzanne M. Bump	425	Write-Ins	1
Jimmy Tingle	144	Write-Ins	1	Blank	79
Write-Ins	2	Blank	79		
Blanks	90	<b>Representative in Congress</b>		<b>Clerk of Courts</b>	
<b>Attorney General</b>		Seth W. Moulton	469	Thomas H. Driscoll, Jr.	415
Maura Healey	469	Write-Ins	3	Write-Ins	90
Write-Ins	7	Blank	33	Blank	0
Blank	29			<b>Registrar of Deeds</b>	
		<b>Councilor</b>		John L. O'Brien, Jr.	217
		Eileen R. Duff	395	Alice Rose Merkl	240
		Nicholas S. Torres	38	Write-Ins	0
		Write-Ins	0	Blanks	48
		Blank	72		

### Republican Ballots Cast: 552

<b>Senator in Congress</b>		<b>Secretary of State</b>		<b>Senator in General Court</b>	
Geoff Diehl	318	Anthony M. Amore	416	Bruce E. Tarr	483
John Kingston	125	Write-Ins	2	Write-Ins	2
Beth Joyce Lindstrom	83	Blank	134	Blank	67
Write-Ins	0				
Blank	26	<b>Treasurer</b>		<b>Representative in General Court</b>	
<b>Governor</b>		Kelko M. Orrall	401	Bradford R. Hill	478
Charles D. Baker	316	Write-Ins	3	Write-Ins	1
Scott D. Lively	220	Blank	148	Blank	73
Write-Ins	2	<b>Auditor</b>		<b>District Attorney</b>	
Blank	14	Helen Brady	397	Write-Ins	62
		Write-Ins	4	Blank	490
<b>Lieutenant Governor</b>		Blank	151		
Karen E. Polito	406	<b>Representative in Congress</b>		<b>Clerk of Courts</b>	
Write-Ins	4	Joseph A. Schneider	401	Write-Ins	39
Blank	142	Write-Ins	2	Blank	513
		Blank	149		
<b>Attorney General</b>		<b>Councilor</b>		<b>Registrar of Deeds</b>	
James R. McMahon, III	268	Richard A. Baker	400	Jonathan E. Ring	397
Daniel L. Shores	185	Write-Ins	1	Write-Ins	4
Write-Ins	1	Blanks	151	Blanks	151
Blanks	98				

### *Libertarian Ballots Cast: 3*

<i>Senator In Congress</i>		<i>Treasurer</i>		<i>Senator In General Court</i>	
Write-Ins	1	Write-Ins	1	Write-Ins	0
Blank	2	Blank	2	Blank	3
<i>Governor</i>		<i>Auditor</i>		<i>Representative In General Court</i>	
Write-Ins	1	Daniel Fishman	0	Write-Ins	3
Blank	2	Write-Ins	0	Blank	0
		Blank	3		
<i>Lieutenant Governor</i>		<i>Representative In Congress</i>		<i>District Attorney</i>	
Write-Ins	1	Write-Ins	1	Write-Ins	1
Blank	2	Blank	2	Blank	2
<i>Attorney General</i>		<i>Councillor</i>		<i>Clerk of Courts</i>	
Write-Ins	1	Marc C. Mercier	2	Write-Ins	1
Blanks	2	Write-Ins	0	Blank	2
		Blanks	1	<i>Registrar of Deeds</i>	
<i>Secretary of State</i>				Write-Ins	1
Write-Ins	1			Blanks	2
Blank	2				

**STATE ELECTION**  
**November 6, 2018**  
3271 Ballots Cast - 70% Turnout

**SENATOR IN CONGRESS**

Elizabeth A. Warren	1435
Geoff Diehl	1659
Shiva Ayyadurai	119
Blanks	55
Write-ins	3

**REPRESENTATIVE in CONGRESS**

Seth W. Moulton	1799
Joseph S. Schneider	1276
Mary Jean Charbonneau	113
Blanks	82
Write-ins	1

**QUESTION #1**

Proposal to limit by statute Nurse/Patient ratio in hospitals

YES	731
NO	2458
Blank	82

**GOVERNOR AND LT GOVERNOR**

Baker and Polito	2413
Gonzalez and Palfrey	709
Blanks	130
Write-ins	19

**COUNCILLOR**

Eileen R. Duff	1491
Richard A. Baker	1502
Marc C. Mercier	88
Blanks	189
Write-ins	1

**QUESTION #2**

Proposal to create a commission to recommend amendments to US Constitution with regard to Corporations not having the same rights as human beings.

YES	2071
NO	1088
Blank	132

**ATTORNEY GENERAL**

Maura Healey	1849
James R. McMahon, III	1363
Blanks	58
Write-ins	1

**SENATOR in GENERAL COURT**

Bruce E. Tarr	2586
Blanks	635
Write-ins	50

**QUESTION #3**

Proposal to add gender identity to the list of discrimination in places of public accommodation,, resort or amusement.

YES	1888
NO	1288
Blanks	95

**SECRETARY OF STATE**

William Francis Galvin	1862
Anthony M Amore	1238
Juan G. Sanchez, Jr.	77
Blanks	93
Write-ins	1

**REP in GENERAL COURT**

Bradford R. Hill	1956
Allison M Gustavson	1244
Blanks	70
Write-ins	1

**DISTRICT ATTORNEY**

Jonathan W. Blodgett	2243
Blanks	975
Write-ins	53

**TREASURER**

Deborah B. Goldberg	1722
Keiko M. Orrall	1319
James M Guerin	76
Blanks	154
Write-ins	0

**Clerk of Courts**

Thomas H.Driscoll, Jr	2182
Blanks	1038
Write-ins	51

**AUDITOR**

Suzanne M. Bump	1505
Helen Brady	1386
Daniel Fishman	158
Edward J. Stamas	47
Blanks	175
Write-ins	0

**Register of Deeds**

John L. O'Brien, Jr.	1667
Jonathan E. Ring	1253
David D. Colpitts	129
Blanks	220
Write-ins	2

3 Provisional Ballots - Rejected/sg  
1 FWAB accepted/sg

Election tCertified thru VRIS 11/19/2018

## PHOTO HIGHLIGHTS OF 2018



On this page are photos from the Pine Grove School renovation project. The top picture is of the completed All-Purpose Room. The bottom picture shows one of the completed classrooms with new furnishings and equipment.

*(Photos courtesy of Pine Grove School Principal Christine Kneeland)*





On this page are photos from the construction of the new Fire Station. The top picture shows the fire station garage stalls mid-construction and the foundation for the building. The bottom picture is of the substantially completed fire station.

*(Photos courtesy of Police Chief Scott Dumas)*



On this page are photos from the construction and renovation of the Police Station. The top picture shows the old Police Station in the forefront and the new wing of the building under construction. The bottom picture shows the construction of the new wing of the Police Station and carport.

*(Photos courtesy of Police Chief Scott Dumas)*



## SALARIES AND WAGES TOWN EMPLOYEES

	<b><u>Base Pay &amp; Other Earnings</u></b>			<b><u>Base Pay &amp; Other</u></b>
<b><u>Accounting</u></b>			<b><u>Harbor Master</u></b>	
Susan Bailey	\$ 58,799.80		William DiMento	\$ 3,508.50
Carrie Kennedy	\$ 5,609.62		Jenna DiMento	\$ 1,387.54
Heather Torres	\$ 11,378.25		Frederick Hardy	\$ 1,769.16
<b><u>Administration</u></b>			David Kent	\$ 2,307.60
Joan Petersen	\$ 100.00		Bradley Maravalli	\$ 674.34
Cliff Pierce	\$ 2,231.00		Coleman Nicholson	\$ 5,501.79
Robert Merry	\$ 2,231.00		Frank Price	\$ 1,153.80
Joseph Perry	\$ 2,231.00		<b><u>Highway Department</u></b>	
David Peterson	\$ 2,231.00		Patrick Snow	\$ 83,768.45
Robert Snow	\$ 2,231.00		Robert Diehl	\$ 57,856.27
Deborah Eagan	\$ 111,807.40		Ronald Keefe	\$ 55,826.13
Elaine Pagliarulo	\$ 11,602.43		Anton Keene	\$ 3,858.15
Amy Lydon	\$ 42,108.60		Krista McPhee	\$ 6,923.97
Natalie Lovett	\$ 19,758.98		Dean Matthews	\$ 21,606.21
Calvin Cockman	\$ 1,890.10		Lorant Ronni	\$ 39,803.15
David Dalzell	\$ 1,831.92		Kirk Salvatore	\$ 31,766.69
Keith Gagne	\$ 1,098.97		<b><u>Library</u></b>	
R L Lutrzykowski	\$ 14,447.68		Pamela Jacobson	\$ 56,324.95
Ronald Jenkins	\$ 20,668.08		Suzanne Boyd	\$ 5,941.16
Jake Summit	\$ 6,005.87		Richard Cormier	\$ 8,944.82
Janet Morrissey	\$ 31,971.40		Patricia Dwyer	\$ 5,059.27
Theresa Coffey	\$ 981.73		Hermayne Gordon	\$ 18,107.60
Reed Wilson	\$ 18,549.59		Miranda Griffith	\$ 7,440.52
<b><u>Assessor</u></b>			Jean Haggerty	\$ 8,565.89
Sean McFadden	\$ 87,388.41		Emily Havey	\$ 4,191.16
Rosemary Restuccia	\$ 25,784.89		Tracy Larabee	\$ 4,610.15
Diane D'Angeli	\$ 2,660.67		Tanya Magliozzi	\$ 2,735.87
William DiMento	\$ 1,023.35		Annamarie McGrath	\$ 24.02
Donald Thurston	\$ 2,660.67		Sally McRae	\$ 138.60
Jamie Snow	\$ 1,637.32		Marypat Pomaranski	\$ 11,977.10
<b><u>Board of Health</u></b>			Amy Roderick	\$ 35,650.18
Frank Marchegiani	\$ 64,843.80		Amelya Sabatini	\$ 2,401.67
Edward Gallagher	\$ 11,168.96		Michelle Shinnick	\$ 5,685.29
Wendelyn Hansbury	\$ 44,712.22		Catherine Woodall	\$ 1,931.05
Mary Ellen Mighill	\$ 5,169.16		Leah Zaroulis	\$ 2,133.17
<b><u>Cemetery Department</u></b>			<b><u>Light Department</u></b>	
Lorant Ronai	\$ 24,978.81		Dan Folding	\$ 140,836.40
Stuart Dalzell III	\$ 2,389.80		Mark Anderson	\$ 139,330.44
Peter Dalzell	\$ 1,000.00		Mark Bixby	\$ 141,367.23
Tricia McNeil	\$ 2,914.64		Eric Grover	\$ 85,834.02
<b><u>Council on Aging</u></b>			Brian Herdman	\$ 122,727.61
Brienne Walsh	\$ 37,712.11		Sean LaBelle	\$ 122,836.03
Robert Aurilio	\$ 7,954.22		Dennis Morrison	\$ 127,839.75
Denise Gilman	\$ 30,069.95		Sandra Naugler	\$ 68,259.74
Dennis Donoghue	\$ 741.15		Jeffrey Valley	\$ 9,330.22
Lisa Lozzi	\$ 22,481.77		Jacqueline Lenzie	\$ 736.67
Stephen Prendergast	\$ 7,420.51			

	<u>Base Pay &amp; Other Earnings</u>			<u>Base Pay &amp; Other</u>
<b><u>Town Clerk</u></b>			<b><u>Conservation Department</u></b>	
Susan Hazen	\$ 58,217.00		R. Brent Baeslack	\$ 61,916.20
Susan Leach	\$ 13,264.08		Deborah Cunningham	\$ 12,799.51
Barbara DiMento	\$ 287.50		<b><u>Water Department</u></b>	
<b><u>Board of Registrars</u></b>			Katherine Bento	\$ 43,386.28
Susan Hazen	\$ 143.75		Robert Gray	\$ 74,368.75
Barbara DiMento	\$ 143.75		John Harrington	\$ 10,892.11
Geraldine Robertson	\$ 143.75		Ryan McDonald	\$ 22,447.30
Gordon Densmore	\$ 143.75		Robert Swiniarski	\$ 90,442.45
<b><u>Elections</u></b>			Robert Walsh	\$ 30,370.43
Mary Bright	\$ 81.69		Barry White	\$ 20,653.38
Philip Collyer	\$ 312.95		<b><u>Fire Department</u></b>	
Kathleen Cousins	\$ 214.73		James C. Broderick	\$ 92,592.50
Gordon Densmore	\$ 575.00		Mark Emery	\$ 91,790.65
Donald Dupray	\$ 600.00		James R. Merry	\$ 91,595.16
Michelle Ford	\$ 140.04		<b><u>Call Fire Fighter</u></b>	
Robert Johnson	\$ 347.87		Ronald Agrella	\$ 4,304.86
Annetta Kelly	\$ 155.86		Christopher Cassidy	\$ 742.19
Susan Leach	\$ 200.77		James Chadbourne	\$ 3,423.69
Joan Lyons	\$ 17.12		Darci Condelli	\$ 2,225.32
Marion Madden	\$ 232.24		John Condelli	\$ 3,530.82
Mary MacDonald	\$ 359.43		Donald Dupray	\$ 10,645.86
Richard MacDonald	\$ 705.91		Evan Fish	\$ 2,631.61
Robert Merry	\$ 278.47		Vincent Gaudenzi	\$ 6,415.18
Maryellen Mighill	\$ 363.98		Justin Graham	\$ 372.25
Marion Musial	\$ 180.89		Matthew Harney	\$ 4,534.87
Joan Peterson	\$ 907.81		Charles Hazen Jr.	\$ 2,247.84
Geraldine Robertson	\$ 575.00		Patrick McManus	\$ 9,916.62
Linda Snow	\$ 446.96		Donald Merry	\$ 1,160.00
<b><u>Treasurer/Collector</u></b>			Joseph Merry	\$ 6,399.67
Karen Summit	\$ 79,125.00		Robert O'Leary	\$ 7,958.34
Karen O'Donnell	\$ 47,412.50		Matthew Ross	\$ 11,022.95
Brigida Longo	\$ 29,713.41		Brian Sculley	\$ 20,082.33
<b><u>Inspections</u></b>			Robert Serino	\$ 717.53
Kenneth Ward	\$ 30,790.44		Timothy Shirley	\$ 1,854.20
Chia Vitello	\$ 11,332.56		Joshua Simpson	\$ 1,951.80
Donald Galicki	\$ 618.57		Jesse Warren	\$ 314.14
David Levesque	\$ 13,615.29		Mark Winfrey	\$ 6,713.23
Harry Bennett	\$ 13,278.51		<b><u>Shellfish Constable</u></b>	
James Cotter	\$ 146.75		Travis Kneeland	\$ 2,278.54
Samuel Joslin	\$ 272.00		Ronald Kneeland	\$ 250.00
<b><u>Town Planner</u></b>			Rachel Dailey	\$ 250.00
Kirk Baker	\$ 38,117.82		Paul Lees	\$ 250.00
<b><u>ZBA</u></b>				
Lisa Lozzi	\$ 10,028.80			

	<b><u>Base Pay &amp; Other Earnings</u></b>	<b><u>Detail Pay</u></b>
<b><u>Police Department</u></b>		
Scott Dumas	\$ 116,092.34	
Robert Adams	\$ 96,373.13	\$ 5,050.00
Tara Bernard	\$ 8,795.53	\$ 3,012.00
Christopher Cassidy	\$ 10,021.28	
Robert Colby Jr.	\$ 3,352.99	\$ 1,208.00
Perry Collins	\$ 121,752.44	\$ 35,820.50
Sheri David	\$ 43,881.40	
Rosanne Ferrante	\$ 808.20	
Gavin Forni	\$ 62,007.77	\$ 25,899.20
Jeffrey French	\$ 7,621.20	\$ 2,055.00
Eric Giordano	\$ 6,054.67	\$ 1,580.00
Charles Hazen Jr	\$ 88,631.23	\$ 4,502.00
Thomas Hills	\$ 5,306.52	
Scott Hirtle	\$ 70,207.47	
Andrew Lawrence	\$ 70,224.94	\$ 9,672.06
Stephen Levesque	\$ 32,909.89	\$ 13,745.00
Pamela Lutes	\$ 39,294.28	
David MacMullen	\$ 102,756.42	\$ 10,958.80
Jessie Mazzie	\$ 60,183.40	\$ 4,168.00
Patrick McGettrick	\$ 73,664.49	\$ 3,046.00
Lynne Neary	\$ 46,386.71	
Christopher Ottani	\$ 76,417.50	\$ 3,116.00
Marc Pelletier	\$ 55,318.81	
John Raffi	\$ 87,365.44	\$ 8,710.00
David Sedgwick	\$ 113,088.18	\$ 9,313.30
Mark Smith	\$ 13,716.75	\$ 3,192.50
Melissa Stasiak	\$ 5,064.46	
Dorothy Tobin	\$ 59,147.86	
Matthew Ziev	\$ 110,778.14	\$ 11,029.00
<b>Total In Town Detail</b>	<b>104,307.50</b>	
<b>Out of Town Detail</b>	<b>51,769.86</b>	
<b>Grand Total:</b>	<b>\$4,909,314.11</b>	

## **SALARIES TRITON REGIONAL SCHOOL DISTRICT**

### **SCHOOL COMMITTEE MEMBERS**

<b>Name</b>	<b>FTE</b>	<b>Salary</b>
N – DINA SULLIVAN	1.0	\$ 1,250
N – MAUREEN HEFFERNAN	1.0	1,250
N – PAUL GOLDNER	1.0	0
R – TINA TZORTZIS	1.0	1,250
R – NERISSA WALLEN	1.0	0
R – PAUL LEES	1.0	1,250
S – DEBORAH CHOATE	1.0	1,250
S – LINDA LITCOFSKY	1.0	1,250
S – JAMES SCULLY	1.0	1,250

### **ADMINISTRATION**

<b>Name</b>	<b>FTE</b>	<b>Salary</b>
BRIAN FORGET	1.0	\$ 173,400
KIMBERLY CROTEAU	1.0	135,252
MICHELLE CRESTA	1.0	129,530
DAVID MAGEE	1.0	125,428

## **REPORT OF THE BOARD OF SELECTMEN**

The Board of Selectmen thanks you for allowing us to serve you over the past year.

Over the past year, we have continued working on many important projects focusing on the infrastructure of the Town of Rowley, including renovations to the Pine Grove School, an addition to the Police Station and construction of a new Fire Station, and the design and permitting of additional playing fields on the newly acquired land adjacent to the Pine Grove School. We have also sought to maintain and improve the fiscal stability of the Town through several new financial measures including development of a Financial Policies Manual, implementing new local option excise taxes, and advocating for transparency and accountability in the Triton Regional School District budget development.

In July, the contractor for the Pine Grove School renovation project, WT Rich, took over the full site. By the end of the year, they had completed phase 2 of the 3 phase project. During construction, the contractor encountered termite damage in the All-Purpose Room. After further investigation, it was found that the termites, while not currently active, had caused significant damage that threatened the stability of the building structure. A change order was executed in July to cover the additional work required to repair and replace the structural components of the All-Purpose Room.

Construction began in earnest on the Police and Fire Station projects. By December, the Fire Station building was substantially complete and the Fire Department plans to move into the new

building in March 2019. Additionally, the new wing of the Police Station building was completed allowing the Police Department to move into the new wing. With the old portion of the Police Station vacated, the renovation was able to begin on that portion of the building.

The Board continued to work on improving handicap accessibility for the Town Hall Annex building. After receiving construction bids that exceeded the budget allocation, the Board made the decision to scale back the handicap accessibility project and change the ramp materials in order to get project within budget. The ramp project is anticipated to be rebid in 2019.

The Board also hired a consultant, Meridian Associates, to begin the design and permitting for new playing fields on the land adjacent to Veterans Field (next to Pine Grove School). In 2017, the Town bought this land in the amount of \$360,000, using Community Preservation Act funds. The new playing fields will be constructed in two phases. The first phase, anticipated for 2019, will include the construction of one Little League baseball field and one full-sized soccer field. A well and irrigation system will also be installed during this first phase. An additional baseball field and dugout structures will be constructed at a future date.

The Board continued working with the state through the Community Compact program, operated by the Community Compact Cabinet (CCC) through the Governor's Office. In December 2016, the Town was awarded a grant from the CCC to complete (1) a Financial Policies Manual and (2) a Bridges and Culverts Conditions and Maintenance Plan. During 2018, the Massachusetts Division of Local Services Technical Assistance Bureau worked with the Town's Financial Team to develop a Financial Policies Manual. This manual provides best practices for the Town to consider in order to promote good governance by fostering efficiency, accountability, and transparency in local government. Also, in July the Town contracted with an engineering firm, VHB, to complete the Bridges and Culverts Conditions and Maintenance Plan. By the end of the year, VHB had completed an assessment of all of the bridges and culvert structures throughout the Town. The full report will be completed in 2019. The recommendations in the Plan will be used in conjunction with the Pavement Management Plan to prolong the life of these critical transportation assets.

The Town's Recycling Center was closed on December 29. A deteriorated global recycling market, as a result of China's policy to no longer accept American recycling, resulted in escalating recycling costs. In past years, the recycling expenses for the Town have been very low; we have "level funded" the Recycling Expense budget at the same amount, \$8,510, for the past 14 years. Anticipating the increased recycling costs, an additional \$10,490 was appropriated at the June 18, 2018 Special Town Meeting for a total of \$19,000. However, at the beginning of the fiscal year we found out the annual recycling costs were going to total more than \$50,000 a year, much higher than the appropriation. The Selectmen worked with its recycling contractor, JRM, to come to an agreement to fund the recycling center through the end of the year. In addition to rising costs, issues regarding security of the site were becoming more frequent. While advertised hours were only on Saturdays, the site was always accessible because it was located adjacent to the State's highway garage. Patrons visiting the site during off hours, when attendants were not present, were overflowing and incorrectly filling the bins. The Selectmen are hopeful to find a new location and funding for the recycling center in the future.

Vehicular safety at the intersection of Route 1, Central and Glen Streets was another priority for the Board in 2018, as it has been for many years. The Board has raised concerns to the State

before about the dangerous sightlines at the intersection, with several fatal accidents occurring at this location, the latest of which occurred in June. The Board would like to see a traffic “stop” light installed at this intersection; however with Route 1 being a State-owned roadway, the Town has no jurisdiction to make the improvements itself. With the support of Senator Bruce Tarr and Representative Brad Hill, funding was allocated in the 2018 Environmental Bond Bill to fund a Department of Transportation (DOT) traffic study for the intersection. The study will look at the traffic usage to determine whether and what safety improvements are warranted for this location. The intersection was previously studied in 2014; however, DOT did not find the traffic count at that time to be high enough to merit a stop light. The Board is hopeful that the new study will find that vehicular use of Route 1 has increased to the degree that a stop light is now needed.

