

TOWN OF
WEST NEWBURY
MASSACHUSETTS



ABOUT THE COVER

Memorial Day 2002 was the first observance of Memorial Day since the September 11 attack on the United States. Four commercial airlines were used as missiles to kill thousands of innocent people including hundreds of police officers and firefighters.

The cover of this year's Town Report is a composite of photographs of the 2002 Memorial Day Parade.

The evolution of transportation over the last decade is depicted in the photographs of the horse drawn carriage, a common sight in the early part of the last century and the innovative Segway Human Transporter. Senior citizens John J. McGrath and his sister, Margaret M. Cooney, are seated in the carriage and former Selectman Dick Berkenbush is operating the Segway Human Transporter. Development of various means of transportation, of course, has also included automobiles, trolleys, trains, and airplanes.

The universal symbol of remembrance of September 11 is the display of the United States Flag. This year was the first year that the flags were displayed on the telephone poles along Main Street. We thank Jonathon Costello, who suggested this as his Eagle Scout project, and the many townspeople who contributed to this program. Jonathon is the great-grandson of John McGrath and the great-grand nephew of Margaret Cooney.

The civilians, firefighters, and police officers killed on September 11, 2001, were the first casualties of this latest war. They were in the thoughts of those attending the 2002 West Newbury Memorial Day Parade and program and will surely continue to be so in future years.

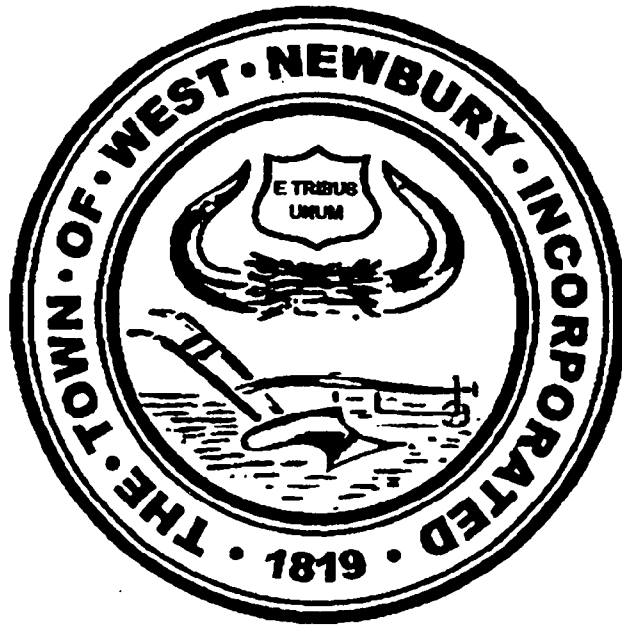
Narration by Richard Berkenbush

Photography by Michael Sockness

ANNUAL STATEMENT OF THE RECEIPTS
AND EXPENDITURES FOR THE FISCAL YEAR ENDING

JUNE 30, 2002

TOWN OF WEST NEWBURY



Together with the reports of the School Committee, Board of Fire Engineers, Board of Water Commissioners, Trustees of the Public Library, Assessors, Finance Director, Treasurer, Collector, Town Clerk and various departments and committees.

ANNUAL REPORT OF THE BOARD OF SELECTMEN

To the Citizens of the Town of West Newbury:

Across the country cities and towns reacted to, remembered, and reflected on the events of September 11. Churches in West Newbury immediately opened their doors and welcomed the community. By the end of September the Fire Department had raised over \$7,000 to assist the New York City firefighters. The October Special Town Meeting commenced with the pledge of allegiance to the flag. In November, the VFA Band played a stirring patriotic concert, including a color guard, procession by the Boy and Girl Scouts and remarks by Selectman Cushing. We were pleased to approve Jonathon Costello's Eagle Scout project. He raised funds and, with the assistance of his Boy Scout troop, erected flags on selected poles along Main Street that will fly from Memorial Day to July 4 each year and on the anniversary of September 11.

Communication with our citizens is important. We want our constituents to know and understand what is happening in our community. Please take a few minutes to read the reports contained in this Town Report. Our newly developed Web Site is a valuable resource. The address is <http://www.town.west-newbury.ma.us>. Throughout the Fiscal Year, Robin Shively taped the Town Meetings, Selectmen's meetings, and other important forums for viewing on the local cable network. Adelaide Janes and Jen Solis provided local newspapers reports, and our new sign in front of the Town Office Building is continually updated with upcoming events. All of the Town Boards and Committees conduct open meetings to which the public is invited.

Road and land issues again dominated our agenda. A Roads Committee was appointed and charged with long-term planning for roads and developing a uniform street design for Subdivisions and Town roads. The Mill Pond dredging project was substantially completed, with some site work remaining. A Conservation Restriction was granted to Essex County Greenbelt Association and a Management Plan was approved to preserve and protect a portion of the Pipestave Hill/Mill Pond area on the south side of Route 113. The town voted to purchase 71.5 acres on Main Street, known as the Dunn property for general municipal purposes and 174,000 square feet of land on Cherry Hill Street for open space, water supply protection and/or passive recreation purposes. We also supported the Open Space Preservation Development Zoning Bylaw brought to the town by the Planning Board and voted at Town Meeting.

Our Finance Committee, Capital Improvements Committee, and Tracy Blais, Finance Director, are to be commended for their efforts in providing good fiscal decisions and management. We will be looking to them for continued guidance in anticipation of future economic challenges.

Finding a Veterans Agent for veteran residents was necessitated by the dissolution of the Northeast Veterans Service District. We thank Dick Berkenbush for his efforts in having West Newbury become a member of the Eastern Essex Veterans District.

Each June, the Board of Selectmen is charged with making appointments to well over thirty Committees, Boards and other volunteer positions. These posts are comprised of over 200 residents. Although some serve in more than one capacity, most have committed their time to one board in which they have a special interest. Our town is fortunate to have so many dedicated individuals who are willing to share their time, expertise, and interest!! The first section of the Town Report contains the names of elected and appointed officials. We thank our veteran appointees and welcome new volunteers, who often bring fresh approaches and energy.

Some folks see a need and just step in. When it appeared the Summer Concert Series was in jeopardy, Brian Young and Chuck Rotondi volunteered to schedule concerts throughout the summer. Weekly during July and August families and friends gather near the bandstand to visit and enjoy a variety of excellent music. Often a youth ballgame is in progress on the adjoining ballfield and activities at Action Cove are in view. It is a remarkable community vignette.

When it became apparent that the apartment house at 694 Main Street was threatened with demolition, Robin Shively and Brian Conn volunteered to spearhead the rehabilitation of a first-floor apartment. Working with the Building Inspector, they prioritized the work and estimated repair costs. Their building services will be donated.

Vandalism at Ferry Park prompted Chris Wile to design, make, and replace the damaged sign. Roadside littering activated Barbara Haack to contact our Board with a suggestion for a town-wide cleanup day. She helped organize and coordinate a very successful event.

We thank our town employees, volunteers, and residents for their assistance in the past year. We look forward to facing the challenges in the year ahead.

BOARD OF SELECTMEN

Albert H. Knowles, Jr.
Chairman

Ann L. O'Sullivan

Richard J. Cushing

**SELECTMEN
1900-2002**

Charles W. Ordway
Richard Newell
Sam Rogers
Daniel Cooney
Robert S. Brown
George E. Noyes
Parker H. Nason
Robert J. Forsyth
George C. Howard
Joseph Newell
Albert E. Elwell
Albert Beckford
Harold T. Daley
*Francis A. Bartlett
Ralph Woodworth

Fred Knapp
Leonard R. Burrill
Walter Swap
M. Paine Hoseason
*Howard Cox
*Norman L. Brown
Russell Zeaman
A. Neil Gadd
Elsie M. Spalding
Raymond H. Poore
James W. Bingham
Irving A. Burrill
William M. Rowe
Stephen F. Burke, Jr.
Ann S. Reilly

Frank E. Hobson
Merton E. Chute
Thomas E. Pulkkinen
Robinson M. Shively
Patricia W. Knowles
Steven Cashman
Sandra J. Raymond
David W. Cook
Charles A. Robinson
Richard Berkenbush
John S. McGrath
Patricia P. Reeser
Nelson A. Valverde
Albert H. Knowles, Jr.
Ann L. O'Sullivan
Richard J. Cushing

*Died in office

DIRECTORY OF ELECTED TOWN OFFICIALS

BOARD OF SELECTMEN

Ann L. O'Sullivan, 2003

Albert H. Knowles, Jr., Chair, 2005

Richard J. Cushing, 2004

BOARD OF PUBLIC HEALTH

Blake J. Seale, 2005

Robert P. Janes, Chair, 2003

Carol F. Cena, 2004

BOARD OF ASSESSORS

William J. Krajeski, 2005

Paula D. Wolfe, Chair, 2004

John J. Cena, 2003

MODERATOR

Kathleen C. Swallow, 2003

PENTUCKET SCHOOL COMMITTEE – WEST NEWBURY REPRESENTATIVES

Marla Andrews, 2004

Brian L. Young, 2004

Sally Cookman, 2003

Peter F. Cronin, 2003

BOARD OF WATER COMMISSIONERS

Wendy J. Reed, 2004

Richard C. Thurlow, Chair, 2003

R. Scott Wolke, 2005

CONSTABLES

Charles D. Courtemanche, 2004

Glenn W. Coffin, 2004

Paul J. Weiner, 2004

BOARD OF TRUSTEES, G.A.R. MEMORIAL LIBRARY

Lucile A. Waehling, 2004

Alexandra W. Guralnick, Chair, 2004

Peter A. Gadd, 2003

Mary D. Cavanaugh, 2005

Judith W. Marshall, 2005

Scott P. Berkenbush, 2003

R. Bruce Hamilton, 2005

John V. Connolly, 2004

Virginia J. Selman, 2003

PLANNING BOARD

Arthur T. Wallace, 2007

Richard G. Parker, Chair, 2004

Robert S. Phillips, Jr., 2006

Ann E. Bardeen, 2003

Peter R. Haack, 2005

Brian R. Murphy, Assoc. (Apt.) 2003

BOARD OF PARK AND RECREATION COMMISSIONERS

James P. Sperelakis, 2004

Lary O'Keefe, Chair, 2003

Dennis J. Monaco, 2005

HOUSING AUTHORITY

W. Lawrence Corcoran, 2005

Nancy J. Barry, Chair, 2005

Nancy L. Szmyt, 2006

Robert H. Arnold, 2004

Donald Hatt, State Appointee, 2004

DIRECTORY OF APPOINTED TOWN OFFICIALS AND COMMITTEES

FINANCE DIRECTOR/TAX COLLECTOR/TREASURER

Tracy Blais, 2003

ADMINISTRATIVE ASSISTANT

Marjorie A. Peterson

TOWN CLERK

Marjorie A. Peterson, 2005

CHIEF ASSESSOR

Catherina Zelano

TOWN ACCOUNTANT

Susan Yaskell, 2005

SUPERINTENDENT OF BUILDINGS AND GROUNDS

Francis B. Mather

BOARD OF FIRE ENGINEERS

Raymond S. Dower, III, Chief

Stephen N. Arnold, Deputy
Mark Hemingway
Scott P. Berkenbush

Kenneth P. Berkenbush, Deputy
Glenn W. Coffin
Michael D. Dwyer

POLICE DEPARTMENT

Jonathon L. Dennis, Chief, 2003

Walter L. Corcoran, 2003

Charles D. Courtemanche, Sgt., 2003
David L'Esperance, Det/Cpl., 2003
Jeffrey P. Durand, 2003

Lisa A. Holmes, Sgt, 2003
James Gately, 2003

RESERVE POLICE OFFICERS

Thomas C. Hennessy

Ryan A. Wilkins

James Riley

Elias Gallup

Patrick Clay
Royster Johnson, IV
John Schmidt
Michael Dwyer

Daniel Cena
Brian Warne
Christopher Moore
Robert Bishop

AUXILIARY POLICE OFFICERS

Richard Davies, E.M.A.

Charles P. Susen, E.M.A.

Mark Hemingway, E.M.A.

Lee Ann Delp, E.M.A.

Richard Cushing, E.M.A.

George Evans, E.M.A.

Carolyn Davies, E.M.A.
David Jennell, E.M.A.
William Neenan, E.M.A.
Frank Otis, E.M.A.
Robert Janes, E.M.A.
Dana Burrill, Jr.

William Donahue, E.M.A.
Bruce Hamilton, E.M.A.
Robert Janes, E.M.A.
Richard Berkenbush, E.M.A.
John Connolly, E.M.A.

SPECIAL POLICE OFFICERS

Scott P. Berkenbush, E.M.A.

Madelyn L. Cirinna, A.C.O.

FIELD DRIVER AND FENCE VIEWER

Charles D. Courtemanche

HABOR MASTER

Jonathon L. Dennis

Thomas M. Goodwin, Assistant, 2004

ANIMAL CONTROL OFFICER

Madelyn Cirinna

Kim York, Assistant

PUBLIC SAFETY DISPATCHER

Dana W. Burrill, Jr.
Judy Romano (Matron)
Royster Johnson, IV
Lee Ann Delp

Hannah Knowles
Glenn Coffin
Daniel A. Cena
Richard B. Merrill, III
Bonnie Reed

Michael Dwyer
Christopher Moore
Charles H. Jordan, Jr.
Elias P. Gallup

EMERGENCY MANAGEMENT AGENCY

Carolyn Davies, Radiological Officer
Richard Cushing, Selectmen's Rep.
William J. Neenan, Staging
Michael Dwyer, Communications
John Connolly, Communications
Robert P. Janes, Water Dept. Rep.
Elias P. Gallop, Special Needs

Scott P. Berkenbush, Director
Charles Susen, Deputy Director
David D. Jennell, Staging
Mark Hemingway, Communications
Richard Berkenbush, Special Needs
Lisa Holmes, Police Dept. Rep.

Richard Davies, Radiological Officer
Bruce Hamilton, Transportation
William Donahue, Staging
Frank Otis, Communications
Lee Ann Delp, Adm. Asst.
George Evans, Staging

CROSSING GUARD - PAGE SCHOOL

Alexander Krawczyk

FINANCE COMMITTEE

David Archibald, 2005
John Page, 2004

Sherrie Gadd, Chair, 2003
David Kapturowski, 2003
Tracy Blais, Ex Officio

Rushton L. Ardrey, 2005
Mary Harada, 2004

SUPERINTENDENT OF STREETS, TREE WARDEN, MOTH SUPERINTENDENT

Gary J. Bill, 2004

INSPECTOR OF ANIMALS

Madelyn L. Cirinna

GRAVES REGISTRATION OFFICERS

Margaret A. Priest, Walnut Hill

Beatrice Downey, Rural
Robert Janes, Merrimack

Bernard L. Guilford, Jr., Bridge Street

REGISTRARS OF VOTERS

Dorothy M. Costain, 2005

Sandra A. Chute, Chair, 2003
Marjorie Peterson, Ex Officio

Rosamond B. Veator, 2004

INSPECTOR OF BUILDINGS

Glenn Clohecy

Kenneth Ward, Alternate

INSPECTOR OF WIRING

David Levesque

Marc Lemire, Alternate

GAS AND PLUMBING INSPECTOR

Norman St. Hillaire

Ronald Caruso

Gaetano T. Caruso, Alternate

TOWN COUNSEL

Lawrence J. Murphy

BOARD OF APPEALS

Paul O. Kelly, 2004
Gail Majauckas, 2005

Nancy VonKittlitz, Chair., 2004
Miriam Brenner, Associate, 2003

Francis Culver, 2003
Richard Thurlow, 2003

CONSERVATION COMMISSION

Peter J. Flink, 2005
N. Dawne Fusco, 2003

Judith H. Mizner, Chair, 2003
Deborah R. Hamilton, 2003

John R. Dimitry, 2004
Richard J. Spieler, 2005
Wallace D. Dash, 2004

HARBOR COMMITTEE

Thomas Goodwin, 2004

Jonathon Dennis, Ex Officio
Stephen Burke, 2003

Charles Littlefield, 2005

COUNCIL ON AGING

Walter Diederich, 2003
Richard F. Preble, 2005
Frederick M. Faulkner, 2005
Ursula Diederich, 2004
William Costain, Alternate, 2003