During this year, the Town failed to convince the Triton School District to reign in the 2018-2019 school budget, despite the Townspeople’s rejection of an override at the June 18, 2018 Special Town Meeting. In order to cover the cost of the school budget, without the additional funding from the override, the Town was required to cut Town services and use other Town funds to cover the shortfall. We are hopeful that the School Committee has heard the concerns of both the Board and the citizens of Rowley and will control budget increases for the next fiscal year.

Lastly, in 2018 the Board sought alternative funding sources to supplement the Town’s revenue. At the April 30, 2018 Annual Town Meeting, voters approved two new excise taxes: a 6% room occupancy excise tax on hotel and motel rooms as well as a local option meals excise tax which adds .75% to the existing 6.25% State meals tax. Most towns on the North Shore had already accepted these statutes.

Revenue from marijuana establishments may serve as another potential source of revenue for the Town. In the November 8, 2016 Massachusetts State election, the Town voted in support of the statewide referendum to allow for recreational marijuana. Since that time, several marijuana establishments have expressed interest in locating in Rowley. To prepare for implementation of the legislation, the Rowley Protective Zoning Bylaw was amended at the April 30, 2018 Special Town Meeting to include a recreational marijuana zoning bylaw. Also at the April Special Town Meeting, the Town voted to accept the local option to impose a tax upon the sale or transfer of marijuana and marijuana products by a retailer operating within the Town in the amount of 3% of the total sales price.

We continue to look forward to serving the people of the Town of Rowley.

## **REPORT OF THE FINANCE COMMITTEE**

The Finance Committee consists of seven members appointed by the Town Moderator for a three year, renewable, term and serves as an advisory committee to the Board of Selectmen. It makes budgetary recommendations at the Annual Town Meeting and the Special Town Meeting. The Finance Committee has no financial authority; although the Finance Committee reviews and approves all departmental budgets, we do not spend the funds in the budget.

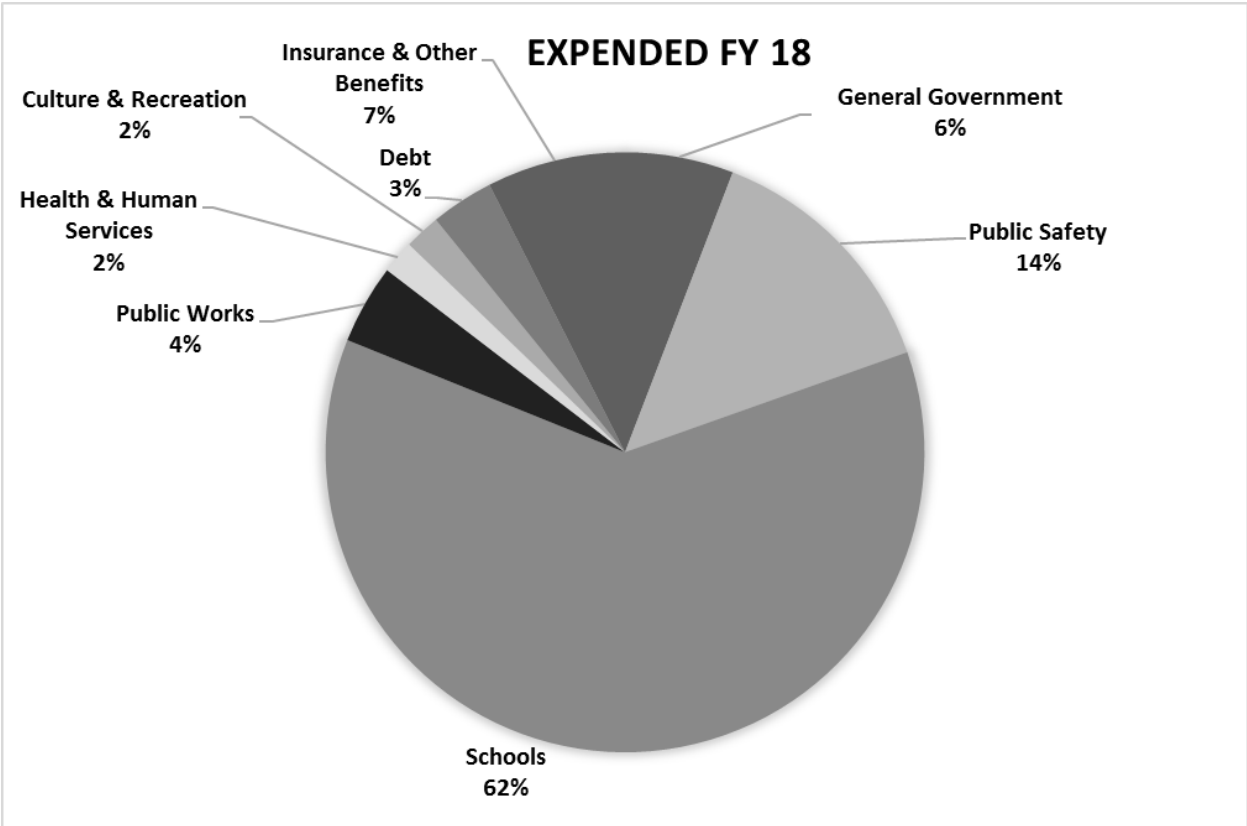
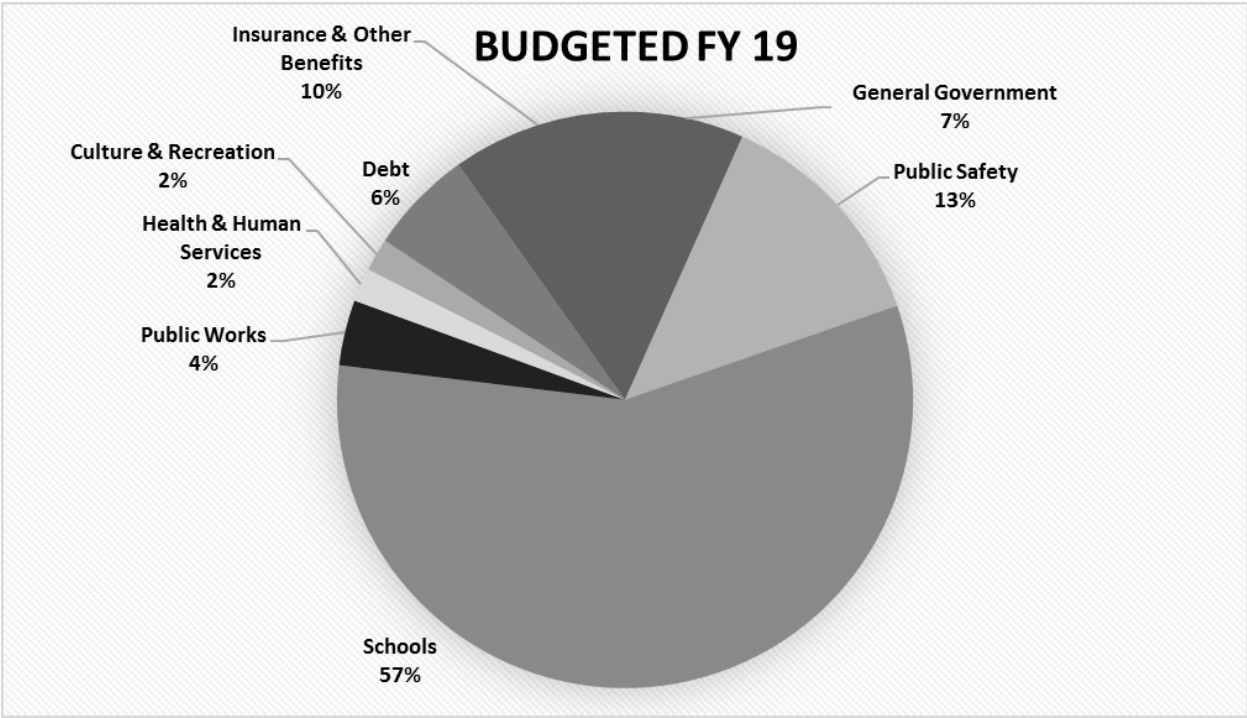
The Finance Committee reviews the budgets during the year for anomalies and monitors the spending of each department. It reviews requests for transfers from the Reserve Fund.

## Report of the Finance Committee

Omnibus Distribution FY 14 – FY 19

<b>Department</b>	<u>Expended FY 14</u>		<u>Expended FY 15</u>		<u>Expended FY 16</u>	
General Government	\$904,056	6%	\$1,066,223	7%	\$1,112,234	7%
Public Safety	\$1,897,630	14%	\$2,130,899	14%	\$2,157,335	14%
Schools	\$8,287,699	59%	\$8,751,596	59%	\$9,173,668	58%
Public Works	\$683,700	5%	\$546,932	4%	\$602,489	4%
Health & Human Services	\$277,473	2%	\$304,051	2%	\$323,760	2%
Culture & Recreation	\$279,160	2%	\$297,606	2%	\$314,805	2%
Debt	\$439,028	3%	\$370,693	3%	\$528,504	3%
Insurance & Other Benefits	\$1,195,120	9%	\$1,358,899	9%	\$1,474,564	9%
<b>TOTAL</b>	<b>\$13,545,117</b>		<b>\$14,826,899</b>		<b>\$15,687,359</b>	

<b>Department</b>	<u>Expended FY 17</u>		<u>Expended FY 18</u>		<u>Budgeted FY 19</u>	
General Government	\$986,152	6%	\$971,699	6%	\$1,256,309	7%
Public Safety	\$2,181,395	13%	\$2,274,064	14%	\$2,446,000	13%
Schools	\$9,746,100	60%	\$10,193,166	62%	\$10,747,084	57%
Public Works	\$674,064	4%	\$710,177	4%	\$690,095	4%
Health & Human Services	\$297,862	2%	\$297,729	2%	\$354,566	2%
Culture & Recreation	\$305,749	2%	\$320,852	2%	\$345,881	2%
Debt	\$534,304	3%	\$563,265	3%	\$1,101,714	6%
Insurance & Other Benefits	\$1,522,136	9%	\$1,240,000	7%	\$1,843,461	10%
<b>TOTAL</b>	<b>\$16,247,762</b>		<b>\$16,750,952</b>		<b>\$18,785,110</b>	





# REPORT OF THE TOWN ACCOUNTANT

Combined Balance Sheet - All Fund Types and Account Groups

as of June 30, 2018

(Unaudited)

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Groups	Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	
<b>ASSETS</b>								
CASH AND CASH EQUIVALENTS	4,458,802.33	2,567,106.69	4,383,802.36	1,409,763.81		1,200,540.44		14,020,015.63
INVESTMENTS				6,300,288.10		2,080,720.51		8,381,008.61
RECEIVABLES:								-
Personal property taxes	2,687.65							2,687.65
Real estate taxes	52,003.95	4,821.93						56,825.88
Deferred taxes								-
Allowance for abatements and exemptions								-
Special assessments		719,966.83						719,966.83
Tax liens	103,677.62							103,677.62
Tax foreclosures	40,206.03							40,206.03
Motor vehicle excise	54,022.71							54,022.71
Other excises	1,942.00							1,942.00
Utility Charges				453,638.09				453,638.09
Departmental								-
Other receivables								-
Due to/from other funds	261,432.29							261,432.29
Due from other governments		2,351.14						2,351.14
FORECLOSED PROPERTIES	365,102.53							365,102.53
INVENTORY				238,728.12				238,728.12
FIXED ASSETS, NET OF ACCUMULATED AMOUNTS TO BE PROVIDED - PAYMENT OF BONDS				23,136,984.17				23,136,984.17
AMOUNTS TO BE PROVIDED - VACATION AND SICK LEAVE							13,885,852.00	13,885,852.00
TOTAL ASSETS	5,339,877.11	3,294,246.59	4,383,802.36	31,539,402.29	-	3,281,260.95	13,885,852.00	61,724,441.30
<b>LIABILITIES AND FUND EQUITY</b>								
<b>LIABILITIES</b>								
Deferred revenue								-
Real and personal property taxes	54,691.60	4,806.32						59,497.92
Deferred taxes								-
Prepaid taxes/fees								-
Special assessments								-
Tax liens	103,677.62							103,677.62
Tax foreclosures	40,206.03							40,206.03
Motor vehicle excise	54,022.71							54,022.71
Other excises	1,942.00							1,942.00
Utility Charges								-
Departmental								-
Deposits receivable								-
Other receivables								-
Due from other governments								-
Due to other governments								-
Accounts payable				2,865,939.70				2,865,939.70
Warrants payable	121,598.85	26,468.39	665,262.36	477,364.54		3,670.00		1,294,364.14
Accrued payroll and withholdings	86,513.70	1,463.35		26,176.41		2,846.94		117,000.40
Other liabilities	546.70			1,735,607.09		29,084.70		1,765,238.49
IBNR								-
Bonds payable				9,767,966.93			13,885,852.00	23,653,818.93
Notes payable			500,000.00					500,000.00
Vacation and sick leave liability								-
Total Liabilities	463,199.21	32,738.06	1,165,262.36	14,873,054.67	-	35,601.64	13,885,852.00	30,455,707.94
<b>FUND EQUITY:</b>								
Reserved for encumbrances	489,224.68	583,006.94		692,888.83				1,765,120.45
Reserved for expenditures	1,254,809.00							1,254,809.00
Reserved for continuing appropriations								-
Reserved for petty cash	827.54							827.54
Reserved for appropriation deficit								-
Reserved for snow and ice deficit	(9,125.00)							(9,125.00)
Reserved for debt Service	2,210.32							2,210.32
Reserved for premiums	44,676.00							44,676.00
Reserved fund balance		2,678,501.59	3,218,540.00			3,245,659.31		9,142,700.90
Undesignated fund balance	3,094,055.36							3,094,055.36
Unreserved retained earnings				3,971,451.30				3,971,451.30
Investment in capital assets				12,002,007.49				12,002,007.49
TOTAL FUND EQUITY	4,876,677.90	3,261,508.53	3,218,540.00	16,666,347.62	-	3,245,659.31	-	31,268,733.36
TOTAL LIABILITIES AND FUND EQUITY	5,339,877.11	3,294,246.59	4,383,802.36	31,539,402.29	-	3,281,260.95	13,885,852.00	61,724,441.30

REPORT OF THE TOWN ACCOUNTANT			
ARTICLE BALANCES AS OF FEBRUARY 28, 2019			
Article	Current Year Budgeted	Current Year Expenditures	Balance Remaining
<b>General Fund</b>			
Account Name			
GASB45 (Retirees Health Insurance Trust) SA7 5/11 A20 5/14	2,030	500	1,530
Hunsley Hills Management SA20 5/01	2,338	0	2,338
Storm water Map SA13 11/07	725	0	725
Olde Nancy A16 5/76	200	0	200
Engineering West Ox Pasture Lane SA34 11/01	4,190	0	4,190
Fire & Police Station Study SA16 5/14	3,724	0	3,724
Capital Projects VIII SA17 4/2	148,589	64,758	83,830
Assessors' Software & Hardware A16 5/14	5,872	0	5,872
Recertification A12 5/15,A15 5/16	125,729	8,500	117,229
Recertification A15 4/18	30,000	0	30,000
Records Archiving II SA17 5/15	9,079	0	9,079
Personnel Study SA6 4/12	3,000	3,000	0
Town Hall Ceiling & Elevator SA13 5/13	5,000	0	5,000
Repair 2nd Floor Annex A22 5/00	3,093	0	3,093
Expand/Pave Annex SA5 5/15	19,990	0	19,990
Police Academy Tuition SA11 5/17	3,000	0	3,000
Fire Station Design A26 5/04	11,845	0	11,845
Fire Engine Warranty/Turnout Gear SA18 5/16	2,312	2,304	8
Firefighter Gear & Clothing SA10 5/17	5,581	0	5,581
Shade Tree Maintenance SA9 4/18	50,000	49,500	500
Town Wharf/Dock gangways/Pump out Boat SA9 5/15	294	0	294
Patrol Boat Engine SA19 5/16	146	0	146
Municipal Waterways A12 5/17	1,868	1,868	0
Municipal Water. A13 5/18	3,388	835	2,553
Gurczak Lane Bond SA14 11/13	22,392	0	22,392
Pave Prospect Hill II SA21 5/17	10,429	0	10,429
Cemetery Perpetual Care A11 5/15 & A14 5/16	3,937	0	3,937
Perpetual Care A14 4/18	500	0	500
Expand Sections G & H A15 5/07	3,683	0	3,683
Sections G & H Paving SA18 5/13	20,000	0	20,000
Handicap Access/Bath A66 5/89	3,217	0	3,217
Library Sprinkler Testing SA6 10/14	2,040	0	2,040
Library Automatic Door SA9 5/17, SA5 4/18	9,000	6,730	2,270
MA Water Pollution Abatement Trust Principal A18 4/18	63,439	63,439	0
<b>Total General Fund</b>	<b>580,631</b>	<b>201,435</b>	<b>379,196</b>

<b>Community Preservation Fund</b>			
Field at Veterans Park SA18 10/14	203,857	9,218	194,638
Girl Scout Camp Conservation Restriction SA19 10/14	15,000	0	15,000
Purchase 221R Main St A27 5/17	3,264	450	2,814
Pingree Boardwalk SA24 4//18	9,700	0	9,700
Historic Signs (1/2) SA25 11/04	880	0	880
Town Hall Windows II SA21 11/06	20,040	13,000	7,040
Historic Documents Preservation III SA15 5/07	8,328	8,328	0
Annex Elevator Design SA12 11/16	2,197	0	2,197
Annex Elevator Design/Bid A28 5/17	36,041	20,564	15,477
Annex 1st Floor ADA SA27 4/18	229,700	16,718	212,982
Town Hall Handicap Ramp SA28 4/18	54,000	6,100	47,900
<b>Total Community Preservation Fund</b>	<b>583,007</b>	<b>74,378</b>	<b>508,629</b>
<b>Water Enterprise Fund</b>			
Message Board/Trench Safety Shore/Traffic Cones SA22 5/16	17	0	17
Dehumidification SA24 5/16 & SA17 5/17	183,950	0	183,950
Repair Water Tank SA25 5/16	19,065	0	19,065
Pall Filter Modules A9 5/16	30,000	0	30,000
Water Treatment Plant Access Road A10 5/16	15,900	0	15,900
Dump Truck with Plow A11 5/16	5,890	0	5,890
DEP Survey Compliance SA15 11/16	162,065	0	162,065
Wells #3 & #5 SA19 4/18	88,190	73,029	15,161
HVAC at 401 Central SA16 5/17	35,500	0	35,500
Pick-Up Truck A8 5/17	947	0	947
Pall Filter Modules A9 5/17	21,000	0	21,000
Clean wells, basins A10 5/17	6,310	0	6,310
Water Treatment Plant Pipe Insulation SA21 4/18	20,000	0	20,000
Pick-up Truck A8 4/18	60,000	56,500	3,500
Storage Tank valves A9 4/18	30,000	13,980	16,020
Snow Plow A11 4/18	8,900	8,900	0
<b>Total Water Enterprise</b>	<b>687,734</b>	<b>152,409</b>	<b>535,325</b>
<b>Grand Total</b>	<b>1,851,372</b>	<b>428,223</b>	<b>1,423,149</b>

TOWN OF ROWLEY, MASSACHUSETTS  
STATEMENT OF BUDGET VS. ACTUAL REVENUES AND EXPENDITURES  
YEAR ENDED JUNE 30, 2018 - UNAUDITED

	FINAL BUDGET	ACTUAL EXPENDITURES	CARRIED FORWARD	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES:				
Real estate and personal property net of reserve for abatements	14,524,025	14,680,572		156,547
Excise taxes	862,400	1,074,207		211,807
Intergovernmental	721,447	740,904		19,457
Departmental fees, fines and charges	482,000	1,053,639		571,639
Interest	23,528	140,061		116,533
 Total Revenues	 16,613,400	 17,689,383		 1,075,983
EXPENDITURES:				
General Government	1,444,496	995,669	336,800	112,027
Public Safety	2,437,491	2,318,880	75,694	42,916
Public Works	880,186	764,846	61,680	53,661
Human Services	345,393	297,728	3,626	44,039
Culture and Recreation	349,872	320,852	11,425	17,595
Education	10,254,395	10,193,166		61,229
Pension	840,552	668,168		172,385
Debt Service - Principal	565,439	565,439		0
Debt Service - Interest	66,962	62,452		4,510
State and County charges	103,073	103,073		0
Employee Benefits	603,304	430,105		173,199
Other expenditures	158,000	141,727		16,273
 Total Expenditures	 18,049,163	 16,862,104	 489,225	 697,834
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(1,435,763)	827,279	(489,225)	1,773,817
OTHER FINANCING SOURCES (USES):				
Transfers in	67,404	67,404		0
Transfers out	(176,837)	(176,837)		0
 Total Other Financing Sources (Uses)	 (109,433)	 (109,433)		 0
NET CHANGE IN FUND BALANCE	(1,545,195)	717,847	(489,225)	1,773,817
BUDGETARY FUND BALANCE, Beginning of Year	4,159,151	4,159,151		
BUDGETARY FUND BALANCE, End of Year	2,613,956	4,876,998	(489,225)	1,773,817

## REPORT OF THE BOARD OF ASSESSORS

In fiscal year 2019, the Board of Assessors, with the assistance of Vision Government Solutions of Northborough, Mass, completed an interim adjustment as mandated by the Department of Revenue. It is important to note that January 1<sup>st</sup> annually is the assessment date, and all assessments are determined using arms-length property sales. During the fiscal year 2019 interim adjustment the Rowley Assessor's Office reviewed the calendar 2017 sales, for the single family and condominiums classes. However, for all other classes, sales that occurred during the period of January 1, 2016 through December 31, 2017 were reviewed along with, when applicable, income and expense data.

Below is a table of the fiscal year 2019 parcel counts, valuations and taxes for the main property classes in Town:

<b><i>FISCAL YEAR 2019</i></b>					
<b><u>Tax Classification</u></b>	<b><u>Parcel Count</u></b>	<b><u>Assessed Value by Class</u></b>	<b><u>Tax Rate</u></b>	<b><u>Tax by Class</u></b>	<b><u>% of Total Value by Class</u></b>
<b><i>Residential</i></b>	2344	923,941,725	14.68	13,563,464.52	82.3422%
<b><i>Open Space</i></b>	40	108,300	14.68	1,589.84	0.0097%
<b><i>Commercial</i></b>	196	86,918,145	14.68	1,275,958.37	7.7462%
<b><i>Industrial</i></b>	30	37,931,230	14.68	556,830.46	3.3805%
<b><i>Personal Property</i></b>	355	15,293,570	14.68	224,509.61	1.3630%
<b><i>Exempt</i></b>	281	57,882,600			5.1585%
<b><i>Total</i></b>	<b><u>3246</u></b>	<b><u>1,122,075,570</u></b>	<b><u>.</u></b>	15,622,352.80	<b><u>100.0000%</u></b>

The Board reported \$8,574,940 in New Growth Value to the Department of Revenue, which was certified during the fiscal year 2019 tax rate setting process. The tax rate in the Town increased from \$14.58 to \$14.68 for fiscal year 2019.

As always, the Board feels it is important for all taxpayers to remember that the Board of Assessors does not make the laws that affect property owners. The Massachusetts Legislature enacts tax laws. Various guidelines and regulations to implement the legislation are established by the Department of Revenue. The Board of Assessors, in short, follows the procedures established by others to set the value of property. Value is actually set by buyers and sellers as they establish the worth of comparable properties through their transactions in the real estate marketplace. The Assessors also do not determine taxes. The municipality itself determines property taxation, through its Town Meeting. Similarly, the Assessors do not decide who is entitled to relief on their property tax bills through exemptions; rather they follow the Massachusetts General Laws.

Respectfully Submitted, Diane L. D'Angeli M.A.A., Chairwoman; Jami L. Snow, Assessor; Donald W. Thurston M.A.A., Assessor

## REPORT OF THE TOWN CLERK

The Town Clerk's office was kept busy throughout 2018 issuing Dog Licenses, Shellfish Permits, Business Certificates, Ramp and Mooring Permits, processing Parking and Non-Criminal Complaint tickets, maintaining Vital Records, including Birth, Death and Marriage Certificates, posting Open Meeting Notices for all Committees and Boards throughout town, supervising compilation of the Census/Street List, Voter Registration, and Elections, Annual and Special Town Meetings as well as tracking, maintaining and archiving State Ethics documentation.

As one of the oldest towns in America, many Americans can trace their lineage back to our founding fathers. As a result, researchers from all over the globe contact this office, in person, through the mail or via Email, with regard to researching their ancestry. We are very proud to be able to say that our town records represent one of the most complete collections to be found in the area and welcome the opportunity to share our rich history with others, be they professional researchers or fledgling genealogists. In 2018, I had the pleasure of working with Scott McDermott, Assistant History Professor at Albany State University in Georgia who was interested in Rowley's Puritan culture and our early documents relative to his dissertation on "Godly Constitutionalism". He came up from Georgia and looked through original ledgers, something I don't often offer. He was quite impressed with the completeness of our documentation and the quality of their preservation - All stabilized and preserved in Mylar through the generosity of the Community Preservation Fund which has allowed us to take meticulous care of these one of a kind historical documents. Please know that your CPA funds are being put to good use – Thank you!

### ***2018 Population Demographics (as of 1/15/2019)***

Dates of Birth between:	1/1/1900 and 12/31/1909	0	
	1/1/1910 and 12/31/1919	3	
	1/1/1920 and 12/31/1929	46	
	1/1/1930 and 12/31/1939	213	
	1/1/1940 and 12/31/1949	537	
	1/1/1950 and 12/31/1959	1098	
	1/1/1960 and 12/31/1969	1058	
	1/1/1970 and 12/31/1979	687	
	1/1/1980 and 12/31/1989	739	
	1/1/1990 and 12/31/1999	779	
	1/1/2000 and 12/31/2009	632	
	1/1/2010 and 12/31/2018	420	<b>Population</b>

**Total: 6212**

### ***Comparative Vital Statistics (as of 1/15/19)***

	<u><b>2014</b></u>	<u><b>2015</b></u>	<u><b>2016</b></u>	<u><b>2017</b></u>	<u><b>2018</b></u>
<b><i>Births</i></b>	51	47	53	62	47
<b><i>Deaths</i></b>	62	49	38	67	50
<b><i>Marriages</i></b>	28	26	28	12	10

- Births:** Forty-seven (47) babies were born to Rowley parents, 25 boys and 22 girls. There were no multiple births.
- Deaths:** Fifty (50) deaths, down from 67 last-year, were recorded in 2018, twenty-three (23) males and twenty-seven (27) females, of which forty-five (45) listed Rowley as their place of residence and included six (6) veterans: 4 of whom fought in World War II, 2 in Vietnam and two listed as ‘peacetime’. Of the 50, sixteen were over 90 and one was 104, one was 106 and one was 108! Curiously, even with those longevity numbers, the average age at time of death was 76.5 years of age – exactly the same as it was in last year’s report!
- Marriages:** Only ten (10) Marriage Licenses were issued in 2018 and of those only two of the weddings actually took place in Rowley, none, as far as I can see, took place in a church. Lowest number of marriages recorded in the last five years.

***Town Clerk’s Revenue Report – 2018***

Bylaw Non-Criminal Violations	\$ 2,425.00
Cemetery Lots	2,250.00
Dog and Kennel Licenses	8,200.00
General Fees	3,520.95
Parking Violations	1,630.00
Ramp and Mooring Permits	18,571.00
Shellfish Permits	7,735.00
Records Request Fees	947.93
	<b>\$ 44,964.73</b>

**Cemetery Lots Sold** – There were nine (9) regular and one (1) cremation lot sold @ \$250 each in 2018, all to Rowley residents.

**Dog Licenses** –We issued seven hundred sixty-seven (767) Dog Licenses and six (6) Kennel Permits in 2018.

**General Fees** – General Fees income reflects a wide range of transactions including Street List sales, Marriage Licenses, Business Certificates, certified copies of Vital Records and very rarely the sale of Rules and Regulations from various committees although many of these Bylaws and R&R’s are now available (free of charge) on the town website: [townofrowley.net](http://townofrowley.net).

**Records Request** – A relatively new component to the office workload is the Town Clerk’s appointment as Records Access Officer under the newly revised **MA Public Records Law** (Chapter 66§10). Although Public Records have been available for many years, this new legislation regulates the process throughout the Commonwealth under the supervision of the Attorney General’s Office and stipulates that all records requests be directed to an appointed Records Access Officer, generally defaulting to the Clerk, who would provide a timely receipt or acknowledgement for each request, direct each request to the appropriate department, insure each request was answered within the 10 business day time frame allowed by law, and then provide a letter of response for each completed request. We received forty-seven (47) Records Requests during 2018, resulting in responses ranging from ‘no responsive documents’ to multiple pages. This office processed 47 records request during calendar year 2018.

**Ramp and Mooring Permits** – There were three hundred twenty-eight Ramp and Mooring transactions during 2018, including two hundred nine (209) Ramp Permits, one hundred eighteen (118) mooring/slip permits and one (1) Tender permits.

**Shellfish Permits** – We received one hundred twelve (112) Shellfish Applications and issued 90 Permits including 32 Commercial, 50 Resident Non Commercial and 8 ‘Other’ (one day licenses etc.) and 5 Lease permits.

My personal thanks you to everyone who works to make this office pleasant as well as efficient including Administrative Assistant Sue Leach and Senior Tax Credit Volunteer Robert Roy. I continue to try to attend as many professional development opportunities offered by the various Town Clerk Associations as time allows. I have been certified as Massachusetts Municipal Clerk (by the MA Town Clerk’s Association) and Certified Municipal Clerk (by the International Institute of Municipal Clerks) and hold the job titles of Chief Election Officer, Census Liaison, Mooring Clerk, Parking Clerk, Limited Health Agent and Records Access Officer I still love my job and look forward to coming to work each morning and, with your continued support, look forward to continuing to serve the Town of Rowley.

Respectfully submitted: Susan G. Hazen, CMC/CMMC Town Clerk, Town of Rowley

## **REPORT OF THE BOARD OF REGISTRARS**

Mass General Law directs each town to appoint a Board of Registrars to be responsible for maintaining accurate voter registration lists and presiding over recounts. The voter registration list is the basis for the Street List and Census and is used to check qualified residents into Annual/Special Town Meetings and Federal, State and Local Elections. The primary vehicle for keeping this list up to date is the annual census/street list as maintained by the state hosted VRIS Computer System. Each year the registrars spend considerable time compiling the Annual Census as well as working at the check-in table at Rowley’s Town Meetings and providing office coverage for Voter Registration and various other extended hours as mandated by the Secretary of State.

### ***Voter Registration as of 1/15/19***

Unenrolled ( <i>a/k/a Independent</i> )	(U)	3206
Democrat	(D)	819
Republican	(R)	756
United Independent Party	(UIP)	34
Libertarian	(L)	15
Other		12
Registered Voters		4842
<i>Voters listed as INACTIVE</i>		-199 *
ACTIVE Voters:		4643

***\*INACTIVE*** is defined as those voters who have **NOT** responded to the Census within the calendar year. Once voter status has been changed to **INACTIVE**, identity and proof of residency must be re-established before being restored to the voters list.



**Voter Turn-out:** May 9, 2017 Annual Town Election: 1113 Ballots Cast (a little shy of 25%)  
Sept. 4, 2018 State Primary – 1060 Total Ballots cast – 23% Turnout  
(505 Democratic Ballots, 552 Republican and 3 Libertarian)  
Nov. 6, 2018 State General Election – 3271 Ballots Cast - 70% Turnout  
*Including 629 Early Voted Ballots*

We are currently in the process of compiling the year 2019 CENSUS/STREET LIST information and hope to have the new Street List books ready by May 1<sup>st</sup>. Have you returned your CENSUS form yet? If you ran into a problem at one of the elections – your name wasn't on the voter's list or had fallen into inactive status – problems were most probably caused by lack of Census response. We can't stress enough how important it is to keep these lists accurate and up to date and respectfully request residents to look over their census forms, confirm the information listed and return to us ASAP. We remind you that you may register to vote at the Town Clerk's Office or at the Registry of Motor Vehicles. You can request a registration form by calling (978) 948-2081 or the Secretary of the Commonwealth's office at 1-800-462-VOTE. You need to register to vote only once, unless you change your name, address or party affiliation. Please remember that response to the Annual Town Census/Street List questionnaire does NOT constitute Voter registration although failure to respond to it may result in *removal* from the Voter's List. Please contact the Clerk's Office at (978) 948-2081 or [townclerk@townofrowley.org](mailto:townclerk@townofrowley.org), should you have any questions regarding your Voting Status.

***2018 Election Workers as appointed by Board of Selectmen:***

Mary Bright, (R) 965 Haverhill St.  
Kathleen Cousins (U), 11 Cross St.  
Robert Johnson (U) 28 Brook St.  
Annetta Kelly (D), 161 Cross St.  
Susan E. Leach (U) 5 Jellison Rd.  
Joan Lyons (R) 283 Haverhill St.  
Mary Ellen MacDonald (D), 52 Summer St.  
Marion Madden (D) 136 Wethersfield St.  
G. Robert Merry (U) 40 Warehouse Lane  
Mary Ellen Mighill (U) 76 Central St.  
Marion R. Musial (R) 545 Newburyport Turnpike  
Joan Carol Petersen (D) 25 Newbury Rd.  
Linda Snow (U), 111 Leslie Rd.

We were able to offer EARLY VOTING to our residents at the November General State Election. This allows voters to vote during the 10 days prior to any election and is a very popular option among the voting public. It does, however, require adjustments made by this office with regard to staffing and security in that essentially we are in ELECTION-MODE for two solid weeks prior to the traditional one-day election standard. It is largely due to the dedication of our Election workers that make this feasible. We thank, once again, men and women who continue to take on the often thankless responsibility in spite continuing training sessions regarding equipment changes, ever changing rules and regulations, and tightened security concerns. Equipment is set up and tested, voters processed and votes tabulated at elections in a timely and efficient manner due, in large part, to the training and professionalism of our dedicated election workers.

We need to thank Constables Phil Collyer and Rick MacDonald, Police Chief Scott Dumas and Fire Chief James Broderick for providing assistance in the areas of security and traffic control. Our thanks as well to Father Dan McCoy and St. Mary's Family Parish for continuing to allow us to hold our elections in their hall, the custodial staff at Pine Grove School for setting up and taking down all the chairs at Town Meetings and Janet Morrissey and staff of Rowley Cable Media.

**Upcoming 2019 Election and Town Meeting Information:**

**Special/Annual Town Meeting**

**TBA**

Newly re-furbished All-Purpose Room  
Pine Grove School, Main St. @ 7:00PM

**Annual Town Election**

**Tuesday, May 14<sup>th</sup>**

St. Mary's Hall, Main St. from Noon to 8PM



***Thank you and Happy Retirement!*** I would like to congratulate long-time Assistant Town Clerk and Registrar Barbara R. DiMento who has retired after thirty-two years in this office. Since 1986 Barbara has opened, sorted and filed thousands of Census/Street forms, helped hundreds of residents to register to vote, purchase Dog Tags or Ramp Permits or file Marriage Intentions and acted as check-in at many a Town Meeting as well as putting up with the occasional Recount or Recall and even a cocky newly elected clerk with new ideas and procedures! We will miss you, Barbara! From all of us - Thank you and enjoy your well-deserved retirement!

Respectfully submitted by the Board of Registrars: Gordon R. Densmore; Barbara R. DiMento (retired July 2018); Susan G. Hazen; Geraldine Robertson

**REPORT OF THE PERSONNEL ADVISORY COMMITTEE**

The Personnel Advisory Committee, as part of the Town, must strive to consistently improve Human Resource Policy to reflect the administrative needs of our Town. To this end the Committee submits the following:

Objectives:

Our principal objective will be to ensure that Human Resource policy is within acceptable standards and administered in a uniform manner to all employees. With this administration, management, unions and employees alike should find a more acceptable work environment. The Committee strives to create an environment that will enhance job satisfaction and provide improvement in services to the taxpayer. Employee satisfaction is an important factor of any organization and frequently is found to be in direct proportion to job performance. Employee performance normally increases self-confidence and should improve productivity. When such factors exist, an enhanced relationship between employee and employer becomes more achievable and allows for all parties to become winners; the employee, the Town and the taxpayer.

### Goals:

The Personnel Advisory Committee again this year will continue to review and improve all current policies. Such policies as defined in the Town's "Personnel Plan", provide day-to-day administrative guidelines to supervisors and employees alike. These guidelines identify: hours, wages and benefits, as well as, other conditions of employment.

### Accomplishments:

The Town welcomed two full-time employees, and seven part-time new employees in 2018. The Personnel Department participated in, or assisted with, the candidate screenings, interviews and orientations for these new employees. We look forward to working with all of the new employees of the Town.

## **REPORT OF THE AGRICULTURAL COMMISSION**

The Agricultural Commission wishes to acknowledge and thank Dianne Short for her 13 years of service as Secretary for the Commission. Dianne was a dedicated, original member of the commission and her contributions were invaluable; she will be greatly missed.

The Farmers' Market had a successful 13<sup>th</sup> season. Reports from vendors were very positive, as were those from customers. We were able to add several new vendors with the closing of the Ipswich Farmers' Market and were pleased to be able to offer more variety. Our new written policy now accommodates some crafts that are locally sourced, promote agriculturally- and environmentally-friendly services or products beneficial to farmers and homeowners - e.g. Solar power, wind power, canning/preserving, animal husbandry information, and gardening techniques.

We had 17 people who gardened a total of 32 plots at the Bradstreet Community Garden this past season. The Commission is grateful to Conservation Agent Brent Baeslack and volunteers from the Rowley Open Space Committee for their hard work in clearing the overgrowth at the garden.

The Agricultural Commission submitted paperwork to the Board of Selectmen for one chicken complaint and provided guidance to the Board of Health with their inspection of the property in question. The Commission highly recommends that citizens interested in maintaining a small flock of chickens pick up a copy of the guidelines, which are available at the Town Hall, the Library and at the Public Health Department.

Respectfully submitted by the Agricultural Commission

## **REPORT OF THE COMMUNITY PRESERVATION COMMITTEE (CPC)**

In conformance with the State enabling act, Chapter 267 of the acts of 2000; amended by Chapter 165 of the Acts of 2002, Section 3 to 7, inclusive, and Chapter 44B of the General Laws, the Rowley Community Preservation (CP) Committee was established by a bylaw passed at the May 1, 2001 Town Meeting. The CP Committee studies the needs, possibilities and resources of the Town regarding community preservation, and is responsible for recommending projects for funding by the CP Committee in the areas of open space, recreation, historic preservation and

community housing. All projects that the CP Committee recommends must be approved by a majority Town Meeting vote.

The committee met three times in FY2018 (9/28/2017, 11/16/2017, 3/22/2018). The Community Preservation surcharge for FY 2018 was \$425,643.00 plus the additional 29.73 % State matching portion of \$121,637.00.

Project plans submitted and approved for funding in Fiscal Year 2018 were as follows:

1. Replacement of the Handicap Ramp at Town Hall
2. Replacement of remainder of Town Hall Windows
3. Annex Elevator Design ADA Compliance 1<sup>st</sup> Floor
4. Pingree Boardwalk to cross Mill River

CP Committee Members are selected by the committees on which they serve and ultimately confirmed by the Selectmen to serve for three year terms.

Current members are:

Frank Todd, Chair	Historic District Commission
Curt Turner, Secretary	Conservation Commission
Kurt Annen	Recreation
Joseph Perry	Rowley Housing Authority
Cliff Pierce	Board of Selectmen
David Jaquith	Planning Board
Sonja Vincola	Open Space Committee (1 Year Term)

The CP Committee meets periodically as requests for funding in required categories are made. Our meetings, time and place, are posted with the Town Clerk. The notice is also posted on the Town of Rowley's Website. The majority of our meetings are held in the Board of Selectmen office, based on availability. They are videotaped and available for viewing via Rowley Community Media on You Tube.

The CP committee is a member of the Community Preservation Coalition which is made up of 175 communities who have adopted CPA. They offer technical assistance to Community Preservation Committees, presentations to local CPC's, CPC implementation training programs and CPA public relations, outreach and communications for each Community Preservation Committee.

Respectfully submitted: Frank Todd, Chairman

## **REPORT OF THE PLANNING BOARD**

The Rowley Planning Board performs various duties as authorized by MGL Chapters 40A and 41 which include overseeing the subdivision of land, the approval and construction of ways within the Town, and acts as the primary Special Permit Granting Authority (SPGA) for Rowley and is also responsible for the review of commercial site plans. The Planning Board also has the task to prepare studies and plans pertaining to the town's resources, needs, and land use possibilities. The Planning Board encourages applicants, residents or any interested parties to

attend their meetings to gather information about current or future developments. The Board consists of five regular members and one associate member. In spring of 2018 one new member, John Urbanczewski, was elected to the Board for a five-year term, and a new associate member, Kevin Daley, was appointed by the Board of Selectmen.

The Town Planner position went from part-time (22 hours per week) to a full-time (35 hours per week) position starting in September of 2018. He keeps public office hours each Monday, Tuesday, Wednesday, and Thursday from 9:30 am to 12pm. The Town Planner is charged with the administration of the day-to-day functions of the Planning Board office, to facilitate Planning Board meetings, to serve as liaison and the Board's representative with regional planning agencies. Moreover, he is available to answer citizen inquiries pertaining to questions about the Rowley Protective Zoning Bylaw ("Zoning Bylaw"), to the scheduling of upcoming Planning Board meetings and public hearings, and also works to coordinate communications between the Planning Board and other town departments and boards.

Planning Board activity significantly increased over the course of 2018 above the level of activity the previously year. The following is a concise summary of the Planning Board's activities between January and December 2018:

- The Planning Board held eighteen (18) public meetings throughout the course of 2018 (14 meetings were held in 2017);
- The Board opened a total of twenty-five (25) new public hearings sixty-four (64) total public hearing sessions, which includes continuances (there were 34 total hearing sessions in 2017).
- In terms of the number of applications, the Board's caseload for 2018 breaks down into:
  - The review of eleven (11) Special Permits (8 in 2017).
  - Nine (9) Site Plan Reviews (SPR) (7 in 2017),
  - Regarding the subdivision of land in Rowley, the Board reviewed three (3) ANR Plans, two (2) preliminary subdivisions, and one (1) definitive subdivision plan in 2018.
  - The Planning Board also completed its joint effort with staff from the Merrimack Valley Planning Commission (MVPC) to complete and have adopted by the Board of Selectmen, the Rowley Housing Production Plan (HPP) which provides the Planning Board with action goals intended address the town's on-going need for affordable housing options.

Some other notable Planning Board projects and activities during 2018:

- At the Spring 2018 Annual Town Meeting, the Planning Board updated the zoning bylaw regulating large scale Solar Photovoltaic (SPV) installations to require a Special Permit from the Planning Board. Subsequently, the Planning Board reviewed and approved a Special Permit for a two (2) megawatt SPV at 623 Wethersfield Street which is currently under construction.
- The Planning Board passed a zoning bylaw which would allow the sale of recreational marijuana in the retail (RE) zoning district, and the operation of marijuana manufacturing, cultivation, and test labs in the business light industry (BLI) district.
- The Board subsequently reviewed and conditionally approved one retail marijuana shop to be located in the Adam's Mall and also a manufacturer of cannabis dosage cups in the business complex at 319 Newburyport Turnpike.

- The Planning Board investigated ways to increase the amount of land available commercial uses resulting in a proposal for the 2019 Spring Town Meeting to rezoning

The Planning Board has continued its policy of encouraging preliminary discussions with prospective applicants and developers regarding their projects prior to holding a formal public hearing. The Board has found that this option of preliminary discussion benefits both the applicant and the Board by eliminating unforeseen obstacles as much as possible ahead of time so as to facilitate the public hearing process. The Planning Board meets monthly on the second Wednesday night of each month, and on additional evenings as scheduled. The Planning Board office is located on the first floor of the Town Hall Annex building at 39 Central Street. To schedule an appointment, or inquire about meeting dates, agendas, or minutes; please contact the Town Planner, Kirk Baker, at 978-948-5549, or view the Town website at <http://www.town.rowley.ma.us/common> for updated office hours.

Respectfully submitted, Chris Thornton, Chairman; David Jaquith, Vice Chairman; Mark Savory, Member; Troy Spaulding, Member; John Urbanczewski, Member; Kevin Daley, Associate Member

## **REPORT OF THE CONSERVATION COMMISSION**

The Town of Rowley voted in 1962 to adopt the Conservation Commission Act of 1957, which established a municipal agency to plan for natural resource protection, acquire important land and water areas, and manage these properties for conservation and passive recreation. The Rowley Conservation Commission also administers and enforces the Commonwealth of Massachusetts Wetlands Protection Act (1972), the Rivers Protection Act (1996), the Town of Rowley Wetlands Protection Bylaw (2004), and the Town of Rowley Stormwater Management and Erosion Control Bylaw (2007). The Rowley Conservation Commission is composed of seven members appointed for staggered three-year terms by the Board of Selectmen. Members volunteer their time to help preserve and protect Rowley's natural resources. The current Commission members include: Judy Kehs (39 years), Vice Chairman Curt Turner (30 years), Sam Streiff (14 1/4 years), Robert Garner (10 3/4 years), Chairman Arthur Page (4 1/2 years), Howard Vogel (3 1/4 years), and Daniel Shinnick (1 1/2 year). The Commission meets at the Town Hall Annex every three weeks on Tuesday evenings at 7:30 p.m. Member Curt Turner represents the Commission on the Community Preservation Committee.