Cornelia M. Freeman, Chair, 2002
Chester LeBlanc, 2003
J. Patricia Spalding, 2004
Marie M. Matthias, 2005
Allan P. Jarvis, Alternate, 2003

Sarah L. Robinson, 2005
G. Phyllis Lavoie, 2003
Annie Dappolonia, 2004
Luella LeBlanc, Alternate, 2003
Russell C. Zeaman, Alternate, 2003

HISTORICAL COMMISSION

Beatrice M. Downey, 2004
Spencer C. Ordway, 2005

Mary C. Cornell, 2003
Peter Haack, 2003

Jane W. Wild, 2005
Richard Berkenbush, 2004

HISTORIC DISTRICT COMMISSION

Margaret I. Dunlap, 2003
Reinelle K. Verschoor, 2005
Suzanne Wolke, Alternate, 2003

Beatrice M. Downey, Chair, 2004

M. Clifton Robinson, 2003
Jeffrey L. Hogan, 2004

MERRIMACK VALLEY PLANNING COMMISSION

Robert S. Phillips, Jr.

Jacki A. Byerley, Alternate

WHITTIER VOCATIONAL TECHNICAL HIGH SCHOOL COMMITTEE

Louis A. Porcelli

PERSONNEL COMMITTEE

Brian K. Warne

Judith H. Mizner

Richard J. Cushing

MILL POND COMMITTEE

Paul Delaney
James P. Sperelakis
Charles D. Reynolds
Deborah Schnappauf, Associate
Amy Bresky, Associate
Susan M. Delaney, Associate

Barbara L. Raiche, Chairman
John C. Bogart, Associate
Kathleen Krajewski, Associate
Eliabeth Millar, Associate
Alice Wahl, Associate
Edward Markewicz, Associate

Dorothy M. Costain
Deborah R. Hamilton
Nathaniel M. Peirce
Stephen W. Shipps, Associate
Joan M. Reynolds, Associate
Katherine A. Day, Associate

CULTURAL COUNCIL

Erin Seaton, 2003
Mary D. Cavanaugh, 2003
Alice Wahl, 2003

Elizabeth Buckley, Chair, 2003
Beverly Mitchell, 2003
David Fullam, 2004

Katherine M. DeWitt, 2004
Marcia A. Chase, 2003
Faris E. Bennett, 2003

CAPITAL IMPROVEMENTS COMMITTEE

Richard Thurlow, 2005
Judith Mizner, 2003
Richard Berkenbush, 2004

Albert H. Knowles, Jr., Select.'s Rep.
Sherrie Gadd, FinCom Rep.
Tracy Blais, Ex Officio

Richard Preble, 2004
Gail Majauckas, 2005

CABLE ADVISORY COMMITTEE

James A. Selman
Louis A. Porcelli, Associate

William Campbell

Kevin E. Priest
Rebecca J. Lucy, Associate

AMERICANS WITH DISABILITIES ACT COORDINATOR

Louise Richard

Francis B. Mather, Asst.

AMERICANS WITH DISABILITIES COMMITTEE

Monica Pessina

Marjorie A. Peterson

Alison M. Scher

INSURANCE ADVISORY COMMITTEE

Tracy Blais
Lee Ann Delp
Michael Dwyer

Marjorie A. Peterson
Judy Romano

David Madden
Susan Curry

COMPREHENSIVE PLAN COMMITTEE

Patricia P. Reeser
Judith Mizner
Jean T. Lambert
John T. Sarkis

Robert S. Phillips, Chairman
John S. McGrath
Nelson A. Valverde
Leigh A. Stoecker

Christopher E. Wile
Richard J. Cushing
Richard G. Parker
Deborah R. Hamilton

OPEN SPACE COMMITTEE

Mark H. Cosentino
N. Dawne Fusco
Patricia Reeser

Madelyn Cirinna
Francis M. Culver
Michael J. Mokrzycki, Associate

Anne B. Madden
Janet Thibeau
A. Don Bourquard, Associate

TECHNOLOGY COMMITTEE

James S. Teeters
Glenn Clohecy

Jonathon Dennis
Michael Sanders

Steven L. Bryn
Tracy Blais, Ex Officio

PUBLIC SAFETY CONSTRUCTION COMMITTEE

Scott P. Berkenbush
Raymond Tiezzi
William T. Cloutier, Associate

Daniel A. Boone, Chair
Raymond S. Dower, III
Suzanne Wolke

Brian K. Warne
Jonathon Dennis

EMPLOYEE WELLNESS COMMITTEE

Marjorie A. Peterson

Paula Wolfe

Lee Ann Delp

ACTION COVE COMMITTEE

Greta I. Shepard
Lisa Kanaley-Andrews

Barbara P. Kresge
Rebecca E. O'Brien

Kathryn A. Jennell
Kimberly S. Kutcher

HYDRAULIC STUDY COMMITTEE

R. Scott Wolke
Robert S. Phillips, Jr.

Wendy J. Reed, Chairman
Richard J. Cushing, Select. Rep.

Richard C. Thurlow
Ann E. Bardeen, Associate

ATHLETIC FIELDS
CONSTRUCTION COMMITTEE

James P. Sperelakis
David G. Pope

Richard J. Spielers, Chairman
Brian T. Harrison

Ronald J. Lataille
Kevin E. Priest

APARTMENT HOUSE
COMMITTEE

Carol Cena
James Selman, Associate

Robin Shively

Brian Conn
Glenn Clohecy, Associate

ROADS COMMITTEE

Bruce Taylor
Robert S. Phillips, Jr.

Philip G. Christiansen
Ann L. O'Sullivan

Gary J. Bill
David Kapturowski, Associate

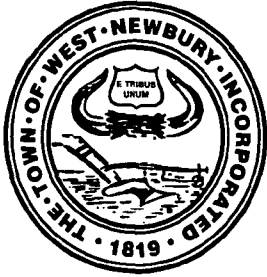
DIRECTOR OF SENIOR CENTER

Olive West

VETERANS' SERVICE OFFICER

Terry Hart
(978-356-3915)

Richard Berkenbush
West Newbury Representative



TOWN OF WEST NEWBURY

OFFICE OF THE FINANCE DIRECTOR
381 Main Street, West Newbury, Mass. 01985
TEL: 978-363-1100 x13 FAX 978-363-1826

November 25, 2002

To the Honorable Board of Selectmen
West Newbury, Massachusetts

The Annual Financial Report for the Town of West Newbury for the Fiscal Year which ended June 30, 2002 in accordance with Massachusetts General Law, Chapter 41, Section 61, is submitted herewith.

The financial statements have been prepared from the records of the Finance Department. The town operates under accounting procedures established by the Commonwealth of Massachusetts, which agree in most respects with Generally Accepted Accounting Principles (GAAP) established by the Government Accounting Standards Board. However, the statements presented in the town report represent the requirements of law, as noted above, and do not meet GAAP reporting standards.