In addition to their aesthetic and recreational values, wetlands are important for the environmental functions they perform. These valuable roles include the following: protection of land containing shellfish and fisheries, flood control, storm damage and pollution prevention, protection of public and private water supplies, protection of groundwater, vernal pools and other wildlife habitat. In common with other seashore communities in Massachusetts, Rowley has both coastal and inland wetland resource areas, the latter also being important to the protection of drinking water sources.

Where wetland areas are involved, proper application of the Wetlands Protection Act and Wetlands Protection Bylaw allow individuals to develop land in Rowley while minimizing problems from storm, flood, and high groundwater damage. This prevents pollution and protects

natural resources including wetlands, rivers, estuaries, salt marshes, drinking water, groundwater, fisheries, and wildlife.

The Commission reviewed 90 Permit Applications and related documents that consisted of:

- 5 Orders of Area Resource Delineation to determine wetland boundaries
- 16 New and Amended Notice of Intent Applications for new homes, subdivisions and other building projects
- 27 Requests for Determination of Applicability, which permit less complicated projects
- 21 Requests for Certificates of Compliance/Completion, the final declaration of project completion
- 4 Stormwater Management Permits, managing project drainage and erosion controls
- 15 Enforcement Orders and Notices of Violation, actions to protect and restore degraded wetland resources

The Commission and its staff also provided assistance with various hazardous tree removal authorizations and two Emergency Certificates for flooding issues related to beaver activity.

The Conservation Department assisted the Board of Selectmen by reviewing and providing professional input on Special Permit requests, Road Opening Applications, review of Right-of-First Refusal submittals and requests for Permission to Hunt. In addition, the office reviewed 56 Building Permit requests, numerous information requests, and provided the Health Department with input on 25 Soil Evaluation Application reviews. The Conservation Department provided environmental expertise to the Planning Board in special permit, site review, and definitive subdivision project reviews and commented on various Zoning Board of Appeals Applications. The Commission interacts as necessary and when appropriate with the Massachusetts Department of Environmental Protection and Army Corp of Engineers which have jurisdictional oversight responsibilities pertaining to the Commonwealth's wetlands. This past year saw increased cooperation with the Northeast District 3 State Forester in reviewing Forest Cutting Plans on local properties.

The Open Space and Recreation Committee (OSC), a sub-committee of the Conservation Commission, includes the following members: Sonja Vincola (Co-Chair), Alyssa King (Co-Chair), Brooke Ten Eyck (Clerk), Jena Haag and the Conservation Commission Representative Howard Vogel. Member Vincola represents the OSC on the Community Preservation Committee. The OSC and the Conservation Department facilitated spring and fall work clean-up events on Town Conservation Areas, which included the clearing of trails and removal of various manmade debris including restoration of community garden plots. The Commission wishes to thank all volunteers who help maintain the Town Open Space and Conservation Areas.

The finalization of the Conservation Restriction on the Dodge Reservation should be completed in early 2019 with the recording of the Conservation Restriction at the Registry of Deeds. The Commission worked with Essex County Greenbelt on the Mehaffey Farm Conservation Restriction. A Conservation Restriction was completed for land at 42 Newbury Road and allows public access to new, protected open space as well as previously protected town conservation areas. The Conservation Department represents the Town in regional planning efforts directed at Coastal Resiliency and Shoreline Change.

The Commission has three staff members, Conservation Agent Brent Baeslack (14 1/2 years), Conservation Secretary Deborah Cunningham (2 1/4 year), and Senior Service person Jean Blanchard (11 years). The Conservation Commission office is located in Room 4 at Town Hall Annex. Office hours are Monday through Thursday, 9:00 a.m. to 12:30 p.m. Appointments can be made until 4:00 p.m. The Commission may be contacted at 978-948-2330 or [conservation@TownofRowley.org](mailto:conservation@TownofRowley.org). The Commission invites the public to review the Conservation Bulletin Board in the Annex hallway where a variety of articles and items of interest are posted regularly.

The Commission thanks the citizens and the Board of Selectmen for the opportunity to serve the community in protecting Rowley's natural resources now and for the future.

Respectfully submitted: Arthur Page, Chairman; Curt Turner, Vice Chair; Judy Kehs; Sam Streiff; Robert Garner; Howard Vogel; Daniel Shinnick

## **REPORT OF THE CULTURAL COUNCIL**

This year the Rowley Cultural Council received over 21 applications for grant request totaling over \$12,000. Unfortunately, we had 21 applicant requests and only \$ 4700 to award.

All requests were excellent and we regret that we could not honor all. Monies were given to both Pine Grove and Triton Schools, Council on Aging, Rowley Library, Mass Audubon and a new program for teens called Express Yourself. The following is a list of all whose programs are being sponsored through the grants:

Spring Birdwatching Walk in Rowley
2019 Spring Panto
Express Yourself 25
Songbirds of the Northeast
Jazz at the Library
Pine Grove Players: Student Musical Theater Program
Scott Jameson Magician
Musical Visits for Seniors
Starry Night: Pastel Painting Van Gogh's Masterpiece
Theater Workshop Intern Program

The Council is currently composed of the following members: Annetta Kelly, Chair; Nancy Cribari, Secretary; Deb Streiff, Treasurer; Mary Bright, and Frank DeLisi.

## **REPORT OF THE ZONING BOARD OF APPEALS**

The Rowley Zoning Board of Appeals performs two functions:

- 1. As a Zoning Board of Appeals under MGL c.40A, s.12 & s.15 and c.40B, s.20-23**
- 2. As a Board of Appeals under MGL c.41, s. 81Z & s.81AA**



The Zoning Board of Appeals meets only when an application for Board action has been received, a proper “notice of meeting” has been advertised and notices to “parties-in-interest” and Town Boards and departments have been sent out as required under Massachusetts General Laws.

In 2018, the Board had twelve cases before them. The Board continued four hearings from 2017 and opened eight new hearings, rendering Decisions in five instances prior to the end of the calendar year.

The Board remains dedicated to attending educational workshops to stay on top of the latest developments in land use law.

The Zoning Board meets on the third Wednesday at 7:00 pm of each month when applications have been filed and accepted for review. Applications are available for printing from the Town of Rowley website or can be picked up at the ZBA office.

The Board welcomes input and feedback regarding Zoning issues throughout the town.

Board Members are appointed by the Board of Selectmen. Presently the Members are:

Chairman Donald W. Thurston; Vice Chairman Thomas W. Heidgerd; Member David L. Levesque; Member Robert H. Clewell; Member Donna Thibodeau; Member Kevin Reilley

## **REPORT OF THE ROWLEY POLICE DEPARTMENT**

“Citizen’s first in everything we do, through professionalism, and continuous community engagement”

I would like to begin by stating I am honored to lead such a dedicated group of men and women employed at the Rowley Police Department. By the time this annual report is published, the members of the Police Department will have been located into their new home. I also want to recognize the citizens of Rowley for their unconditional support of our new police facility. It is a very modern building that the whole town can be proud of. As stated in our Mission Statement above, it is our goal as a police agency to put citizens first in everything we do. This Town has demonstrated to me in so many different ways, but especially with the approval of the Police and Fire facilities, as well as the school renovations, that those same considerations have been given to those that serve. Thank you!

The Police Department has seen more comings than goings over the course of 2018 as we work to maintain our part-time staff. Eric Giordano and Tara Bernard were hired in June and Chris Cassidy and Lucas Tubbs came aboard in December as reserve officers. We also lost two long-time reserve officers in 2018. Robert “Bub” Colby reached the magical age of 65 and worked his last shift for us in April. Bub worked for 32 years as a reserve officer and will be greatly missed. Jeff French, who had a couple of stints as a Rowley reserve officer and seemingly knew everyone in town, was promoted to Deputy Fire Chief in Ipswich and tendered his resignation. On the dispatch side of the house, Melissa Stasiak was hired in April and Rosann Ferrante was hired in November as per diem dispatchers. Both are coming along in a very difficult position.

When Matt Ziev was promoted to Sergeant from Detective in 2017 that position stayed open for a while as officers sought to display their talents and versatility. Officer Robert “Bob” Adams was promoted into that position in July and is doing a tremendous job for us having already been involved and at the forefront of some high profile cases both in Town and collaboratively with other jurisdictions. Officer Charles “Chuck” Hazen was promoted to the rank of Sergeant at the very end of 2018. Chuck will be the primary supervisor on the midnight shift, splitting that role with Sergeant Ziev. His promotion allows the police department to have a scheduled supervisor on each of the 2<sup>nd</sup> and 3<sup>rd</sup> shifts.

In June of 2018 the Rowley Police Department attained accreditation for the 6<sup>th</sup> time, despite being under construction. An accredited department is the mark of a professional department as to its policies and standards. While each employee, sworn and non-sworn, plays a role in attaining and maintaining accreditation between assessments, the actual assessment phase can be a grueling task. Our accreditation team of Captain Dave Sedgwick, Sergeant Chuck Hazen and my Administrative Assistant, Dottie Tobin deserve the lion’s share of credit during this critical phase.

The Rowley Police Department became one of the founding members of the Essex County Outreach Program. The program tracks overdoses that occur in Essex County through a software program that each participating agency has access to. The program is not a prosecutorial tool but rather allows us to visit a person that has overdosed, along with a recovery coach, and offer resources to that person to help them overcome their addiction or to stop using drugs. It models a similar program that is currently in place in all of Plymouth County with the goal being to incorporate the entire state of Massachusetts.

The Triton Regional School District in conjunction with each of the three police departments of Rowley, Newbury, and Salisbury have been working to update and upgrade school safety by bringing the ALICE program to each of the schools within the district. Training with staff began towards the end of 2018 with continued assessments and exercises to be conducted throughout the next year. The mindset and how we respond towards these unfortunate realities needs to change and the school staff has been open to those changes.

Officer McGettrick, known to the kids as Officer Pat, continues to teach the LEAD program at Pine Grove to our 6<sup>th</sup> grade class. Once the school renovations are complete and the chaos is back to normal school chaos, we intend to extend the program to other grades.

### Looking Ahead

In 2016, the voters of Massachusetts elected to legalize recreational marijuana. In 2019, the first retail location will likely open in Rowley, somewhere on Route 1. I believe the Board of Selectmen, the Planning Board, the State of Massachusetts, and the Cannabis Control Commission have acted responsibly and thoroughly in laying out the guidelines that must be followed. The companies I have met with are professional and interested in doing this right. They are open to being a part of the educational process, particularly with our young. Despite how some may feel personally on this reality, we will all persevere.

<b>Activity Statistics 2018</b>			
	2018	2017	2016
Breaking and Entering	13	14	10
Weapons Law Violations	3	4	18
Liquor law Violations	11	11	*34
OUI's	32	34	28
Drug/Narcotic Violations	7	21	9
Destruction of Property/Vandalism	9	13	13
Felony Investigations	118	132	106
Medical Emergencies	408	448	392
Motor Vehicle Stops or Complaints	1838	1917	1218
Traffic Accidents	122	**125	**115
Traffic Citations/By Law Offenses	257	**152	**131
Total Crimes Against Persons (investigated)	76	**106	**70
Total Crimes Against Property (investigated)	89	**90	**74
Total Crimes against Society (investigated)	54	143	118
Total Arrests/Summons	191	169	171
Total Log Entries	19203	18052	16988

\* Juvenile House Party

\*\*revised/corrected

<b>2018 Revenue Generated</b>	
Reports and Licensing	\$3,800.50
Private Details	\$8,143.55
Court and RMV Assessments	\$90,748.77
<b>Total</b>	<b>\$102,692.82</b>

2018 Police Grants received  
State 911 EMD Training Grant \$15,134.92  
State 911 Incentive Grant \$18, 172.00  
ICAC \$1,644.00  
**Total \$34,950.92**

Treat people the way you want to be treated, talk to people the way you want to be talked to. If we can all do this the world will be a better place.

Respectfully, Scott A. Dumas - Chief of Police

## **REPORT OF THE ROWLEY FIRE DEPARTMENT and EMERGENCY MANAGEMENT AGENCY**

I would like to thank all members of the Fire Department and REMA for their hard work during 2018. It is due to their commitment to the community that makes both of these departments successful. I would also encourage members of the community that are interested in becoming a member of either the Fire Department or a member of the Emergency Management Agency, to contact me at the Fire Department.

In early 2018 construction of the new fire station on Haverhill Street started with an anticipated move in date of March 2019. This new building will allow to the fire department to grow with the town for the foreseeable future; the new building will also allow the fire department the facilities to train in without interfering with daily activities in other town owned buildings. This new station is designed with firefighter safety in mind. Rowley will no longer have to rely on our surrounding communities to allow us space to clean our fire equipment and clothing and to have a space to test our fire apparatus.

The fire department responded to 780 calls from January 1 to Dec 31, 2018 the following is a list of calls for 2017 and 2018 as categorized by the Massachusetts Fire Incident Reporting System

<b>Type of Situation</b>	<b>2017</b>	<b>2018</b>	<b>Type of Situation</b>	<b>2017</b>	<b>2018</b>
Building Fire	12	14	Service Call	1	2
Cooking Fire	29	24	Person in Distress	0	0
Burner/ boiler Malfunc.	1	0	Lock-out	3	7
Fire Camper/motor home	0	0	Ring/jewelry removal	0	2
Passenger Vehicle fire	2	2	Water evacuation	3	3
Road Freight/Transport	2	1	Water/Steam Leak	1	8
Forest/woods/wildland	2	2	Smoke removal	1	1
Brush/grass fires	1	6	Public Assist	5	7
Outside Fire	1	0	Assist Police	5	3
Overpressure rupture	1	3	Assist invalid	15	11
Medical assist EMS	1	0	Unauthorized burning	10	11
EMS call	320	266	Cover assignment	6	9
EMS MVA	75	72	Good Intent other	3	8
EMS MVA Ped.	0	0	Dispatched canceled	125	140
Missing Person Search	0	0	Smoke Scare	10	10
EMS standby	0	0	Steam Vapor Fog	1	0
Medflight landing	1	1	Hazmat release invest.	4	11
Hazardous condition	1	2	Phone malicious false	1	3
Flammable liquid spill	4	2	System Activation	39	43
Natural gas leak	4	5	Smoke Det. Malfunc.	55	49
Chemical Hazard no spill	0	0	Heat Det. Malfunction	7	3
Chemical spill or leak	0	1	Light Ballast breakdown	0	0
Power line down	5	2	Unintentional alarm	1	1
Arcing equipment	2	3	Detector activation	6	12
MVA general cleanup	0	0	Carbon Monoxide	11	28
Citizens Complaint	1	1	Lightning strike	6	4

Respectfully, James C. Broderick Fire Chief/EMD

## REPORT OF THE BUILDING INSPECTION DEPARTMENT

All inspections were completed pursuant to the Ninth Edition of the Massachusetts State Building Code, which includes the 2015 International codes, the Massachusetts Plumbing & Gas Code and the National Electrical Code. All reports and filings were carried out as required by law.

All inspection department applications are available on the town website.

### PERMIT ACTIVITY

#### BUILDING PERMITS

Type	# of Permits	Construction Value
Single-Family	19	\$7,194,928
Addition/Garage	9	\$605,560
Chimney/Woodstove/Pellet Stove	7	\$41,801
Outbuilding	3	\$16,175
Pool	6	\$199,735
Porch/Deck	16	\$313,936
Renovation/Alteration	94	\$1,899,558
Roofing/Siding	46	\$977,683
Commercial	26	\$35,938,991
Demolition	1	\$1,000
Solar	9	\$288,516
Mechanical	32	\$1,558,525
<b>Total</b>	<b>268</b>	<b>\$49,036,408</b>

Total Building & Mechanical Permit Fees collected for 2018: **\$181,452**

#### PLUMBING AND GAS PERMITS

Plumbing permits issued for 2018	<b>100</b>
Gas permits issued for 2018	<b>126</b>
<b>Total</b>	<b>226</b>

Total Plumbing and Gas Permit Fees collected for 2018: **\$22,395**

#### ELECTRICAL PERMITS

Electrical permits issued for 2018 **158**

Total Electrical Permit Fees collected for 2018: **\$33,949**

**Total fees received from all permits** (building, gas, plumbing, electrical): **\$239,245**

### **SUMMARY**

- New construction permits for 20 single-family dwellings were issued. The estimated value of new single-family construction was \$359,746.
- We are starting to realize the full effect of creating our Business/Light Industry and Retail Districts.

Respectfully submitted: Kenneth Ward, Inspector of Buildings

### **REPORT OF THE ANIMAL CONTROL OFFICER & ANIMAL INSPECTOR**

Animal Inspector reports that one animal tested positive for rabies in 2018. Mass. General Laws requires all dogs six months or older to be vaccinated for rabies. Please keep your animals under control; unleashed is unloved. The Animal Control Officer recommends microchipping your animals.

### **TREE DEPARTMENT REPORT**

Maintenance and repairs of all the departments' equipment and tools had been performed throughout the year as scheduled or needed.

Selective pruning and trimming of shade trees throughout the town had been performed during the appropriate season.

A count of 275 Christmas trees had been dropped off by residents at the collection point at Eiras Park and chipped up or donated to the Town of Newbury for their Bon Fire Fundraiser. Just a note: Before you do drop your tree off for disposal please remove all decorations, anything metal and plastic bags, as this will damage the equipment and is very dangerous for the employees, thank you.

A total of 316 trees throughout the town needed to be removed.

The Tree Warden wishes to thank the Rowley Municipal Light Plant and Police Department management and staff members for their tremendous efforts in assisting the Tree Dept. during emergencies. Thank you to some unknown residents for your help in picking up debris from the roadways during and after storms.

Respectfully Submitted: Patrick Snow - Tree Warden

## **REPORT OF THE HARBORMASTER**

The 2018 boating season started off very wet but settled into beautiful summer weather in time for the greenheads to arrive in July. No major accidents or injuries to report this year. Fuel prices hovered at approximately \$2.75/ gallon this season, continuing to make boating a more affordable leisure activity for town residents.

The river was marked with 43 navigational aids placed along the Rowley River Channel. The stationary pole “Solar Powered” flashing unit (1 FPS-white - visibility 1 mile) is located at the end of the river on Hog Island. Many boaters have requested that launch ramp users extend courtesy, whenever possible, to enable simultaneous launches. Our existing ramp is wide enough to accommodate simultaneous launches. I am currently seeking DEP and Rowley Conservation Commission approvals to complete repaving the ramp in 2019.

394 mooring/ slip/ launch permits issued in 2018 generated \$18,325.20. Fee for the Resident only Launch ramp is currently \$60/ permit, commercial clammers included. Mooring/ Slip permits were \$4.00 per foot for all boats in 2018. Parking fines are \$75 per violation to help preserve the launch area for town residents only. The purpose of these fees along with boat excise tax collections is to make the services of the Harbor department self-sufficient from a financial perspective. No user fee increases were seen for the 2018 season.

The Town of Rowley Harbor Master department continues to operate a 2016 23’ Pumpout boat on the Rowley River and Plum Island Sound including Ipswich and Newbury waters thanks to grant money awarded by the state in December 1996. 75% of all operating and capital costs are covered by this grant. The Dept. of Fisheries continues to allow “In-kind” expenses to be reimbursed as well. This has allowed for total reimbursement to the Town for the Pumpout boat and its operating costs. The Pumpout boat is in operation for the months of May through October. The Pumpout boat pumped a total of 3,520 gallons of waste during the 2018 boating season and continues to perform well.

Discussions are underway to expand parking for town residents as use of this area has grown considerably. As always, we welcome boaters who wish to help marking the river this Spring in May. A sincere thanks to the many volunteers that continue to help with river marking, dock installation and boat maintenance each year. An announcement will be placed in the Daily News and The Town Common! Hip boots and gloves a must!

Respectfully submitted: Bill DiMento - Harbormaster

## **REPORT OF THE SHELLFISH DEPARTMENT**

The 2018 shellfish season was yet another good season. The weather overall was cooperative, keeping clam flats open for the majority of the year, which allowed many days of harvesting. A harsh winter restricted most days in January and February, with the river and creeks freezing solid, but nothing out of the ordinary. Large amount of rain in the fall saw long periods of closure, as well. The shellfish department continues to make multiple, successful efforts to keep illegal harvesting from bordering town fishermen off of Rowley clam flats and

will continue to protect the resources for residents and non-residents who hold a Rowley shellfish permit.

This past year there are two major updates the Shellfish Department would like to bring to attention. First, area N4.1, the upper Rowley River is closed due to contamination reasons via the Massachusetts Division of Marine Fisheries. In simple terms, N4.1 is a part of the Rowley River that runs from the last house of Railroad Ave, back past the Rowley boat ramp, and beyond Perleys Marina. N4.1 is a popular area for collecting oysters but for now, until the DMF deems the area safe again, all shellfish in N4.1 are off limits. Second, a great danger in the shellfish world has begun to wreak havoc for shellfish, specifically soft shell clams. The Plum Island Sound is under attack from a disease known as ‘Neoplasia’. The disease has made its way into local waters, infecting a large amount of soft shell clams. Neoplasia is a leukemia-like disease that is taking the biologists and clammers by surprise, leaving many with questions on what sort of impact it will leave behind as it moves through the waters.

As always the Shellfish Department wishes to see more residents show interest in shellfishing. Members of the department would be glad to answer any questions you may have. I encourage everyone who has a passion for the water or outdoors to try clamming, whether for commercial or recreational purpose, to help maintain a historical activity that would be a shame to lose.

Respectfully submitted: Travis Kneeland - Shellfish Constable

## **REPORT OF THE ROWLEY MUNICIPAL LIGHTING PLANT**

The Light Commission and Manager are pleased to submit the Annual Report of the Rowley Municipal Lighting Plant (RMLP) for the year 2018.

### **RELIABILITY AWARD**

ROWLEY, MA – MARCH 21, 2018 — Rowley Municipal Light Plant has received national recognition for achieving exceptional electric reliability in 2017. The recognition comes from the American Public Power Association ([www.PublicPower.org](http://www.PublicPower.org)), a trade group that represents more than 2,000 not-for-profit, community-owned electric utilities.

The Association helps members track outage and restoration data through its subscription-based eReliability Tracker service and then compares the data to national statistics tracked by the U.S. Energy Information Administration for all types of electric utilities.

“This recognition helps demonstrate public power’s commitment to reliable electric service,” said the Association’s Senior Vice President of Engineering Services, Michael Hyland.

Public power has a strong track record of reliability, said Hyland. Nationwide, the average public power customer has their lights out for less than half the time, compared to other types of utilities.



“We are proud to receive this recognition. It is a testament to the hard work of all our staff to ensure that the lights stay on for all our customers,” said Daniel Folding, General Manager at Rowley Municipal Light Plant.

**This is the third year in a row that RMLP has received this award!**

#### **SERVICE CONNECTIONS**

During 2018 we increased our service connections by 13 residential connections and 1 commercial connections.

#### **KWH Sales and Peak Demand**

During 2018 we sold 44,668,914 KWh to RMLP customers.

Our Peak Demand was 12,162 KWH and occurred on 8/29/2018 in hour 15

#### **Operations/Maintenance and Capital Budgets**

In 2018 the RMLP Operations and Maintenance Budget	Projected Revenue	\$6,385,000.00
	<u>Projected Expense</u>	<u>\$6,358,700.00</u>
	Projected Profit or Loss	\$26,300.00

In 2018 the Capital Budget consisted of \$473,500.00, this money is budgeted for improving the distribution system, buildings and equipment.

#### **OUR SYSTEM**

RMLP is constantly maintaining the distribution system to be as reliable as possible in all-weather events and non-weather events. We monitor the age of our infrastructure and make repairs to the system before we have an outage.

#### **CONTRIBUTIONS AND SERVICES PROVIDED TO TOWN**

- RMLP funded the cost of energy used for street lighting, saving the town \$30,074.21. Additionally, RMLP maintains all street lighting at no cost to the town. We have begun changing over to LED street lights, beginning with the downtown Main Street area, which should incur even more electricity savings along with a substantially longer bulb life.
- The town maintains all interest earned from RMLP’s operating cash account that is co-mingled in the town’s general fund.
- Our crews hung flags along Route 1A for Veteran’s Services for various holidays throughout the year.
- We provided inserts to other Town departments in our monthly bill at no charge to those departments.
- We used our staff and equipment to decorate and light the trees and gazebo on Town Common for the holiday season with LED lights.
- We continue to support The Salvation Army’s Good Neighborhood Energy Fund

- We assisted various town Departments as needed with projects

The guidance and co-operation of the Municipal Light Board and the devotion to duty and good work of our employees is gratefully acknowledged.

The co-operation extended by other town departments is also very much appreciated.

Respectfully submitted: Daniel Folding - General Manager

BOARD OF COMMISSIONERS: G. Robert Merry - Chairman; Kenneth Keyes; Robert Snow

# ROWLEY ELECTRIC LIGHT DEPARTMENT COMPARATIVE BALANCE SHEET 2018

<u>ASSETS</u>	Balance Beginning of Year	Balance End of Year	Increase or (Decrease)
<b>UTILITY PLANT</b>			
101 Utility Plant - Electric .....	4,275,922.56	4,236,138.19	(39,784.37)
<b>FUND ACCOUNTS</b>			
126 Depreciation Fund.....	4,239,257.32	4,573,033.04	333,775.72
127 Bond Fund.....			
128 Rate Stabilization Fund.....	1,012,810.37	874,948.27	(137,862.10)
<b>CURRENT AND ACCRUED ASSETS</b>			
131 Cash.....	87,583.75	(432,828.89)	(520,412.64)
132 Special Deposits.....	110,836.14	111,667.93	831.79
132 Working Funds.....	690.00	690.00	0.00
142 Customer Accounts Receivable.....	368,267.70	416,983.99	48,716.29
143 Other Accounts Receivable.....	61,591.92	77,312.54	15,720.62
146 Receivables from Municipality.....			
151 Materials and Supplies.....	79,047.86	79,975.11	927.25
165 Prepayments.....	1,259,005.32	1,281,800.71	22,795.39
174 Miscellaneous Current Assets.....	231,130.93	631,617.69	400,486.76
<b>DEFERRED DEBITS</b>			
183 Other Deferred Debits.....	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Assets and Other Debits</b>	<b><u>11,726,143.87</u></b>	<b><u>11,651,338.58</u></b>	<b><u>125,194.71</u></b>
<b><u>LIABILITIES</u></b>			
<b>SURPLUS</b>			
206 Loans Repayments.....	2,279,200.00	2,279,200.00	0.00
207 Appropriations for Construction Repayments.....	0.00	0.00	0.00
208 Unappropriated Earned Surplus.....	4,545,953.57	4,482,958.74	(62,994.83)
<b>LONG TERM DEBT</b>			
221 Bonds & Notes.....	0.00	0.00	0.00
<b>CURRENT AND ACCRUED LIABILITIES</b>			
232 Accounts Payable.....	553,437.45	558,891.31	5,453.86
235 Customer Deposits.....	110,836.14	111,667.93	831.79
242 Miscellaneous Current and Accrued Liabilities.....	2,860,469.37	3,001,334.41	140,865.04
<b>DEFERRED CREDITS</b>			
252 Customer Advances for Construction.....	27,106.64	27,106.64	0.00
<b>RESERVES</b>			
260 Reserves for Uncollectable Accounts.....	53,179.69	25,000.00	(28,179.69)
<b>CONTRIBUTIONS IN AID OF CONSTRUCTION</b>			
271 Contributions in Aid of Construction.....	<u>1,295,961.01</u>	<u>1,365,179.55</u>	<u>69,218.54</u>
<b>Total Liabilities and Other Credits</b>	<b><u>11,726,143.87</u></b>	<b><u>11,651,338.58</u></b>	<b><u>125,194.71</u></b>

# ROWLEY ELECTRIC LIGHT DEPARTMENT STATEMENT OF INCOME FOR THE YEAR 2018

	Current Year	Increase or (Decrease) from Preceding Year
<b>OPERATING INCOME</b>		
400 Operating Revenue .....	7,238,415.25	161,438.05
<b>OPERATING EXPENSES</b>		
401 Operation Expense .....	6,694,632.53	514,320.59
402 Maintenance Expense .....	368,856.92	23,656.88
403 Depreciation Expense.....	270,347.72	8,019.49
Total Operating Expenses.....	7,333,837.17	545,996.96
Operating Income.....	(95,421.92)	(384,558.91)
<b>OTHER INCOME</b>		
415 Income from Merchandising, Jobbing and Contract Work.....		
419 Interest Income.....	65,700.85	26,273.11
421 Miscellaneous Nonoperating Income.....		
Total Income.....	(29,721.07)	(358,285.80)
<b>INTEREST CHARGES</b>		
427 Interest on Bonds and Notes.....	0.00	0.00
431 Other Interest Expense.....	0.00	
Total Interest Charges.....	<u>0.00</u>	<u>0.00</u>
NET INCOME .....	<u>(29,721.07)</u>	<u>(358,285.80)</u>

	Debits	Credits
208 Unappropriated Earned Surplus (at beginning of period).....		4,545,953.57
433 Balance Transferred from Income.....		(29,721.07)
434 Miscellaneous Credits to Surplus.....		
435 Miscellaneous Debits to Surplus.....	33,273.76	
436 Appropriations of Surplus.....		
437 Surplus Applied to Depreciation.....		
208 Unappropriated Earned Surplus (at end of period).....	<u>4,482,958.74</u>	
	<u>4,516,232.50</u>	<u>4,516,232.50</u>

## **REPORT OF THE HIGHWAY DEPARTMENT**

The Highway Department equipment and facilities were serviced and repaired throughout the year as scheduled or as needed.

As part of the Highway Department's pavement management program, the following work was performed on Christopher Road, Intervale Circle, Tenney Road, Cooper Pond Road, Isabelle Circle and Newbury Road from the intersection of Boxford Road to the intersection of Mehaffey Lane: full depth reclamation, grading, paving, drainage repairs, berm curbing installation, granite curbing installation, with the addition of sidewalk resurfacing on Christopher Road and Intervale Circle.

All catch basins were dug and cleaned. Twelve catch basins were repaired at various locations around town. All catch basins were maintained during rain, snow and ice storms to prevent street flooding.

All town roads were swept. Routine pothole patching, rut filling and sidewalk repairs had been performed throughout the year, as needed. Gravel roads were graded throughout the year at the request of the residents. The highway crew performed roadside mowing and trimming throughout the seasons as well as mowing and landscaping all town commons and town property. Brush clearing along the roadsides had also been performed in the spring, summer and fall.

Community Service workers were in town for approximately 40 hours and were used to rake leaves at town facilities, clean town parking lots of debris, and picking up trash on the road sides.

Street line painting and pavement markings had been painted during the late summer. Signage consisting of regulatory street name, stop, and speed limit signs and other non-regulatory signs had been repaired or replaced throughout the town most were due to motor vehicle accidents and vandalism and some were replaced due to weathered conditions.

The 2018 winter season was an average winter. All Town roads and parking areas were plowed and treated as necessary.

We would like to thank all the private contractors and employees of the Town of Rowley for all their hard working during the 2018 winter season. We recognize and appreciate the residents for clearing the sidewalks in front of their property and beyond, we thank you.

The Highway Department wishes to thank all Town Officials, Boards, Committees, and Departments, as well as the residents for their continued support and teamwork that makes Rowley a great community to work in and live in.

The Highway Department staff wishes everyone to have a safe and happy year.

Respectfully submitted: Patrick Snow - Highway Surveyor

## **REPORT OF THE WATER DEPARTMENT**

Mission Statement: To provide adequate water quantity and quality at a reasonable cost that meets or exceeds Massachusetts and Federal drinking water standards. To provide sufficient water for fire protection and to maintain adequate pressure throughout the distribution system. To deliver first-rate customer service to the Town of Rowley. To operate all aspects of the municipal water supply in an environmentally sound fashion and to maximize system reliability, minimize losses, repair or address system deficiencies and operate within an established budget. To ensure regulatory compliance and to protect the residents from contamination and back siphon/backflow water quality issues.

The Town of Rowley Water Department is committed to providing its residents with drinking water of the highest quality possible and we constantly strive to improve all facets of our water system. Our goal is to ensure a contaminant free and ample water supply for the residents of Rowley.

In 2018, the Department experienced three (3) main breaks and twelve (12) service leaks. We also added thirteen (13) new residential services.

In 2018 we began and successfully completed the renewal of our 20 year Water Permit. We are currently waiting for official notification of its renewal at existing levels of withdrawal.

In January 2018, the Department completed the reconditioning Well #2, including the replacement of a malfunctioning pump and a key control panel that has restored our ability to pump the maximum allowable volume of water from this well. In October, we commenced the planned reconditioning of Well #3 and Well Field #5, which consists of 6 individual wells. We completed the project in March, 2019. The project ran \$2,900 over (about 3.5% ) our \$90K original estimate due to the discovery of a failed screen at the bottom of the Well #3. The Department now can pump our full State permitted quota of ~200 million gallons per year.

We completed with the help of our engineers, Tata Howard, our above ground inventory assessment and management project. We now know what major equipment we have, its useful life and when replacements will be required. The report and database will enable improved long-term capital spending plans and an assessment of the implications of any new developments dependent upon our current water system.

The department has completed its current round of vehicle replacements with the purchase of addressed all deficiencies and high priority items noted on the Mass DEP 2017 Sanitary Survey.

We continue to refine our operating practices and expenses at the Treatment Plant and re-evaluate prior Capital Expenditure plans. We have found several ways to reduce current and future costs of addressing operational and longer-term department needs. We were able to reduce the FY19 budget by \$82,000 or ~12%.

We commenced work on planning for the replacement of valves at the base of the Prospect Hill Storage Tank which will allow the safer and more convenient maintenance and repair of water mains on that section of Haverhill Street and adjoining neighborhoods.

Throughout 2018 the department has been operating with a reduced work force. Despite being short-handed, we continue our commitment to courteous, and responsive customer, service. In June we added Ryan McDonald to the Department. Ryan has already qualified as a Secondary Treatment and Distribution Operator. We continue to look for a qualified Superintendent and additional individual with or with the potential to quickly obtain the necessary Treatment and Distribution licenses.

<b>Summary Production and Activity Data</b>			
	<b>2016</b>	<b>2017</b>	<b>2018</b>
<b>Production</b>			
<b>Total MG Produced</b>	<b>144.5</b>	<b>134</b>	<b>150</b>
<b>Ave Day MG</b>	<b>0.395</b>	<b>0.385</b>	<b>0.411</b>
<b>Max Day MG</b>	<b>0.731</b>	<b>0.561</b>	<b>0.709</b>
<b>Min Day MG</b>	<b>0.183</b>	<b>0.228</b>	<b>0.162</b>
<b>Distribution</b>			
<b>Main Breaks</b>	<b>2</b>	<b>1</b>	<b>3</b>
<b>Service Leaks</b>	<b>9</b>	<b>6</b>	<b>12</b>
<b>New Service</b>	<b>3</b>	<b>0</b>	<b>13</b>
<b>Hydrants Flushed</b>	<b>300</b>	<b>3</b>	<b>27</b>
<b>Hydrants Replaced</b>	<b>17</b>	<b>0</b>	<b>0</b>
<b># Residential Customers</b>	<b>1711</b>	<b>1716</b>	<b>1724</b>
<b># Non-residential Customers</b>	<b>158</b>	<b>167</b>	<b>167</b>
<b># Private Wells</b>	<b>336</b>	<b>345</b>	<b>351</b>
<b>Abatement Requests</b>	<b>6</b>	<b>6</b>	<b>7</b>
<b>Abatements Granted</b>	<b>4</b>	<b>6</b>	<b>6</b>

Respectfully submitted: Board of Water Commissioners: Mark Emery, Chairman; Bernard Cullen; John Manning

## **REPORT OF THE BOARD OF HEALTH**

The Board of Health is pleased to present to you our activities during this past year. The Board of Health and the department staff implement and oversee the laws, policies and regulations of the Town, the Massachusetts Department of Public Health, and the Massachusetts Department of

Environmental Protection. The Board of Health Department, in part under State mandate, responds to emergency planning requirements, issues permits and licenses in addition to conducting inspections for approximately 200 individual licensees and associated multiple licensing and inspection requirements for septic installers, sewage haulers, solid waste haulers, retail/wholesale food establishments, mobile food, food service establishments, retail tobacco, public swimming pools, motels, children's recreational camps, private drinking water wells, funeral directors, portable toilets, and body tanning. Additionally, the Board of Health stores and administers vaccines, addresses concerns of public nuisance, air quality, noise control, indoor air quality, outdoor hydronic heaters, limited animal/insect control including beaver and mosquito management concerns, food protection, housing complaints, Title 5 compliance, and communicable disease reporting and follow-up investigation, or any other issues affecting the public health. The Board of Health provides services and support to citizens including senior wellness clinic, influenza vaccine clinics, medical sharps collection, household battery collection, mercury recovery collection, hazardous household waste collection, electronics and e-waste collection, and white goods/Freon collection.

The Board of Health partnered with Flag's Pharmacy to provide flu clinics for residents. The clinic was held at the Annex building during the day to maximize access for as many seniors, residents, and first responders as possible. The Board of Health did receive a small amount of vaccine to provide flu shots to the uninsured. The Health Nurse provided flu vaccine to several homebound seniors. Throughout the season the Board of Health staff and Health Nurse were available to answer questions and respond to concerns. No person was refused a vaccination by the Board of Health.

The Septic Loan Program continues to be a success using the competitive rate of two percent for new loans. The Health Services Coordinator continues to execute the administrative responsibilities of the loan program. This includes the loan paperwork, quarterly and annual reports, database management, and other requirements as dictated by the state regulation governing the loan program. As of December 2018, 94 loans have been approved totaling \$2,008,198.63 loaned out. Forty-eight loans have been paid in full totaling \$931,411.87 received back into the program. A total of \$1,076,786.76 is currently outstanding for the 46 active loans. The current success of this program encourages residents to replace failed septic systems. The Board of Health will continue participation in this program and use of funds from the Massachusetts Water Pollution Abatement Trust.

The Board of Health sponsored the thirteenth annual Household Hazardous Waste Day held in the Town on November 17, 2018. The turnout of 140 cars shows there is a consistent need for household hazardous waste removal from the Town. Stericycle was hired to remove the following hazardous waste materials: oil based paint; waste fuels, including solid/liquid waste material including waste motor oil; aerosols; acid, base, and oxidizer type chemicals; liquid and solid pesticides; mercury; household batteries; and fluorescent bulbs. In addition, the Board of Health contracted the removal of 23 televisions, CRT's, and computer monitors; several thousand pounds of mixed electronics; 10 large and 27 small propane tanks and helium tanks; 18 car batteries; and 46 automobile tires. The twelfth annual White Goods / Light Metal and Electronics Recycling Event was held on April 28, 2018. Winfield Alloy, Inc. was contracted to remove for recycling the following: 16,000 pounds of metal/light iron and material/items with Freon (refrigerators, air conditioners); and 4,860 pounds of computer scraps, printers and PCs,



CRTs and TVs that were generated by the Town. The Board of Health plans to continue holding these types of events because of the continued public interest shown this year.

The Board of Health is continuing to work at the local and regional level on emergency response planning relative to infectious disease emergencies, bioterrorist events, and natural disasters. The Rowley Board of Health is a participant in the Regional Emergency Planning Committee, a cooperative effort with area Police and Fire Departments, through joint training and planning. Rowley also is an active participant in Region 3A Northeast Public Health Coalition, a coalition of 14 surrounding cities and towns working together to develop emergency plans and mutual aid. The Board of Health Members and staff have completed trainings required for emergency response planning and participated in training exercises. A new Medical Reserve Corps coordinator has been working with the member towns, including the Rowley Board of Health, to recruit volunteers and increase participation and training locally and regionally in connection with the Topsfield Regional Medical Reserve Corps. The Board of Health is participating in local water quality testing in cooperation with the Parker River Clean Water Association. Water quality testing sites continue to be included to ensure cumulative data for review is collected throughout Rowley's waterways.

The Health Department has increased outreach by providing services valued by the local population. The Board of Health continues its cooperation with the Pine Grove School, Triton Regional School District and the Town of Rowley Parks and Recreation Committee to provide adequate protection from mosquito and tick infestations in public areas frequented by children and families. The Board of Health works with Northeast Massachusetts Mosquito Control to refine and implement an effective Vector Management Plan and Arbovirus Surveillance and Response Plan. Continued support is provided to the wellness clinic through the Council on Aging. The Board of Health continues to work closely with the Council on Aging, TRIAD, and other community groups to provide assistance to residents of Rowley. The program to collect and properly dispose of lancets, needles and medical sharps is in place for the twelfth year and has been very successful. Residents continue to express their appreciation for the programs in place to help with specialized waste disposal. The Board of Health also has recovery collection programs in place for mercury containing items including batteries, thermostats, light bulbs and thermometers. The Board of Health worked with the Healthy Communities Tobacco Control Program to improve current local tobacco sales regulations. This included updating the definition of tobacco products to cover vaping products and to raise the minimum age of sale to 21 immediately, instead of the three-year transition adopted by the state. The Board continues to contract with the Program to provide education and regulatory compliance checks at the local retail level.

Goals for calendar year 2019 include maintaining quality service and professionalism in the office and in the field. The Board of Health will work with other town departments to ensure compliance with cross-connection control to ensure safe drinking water. It is a priority to maintain the existing services and programs that are necessary and useful to the local populations. Offering and expanding services and programs needed by the local population are also a top consideration. The staff and Board members will continue to meet the high expectations for communication on public health issues and address public health concerns with the proficiency that residents have come to expect from the Board of Health. The Members of the Board and staff wish to thank the residents and various Boards for their support and will continue to expand the capacity in which the Town is served.

Respectfully submitted: Charles T. Costello, Chairman; Susan Elwell, Clerk; John Melcher, Member

## **REPORT OF THE COUNCIL ON AGING / SENIOR CENTER**

The year 2018 was a busy and exciting year at the Senior Center with new adventures and old traditions. Our various holiday events and trips were very successful and well attended. We enjoyed having Tom O’Riordan, with us for St. Patrick’s Day, graciously sponsored by the Friends of the Rowley COA. The COA Annual BBQ with entertainment by Elvis tribute artist, Rick Andrade, was the perfect way to kick off our summer, along with the 2018 trip season that continued with a wonderful Cape Cod Dinner Train excursion and a fall foliage trip to Cannon Mountain and Indian Head! The successful Veteran’s Supper was repeated in 2018 and grew in size, as more and more veterans attended. We were thankful once again to have a wonderful hostess in Diana Titus. Everyone enjoyed the sit down meal featuring Fresh Garden Salad, Homemade Beef Stew, Fresh Rolls, and Tiramisu Cake.

Senior wellness clinics were offered monthly both here and at the Plantation Senior housing. Many hours were spent with seniors sorting out the very confusing maze of insurance changes as well as notices of change from Medicare and numerous insurance plans. The number of Seniors 60 and over continues to grow as the Town’s population increases and baby boomers come of age. Chair Yoga continues to be an integral part of our Wellness journey as well as a new program titled Enhance Fitness. This free class cosponsored by the Ipswich YMCA brought new options to Rowley seniors by offering 3 classes per week with a certified fitness instructor. These classes feature low impact exercises that has drawn 18 to 25 seniors to each class. We were fortunate enough to have the space donated for Enhance Fitness by the First Congregational Church of Rowley.

The “Meals on Wheels” program, which is funded by a grant from the Executive Office of Elder Affairs, client contributions, and citizen donations, served approximately 5,000 meals in Rowley. The program remains viable due to the dedication of faithful volunteers who give their time every week to deliver the meal to a client’s door five days a week. Without this volunteer component the program could not exist. We wish to specifically thank our tireless local volunteers, Nancy and John Lilly, Joe Sergi, and Tom Corben.

The Monday meal served at the Center is also staffed by volunteers. The estimated value of volunteer services in 2018 at the Center was over \$75,000. We are thankful to all of our weekly volunteers especially Madlyn Sullivan and Joan Petersen!

This year saw the addition of a new Outreach Coordinator, Bob Aurilio. Bob brought a wealth of knowledge to the position after working as a clinic manager and as a President of a Medicare contracting company. He started our Seniors Supplying Soap Program to benefit the Rowley Food Pantry and the monthly Men’s Support Group. Unfortunately, Bob resigned from the position in September. We were grateful for his service to the Rowley Senior Center and wish him luck in his future endeavors. We were fortunate enough to end our year with the hiring of another wonderful staff member in his place, Timothy Morris, LICSW. Timothy came to us from the Salvation Army and we are excited to have an LICSW on our staff!

The Rowley COA Board accepted the resignation of Tom Corben, an Interim Board Member, who was completing Robert Kirsner's previous term. The COA Board thanks Tom for his year of service. We also received the resignation of long time Board Member, Edna Keyes. Edna has always been a staunch supporter of the COA and its mission and we thank her for her service to the Town and senior community. Additionally, 2018 saw two new members join the Rowley COA Board. These members are Jena Haag and Dorothy Johnston. Jena is a Rowley Resident and volunteer NEET drive for the Senior Center. Dorothy is a frequent participant at the Senior Center and a wonderful supporter. We were excited to have them add to the strength of our Board, bringing membership to a full Board once again.