Citizens seeking additional financial information regarding the status of town resources should contact the Finance Department in the 1910 Town Office Building. Statements of financial position for all town funds, the town's annual Schedule A, departmental expense reports and other financial information on file will be made available on request.

Sincerely,

A handwritten signature in black ink, appearing to read "Tracy Blais".

Tracy Blais
Finance Director

Town of West Newbury, Massachusetts
 Combined Balance Sheet
 All Fund Types and Account Groups
 June 30, 2002
 (Continued)

	<u>Governmental Fund Types</u>			<u>Proprietary</u>	<u>Fiduciary</u>	<u>Account Group</u>		<u>Total</u> <u>(Memorandum</u> <u>Only)</u>
	<u>General</u> <u>Fund</u>	<u>Special</u> <u>Revenue</u> <u>Funds</u>	<u>Capital</u> <u>Projects</u> <u>Fund</u>	<u>Water</u> <u>Enterprise</u>	<u>Trust and</u> <u>Agency</u> <u>Funds</u>	<u>General</u> <u>Fixed Asset</u>	<u>General</u> <u>Long-Term</u> <u>Obligations</u>	
<u>Assets:</u>								
Cash and Investments	\$4,076,385	\$	\$	\$	\$	\$	\$	\$4,076,385
Petty Cash	96							96
Due From Other Funds		181,564	135,539	270,038	1,116,496			1,703,637
<u>Receivables:</u>								
Property Taxes	29,846							29,846
Excises	45,234							45,234
Clause 41A-Deferred Property Taxes	25,888							25,888
Tax Liens	1,252							1,252
Tax Foreclosures	54,301							54,301
User Charges				776				776
Deferred Assessments		119,101						119,101
Notes Receivable					2,956			2,956
Due From Other Governments		123,408	26,678					150,086
Fixed Assets (Net of Accumulated Depreciation)				3,113,548		14,949,419		18,062,967
Amount to be Provided for								
Payment of Debt							2,510,000	2,510,000
Amount to be Provided for								
Accumulated Vacation Benefits							34,346	34,346
Total Assets	\$4,233,002	\$424,073	\$162,217	\$3,384,362	\$1,119,452	\$14,949,419	\$2,544,346	\$26,816,871
<u>Liabilities and Fund Equity</u>								
<u>Liabilities:</u>								
Warrants Payable	\$207,628	\$7,669	\$37,053	\$16,266	\$4,320	\$	\$	\$272,936
Due To Other Funds	1,646,718	56,919						1,703,637
Withholdings Payable	(6,662)							(6,662)
Due to Individuals					117,659			117,659
Due to Other Governments	385							385
Bond Anticipation Notes Payable			975,000					975,000

The Notes to the Financial Statements
 Are an Integral Part of this Exhibit.

Town of West Newbury, Massachusetts
 Combined Balance Sheet
 All Fund Types and Account Groups
 June 30, 2002
 (Continued)

	<u>Governmental Fund Types</u>			<u>Proprietary</u>	<u>Fiduciary</u>	<u>Account Group</u>		<u>Total</u> <u>(Memorandum</u> <u>Only)</u>
	<u>General</u> <u>Fund</u>	<u>Special</u> <u>Revenue</u> <u>Funds</u>	<u>Capital</u> <u>Projects</u> <u>Fund</u>	<u>Water</u> <u>Enterprise</u>	<u>Trust and</u> <u>Agency</u> <u>Funds</u>	<u>General</u> <u>Fixed Asset</u>	<u>Long-Term</u> <u>Obligations</u>	
Unclaimed Items	2,359							2,359
Bonds Payable				405,579			2,510,000	2,915,579
Accumulated Vacation Benefits Payable							34,346	34,346
Deferred Revenue:								
Property Taxes	24,359							24,359
Excises	12,523							12,523
Tax Liens and Foreclosures	55,554							55,554
Clause 41A	25,888							25,888
Notes Receivable					2,956			2,956
Special Assessments		119,102						119,102
Intergovernmental		56,633						56,633
Total Liabilities	1,968,752	240,323	1,012,053	421,845	124,935		2,544,346	6,312,254
Fund Equity and Other Credits								
Investment in General Fixed Assets						14,949,419		14,949,419
Retained Earnings:								
Reserved for Encumbrances				148,938				148,938
Unreserved				2,813,579				2,813,579
Fund Balances:								
Reserved for Petty Cash	96							96
Reserved for Encumbrances	237,146							237,146
Reserved for Subsequent Year's Expenditures	150,785							150,785
Reserved for Special Purposes		183,750			515,347			699,097
Reserved for Endowments					134,070			134,070
Unreserved:								
Designated	2,197				345,100			347,297
Undesignated	1,874,026		(849,836)					1,024,190
Total Fund Equity and Other Credits	2,264,250	183,750	(849,836)	2,962,517	994,517	14,949,419	0	20,504,617
Total Liabilities and Fund Equity	\$4,233,002	\$424,073	\$162,217	\$3,384,362	\$1,119,452	\$14,949,419	\$2,544,346	\$26,816,871

The Notes to the Financial Statements
 Are an Integral Part of this Exhibit.

Town of West Newbury, Massachusetts
 Combined Statement of Revenues, Expenditures and Changes in Fund Balance
 All Governmental Fund Types and Expendable Trust Funds
 June 30, 2002
 (Continued)

	<u>Governmental Fund Types</u>			Fiduciary	Total (Memorandum Only)
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	Fund Type Expendable Trust	
Revenues:					
Property Taxes	\$6,142,440	\$	\$	\$	\$6,142,440
Tax Liens	3,555				3,555
Excises	534,976				534,976
Penalties and Interest	22,657				22,657
Licenses and Permits	89,516	5,729			95,245
Intergovernmental	461,945	216,547			678,492
Charges for Services	44,620	3,752			48,372
Committed Interest		3,441			3,441
Fines and Forfeits	25,822				25,822
Earnings on Investments	64,106			7,124	71,230
In Lieu of Taxes	14,609				14,609
Contributions		15,971			15,971
Special Assessments		5,321			5,321
Miscellaneous	7,787	580		1,500	9,867
Total Revenues	7,412,033	251,341	0	8,624	7,671,998
Expenditures:					
General Government	1,157,798	2,016		4,755	1,164,569
Public Safety	1,090,100	38,462			1,128,562
Education	2,961,795				2,961,795
Highways and Public Works	645,618	170,909			816,527
Human Services	468,805	59,141			527,946
Culture and Recreation	267,990	33,714		4,093	305,797
Intergovernmental	22,766				22,766
Debt Service	362,539				362,539
Employee Benefits and Insurance	460,512				460,512
Capital Outlay			275,979		275,979
Total Expenditures	7,437,923	304,242	275,979	8,848	8,026,992
Excess of Revenues Over (Under) Expenditures	(25,890)	(52,901)	(275,979)	(224)	(354,994)
Other Financing Sources (Uses):					
Operating Transfers - In	52,369	698		110,000	163,067
Operating Transfers - (Out)	(293,967)			(51,500)	(345,467)
Total Other Financing Sources (Uses)	(241,598)	698	0	58,500	(182,400)

The Notes to the Financial Statements
 Are an Integral Part of this Exhibit.