The Senior Center is also an active part of the TRIAD program in Rowley. The TRIAD program has completed several projects in Rowley including the "Car- fit" program where seniors are fitted to their vehicle by trained professionals, as well as the "Is Your Number Up Home Safety Program." The Rowley Senior Center has been proud to welcome our new Community Police Liaison Officer Patrick McGettrick. Officer McGettrick brings a fresh new perspective to the Rowley Senior Center through his interactions during events and presentations, even appearing as our Bingo Caller on occasion!

The Senior Center continues to print their own vibrant and informative newsletter and with the help of faithful volunteers, the newsletters are folded and prepared for mailing in a matter of hours. In 2018, some changes were made to the newsletter to include more color, more information and a more stream lined format to aid in the ease of readability and enjoyment. Our newsletter continues to be a source of information, social engagement and senior related news for the older adults of Rowley. The newsletter is also available on the Town website as well as via email distribution where many seniors read it, saving the Senior Center paper and postage. We wish to thank not only our volunteers and our numerous contributors, but also our Editor, Lisa Lozzi, for all her hard work and assistance.

The Senior Center wishes to thank the Town for its unfailing support and for the numerous volunteers who are the backbone and support of all our ventures. We also thank the Friend's Organization for their help and support with all our endeavors.

Respectfully submitted: Brienne Walsh - Director

The Council on Aging Board: Mary Bright - Chairwoman; Joan Lyons - Vice Chairwoman; George Gallant - Secretary; Jena Haag - Member; Merle Phipps - Member; Dorothy Johnston - Member and Diana Titus - Member

## **REPORT OF THE HISTORICAL COMMISSION & HISTORIC DISTRICT COMMISSION**

During the year 2018, the Historic District Commission issued a total of (11) Eleven Certificates of Appropriateness, (10) Ten Certificates of Non-Applicability, (0) Certificates of Hardship, (0) Demolition Permit, (0) Demolition Delay Enacted. There were a total of (21) Twenty-One applications by property owners for proposed renovations, additions and or new construction on their property within the limits of the (2) two established Historic Districts.

Notable new construction and renovation work in the district this year is the completion of projects at 101 Main Street, Briar Barn Inn, 151 Central Street, 29 Pleasant Street, and 202 Main Street. The design review process allowed these structures to maintain distinctive characteristics within the district and encourage new construction design to be compatible with existing historic structures, maintaining the unique rural character of Rowley.

The primary mission of the Rowley Historic District Commission is to act as a design review board for projects located within the historic districts. The guidance and recommendations provided by the commission maintain the rural character of our seventeenth century town. Since the passage of the Historic District Bylaw in 1998 the Commission has assisted numerous property owners with the application process for their proposed building additions, alterations, repairs, as well as new building construction. This assistance is provided upon request, or as required when a building permit is applied for within the designated districts.

The Historical Commission meets each month to consider issues concerning preservation and awareness of the historic character, places and artifacts in the town. Any property owner who has questions or comments of any historical concern such as historical house documentation, house plaque acquisition, inventories of historical sites on file, or other historical matters is invited to attend a regularly scheduled monthly meeting held at the Town Hall Annex, 39 Central Street, on the first Thursday of each month at 7:00 P.M., to contact the Historic Commission via email: [historic@townofrowley.org](mailto:historic@townofrowley.org).

Respectfully submitted: Frank P. Todd, Chair; Sara E. Bourque, Clerk; John Cardillo; Len Charney; Barbara Breaker; Stephen Cabitt; Holly Gagne, Alternate

## **REPORT OF THE ROWLEY PUBLIC LIBRARY**

The Rowley Public Library is about to embark on the final year of its 2015-2020 Strategic Plan. Goals that have been met include an increase in hours, open and staffing levels, quality programming for all ages, community partnerships, a new web site and catalog, and excellent customer service and outreach. The Library will be drafting a new Strategic Plan starting this spring and will be looking for citizens, both Library users and non-users, to complete our informational survey and participate in focus groups. Watch for the opportunity to help plan Library services for years to come.

The Library collection totals over 48,000 physical items including books, large print, audiobooks, CDs, DVDs, magazines, newspapers, video games, kits and equipment, as well as over 67,000 virtual items, e-books, audiobooks, e-magazines, and streaming movies and music. In 2018, Library patrons borrowed over 51,000 items and used electronic resources such as databases, language learning and other software almost 14,000 times. Library staff processed over 20,000 incoming and 20,000 outgoing Interlibrary Loans and Network Transfers, and fielded over 8,000 Reference Questions. Meeting and Study Rooms were used over 800 times by individuals and community organizations. Library computers are utilized about 230 times per week, not including those patrons who bring their own devices to use the free Wifi.

In addition to those patrons who visit the Library for materials or study space, about 6,500 attended a Library Program in 2018. Events are planned for all age groups from babies to young adults to seniors. These include ongoing events like clubs for Legos, genealogy and knitting, yoga for adults and children, story times, concerts, lectures, crafts and movies, plus a Volunteer Fair, Henry David Thoreau Bicentennial Celebration, and gaming events featuring Magic the Gathering and Dungeons and Dragons. The Rowley Public Library made it easier for patrons of all abilities to attend programs and access the Library with the addition of an automated door opener, as well as a document magnifier donated by a generous patron. Another new addition this year was the “Get Outdoors” backpacks sponsored by the Friends of the Rowley Library and the Rowley Open Space Committee. Each backpack contains binoculars, games, and other items for families to enjoy nature on Rowley’s many trails. In the coming year the Library intends to add to its “Library of Things” such as hotspots, light therapy lamps, and more.

Finally, the Rowley Library trustees and staff would like to extend a thank you to the volunteers who help make all of this happen, 86 individuals contributed 1054 volunteer hours in 2018. Thanks also go to the Friends of the Rowley Library and the Rowley Cultural Council for their support, which includes the Summer Reading Program and the very popular Museum Passes that allow families to visit cultural attractions at a discounted rate. Keep up with all the Rowley Library news by signing up for the monthly Do Dates! newsletter or the weekly Wowbrary updates and by visiting [www.rowleylibrary.org](http://www.rowleylibrary.org).

## **REPORT OF THE PARKS AND RECREATION COMMITTEE**

The Rowley Parks and Recreation Committee met throughout the year during 2018. The current Committee met many challenges this past year while improving the condition of numerous fields. Larry Kendall has been serving in the role of Chairman and Tim Southall to serving as Vice-Chair.

Significant improvements were managed by the Committee this past year which included completing renovation and replacements at Eiras Park. The Committee met several times with the many youth sports organizations in the area to ensure adequate and safe environments were available to all participants. The Committee identified needed upgrades, solicited bids from numerous vendors and completed them throughout 2018. The Committee worked on the improvement of new land to add additional fields for all of Rowley. As always, we are trying to incorporate more family events into our service.

The sub-committee chairperson for each committee is: Ryan Gallant User Fees Committee; Mike Quinn; Budget & Finance Committee; Kurt Annen, CPA Committee; Tim Southall, Field Maintenance Committee. Each Committee has three members and meets on an as needed basis. They are all open to your suggestions and ideas for improvement. We would like to thank the residents of Rowley for their support to make all our improvements possible.

## **REPORT OF THE ROWLEY HOUSING AUTHORITY**

The Rowley Housing Authority has once again had a busy and productive year. The twelve units of family housing located at Depot Way and the forty-two units of elderly housing at Plantation

Drive are full. The waiting lists are open and qualifying residents are encouraged to apply. Interested applicants, can contact the office at 978-948-2371, for information.

This past year DHCD released its new Common Housing Application for Massachusetts Public Housing (CHAMPS) centralized waiting list. The RHA was part of the pilot program to get the web based system implemented.

The Rowley Housing Authority is being managed by the Danvers Housing Authority. For information, you may call their office at (978) 777 0909.

Five more kitchens were upgraded at Plantation Drive, and twenty-two stoves were replaced. The RHA was approved by the CPC for \$260,000 to replace the windows and roofs at Orchard Circle. The RHA has also been approved for funds from DHCD to begin replacing the siding at Depot Way.

Joseph Perry was elected as Chair at the RHA's annual election in July. The other members of the Board are Robert Cianfrocca, Mary Ellen MacDonald, Jack L. Cook and Kathy Olmsted.

The RHA has an active Tenant Association.

The RHA would like to thank all Town Boards and Officials for their assistance and cooperation during the past year, especially the Police, Fire, Highway Department and CPC.

Respectfully submitted: Cynthia Dunn, Acting Executive Director.

## **REPORT OF THE ROWLEY COMMUNITY MEDIA (RCM)**

RCM is Rowley's PEG Access TV Channel and website. On Verizon channel 26/Comcast 9 and online at [www.tightrope.townofrowley.org](http://www.tightrope.townofrowley.org), residents can find out what goes on in town. The Selectmen's Office is wired for live coverage as are the Annex meeting room and Pine Grove School's All-Purpose Room. The staff, under the direction of the Board of Selectmen, include Director Janet Morrissey and Production Technicians: Lyn Lutrzykowski and Jake Summit.

Watch Selectmen's Meetings every Monday night at 7pm (Summer schedule every other Monday). Also live on RCM: Conservation Commission, Planning Board, Zoning Board of Appeals, Light Commission, Board of Health, Community Preservation Committee, Annual/Special Town Meetings. Water Commission, Pine Grove School, Fire/Police Safety Building Committees and other informational meetings are recorded and can be viewed on the RCM website. See meetings category online for full list. Various events are also on TV and available on demand online such as annual events including Memorial Day and Fourth of July Celebrations; Rowley Public Library authors, demonstrations and activities; Historical Society presentations. You can also watch other shows produced here in Essex County.

We invite members of our community, unfamiliar with our programming, to tune in or log in. Rowley residents are also encouraged to produce using home equipment or by borrowing production equipment. Staff will teach and provide technical support. RCM is funded through

contract negotiations between the town and cable providers. No taxpayer money is used to facilitate this resource.

Below is breakdown of RCM shows. For a detailed list of programs available: email [Janet@townofrowley.org](mailto:Janet@townofrowley.org) or search for show categories online at [tightrope.townofrowley.org](http://tightrope.townofrowley.org). Click search shows tab. Bulletin board content which deserves “airtime” is not included in programming total time.

### **All Shows Report: 1/1/2018 through 12/31/2018**

#### **Category: Essex County Bikes**

<b>Total Shows</b>	<b>Avg. Show Length</b>	<b>Total Runs</b>	<b>Avg. Run Length</b>
63 (49:14:54)	00:46:54	997 (906:03:54)	00:54:31

#### **Category: Fillers**

<b>Total Shows</b>	<b>Avg. Show Length</b>	<b>Total Runs</b>	<b>Avg. Run Length</b>
3 (00:21:48)	00:07:16	230 (39:55:16)	00:10:24

#### **Category: History**

<b>Total Shows</b>	<b>Avg. Show Length</b>	<b>Total Runs</b>	<b>Avg. Run Length</b>
4 (03:27:20)	00:51:50	153 (132:04:56)	00:51:47

#### **Category: Informational**

<b>Total Shows</b>	<b>Avg. Show Length</b>	<b>Total Runs</b>	<b>Avg. Run Length</b>
1 (00:45:25)	00:45:25	72 (54:30:00)	00:45:25

#### **Category: Library**

<b>Total Shows</b>	<b>Avg. Show Length</b>	<b>Total Runs</b>	<b>Avg. Run Length</b>
2 (01:42:48)	00:51:24	59 (49:56:49)	00:50:47

#### **Category: Religion**

<b>Total Shows</b>	<b>Avg. Show Length</b>	<b>Total Runs</b>	<b>Avg. Run Length</b>
1 (01:12:17)	01:12:17	24 (28:54:48)	01:12:17

#### **Category: Special Events**

<b>Total Shows</b>	<b>Avg. Show Length</b>	<b>Total Runs</b>	<b>Avg. Run Length</b>
1 (00:56:47)	00:56:47	24 (22:42:48)	00:56:47

#### **Category: Sports**

<b>Total Shows</b>	<b>Avg. Show Length</b>	<b>Total Runs</b>	<b>Avg. Run Length</b>
3 (04:05:52)	01:21:57	54 (73:24:48)	01:21:34

#### **Category: Town Meetings**

<b>Total Shows</b>	<b>Avg. Show Length</b>	<b>Total Runs</b>	<b>Avg. Run Length</b>
260 (352:27:40)	01:21:20	2112 (2881:36:44)	01:21:51

#### **Category: Triton High School**

<b>Total Shows</b>	<b>Avg. Show Length</b>	<b>Total Runs</b>	<b>Avg. Run Length</b>
41 (26:52:57)	00:39:20	761 (603:47:14)	00:47:36

**Category: Whittier**

<b>Total Shows</b>	<b>Avg. Show Length</b>	<b>Total Runs</b>	<b>Avg. Run Length</b>
8 (07:22:15)	00:55:16	75 (77:16:23)	01:01:49

## **REPORT OF THE CEMETERY DEPARTMENT**

The Mission Statement of the Board of Cemetery Commissioners states that we are responsible for the managing and caretaking of the Rowley Cemetery.

At the annual town election in May, Board Member G. Robert “Bob” Merry did not run for reelection. The Commissioners would like to commend Bob for his extensive service to the Town. As a teenager, he dug graves in the cemetery by hand. His service to the Town included many positions over the years, including, but not limited to, the fire department, light department manager, Light Board, Board of Selectmen, many town historical committees and as a Cemetery Commissioner. Thanks Bob and we wish you Godspeed in your retirement.

Cemetery Supervisor Larry Ronai does a fantastic job of maintaining the cemetery on twenty hours per week and we commend him for his work and effort on a daily basis. In this past year he has been responsible for:

- 26 burials, consisting of 16 cremations and 10 full burials
- Grading and the maintaining the grounds as needed
- Maintaining the cemetery roadways
- Removing overgrown bushes and tree trimming
- Maintaining and repairing cemetery equipment
- Snow plowing roads in the winter months
- Supervising the summer help and maintaining the cemetery during the summer months

The Cemetery Commissioners meet monthly on the third Wednesday of each month at 1:30PM in the Rowley Public Library meeting room. The meetings are posted as required by law and the public is welcome to attend.

The Commissioners would like to thank all those who assist us on a regular basis. This includes the Town Administrator and her staff, The Town Clerk, the Town Treasurer, and the Town Accountant. Also, thanks to the Great Marsh Garden Club, the Rowley Boy and Girl Scouts, and the Rowley Veterans Association. Finally special thanks to the highway, water and light departments for their assistance.

Respectfully submitted: Peter Dalzell, Chairman; Kathy Olmsted, Clerk; and David Petersen, member



## **REPORT OF THE EASTERN ESSEX DISTRICT DEPARTMENT OF VETERANS SERVICES**

Veterans Services is charged under Massachusetts General Laws Chapter 115 with providing services to Veterans, dependents, and widows. The Town funds this program for their resident Veterans, dependents, and widows, and is subsequently reimbursed 75% by the Commonwealth. It is the responsibility the department to follow the process dictated by the Department of Veteran Services so that the Town receives the fully allowed reimbursement. The department is also tasked with the responsibility of assisting Veterans and their families with VA benefits; ensuring that each Veteran and/or family member receives all benefits that are available to them.

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

- Assisted Veterans and their families with Ch115 and VA Benefits
- Got Recertified with the Department of Veterans Services for Ch115, therefor the Town will be reimbursed the full 75% for benefits paid out
- Elder Services Task Force
- Northshore Veterans Collaborative

### **Priorities for 2018:**

- Increase Outreach
- Quarterly Newsletter
- Set up office hours in the Town

### **Significant statistics:**

#### **VA Awarded Benefits:**

- Veteran Compensation: 65 Veterans total \$917,448
- Veteran Pension: 41 total \$59,364
- Dependency & Indemnity Compensation: 5 widows/widowers total \$82,416
- Death Pension: 1 widow \$12,180
- Total Awards 75 Veterans/Widows/Widowers for \$1,071,408
- Ch115 Benefits approx. \$20,500

### **Personnel Changes and Acknowledgements:**

There has been no personnel change. The department is pleased to have consistency in staff in order to provide resources to our Veterans and families.

Respectfully submitted: Karen Tyler, District Director

# **REPORT OF WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL ANNUAL OPERATIONAL REPORT**

Whittier offers 23 vocational technical career areas designed to provide the necessary training and skills for further education or work force success.

Whittier's academic program is designed to offer students the fundamental skills through its core curriculum in English, Math, Science and Technology, Social Studies, World Languages, Physical Education/Health, and Elective subjects. Courses are aligned with the Massachusetts Curriculum Frameworks in order to achieve success on the MCAS.

Courses are offered in a sequential format and are integrated with the vocational-technical areas, wherever practicable and mutually beneficial. All academic courses offer advanced sections for students who desire to further their education. We offer honors courses in English, science, and math to lead toward advanced placement courses. Moreover, a Tech Prep program is offered to eleventh and twelfth grade students which parallels the College Prep program and provides students with the opportunity to earn college credit and/or advanced college placement.

Since all programs are open to both females and males, we encourage our students to explore and to specialize in non-stereotyped, non-traditional vocational-technical areas and to strive for the maximum realization of their goals and potential.

Whittier Regional Vocational Technical High School is entering its forty fifth year. To date we have graduated 11,567 students from the day school.

The enrollment for the Evening School from Rowley: 9  
The October 1, 2017 Day School Enrollment:

	Boys	Girls
Grade 9	2	2
Grade 10	6	0
Grade 11	2	4
Grade 12	2	3

Total – 21

2018 Graduates – 5

The cost to Rowley for the school year 2017-2018 was \$323,284.00.

Respectfully yours: David Irving - Rowley Representative; Maureen Lynch - Superintendent

# REPORT OF TRITON REGIONAL SCHOOLS

We are a Preschool through Grade 12 academic regional system serving the Massachusetts coastal towns of Newbury, Rowley and Salisbury.

## Who We Are

Located in the northeast corner of the Commonwealth, our three rural towns date back to the 1630's. The local area is rich in historical traditions and attractions which add to the academic experience of our students. Each town has a Town Meeting form of government, and our school district is represented by a school committee of nine, with three elected members from each town who come together to collectively represent our students. The district was fully regionalized as a PK - 12 system in 1994, where it previously existed as distinct towns sending students to a regional junior and senior high school.

### District Core Values:

- Respect for Self and Others
- Integrity in Words and Actions
- Excellence for All

## What We Believe

### District Vision:

We are a community of learners known for our unwavering commitment to meeting the needs of all students. Through the adoption of best practices and our active partnership with families and the wider community who are united in supporting the development of engaged, successful, responsible, resilient learners, students will be well-prepared to be ethical, empathetic, and contributing citizens.

### Conditions for Success:

Conditions we believe that, if established, will ensure greater success for all students, regardless of age or ability.

1. Instructional Practice: Instruction is effectively differentiated, informed by evidence of student learning, and measured by student engagement and continual growth.
2. Curriculum: Every student has access to consistent, rich, high quality curriculum that fosters the use of high-level thinking skills, and practical application of knowledge.
3. Social/Emotional: We are a community that explicitly focuses on and promotes self-awareness, self-management, empathy, and relationships with others.
4. Communication: Effective communication is a central focus in all aspects of our work, ensuring we work collaboratively towards continuous improvement.
5. Resources/Materials: All students and educators have access to current and relevant resources, including current technologies, materials, and the physical learning environment itself.

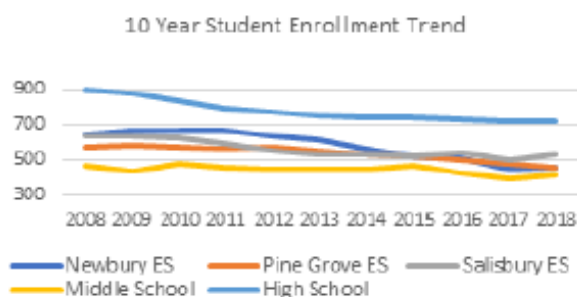
For more information about our Vision, Core Values, and a more detailed look at our Strategy for Improvement, please view the 2018/2019 District Strategy for Improvement (DSI) at the bottom of the main webpage at <http://www.tritonschools.org>.

## Our Students

The district is comprised of one elementary school in each town ranging in enrollment from 451 to 528 students in Preschool through grade 6. Upon completing the sixth grade, students attend the Triton Middle School which houses approximately 416 students in grades 7 and 8. Sharing the same campus in Byfield, the Triton High School houses roughly 719 students in grades 9 through 12. The total student population of the district is approximately 2,565 students from Preschool through the 12th grade. The District Office is located on the Middle and High School Campus, at 112 Elm Street in Byfield, MA.

			Triton Regional School District - Enrollment by Grade Level (2017 - 2018)																	
Group (and % Students)	District	State		PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total		
First Language not English	3.2	20.9	NES	51	50	44	57	59	61	56	73	0	0	0	0	0	0	451		
English Language Learner	1.1	10.2	PGS	36	53	58	53	71	57	66	57	0	0	0	0	0	0	451		
Students With Disabilities	15.9	17.7	SES	55	59	71	60	67	81	78	57	0	0	0	0	0	0	528		
Economically Disadvantaged	20.6	32	Middle	0	0	0	0	0	0	0	0	214	202	0	0	0	0	416		
			High	0	0	0	0	0	0	0	0	0	0	172	189	183	175	719		
			Total	142	162	173	170	197	199	200	187	214	202	172	189	183	175	2,565		

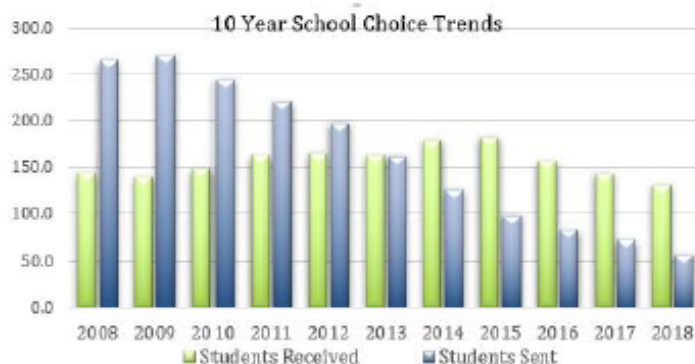
Student enrollment has been decreasing over the past decade, which is a trend that many rural and suburban districts are experiencing, while urban populations continue to soar. This trend holds true for other schools in our area as well. There are many reasons for this trend, but demographers studying the issue in our area point to families aging in place rather than moving from their homes in retirement. The table below shows the trend for our total enrollment by school over the past decade.