Town of West Newbury, Massachusetts
Combined Statement of Revenues, Expenditures and Changes in Fund Balance
All Governmental Fund Types and Expendable Trust Funds
June 30, 2002
(Continued)

	<u>Governmental Fund Types</u>		<u>Capital Projects</u>	<u>Fiduciary Fund Type Expendable Trust</u>	<u>Total (Memorandum Only)</u>
	<u>General</u>	<u>Special Revenue</u>			
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	<u>(267,488)</u>	<u>(52,203)</u>	<u>(275,979)</u>	<u>58,276</u>	<u>(537,394)</u>
Fund Balance, July 1, 2001	1,956,798	318,443	1,083	802,171	3,078,495
Changes in Accounting Principle (Note VII)	<u>574,940</u>	<u>(82,490)</u>	<u>(574,940)</u>		<u>(82,490)</u>
Fund Balance, June 30, 2002	<u>\$2,264,250</u>	<u>\$183,750</u>	<u>(\$849,836)</u>	<u>\$860,447</u>	<u>\$2,458,611</u>

Town of West Newbury, Massachusetts
Statement of Revenues, and Expenditures -
Budget and Actual (Non GAAP) - General Fund -
For The Year Ended June 30, 2002

	Final <u>Budget</u>	Actual	Variance Favorable (Unfavorable)
Revenues and Other Sources:			
Property Taxes	\$6,138,074	\$6,171,321	\$33,247
Tax Liens		3,555	3,555
Excises	464,200	581,913	117,713
Penalties and Interest	25,000	22,657	(2,343)
Licenses and Permits	87,000	89,516	2,516
Intergovernmental	394,937	347,093	(47,844)
Charges for Services	42,105	44,620	2,515
Fines and Forfeits	27,000	25,822	(1,178)
Earnings on Investments	112,000	64,106	(47,894)
In Lieu of Taxes	15,000	14,609	(391)
Miscellaneous	15,000	7,787	(7,213)
Transfers from Other Funds	52,369	52,369	0
Budgetary Fund Balance	210,829	210,829	0
	<hr/>	<hr/>	<hr/>
Total Revenue and Other Available Funds	7,583,514	7,636,197	52,683
	<hr/>	<hr/>	<hr/>
Expenditures and Other Uses:			
General Government	761,768	679,485	82,283
Public Safety	1,046,870	1,012,292	34,578
Education	3,026,520	2,961,795	64,725
Highway and Public Works	635,609	630,292	5,317
Human Services	573,590	501,795	71,795
Culture and Recreation	267,762	263,686	4,076
Intergovernmental	6,240	22,766	(16,526)
Debt Service	590,923	362,539	228,384
Employee Benefits and Insurance	380,612	345,660	34,952
Transfers to Other Funds	292,400	293,967	(1,567)
Budgetary Fund Balance	1,220	1,220	0
	<hr/>	<hr/>	<hr/>
Total Expenditures	7,583,514	7,075,497	508,017
	<hr/>	<hr/>	<hr/>
Excess of Revenues Over (Under) Expenditures	(\$0)	\$560,700	\$560,700
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The Notes to the Financial Statements
Are an Integral Part of this Exhibit.

Town of West Newbury, Massachusetts
 Combining Statement of Revenues Expenses and Changes
 in Retained Earnings/Fund Balances-All
 Proprietary Fund Types and Similar Trust Funds
 For the Year Ended June 30, 2002

	<u>Proprietary Fund Type</u>	<u>Fiduciary Fund Type</u>	<u>Total</u>
	<u>Water Enterprise</u>	<u>Non Expendable Trust</u>	<u>(Memorandum Only)</u>
Operating Revenues:			
Charges for Services	\$424,519	\$	\$424,519
Miscellaneous	25,410		25,410
Total Operating Revenues	<u>449,929</u>	<u>0</u>	<u>449,929</u>
Operating Expenditures:			
Highways and Public Works	354,053		354,053
Depreciation	81,356		81,356
Total Operating Expenditures	<u>435,409</u>	<u>0</u>	<u>435,409</u>
Operating Income	<u>14,520</u>	<u>0</u>	<u>14,520</u>
Nonoperating Income (Expenses):			
Interest Expense	(24,310)		(24,310)
Capital Outlay	(37,531)		(37,531)
Total Nonoperating (Expenses)	<u>(61,841)</u>	<u>0</u>	<u>(61,841)</u>
Income (Loss) Before Other Financing Sources (Uses)	<u>(47,321)</u>	<u>0</u>	<u>(47,321)</u>
Other Financing Sources (Uses):			
Operating Transfers In	182,400		182,400
Total Other Financing Sources	<u>182,400</u>	<u>0</u>	<u>182,400</u>
Net Income (Loss)	<u>135,079</u>	<u>0</u>	<u>135,079</u>
Retained Earnings/Fund Balance, July 1, 2001		134,070	134,070
Changes in Accounting Principle (Note VII)	<u>2,827,438</u>		<u>2,827,438</u>
Retained Earnings/Fund Balance, June 30, 2002	<u>\$2,962,517</u>	<u>\$134,070</u>	<u>\$3,096,587</u>

The Notes to the Financial Statements
 Are an Integral Part of this Exhibit.

Town of West Newbury, Massachusetts
 Combined Statement of Cash Flows
 All Proprietary Fund Types and Similar Trust Funds
 For the Year Ended June 30, 2002
 (Indirect Method)

	Water Enterprise Funds	Nonexpendable Trust Funds	Total
Cash Flows from Operating Activities:			
Net Income (Loss)	\$135,079	\$	\$135,079
Adjustments to Reconcile Net Income to Net Cash Provided by Operating Activities:			
Depreciation Expense	81,356		81,356
(Increase) Decrease in Accounts Receivable	1,876		1,876
Increase (Decrease) in Warrants Payable	<u>(47,027)</u>		<u>(47,027)</u>
Net Cash Flows from Operating Activities:	<u>171,284</u>	<u>0</u>	<u>171,284</u>
Cash Flows from Investing Activities	<u>0</u>	<u>0</u>	<u>0</u>
Net Cash Flows from Investing Activities	<u>0</u>	<u>0</u>	<u>0</u>
Cash Flows from Non Capital Related Financing Activities	<u>0</u>		<u>0</u>
Net Cash Flows from Non Capital Related Financing Activities	<u>0</u>	<u>0</u>	<u>0</u>
Cash Flows from Capital Related Financing Activities:			
Payments on Long Term Debt	<u>(47,029)</u>		<u>(47,029)</u>
Net Cash Flows from Capital Related Financing Activities	<u>(47,029)</u>	<u>0</u>	<u>(47,029)</u>
Net Increase (Decrease) in Cash and Cash Equivalents	<u>124,255</u>	<u>0</u>	<u>124,255</u>
Cash and Cash Equivalents, July 1, 2001	<u>145,783</u>	<u>134,070</u>	<u>279,853</u>
Cash and Cash Equivalents, June 30, 2002	<u>\$270,038</u>	<u>\$134,070</u>	<u>\$404,108</u>

Town of West Newbury, Massachusetts
Notes to the Financial Statements
June 30, 2002

I. Reporting Entity

The Town's general purpose financial statements include the operations of all organizations for which the Board of Selectmen exercises oversight responsibility. Oversight responsibility is demonstrated by financial interdependency, selection of governing authority, designation of management, ability to significantly influence operations and accountability for fiscal matters.

Based on the aforementioned oversight criteria, the Town is the only entity included in the accompanying general purpose financial statements.

II. Summary of Significant Accounting Policies

The accounting policies of the Town of West Newbury, as reflected in the accompanying financial statements for the year ended June 30, 2002, conform to generally accepted accounting principles for local government units, except as indicated hereafter, as amended by Statement 1, Governmental Accounting and Financial Reporting Principles, issued by the National Council on Governmental Accounting.

The more significant accounting policies of the Town are summarized below.

(A) Fund Accounting

For reporting purposes, the financial activities of the Town are accounted for through the use of several funds and two account groups. Each fund is a separate accounting entity with a self-balancing set of accounts. The following types of funds and account groups are used by the Town:

Governmental Funds

- i) General Fund - to account for all financial activities of the Town, except those required to be accounted for in another fund. Most revenues and expenditures of a general governmental nature are accounted for in this fund.
- ii) Special Revenue Fund - to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to be expended for specified purposes.
- iii) Capital Projects Fund - to account for the purchase or construction of major capital facilities which are not financed by proprietary funds or trust funds.

Proprietary Funds

- iv) Enterprise Funds - to account for operations that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income

is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Fiduciary Funds

- v) Trust Funds - to account for assets held by the Town in a trustee capacity. These include expendable trust funds, and non-expendable trust funds. Expendable trust funds allow for both the principal and earnings to be spent for particular purposes, whereas, nonexpendable trust funds allow only the earnings to be spent.

Account Groups

- vi) General Fixed Assets Account Group - to account for fixed assets not reported in a proprietary fund or a trust fund. The Town's general fixed assets account group is reported net of accumulated depreciation.
- vii) General Long-Term Debt Group of Accounts - to account for the unmatured principal on long-term general obligation indebtedness.

(B) Basis of Accounting

The accrual basis of accounting is used for the Town's fiduciary type funds. The modified accrual method of accounting is used for all governmental fund types. Under the modified accrual method, revenues are recorded when susceptible to accrual (i.e., measurable and available to finance the Town's operations) and expenditures, other than interest on long-term debt, accumulated vacation leave and accumulated sick leave, are recorded when the liability is incurred.

(C) Budgetary Data

i) General Budget Policies

Budget requests are prepared by the various Town departments and submitted to the Selectmen and Finance Committee for review during January, February and March of each year. The Selectmen and Finance Committee have until April, which is when the annual Town meeting is held, to make any changes to the departments' requests. After approval of the budget at the annual and special Town meetings, the tax recapitulation (recap) sheet is prepared. During this process, the property tax rate is determined and the recap sheet is sent to the Department of Revenue for approval.

ii) Budget Basis of Accounting

The final budget appearing on page six of the financial statements is taken from the Town's annual recap sheet and includes only those amounts which pertain to fiscal year 2002. The budget is adjusted for any special Town meeting votes applicable to fiscal year 2002 and any reserve fund transfers authorized by the Finance Committee.

The following reconciliation summarizes the differences between the budget and GAAP basis principles for the year ended June 30, 2002.

	<u>Revenues</u>
As Reported Budget Basis	\$7,636,197
Adjustments	
Sixty day accrual net	(75,818)
On Behalf Payments Included in Intergovernmental	114,852
Transfers from Other Funds	(52,369)
Budgetary Fund Balance	<u>(210,829)</u>
As Reported GAAP Basis	<u>\$7,412,033</u>
	<u>Expenditures</u>
As Reported Budget Basis	\$7,075,497
Adjustments	
July 1,2001 Encumbrances	779,907
June 30, 2002 Encumbrances	(237,146)
On Behalf Payments Included in Employee Benefits and Insurance (Pensions)	114,852
Transfers to Other Funds	(293,967)
Budgetary Fund Balance	<u>(1,220)</u>
As Reported GAAP Basis	<u>\$7,437,923</u>

D. Assets, Liabilities and Fund Equity

i. Cash and Investments

The Town's cash and cash equivalents are considered to be demand deposits and short term investments with original maturities of three months or less months from the date of acquisition.

State and local statues place certain limitations on the nature of deposits and investments available to the Town. Deposits (including demand deposits, term deposits and certificates of deposit) in any one financial institution may not exceed certain prescribed levels without collateralization by the financial institutions involved. Investments can also be made in securities issued by or unconditionally guaranteed by the U.S. governments or agencies that have a maturity of less than one year from the date of purchase, repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase, and units in the Massachusetts Depository Trust ("MMDT").

Deposits

At year end, the carrying amount of the Town's deposits was \$1,166,477 and the bank balance was \$194,886. Of the bank balance \$174,171 was insured by the Federal Deposit Insurance Corporation (FDIC) and \$20,715 was uninsured and uncollateralized.

Investments

The Town's investments are categorized to give an indication of the level of risk assumed by the entity at year-end. Category 1 includes investments that are insured or registered or for which the securities are held by the Town or its agent in the Town's name. Category 2 includes uninsured and unregistered investments for which the securities are held by the broker's or dealer's trust department or agent in the Town's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the broker or dealer, or by its trust department or agent but not in the Town's name.

In addition to the investment vehicles mentioned above, Massachusetts General Laws allow the Town to invest in the Massachusetts Municipal Depository Trust (MMDT). MMDT is an investment pool established by the Massachusetts State Treasurer in 1977 for political subdivisions of the State. It is designed as a legal means to invest temporarily available cash and bond proceeds. The objectives of MMDT are; stability of principal, liquidity and high current income. Investments are in a broad range of high quality U.S. dollar denominated money market instruments of domestic and foreign issuers.

	<u>Category</u>			<u>Carring</u> <u>Amount</u>
	<u>1</u>	<u>2</u>	<u>3</u>	
U.S. Government Securities	\$637,253	\$0	\$0	\$637,253
Commercial Paper	<u>191,824</u>	<u>0</u>	<u>0</u>	<u>191,824</u>
Sub Total	<u>\$829,077</u>	<u>\$0</u>	<u>\$0</u>	829,077
Mutual Funds, Money Market Accounts				1,384,753
Investments in state treasurer's investment pool - Massachusetts Municipal Depository Trust				<u>696,078</u>
Total Investments				<u>\$2,909,908</u>

ii) Property Taxes

The Town's fiscal year runs from July 1, to June 30. Taxes are levied to the owner of record on the preceding January 1. Estimated bills (based on the prior year) are due on August 1 and November 1. Actual bills are mailed after the tax rate has been set and are due on February 1 and May 1. Property taxes attach as enforceable liens on property as of July 1st of the next fiscal year.

The Town is permitted under state law to levy property taxes up to 2.5% of the full and fair cash value of the property. In addition, the law limits the amount by which the property tax levy can be increased to 2.5% of the preceding year's levy plus new growth.

iii) Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the General Fixed Assets Account Group (assets used in governmental fund type) or the Enterprise Fund. Capital assets are defined by the Town as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant, and equipment of the Town is depreciated using the straight line method over the following estimated useful lives.

<u>Assets</u>	<u>Years</u>
Buildings	40
Infrastructure	60
Vehicles	5-10
Other equipment	10
Computer equipment	5

iv) Fund Equity

Retained Earnings

(a) Reserved for Encumbrances

Appropriations for certain projects and specific items not fully expended at year-end are carried forward as reserved for encumbrances. At year-end, reserved for encumbrances are reported as a component of retained earning.

Fund Balance

(a) Reserved for Encumbrances

Appropriations for certain projects and specific items not fully expended at year-end are carried forward as reserved for encumbrances. At year-end, reserved for encumbrances are reported as a component of fund balance.

(b) Reserved for Subsequent Year's Expenditures

This account represents amount voted from other fund balance accounts to fund the subsequent year's expenditures.

(c) Reserved for Special Purposes

The balance in this account represents the portion of fund balance that is subject to a purpose restriction. Purpose restrictions can be required by grantors, bequests, Town ordinances or other reasons.

(d) Reserved for Endowments

This account represents the principal amount invested in the nonexpendable trust funds. These funds cannot be spent, but instead are invested and the earnings are recorded in other funds to be spent.

(e) Unreserved Designated

General Fund

The balance in this account consists of the following:

Designated for Debt Service \$2,197

(f) Fund Balance Deficits

Capital Projects Fund

The capital projects fund reflects a deficit fund balance. The deficit is the result of expenditures made for three projects (Mill Pond Restoration, Ballfields and the Public Safety Complex). A general obligation bond was issued on September 1, 2002 which eliminated the deficit.

Trust Fund

The balance in this account represents the Town's Stabilization Fund. The stabilization fund may be utilized as a funding source for any purpose if approved by a 2/3 vote at a Town meeting.