10 Year Student Enrollment Trend											
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Newbury ES	649	661	670	661	630	614	563	516	507	440	451
Pine Grove ES	568	583	571	564	570	547	533	514	500	471	451
Salisbury ES	636	630	626	587	552	529	527	518	534	494	528
Triton MS	463	428	472	459	443	441	439	469	423	394	416
Triton HS	904	877	832	788	771	748	738	736	728	716	719
District Total	3,220	3,179	3,171	3,059	2,966	2,879	2,800	2,753	2,692	2,515	2,565

With the myriad possible reason for this decline, it is important to note that the number of families choosing the Triton Schools has increased over that same time. While all public schools in the region lose a population of students to the many private schools in our area each year, we have been able to stabilize the number of students choosing to leave the district through the State's School Choice Program, and continue to attract new families each year. As you can see from the data, we have moved from a high of 270 students leaving the district in 2009, to a low of just 57 in 2017/2018. The number of students choosing to come into our schools has also declined along with the overall student population, but rather than a 2:1 ratio of students leaving verses coming via School Choice, we now have a 1:2 ratio, reversing that trend entirely.

10 Year School Choice Trends				
Fiscal Year	Receiving		Sending	
	Pupils	Tuition	Pupils	Tuition
2008	143.6	\$1,007,596	265.3	\$1,572,838
2009	139.1	\$886,333	270.0	\$1,597,131
2010	148.2	\$884,603	244.7	\$1,441,478
2011	162.6	\$919,466	220.1	\$1,554,427
2012	164.8	\$930,609	197.8	\$1,442,337
2013	162.4	\$997,645	161.6	\$1,282,145
2014	178.6	\$1,098,003	125.3	\$1,097,447
2015	181.5	\$1,209,512	97.7	\$941,011
2016	156.3	\$996,175	84.0	\$851,495
2017	143.2	\$916,161	73.2	\$469,484
2018	130.2	\$899,074	56.9	\$363,305





## Our Faculty & Staff

As an educational institution, the majority of our funding is invested in personnel. We believe that the buildings, instructional materials, and curricula used to educate our students are important, but the educators and other adults within our buildings are our greatest asset. The district is dedicated to hiring the best and brightest candidates for openings, and to that end have worked hard to be viewed as a high-quality employer.

Attracting quality educators requires offering both salary and benefits that are comparable across our region, without necessarily being the highest or lowest in any comparison. The result is our work force of over 425 individuals who are dedicated to the success of all Triton students, regardless of their role, and who show that passion each and every day.

The decrease in total student population of 20.3% shown on page 3 has had an impact on our total work force over that same time. One could reasonably expect that the staffing levels would have also decreased at a commensurate rate as student enrollment. However, the reality is that our student demographics have also changed. The table on page 4 shows the breakdown of our student population by category, including those with disabilities, English language learners, and economically disadvantaged. The state has adjusted reporting categories and indicators for this data set, so it's hard to show a snapshot of 10 years ago on an apples to apples comparison. However, one indicator that does stand out with a measure that has remained consistent is our students with special needs, which has increased from 11.8% in 2008 to a current level of 15.9% for this past year.

Title	Employees
Adjustment/Guidance: Counselor	2
Administrative Support - District	10
Administrative Support - School	11
Administrator - District	5
Administrator - School	13
Cafeteria Staff (All Schools)	23
District Wide Technology	5
Early Childhood: Instructional Assistant	15
Early Childhood: Teacher	15
English Language Learner - Teacher (All Schools)	4
Intervention/Specialist: Teacher	13
Library: Instructional Assistant	5
Library: Library Media Specialist	4
Maintenance: Custodian	16
Professional Staff - District	5
Regular Education: Teacher	142
Regular Education: Teacher (Music)	1
School Health: Nurse	5
Social Worker/Guidance: Counselor	9
Special Education: Instructional Assistant	98
Special Education: Related Services & Support (All Schools)	10
Special Education: Teacher	38
Title 1 Math/Reading: Teacher	5
Grand Total	454

The headline to the story of these changes is that we are shifting funding from classroom teachers to other support staff, including special education teachers and assistants, reading and math interventionists, and school social workers. In all, we have reduced over 50 'traditional' classroom teachers, while at the same have added roughly the same number of educators in these roles of specialists, instructional assistants, and mental health professionals. Students live in a world that is remarkably different from a decade ago, with an onslaught of pressures from the use of technology, commitments outside the classroom, and an increasing focus on their academic performance. This shift of personnel has allowed us to keep class sizes quite favorable, with the majority of elementary classrooms in the upper teens to very low twenties and secondary classrooms in the low and mid-twenties. However, with fewer students contributing to classroom ratios, we have shifted resources to providing more focused and targeted instruction to all learners, regardless of their ability, and in many cases with a much lower student to teacher ratio. This has resulted in a work force that is almost as large as it was 10 years ago, but with an ability to more effectively meet the social, emotional, and academic needs of our students.

Celebrating  
Our  
Success

Over the next several pages you will find information highlighting specific successes at each of our schools, followed by more specific information about student performance and our instructional practices geared towards improving their success. There is an abundance of data on the performance of public schools and our students, but we rarely focus on the 'untested' areas that are often the backbone of a school community. The following pages are in no way comprehensive, but give a snapshot of the some of the areas each school is most proud of as we look back to the 2017/2018 school year.

As a starting point, take a look at the Triton Class of 2018. Our graduates are a product of 13 years of dedication and focus by our students and teachers in grades K through 12. As a result, their success as they walk out our doors is a reflection of the work we all do, regardless of the role or grade level.

### Where did our graduates get accepted?

The following is a complete listing of all two or four year colleges and universities that accepted one or more students from Triton's Graduating Class of 2018.

American University, Amherst College, Anna Maria College, Arizona State University, Assumption College, Auburn University, Babson College, Bentley University, Boston College, Bridgewater State University, Bryant University, Butler University, California Polytechnic State University, San Luis Obispo, California State University, Long Beach, California State University, Los Angeles, Catherine E. Hinds Institute of Esthetics, Clark University, Clarkson University, Clemson University, Coastal Carolina University, Coker College, Colby-Sawyer College, College of Mount Saint Vincent, Colorado State University, Connecticut College, Cornell University, Curry College, Dalhousie University, Dartmouth College, Dean College, DeSales University, East Carolina University, Eastern Connecticut State University, Eckerd College, Elmira College, Embry-Riddle Aeronautical University, Emmanuel College, Endicott College, Fitchburg State University, Florida Atlantic University, Florida Gulf Coast University, Florida Institute of Technology, Florida International University, Florida South Western State College, Florida State College at Jacksonville, Framingham State University, Franklin Pierce University, George Mason University, Gordon College, Great Bay Community College, Guilford College, High Point University, Hofstra University, Ithaca College, Johnson & Wales University (North Miami), Keene State College, Landmark College, Lasell College, Lesley University, Louisiana State University, Loyola University, Lyndon State College, Northern Vermont University, Maine College of Art, Maine Maritime Academy, Marist College, Massachusetts College of Art and Design, Massachusetts College of Liberal Arts, Massachusetts Maritime Academy, Merrimack College, Miami University Ohio, Montserrat College of Art, Nashua Community College, New England College, New England Institute of Technology, Newbury College, North Carolina State University, North Carolina Wesleyan College, North Shore Community College, Northeastern University, Northern Essex Community College, Norwich University, Pace University, Pennsylvania State University, Plymouth State University, Providence College, Purdue University, Quinnipiac University, Regis College, Rensselaer Polytechnic Institute, Roanoke College, Rochester Institute of Technology, Roger Williams University, Rowan University, Rutgers University, Sacred Heart University, Saint Anselm College, Saint Michael's College, Salem State University, Salve Regina University, San Diego State University, Savannah College of Art and Design, Seton Hall University, Simmons College, Southern New Hampshire University, St. Francis Xavier University, St. John's University - Queens Campus, St. Lawrence University, St. Thomas University, State University of New York at Albany, Stonehill College, Suffolk University, SUNY College at Geneseo, Syracuse University, The University of Alabama, The University of Arizona, The University of Tampa, Tulane University, Union College, United States Coast Guard Academy, United States Merchant Marine Academy, University of Alabama at Birmingham, University of Alaska Anchorage, University of Central Florida, University of Colorado at Boulder, University of Connecticut, University of Delaware, University of Georgia, University of Hartford, University of Illinois at Chicago, University of Maine at Augusta, University of Maine at Farmington, University of Maryland, University of Massachusetts - All Campus, University of Miami, University of Michigan, University of New England, University of New Hampshire, University of New Haven, University of North Carolina, University of North Dakota, University of North Texas, University of Oregon, University of Pittsburgh, University of Rhode Island, University of Rochester, University of South Carolina, University of Southern Maine, University of Vermont, University of Virginia, University of Wisconsin, Vermont Technical College, Villanova University, Virginia Tech, Wentworth Institute of Technology, Wesleyan University, West Virginia University, Western New England University, Westfield State University, College MA, White Mountains Community College, Worcester Polytechnic Institute, Worcester State University, Xavier University

#### Class of 2018 Statistics

##### COLLEGE ATTENDANCE

- Four Year College: 74%
- Two Year College: 10%
- Other schooling: 4%
- Total Further Ed. 88%
- Military: 4 students

##### SAT MEAN Scores (200-800):

- ERW: 565
- Math: 579
- Participation: 83%

##### ADVANCED PLACEMENT EXAMINATIONS (May 2018)

- 16 AP Courses Offered
- 140 Students Tested
- 64% received score of 3+ (out of 1-5)
- 269 Exams Administered
- 38 Perfect Scores
- 13 AP Scholars

The class of 2018 was just the second class to hold their commencement ceremony in our new state of the art stadium at the Middle and High School campus. Triton Memorial Field at Institution for Savings Stadium is the final product of a tremendous amount of time and energy of many volunteers, over several years, and ultimately the incredible financial support of our three member communities. Thank you to everyone who supported this effort, helped celebrate its opening in October of 2016, and who brought this incredible facility to fruition for our entire student body and community.



#### Pine Grove School: A Year In Review

Website: <a href="http://www.tritonschools.org/pinegrove">www.tritonschools.org/pinegrove</a>	<u>Building Stats:</u>
Phone: (978) 948-2520	Total Size: 90,852 sq. feet
Principal: Christine Kneeland	Built in 1954
<a href="mailto:Christine.Kneeland@tritonschools.org">Christine.Kneeland@tritonschools.org</a>	Renovation in progress

- The PGS Community organized Holiday Meals and Helping Hands programs for those in need, feeding 47 families and providing clothing for families in our district for the Holidays.
- Mrs. LaPerriere's writing class used their skills to write nonfiction books. These books were sent to a publisher, and then they were shipped to an orphanage in Africa.
- Sixth grade students researched a country in Europe and then created a travel agency for their parents and the PGS staff. Visitors could book a trip to their favorite country and sample some food from their favorite country.
- Mr. Collyer's Pen Pals corresponded with members of The Council on Aging which culminated in a trip to Fenway Park.
- Fifth graders participated in the Get a Life project where they were assigned careers and had to develop a budget to live on based on their salary.
- The fourth grade participated in a Live Wax Museum where they chose a famous person to research, then presented their biographies to visitors of the museum.
- The Colonial Players came to the 5th grade to teach what life was like in colonial times.
- Strong Start Strong Kids Social Emotional Curriculum was implemented in all classrooms.
- Cinderella's Closet, an opportunity for families to visit a boutique in the school to obtain free student dresses for the Pumpkin Ball and Holiday season, was held in the school.
- Pine Grove 4th graders performed the "Elvis Musical," a spinoff of Elvis Presley in a holiday musical - A PGS tradition!
- 4th - 6th graders produced a Pine Grove Musical, performing Cinderella last February in the HS Auditorium.

#### Triton Middle School: A Year In Review

Website: <a href="http://www.tritonschools.org/middle">www.tritonschools.org/middle</a>	<u>Building Stats:</u>
Phone: (978) 463-5845	Combined MS/HS Area:
Principal: Alan MacRae	335,670 sq. feet
<a href="mailto:Alan.MacRae@tritonschools.org">Alan.MacRae@tritonschools.org</a>	Built in 1971
	Renovated/Addition in 2000

- Started a very popular "Locker Night" for all incoming students and parents, allowing them to enter the building, prior to school, search out their locker, and explore their surroundings.
- Continued in our second year of a more formal and structured 7<sup>th</sup> grade orientation week. The events build on the "Meet and Greet" from the spring prior, continuing to focus on getting students acclimated to the new campus and to students from the other two towns as they start their 6 year journey together.
- Created a GSA, first ever in TMS, meeting twice a month. We have over 20 students who were involved in working to erase the stigma of gender identity and sexual orientation.
- A new schedule was rolled out for the 2018/19 school year that is aligned with the high school. This has generated opportunities for students to access resources on the full campus. The new schedule allows students to attend classes in Wellness, Language and Culture, Writing, Computer Science, Video Production, Drama, and access to a Makerspace. Band, Jazz Band, Chorus, Select Chorus and Art curriculum also have expanded offerings in the new schedule structure.
- A Student Council has been established, which meets weekly and advises on student issues throughout the year. Besides raising funds for hurricane victims in Puerto Rico, students also planned a mini-Homescoming.
- We continue to have incredible participation in our MIAA Middle School Sports programs, with participation of 117 students in the fall, 57 in the winter and 63 in the spring. The Middle School also took home Cape Ann League Championships for Boys Cross Country, Boys Track, Girls Track, and a State Championship for Boys Track.

## Triton High School Year In Review

Website: [www.tritonschools.org/high](http://www.tritonschools.org/high)  
Phone: (978) 462-8171  
Principal: Kathryn Dawe  
[Kathryn.Dawe@tritonschools.org](mailto:Kathryn.Dawe@tritonschools.org)

Building Stats:  
Combined MS/HS Area:  
335,670 sq. feet  
Built in 1971  
Renovated/Addition in 2000

- The Robotics team won first place last year (2017-2018) at the WPI Savage soccer robotics tournament. The students designed, built and programmed 4 robots for this competition. They won trophies for 1<sup>st</sup> Place Win, Best Design, Play of the Day, and Best Spirit
- The National Honor Society hosted a Blood drive for the American Red Cross collecting 49 pints of blood. Each pint of blood saves 3 lives.
- DECA:
  - Two high school students placed in two of the top three positions in the state in 2018.
    - First Place Role-Plays STATE CHAMP GOING TO ATLANTA FOR NATIONALS.
    - Second Place STATE RUNNER UP
  - Nine students placed FIRST in the Districts 2018
  - Eight students placed in the top three in the Districts in 2017
- Two of our students won First & Second Place in the Stock Market Game “year-long” version in Massachusetts. They were competing against 889 players/teams in the state.
- Marching Band received Gold in music and the highest rating of their division at Finals last season.
- Winter Percussion won their New England Divisional Championship.
- Triton High School Theatre along with 87 other schools, competed in the 2018 MET/Broadway in Boston Musical Theatre Awards, and received nine nominations for its production of “Zombie Prom,” including Best Production. Five students won in the categories of Best Supporting Actor, Best Supporting Actress and Best Specialty Ensemble.
- Students began a new newspaper web site: [www.tritonvoice.co](http://www.tritonvoice.co) and wrote over 1,000 news stories last school year. Students also produced 34 print versions of the newspaper.
- Students participated in a number of Community Service events including the Ovarian Cancer Awareness Walk, Jeanne Geiger Walk Against Domestic Violence, Hurricanes Harvey, Irma & Maria Relief Funds (collected over \$1,800), Salvation Army Bell-Ringing Campaign (collected over \$7,300), Senior Citizen Holiday Tea, Coats for Kids Drive, and Valentine's/Warm Up Care Packages for the elderly
- Unique Course Offerings
  - Juniors and Seniors choose from a variety of English “electives” such as Sports Literature, Gender Studies in Literature, Literary Nonfiction, and Journalism.
  - Marine Biology and Environmental Science take advantage of our local landscape with real world projects such as dune restoration, and tracking changes to the wildlife and ecosystems in the area marshes and ocean.
  - Forensics is our “CSI” class, where students do labs and case studies to learn the science behind crime scene investigation.
  - TV Productions introduces students to the basic concepts, equipment and personnel required to produce a studio-based television program. They apply their skills in the production of a weekly program and other media projects for on-air broadcasts.
  - The Institution for Saving Bank offers banking internships to students in our on-site branch.
  - Students may also engage in Dual Enrollment courses through Salem State University and/or local community colleges.
- Exchange and Immersion Program to Spain over the summer, and Lycée Saint François d'Assise in France during the school year.
- The Wrestling team had a record of 19-3 last season and was the Cape Ann League Champions. We had two Individual Division III State Champions and Three First Team Cape Ann League All-Stars.
- All Athletic teams qualified for an MIAA Team Academic Award (Gold or silver)
  - 2 Time State Champion in swimming
  - Cape Ann League Winter 4 x 800 Meter Relay female champions
  - Cape Ann League Winter 4 x 800 Meter Relay Male champions



## How We Learn

We are dedicated to providing a high quality education that extends well beyond the standards established by state frameworks and measured by the MCAS Assessment. A student's ability to access quality curriculum is achieved through the use of highly effective instruction. We strive to employ instructional practices that are engaging and purposeful throughout the district, and students interact with curricula in a variety of instructional settings. These settings include whole group, small group, and individual work. The settings vary depending on the purpose and task. We encourage students to take responsibility for their learning regardless of the setting. When students do struggle, teachers and support staff work within a multi-tiered system to address their needs. This multi-tiered support system may look different among the schools but the overarching commitment to students' success is consistent.

We continue to review ways and methods to enhance learning and increase student engagement through alternative instructional methods at all grade levels. To stay up to date with real time efforts in this area, follow us on Twitter at <https://twitter.com/TRSDcurriculum>.

To provide such an education, we are united as a Community to ensure that students have the resources and skills to be successful in school and beyond. These efforts can be seen throughout the district, including our expanded resources to support the social, emotional and mental health of our students, an increase in professional development on the new mathematical and science standards and curricula, and a newly developed Middle School and High School schedule that is aligned for greater access to resources. The result of these and other priority areas we demonstrate our focus on ways that we can improve and provide a more advanced student learning environment within our existing resources.

The state has gone through many changes in regards to state assessments over the past few years. These changes have made it challenging to review data from year to year and make determinations of instructional needs and performance. The 2017/2018 school year was the second year of administering the Next Generation MCAS in grades 3-8, and the final year for legacy tests in ELA and Math for Grade 10. The implementation of new science standards is ongoing. Additionally, the Next Gen assessment was taken using an online platform in grades 3 through 8, and on paper for grade 10. For the spring of 2019 test administration, all grade levels will be given the Next Generation MCAS for ELA and Math and students will take the assessment online.

As the assessment platform and structure of the MCAS becomes stable in the coming years, so will the data it provides for us. The challenge of this process of change is not unique to Triton, and we have utilized the information on student performance to drive changes to our instructional practice and curriculum in recent years. While our students continue to show success as outlined in other areas of this report, this specific measure shows areas where our instruction can be strengthened. These changes include the pedagogy of instruction (how we teach) as well as the adoption of new Science and Mathematics curricula, which has been done over the past couple of years in grades K through 8. We are confident that the changes we are making will show continued improvement trends in the coming years as the standards taught and the assessment format are consistently implemented.

As the state accountability system continues to morph with the changes in assessments and in response to the December of 2015 Every Student Succeeds Act (ESSA), a newly modified and updated district and school report card will be posted in December of 2018. While the details and format are still in the works, it is important to note that the District has been deemed to be partially meeting targets and does not require any state assistance based on our student performance. The tables below show our 2018 MCAS performance data in the aggregate along with corresponding state averages. For a more comprehensive review of the data and detailed information about individual schools, visit our profile on the Department of Education website at <https://bit.ly/2yncVUS>. If you have questions as you review the data, please reach out our Assistant Superintendent, Kimberly Croteau, at [Kimberly.Croteau@tritonschools.org](mailto:Kimberly.Croteau@tritonschools.org) or by phone at (978) 465-2397 x2.

Grade Span	Meeting or Exceeding Expectations (Proficient/Advanced for Legacy)		
	Subject	District	State
Grade 3-8: Next Gen	English Language Arts	53%	51%
Grade 10: Legacy	English Language Arts	94%	91%
Grade 3-8: Next Gen	Mathematics	45%	48%
Grade 10: Legacy	Mathematics	82%	78%
Grade 5: Legacy	Science	44%	47%
Grade 8: Legacy	Science	39%	35%
Grade 10: Legacy	Science	73%	74%



Triton Regional School District provides comprehensive services and programming for students with disabilities. The school system subscribes to the philosophy that all students can learn and that the purpose of special education is to minimize the impact of disability and maximize the opportunities for children with disabilities to have access to the general curriculum. It is the responsibility of the school district to provide every student with disabilities with a free, appropriate public education (FAPE) within the least restrictive environment (LRE) from ages 3 to 22. There continues to be a focus in improving educational and vocational outcomes students with disabilities after the age of 18 who do not receive a high school diploma or who are not prepared for post-secondary experiences. This obligation significantly increases the amount of time that the school district is responsible for educating certain students with disabilities and this must be factored into the overall cost of providing services. The district is currently responsible for educating 445 students with disabilities both in the district and in out of district placements. As noted previously, this represents 15.9% of all registered students. This chart indicates the number of students identified by disability in both 2017/2018 but also six years prior to give a snapshot of how this population is changing.

Disability Type	Number of Students	
	2011/2012	2017/2018
Intellectual	20	17
Sensory/Hard of Hearing or Deaf	5	6
Communication	100	62
Sensory/Vision Impairment or Blind	1	1
Emotional	24	52
Physical	10	6
Health	41	58
Specific Learning Disabilities	74	115
Sensory/Deaf and Blind	0	0
Multiple Disabilities	23	12
Autism	32	56
Neurological	23	13
Developmental Delay (ages 3-9 only)	27	47
<b>Total</b>	<b>380</b>	<b>445</b>

We have historically worked closely with our Special Education Parent Advisory Council (SEPAC) to provide programming, and trainings, and to work together to ensure our programs are high quality and responsive to our student's needs. At the current time the SEPAC is in a state of transition, with the hope that it is reestablished by early 2019.

#### Our District Facilities

The district currently operates four distinct locations, with an elementary site in each member town and a regional campus that houses the Middle School, High School, and Superintendent's office in Byfield. The age of the buildings vary, most having been renovated at some point in their history. The only facility which was completely rebuilt in the recent past is Salisbury Elementary, which was built at a new location from the previous school (Memorial School) and was completed and brought online in 1999. All other facilities were remodeled and additional space was added to the footprint.

Ownership of the buildings vary between the district and each town, with Salisbury Elementary and the Middle/High School Campus being owned by the district, while Pine Grove and Newbury Elementary are owned by the town. There is work being done with school and town officials to remedy that inequity, ensuring each town owns its own elementary, with the District owning the facility and care thereof for the main regional campus.