(F) Interfund Transfers, Property Tax Revenues, Compensated Absences, Pension Plans, Total Columns and On Behalf Payments

i) Interfund Transfers

The accompanying financial statements reflect transactions between the various funds. These transactions represent operating transfers and do not constitute revenues or expenditures of the funds. Operating transfers made during the year were as follows:

<u>Fund</u>	<u>Operating Transfers In</u>	<u>Operating Transfers Out</u>
General	\$52,369	\$293,967
Special Revenue	698	
Enterprise	182,400	
Expendable Trust	<u>110,000</u>	<u>51,500</u>
Total	<u>\$345,467</u>	<u>\$345,467</u>

ii) Property Tax Revenues

In accordance with Interpretation Number 3 issued by the National Council of Governmental Accounting, the method of accounting for property tax revenue is the cash basis with an accrual for receipts collected within sixty days of the balance sheet date.

iii) Compensated Absences

The vacation and sick leave policies of the Town vary between departments because of various contractual agreements.

In general, employees are entitled to ten vacation days for the first through fifth year of employment. For the sixth through tenth year of employment, one additional vacation day is earned for each extra year of employment, up to a maximum of fifteen vacation days per year.

The accumulated vacation benefit liability as of June 30, 2002 is reported in the general long term debt group of accounts.

Sick leave is accumulated at the rate of 1.25 days per month with the maximum accumulation of 120 days. No sick leave buy back is allowed upon employee termination or retirement. Sick leave must be used as time off due to illness. As a result, a liability for accumulated sick leave benefits is not required to be reported.

iv) Pension Plans

(a) Plan Description

The Town provides pension benefits to employees by contributing to the Essex Retirement System, a cost sharing multiple-employer defined benefit pension plan administered by the Commonwealth of Massachusetts. The system provides retirement benefits, cost of living adjustments, disability benefits and death benefits. The system is a member of the Massachusetts Contributory System and is governed by Chapter 32 of the Massachusetts General Laws (MGL). The authority to establish and amend benefit provisions requires a statutory change to Chapter 32. The Essex Retirement System issues a publicly available financial report that includes financial statements and the required supplementary information. The report may be obtained by writing to Essex Retirement

System, County Office Building, 36 Federal Street, Room 210, Salem, Massachusetts 01970-3483.

Funding Plan

Active members of the Essex Retirement System contribute either 5%, 7%, 8% or 9% of their gross regular compensation depending on the date upon which their membership began. An additional 2% is required from employees for earnings in excess of \$30,000. The Town is required to pay an actuarially determined rate. The contribution requirement of plan members is determined by M.G.L. Chapter 32. The Town's contribution requirement is established and may be amended by the Essex Retirement System with the approval of the Public Employee Retirement Administration Commission.

The Town's contributions for the years ending June 30, 2002, 2001 and 2000 were \$205,858, \$177,394 and \$179,490 respectively, equal to the required contributions each year.

(G) Total Columns

Total columns on the general purpose financial statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations or changes in financial position in conformity with generally accepted accounting principles. Such data are not comparable to a consolidation since interfund eliminations have not been made.

(H) On Behalf Payments

During fiscal year 1996, the Town was required to adopt GASB Statement No. 24, "Accounting and Financial Reporting for Certain Grants and Other Financial Assistance." GASB No. 24 requires that the Town recognize, as income and expenditures, certain payments made on behalf of the Town by the Commonwealth of Massachusetts (Commonwealth). Specifically, the Commonwealth makes contributions to a contributory retirement plan administered by the Massachusetts Teachers' Retirement Board (the "State Plan") on behalf of the Town's teaching employees; the Town is not legally required to contribute to the State Plan, which is fully funded by the Commonwealth.

Prior to fiscal year 2001, the Commonwealth did not provide the Town with the amounts paid to the State Plan on behalf of employees of the Town or with information for the Town to use in estimating the amounts paid by the Commonwealth on behalf of the Town's teaching employees. Accordingly, the Town's financial statements did not include the required adjustments, which would have increased both intergovernmental revenues and employee benefits and insurance (pension) expenditures by the same amount. The net effect of such an adjustment would not have changed the excess of revenues and other financing sources over expenditures and other financing uses.

For the fiscal year ended June 30, 2002, the Commonwealth paid \$114,852 to the State Plan on behalf of employees of the Town. Accordingly, the accompanying general purpose financial statements include the required adjustments, which have increased both Intergovernmental revenues and

Employee Benefits and Insurance (pension) expenditures by the same amount. The net effect of this adjustment does change the excess of revenues and other financing sources over expenditures and other financing uses for the year ended June 30, 2002, or fund balances at June 30, 2002.

III. Detail Notes on All Funds and Account Groups

(A) Assets

i Receivables

The accounts receivable on the combined balance sheet are listed below by levy.

General Fund

Property Taxes Receivable:

Real Estate Taxes		
2002	\$29,820	
Personal Property Taxes		
2001	<u>26</u>	
Total Property Taxes Receivable		<u>\$29,846</u>

Excise Taxes Receivable:

Motor Vehicle Excise Tax		
2002	\$19,023	
2001	6,392	
2000	3,341	
1999	1,422	
1998	517	
1997	740	
1996	1,544	
1995	1,180	
1994	1,129	
1993	1,846	
1992	1,950	
1991	829	
1990 & Prior	<u>5,321</u>	
Total Motor Vehicle Excise Tax		<u>\$45,234</u>
Clause 41A Deferred Property Taxes		<u>\$25,888</u>
Tax Liens		<u>\$1,252</u>

Tax Foreclosures \$54,301

Special Revenue Fund

Deferred Betterments

Special Assessments - Septic Loans \$119,101

Enterprise Fund

User Charges:

Water Rates \$776

Due from Other Governments

Special Revenue Fund

The balance in this account represents the amount (\$113,552) due from the Commonwealth of Massachusetts for highway projects and the amount (\$9,856) due from the Department of Justice for fiscal year 2002 grants.

Capital Projects Fund

The balance in this account represents the amount due from the Commonwealth of Massachusetts for a Water Management Assistance Program grant (Mill Pond Restoration).

(B) Capital Assets

Capital asset activity for the year ended June 30, 2002 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
<u>General Fixed Assets Account Group</u>				
Capital Assets Not Being Depreciated:				
Land	<u>\$3,354,543</u>	<u>\$0</u>	<u>\$0</u>	<u>\$3,354,543</u>
Capital Assets Being Depreciated:				
Buildings and Improvements	7,083,878			7,083,878
Machinery and Equipment	671,435	5,000		676,435
Vehicles	1,483,574	7,370		1,490,944
Infrastructure	<u>7,524,268</u>			<u>7,524,268</u>
Total Capital Assets Being Depreciated	<u>16,763,155</u>	<u>12,370</u>	<u>0</u>	<u>16,775,525</u>

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Less Accumulated Depreciation for:				
Buildings and Improvements	2,279,148	174,414		2,453,562
Machinery and Equipment	310,772	60,469		371,241
Vehicles	1,158,202	72,351		1,230,553
Infrastructure	961,094	164,199		1,125,293
Total Accumulated Depreciation	4,709,216	471,433	0	5,180,649
Total Fixed Assets, Net	<u>\$15,408,482</u>	<u>(\$459,063)</u>	<u>\$0</u>	<u>\$14,949,419</u>

Water Enterprise Fund

Capital Assets Not Being Depreciated:				
Land	<u>\$26,968</u>			<u>\$26,968</u>
Capital Assets Being Depreciated:				
Machinery and Equipment	18,876			18,876
Vehicles	39,675			39,675
Infrastructure	4,674,354			4,674,354
Total Capital Assets Being Depreciated	4,732,905	0	0	4,732,905
Less Accumulated Depreciation for:				
Machinery and Equipment	11,826	900		12,726
Vehicles	21,821	3,968		25,789
Infrastructure	1,531,322	76,488		1,607,810
Total Accumulated Depreciation	1,564,969	81,356	0	1,646,325
Total Fixed Assets, Net	<u>\$3,194,904</u>	<u>(\$81,356)</u>	<u>\$0</u>	<u>\$3,113,548</u>

(C) Liabilities

i Short Term Debt

The Town has issued short term debt to fund various projects. The short term debt outstanding as of June 30, 2002 is detailed below.