#### Safety In Our Schools

The district has prioritized safety and security for many years. Safety Committees consisting of school administrative staff and members of the police and fire departments convene monthly for each site across the district under the leadership of the building principal. These teams plan for any and all safety and security measures within our buildings, ranging from a routine evacuation drill to a more complex situation such as a lock down that requires more extensive planning. While these teams have been in place and operating for more than 20 years, they have also adapted to the changing times.

To that end, a most recent change in our operating protocols is the implementation of the ALICE Active Shooter response. While this is a topic that no one likes to discuss, this has become the industry standard protocol, and it is a necessary addition to our toolbox as we prepare for any situation that would impact the safety of our students and staff. All staff are being trained over the course of the beginning of the 2018/2019 school year, and more extensive school- wide trainings and drills are planned over the balance of the current year.

We have also implemented more physical safety into our buildings, including surveillance cameras and an access monitoring system. With over 70 surveillance cameras online at the current time, and more due online as the Pine Grove Renovation is completed, we have a stronger view of all the areas that may be problematic when students are present, as well as after hours. While all cameras are not monitored routinely, footage is recorded 24 hours per day, 7 days per week, and retained for 30 days to be used as needed. In addition to the cameras, we have installed a Raptor Visitor Management System. This system requires all visitors to our schools to provide a photo ID the first time they visit, and prints a photo badge with date, time, and location of the visit. Further, the system maintains a real time web based log of all those in our buildings at any given time, and completes a Sex Offender Registry query each time a person logs in. These two systems, combined, have allowed us to maintain a safer and more secure school environment for our students and staff.

### Technology In Our Schools

District wide, students are provided access to desktop computers in library and lab environments as well as portable electronic devices, such as Chromebooks, iPads, and/or laptop computers, as appropriate to their grade level and individual needs. Staff use a combination of Desktop PCs and Chromebooks for all professional responsibilities. These staff devices and student PC Labs are all on a 3 or 4 year lease refresh cycle, which allows for continual updating to current technology without an increase in capital costs every 3 to 4 years. Acquisition and deployment of mobile devices and Chromebook "labs" for each school began in the summer of 2014 and has continued each year, funded by a combination of leases from district funding and outright purchases from donations through our fabulous parent support organizations and local banks. 2017-2018 saw an uptick of approximately 20% in Chromebook deployments through leases, grants, and Triton Education Fund (TEF) donations district wide bringing the total to 811 devices.

### Our Finances – A Snapshot

The following information attempts to share with you the cost of our programs and how our money is spent. The financing of regional public schools continues to be challenging, including obstacles that all public schools are facing such as the shifting of the financial burden to local communities' tax base, as well as other factors unique to the regional structure. The outcome for all schools, including Triton is that we have greater expectations, in quantity and in quality, with resources from the State of Massachusetts that have grown proportionally smaller over the past decade plus. The information on the following pages provides a snapshot of the financials for 2017/2018 (Fiscal 2018) as well as some 10 year historical trends that put that spending in perspective.

If you have questions about the implications of the information and data on the following pages, please contact the Superintendent of Schools directly at (978) 465-2397 or [Brian.Forget@tritonschools.org](mailto:Brian.Forget@tritonschools.org). He will be very glad to communicate by phone, email, or in person to answer questions about the financial picture and its implications for our schools. If you have questions about the figures or data specifically, please contact our School Business Administrator, Michelle Cresta at [Michelle.Cresta@tritonschools.org](mailto:Michelle.Cresta@tritonschools.org). We want to ensure complete transparency with our Communities and have taken steps to ensure the efficiency of our operation as our effectiveness in advocating at the state level is only effective if there is a genuine understanding of the fiscal realities at the local level.

We recently hired a new auditor, bringing a fresh set of eyes to the finer details of our revenues and expenditures, and the process used to track both aspects. Fiscal Year 2018 information is currently being audited by Roselli & Clark, but the information on the following page provides a basic General Fund snapshot for the close of fiscal year 2018.

Where is The Money Spent?	
District Administration & Operations	4.0%
District and School Instructional Leadership	6.6%
Teachers (Salaries)	37.1%
Other Teaching (Therapeutic, Library, LA's, & Subs)	9.6%
Professional Development	1.3%
Supplies, Materials, Equipment, & Technology	1.8%
Guidance, Social Work/Counseling and Testing	2.6%
Pupil Services (Nursing, Athletics, Activities, Transport)	10.7%
Operations & Maintenance & Utilities	7.5%
All Insurance & Retirement	18.8%



Fiscal Year 2018 General Fund – Budget to Actual:

	<u>Budget</u>	<u>Actual</u>
<b>Revenues:</b>		
Assessments from Towns – Operating	29,290,385	29,290,385
Assessments from Towns – Capital	1,105,175	1,105,175
Use of Excess & Deficiency Fund	399,077	399,077
State Transportation	780,000	831,952
State Chapter 70	8,612,641	8,636,541
State MSBA Reimbursement	1,759,544	1,759,544
Medicaid Reimbursement	200,000	219,206
Investment Earnings	25,000	22,621
Miscellaneous	25,000	55,416
<u>Sub Total</u>	42,196,822	42,319,917
<b>Expenditures:</b>		
Administration	1,688,378	1,676,611
Instruction	22,097,257	21,615,826
Special Education Tuitions	884,077	1,024,369
Other Tuitions (Charter and Choice)	855,105	1,019,648
Transportation	2,585,020	2,485,247
Other School Services	713,990	743,188
Student Activities	54,374	72,493
Maintenance & Operations	2,985,655	2,981,650
Acquisitions & Improvements	-	-
Fringe Benefits	7,468,247	7,368,137
Food Service	-	3,086
Debt Service – Principal	2,415,000	2,415,000
Debt Service – Interest	449,719	449,719
<u>Sub Total</u>	42,196,822	41,854,974
<i>Excess (Deficiency) of Revenues over Expenditures</i>		<u><u>464,943</u></u>

Excess and Deficiency, or E & D, is the equivalent of “Free Cash” in a city or town. You would most often hear this referred to as the “Rainy Day Fund” for a city, town or the state. Given that a Regional School functions in Massachusetts much like its own town, we do not have the ability to ask for additional funds in a crisis or emergency situation. The MA Department of Revenue suggests that a Regional School have a balance in their E & D of approximately 3% of their operating expenses, with an annual cap at 5%. The table to the right shows Triton’s balances over the past 10 years, showing that we’re not even close to the recommended levels, let alone the cap, and speaks to the financial challenges outlined further below. With more, and sometimes all, of our E&D balances being applied as a revenue simply balance the budget, we are left with limited reserves to address challenges as they arise. The result is a budget that asks our educators to do more with less, a challenge they have accepted and excelled at. However, the trend we are on is unsustainable, and requires advocacy at the State Level for changes in the regional finance structure, an effort the School Committee is focused on. The Policy & Advocacy Subcommittee meets every month on the 4<sup>th</sup> Tuesday, and the full committee each month on the 2<sup>nd</sup> Wednesday. For more information about Advocacy and how you can lend your voice, please email the School Committee at [schoolcommittee@tritonschools.org](mailto:schoolcommittee@tritonschools.org).

Spending & Assessments:

Looking over the past decade, the spending increase year over year has averaged under 2%, growing from \$34,128,619 in 2010

to \$40,822,271 for the 2018/2019 school year as seen in Column A in the table below. It is clear that average increase reflects a combination of some years that were problematic with very specific expenditures such as healthcare costs, or very specialized education services, with a majority of years well below a 2.5% increase. While we are proud of the educational experience we provide our students in such an efficient manner, we see in this same chart the challenges facing regional school districts who use the “statutory method” for calculating assessments, i.e. the amount of our spending not covered by state aid or other revenues. The total change from 2010 to 2019 in each column is shown in the final row of the table below. You can see

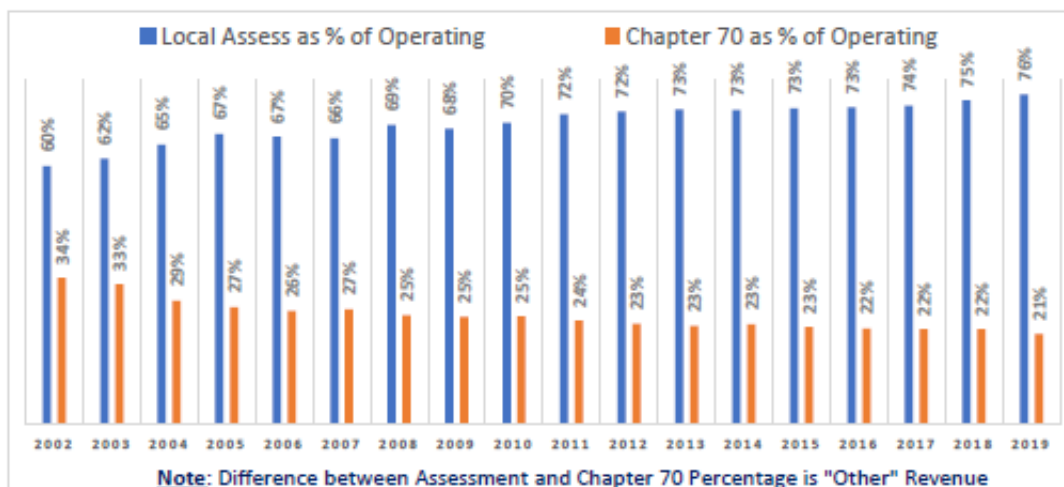
that with a total expenditure change of 19.61% (column B), the total change in assessments to our member towns has grown by a much faster rate at 29.62% (column D). This is due to proportional decrease in Chapter 70 State Aid and further detailed below.

However, the true challenge outlined by this table is the comparison of the total changes in column F, H, and J, which shows the percentage increase in assessments in each town from 2010 to 2019. You will see that Newbury has increased a total of 8.06% in the same time period with a few years decreasing, while Rowley and Salisbury increased by 44.56% and 38.7%, respectively.

Much has been said and written about these disparities and the challenges they create, but this is not the fault of any one town. The disparity is the result of the combination of enrollment changes and state funding formulas. The reality is that we cannot directly impact resident enrollment, but the data speaks to the need to adjust our regional agreement to remove the constraints put on by statute and regulation, putting the control locally within our three communities. This is work that our select boards and finance committees in each of our three communities are working on with the Triton School Committee and Administration.

This problem of disparate assessments has been even more challenging more and more of the spending unique situation for Triton, as very significant challenge. As we opportunities for children, when coming into the district each year, the entire increase, often yielding proportionally (%) much larger spending. The table below shows proportion, with the percent of our (state education aid) shown in red, member towns shown in blue. In shifted 16% of our total support back onto the local tax been incredibly supportive of their for change as they can't keep this much longer.

Fiscal Year	A	B	C	D	E	F	G	H	I	J
	Operating Budget	% Change	Total Assessment	% Change	Newbury	% Change	Rowley	% Change	Salisbury	% Change
FY10										
FY11	34,128,619	-2.37%	23,835,803	-0.42%	8,403,168	2.35%	7,012,426	-1.88%	8,420,209	-1.86%
FY12	34,051,167	-0.23%	24,566,429	3.07%	8,622,289	2.61%	7,220,827	2.97%	8,723,312	3.60%
FY13	34,761,529	2.09%	25,180,821	2.50%	8,779,165	1.82%	7,463,390	3.36%	8,938,266	2.46%
FY14	35,483,250	2.08%	25,850,545	2.66%	8,915,304	1.55%	7,738,020	3.68%	9,197,221	2.90%
FY15	35,701,725	0.62%	25,999,269	0.58%	8,568,972	-3.88%	7,947,188	2.70%	9,483,109	3.11%
FY16	36,928,734	3.44%	27,039,334	4.00%	8,993,686	4.96%	8,328,862	4.80%	9,716,786	2.46%
FY17	37,824,311	2.43%	27,759,877	2.66%	8,946,255	-0.53%	8,714,645	4.63%	10,098,977	3.93%
FY18	38,472,253	1.71%	28,385,565	2.25%	8,675,353	-3.03%	9,199,643	5.57%	10,510,569	4.08%
FY19	39,033,026	1.46%	29,290,375	3.19%	8,616,575	-0.68%	9,622,873	4.60%	11,050,927	5.14%
CHANGE	40,822,271	4.58%	30,896,646	5.48%	9,080,843	5.39%	10,137,192	5.34%	11,678,611	5.68%
	6,693,652	19.61%	7,060,843	29.62%	677,675	8.06%	3,124,766	44.56%	3,258,402	38.70%



Fiscal Year	Certified As Of	E&D Balance	Operating Budget	% of Operating
FY10	7/1/2009	\$ 0	\$ 34,128,619	0.00%
FY11	7/1/2010	\$ 561,846	\$ 34,209,005	1.64%
FY12	7/1/2011	\$ 606,601	\$ 34,761,529	1.75%
FY13	7/1/2012	\$ 632,324	\$ 35,483,250	1.78%
FY14	7/1/2013	\$ 756,954	\$ 35,701,725	2.12%
FY15	7/1/2014	\$ 787,787	\$ 36,928,734	2.13%
FY16	7/1/2015	\$ 598,497	\$ 37,824,311	1.58%
FY17	7/1/2016	\$ 341,999	\$ 38,517,083	0.89%
FY18	7/1/2017	\$ 299,077	\$ 39,033,026	0.77%
FY19	7/1/2018	\$ 460,000	\$ 40,822,271	1.13%

as our towns continue to shoulder for public schools. This is not a mentioned earlier. However, it is a look to continually expand our virtually no new dollars are our member towns are left to fund an assessment that is than our actual increase in the 17 year shift in that budget funded by Chapter 70 and the portion funded by our that 17 year period, the state has expenditures that they used to payers. Our member towns have schools, but we need to advocate level of support without state help

## Administrative Contacts

Triton Regional School Committee		
Nerissa Wallen	Committee Chairperson	
Maureen Heffernan	Committee Vice Chairperson	
Dina Sullivan	Committee Secretary	
Deborah Choate	Committee Member	
Paul Lees	Committee Member	<a href="mailto:schoolcommittee@tritonschools.org">schoolcommittee@tritonschools.org</a>
Linda Litcofsky	Committee Member	
James Scully	Committee Member	
Tina Tzortzis	Committee Member	
Paul Goldner	Committee Member	
Triton District Office - All Grade Levels & Services		
Brian L. Forget	Superintendent of Schools	<a href="mailto:Brian.Forget@tritonschools.org">Brian.Forget@tritonschools.org</a>
Kimberly Croteau	Assistant Superintendent	<a href="mailto:Kimberly.Croteau@tritonschools.org">Kimberly.Croteau@tritonschools.org</a>
Michelle Cresta	School Business Administrator	<a href="mailto:Michelle.Cresta@tritonschools.org">Michelle.Cresta@tritonschools.org</a>
David Magee	Special Education Administrator	<a href="mailto:David.Magee@tritonschools.org">David.Magee@tritonschools.org</a>
Newbury Elementary School - Preschool through Grade 6		
Beth Yando	Principal	<a href="mailto:Beth.Yando@tritonschools.org">Beth.Yando@tritonschools.org</a>
Pine Grove School - Preschool through Grade 6		
Christine Kneeland	Principal	<a href="mailto:Christine.Kneeland@tritonschools.org">Christine.Kneeland@tritonschools.org</a>
Salisbury Elementary School - Preschool through Grade 6		
James Montanari	Principal	<a href="mailto:James.Montanari@tritonschools.org">James.Montanari@tritonschools.org</a>
Triton Middle School - Grades 7 & 8		
Alan MacRae	Principal	<a href="mailto:Alan.Macrae@tritonschools.org">Alan.Macrae@tritonschools.org</a>
Triton High School - Grades 9 through 12		
Kathryn Dawe	Principal	<a href="mailto:Kathryn.Dawe@tritonschools.org">Kathryn.Dawe@tritonschools.org</a>

## ENROLLMENTS AS OF OCTOBER 2018

### Pine Grove School

Elementary	Boys	Girls	Total
Early Childhood	14	14	28
Kindergarten	22	25	47
Grade 1	28	29	57
Grade 2	26	32	58
Grade 3	31	24	55
Grade 4	40	32	72
Grade 5	26	28	54
Grade 6	35	26	61
<b>Total</b>	<b>222</b>	<b>210</b>	<b>432</b>

### Triton Regional Middle School

Grade 7 Rowley Students	46
Grade 8 Rowley Students	76
<b>Total</b>	<b>122</b>

### Triton Regional High School

Grade 9 Rowley Students	50
Grade 10 Rowley Students	55
Grade 11 Rowley Students	53
Grade 12 Rowley Students	57
<b>Total</b>	<b>215</b>

### Other Enrollments as of October 2018

	<b>SPED</b>	12
	<b>Private</b>	15
	<b>Parochial</b>	40
	<b>Public</b>	28
	<b>Whittier/Essex Tech</b>	30
	<b>Home-Schooled</b>	22
	<b>Total</b>	<b>147</b>

<b>Pine Grove School Enrollment</b>	<b>432</b>
<b>Triton Regional Middle School Enrollment</b>	<b>122</b>
<b>Triton Regional High School Enrollment</b>	<b>215</b>
<b>Other Enrollment</b>	<b>147</b>
<b>Total 2018/2019 Enrollment as of 10/1</b>	<b>916</b>



## Offices and Departments

Office and meeting hours are subject to change due to any number of factors. **Please call ahead.** Information can also be found at [www.townofrowley.net](http://www.townofrowley.net).

- **Accountant:** Town Hall – Monday, Wednesday, and Thurs 9:00 a.m. -3:00 p.m. (978) 948-7908
- **Agricultural Commission:** Meetings second Thursday monthly, 7 pm Annex. In addition, July - September optional meeting Sundays at 10:00am, on the Common at the Farmers' Market
- **Animal Control Officer:** - Call Rowley Police in an emergency.
- **Assessors:** Town Hall - Mon- 8:30 a.m.-8p.m., Tues-Thurs 8:30-4:30 Fri-8:30 a.m.-12p.m. (978) 948-2021. Meetings 2nd & 4th Monday - 6:00 p.m. in Assessors Office
- **Board of Health:** Annex - Mon-Thurs 9:30 a.m. -12:30 p.m. – (978) 948-2231
- **Cemetery Commissioners:** Rowley Cemetery – (978) 948-2885
- **Conservation Commission:** Annex – Mon -Thurs 9:00 a.m.-12:30 p.m. (978) 948-2330 Other times by appt
- **Council on Aging:** Annex- Mon-Thurs 8:30-4:00, Fri 9:00-12:00 – (978) 948-7637
- **Finance Committee:** Meetings as called by Chairman, check postings.
- **Fire Department & Emergency Management:** 7 Hammond St. - Mon-Fri 8:00 a.m. - 4 p.m. (978) 948-3812- Emergency 911
- **Harbormaster:** Emergencies on the water call VHF channel 16 / No office hours, questions call 508-397-2450 or email [bill.dimento@townofrowley.org](mailto:bill.dimento@townofrowley.org)
- **Highway Department:** Garage, Independent St. – (978) 948-2441 Leave message
- **Historic District Commission:** contact [historic@townofrowley.org](mailto:historic@townofrowley.org)
- **Housing Authority:** Office, One Plantation Drive 978-948-2371, Weds 9:00 a.m. -3:00 p.m., Thurs 10:00 a.m. – 1:00 p.m. or by appointment by calling 978-777-0909 Meetings 1st Friday of month 9:00 a.m.
- **Inspection Dept:** Annex- Bldg Insp. Office hours – Mon – Thurs 8:00 a.m.-12:00 p.m. (978) 948-2186 Fax number for all inspectors: (978) 948-3796 Plumbing/Gas Inspector - Mon. Weds. & Thurs 7:00 a.m. -8:00 a.m. Wiring Inspector - Mon Weds. & Thurs. 7:00 a.m. – 8:00 am.
- **Library:** 141 Main St-Mon, Tues, Wed, Thurs 10:00 a.m. -8:00 p.m., Sat 10:00 a.m. – 2:00 p.m., closed Friday (978) 948-2850 [www.rowleylibrary.org](http://www.rowleylibrary.org)  
Trustees meetings 3rd Tues of month at Library, Friends of the Library 1<sup>st</sup> Tuesday alternating months
- **Light Department:** Office, 47 Summer St - Mon-Fri 8:00a.m.-4:30 p.m. (978) 948-3992 [www.rowleylight.com](http://www.rowleylight.com)  
Meeting of Light Board 2nd Weds of month 7:00 p.m. at the Town Hall
- **Parks & Recreation:** Check for meeting postings.
- **Personnel Advisory Committee:** Meetings as called by Chairman, check postings. (978) 948-7068  
Personnel Officer: (978) 948-2705
- **Planning Board:** Annex – Mon, Weds., Thurs 9 a.m. -12:00 p.m., or by appointment – (978) 948-5549  
Meetings at Annex on second Wednesday of every month; other meetings as scheduled
- **Police Department:** 477 Haverhill St. - Business (978) 948-7644 - Emergency 911 Fax 978-948-7087
- **Selectmen/Town Administrator:** Town Hall - Mon - Thurs 9:00 a.m. -4:00 p.m. Fri 9:00 a.m.- noon (978) 948-2372 Meetings Mondays 7:00 p.m. Town Hall
- **Town Clerk:** Town Hall-Mon 9 a.m.-8 p.m. Tues, Thurs & Fri 8 a.m.-noon, Wed 8-4:30 – or by appointment by calling (978) 948-2081 [townclerk@townofrowley.org](mailto:townclerk@townofrowley.org)
- **Treasurer/Collector:** Town Hall-Mon 8 a.m.-8 p.m., Tues, Weds, Thurs 8-4:30, Fri 8-12 – (978) 948-2631
- **Tree Warden:** Independent St. (978) 948-2441 Leave message.
- **Triton Regional School District:** Pine Grove: 948-2520 Triton Middle: 463-5845 Triton High: 462-8171  
Superintendent's Office: 465-2397 School Committee meetings generally held on the second Wednesday of each month at Triton School Library - see Triton's school calendar for dates
- **Veteran's Agent:** Ipswich Town Hall (978) 356-3915 Karen Tyler, VSO [kt Tyler@eessexvets.com](mailto:kt Tyler@eessexvets.com)  
Mon 8am-7pm, Tues-Thurs 8am-4pm, Fri 8am-12pm
- **Water Department:** 401 Central Street, Mon -Thurs 7:00 am - 3:30 pm Fri 7:00am to 2:00pm  
closed for lunch daily 12:00p.m.-12:30 p.m. (978) 948-2640. **Customer Service** 1-800-553-5191 billing questions, schedule an appointment or final read
- **Zoning Board of Appeals:** Annex Building – Mon, Tues, Weds 1:30 p.m. to 4:30 p.m. (978) 948-2657.  
Meetings every third Thursday when scheduled at the Annex.