Bond Anticipation Notes

	<u>Amount</u>	<u>Maturity Date</u>	<u>Interest Rate</u>
Capital Projects Fund:			
Land Purchase	\$575,000	07/03/02	1.92%
Ballfields	200,000	07/03/02	1.92%
Public Safety Complex	<u>200,000</u>	07/03/02	1.92%
Total Capital Projects Fund	<u>\$975,000</u>		

ii Long Term Debt

General obligation bonds outstanding at June 30, 2002 bear interest at various rates.

a) Changes in Long Term Debt - the following is a summary of bond transactions for the year ended June 30, 2002.

	<u>GLTD Group</u>	<u>Enterprise Fund</u>
Balance 07/01/01	\$2,740,000	\$452,608
Add: New issues		
Less: Maturities	<u>(230,000)</u>	<u>(47,029)</u>
Balance 06/30/02	<u>\$2,510,000</u>	<u>\$405,579</u>

b) Summary of Debt Requirements Until Maturity

	<u>General Long Term Debt</u>		<u>Enterprise Fund</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2003	\$165,000	\$92,857	\$47,029	\$21,749
2004	176,125	86,175	47,029	19,153
2005	176,125	79,575	47,029	16,521
2006	176,125	72,976	42,029	13,854
2007	176,125	75,377	42,029	11,453
2008 & After	<u>1,640,500</u>	<u>299,660</u>	<u>180,434</u>	<u>72,174</u>
	<u>\$2,510,000</u>	<u>\$706,620</u>	<u>\$405,579</u>	<u>\$154,904</u>

c) Bond Authorization

Long-term debt authorizations voted by the Town which have not been issued or rescinded as of June 30, 2002, are as follows:

<u>Date Authorized</u>	<u>Project</u>	<u>Amount</u>
April 27, 1998	Dredge Mill Pond Recreation Area	\$450,000
April 30, 2000	Athletic Fields	600,000
October 3, 2000	Public Safety Complex	3,400,000
October 3, 2000	Purchase of Craven Property	575,000
November 13, 2000	Open Space	5,000,000
November 13, 2000	Water Pollution Abatement Title V #2	200,000
April 29, 2002	Purchase of Dunn Property	3,500,000
June 6, 2002	Purchase of Cherry Hill	495,000
	Total	<u>\$14,220,000</u>

IV. Due to Individuals - Trust and Agency Fund

The balance in this account represents guarantee deposits due to contractors when a Town development project is completed. Completed projects must be approved by the Planning Board before the guarantee deposit is released. In addition, the account includes other guarantee deposits and amounts owed to police officers for outside details.

V. Subsequent Year Authorizations

At the annual Town meeting held in April 2002 and the special town meeting held in October 2002, a fiscal 2003 operating and capital budget was adopted totaling \$8,691,322. Fiscal 2003 budgetary amounts which are not reflected (except as indicated below) in the accompanying financial statements will be financed by the following sources:

2003 Property Taxes, State Aid and Non-Property Tax Revenues	\$7,394,403
Enterprise Fund Revenues	491,243
Other Available Funds	353,586
Unreserved Fund Balance:	
General Fund	256,587
Unreserved Retained Earnings:	
Water Enterprise Fund	44,718
Fund Balance Reserved for Subsequent Year's Expenditures (reflected on combined balance sheet)	
General Fund	<u>150,785</u>
Total	<u>\$8,691,322</u>

VI. Subsequent Events

On September 1, 2002, the Town issued general obligation bonds in the amount of \$6,905,000. The bonds were issued for the following projects.

<u>Fund</u>	<u>Purpose</u>	<u>Amount</u>
General	Land Acquisition	\$575,000
Capital Projects	Public Safety Complex	3,400,000
Capital Projects	Land Acquisition	2,245,000
Capital Projects	Recreation	600,000
Capital Projects	Recreation	<u>85,000</u>
	Total	<u>\$6,905,000</u>

VII. Changes in Accounting Principle

a)

The water fund was reported as a special revenue fund in fiscal year 2001. The Town voted to adopt enterprise fund legislation for the water fund, effective July 1, 2001. Adjustments were required in the special revenue fund and in the new enterprise fund as noted below:

	<u>Special Revenue Fund</u>	<u>Enterprise Fund</u>
To reclassify the water fund balance (modified accrual basis of accounting) as of 6/30/2001.	(\$82,490)	\$82,490
To record the prior period revenue accrual.		2,652
To record entries related to recording fixed assets and the related depreciation.	<u>0</u>	<u>2,742,296</u>
Total	<u>(\$82,490)</u>	<u>\$2,827,438</u>

b)

Expenditures related to a land purchase were previously recorded in the general fund. A prior period adjustment was made to record the expenditures (and the related bond anticipation note) in the Capital Projects Fund.

<u>(\$574,940)</u>	<u>\$574,940</u>
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Town of West Newbury, Massachusetts
Combining Balance Sheet
All Special Revenue Funds
For the Year Ended June 30, 2002

	State and Federal <u>Grants</u>	Highway <u>Fund</u>	Other Special <u>Revenue</u>	Totals (Memorandum <u>Only</u>)
<u>Assets</u>				
Due From Other Funds	\$40,411	\$	\$141,153	\$181,564
Deferred Assessments			119,101	119,101
Due from other Governments	<u>9,856</u>	<u>113,552</u>		<u>123,408</u>
Total Assets	<u>\$50,267</u>	<u>\$113,552</u>	<u>\$260,254</u>	<u>\$424,073</u>
<u>Liabilities and Fund Equity</u>				
Liabilities:				
Warrants Payable	\$3,349	\$	\$4,320	\$7,669
Due to Other Funds		56,919		56,919
Deferred Revenue:				
Special Assessments			119,102	119,102
Intergovernmental		<u>56,633</u>		<u>56,633</u>
Total Liabilities	<u>3,349</u>	<u>113,552</u>	<u>123,422</u>	<u>240,323</u>
Fund Balances:				
Reserved for Special Purposes	<u>46,918</u>		<u>136,832</u>	<u>183,750</u>
Total Fund Equity	<u>46,918</u>	<u>0</u>	<u>136,832</u>	<u>183,750</u>
Total Liabilities and Fund Equity	<u>\$50,267</u>	<u>\$113,552</u>	<u>\$260,254</u>	<u>\$424,073</u>

Town of West Newbury, Massachusetts
 Combining Statement of Revenues, Expenditures and
 Changes in Fund Balance
 For the Year Ended June 30, 2002

	State and Federal <u>Grants</u>	Highway <u>Fund</u>	Other Special <u>Revenue</u>	Total (Memorandum Only)
Revenues:				
Licenses and Permits	\$	\$	\$5,729	\$5,729
Intergovernmental	45,638	170,909		216,547
Charges for Services			3,752	3,752
Committed Interest			3,441	3,441
Contributions			15,971	15,971
Special Assessments			5,321	5,321
Miscellaneous			580	580
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	45,638	170,909	34,794	251,341
Expenditures:				
General Government			2,016	2,016
Public Safety	33,750		4,712	38,462
Highways and Public Works		170,909		170,909
Human Services	2,529		56,612	59,141
Culture and Recreation	8,629		25,085	33,714
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenditures	44,908	170,909	88,425	304,242
Excess of Revenues Over (Under) Expenditures	<hr/> 730	<hr/> 0	<hr/> (53,631)	<hr/> (52,901)
Other Financing Sources (Uses):				
Operating Transfers In			698	698
	<hr/>	<hr/>	<hr/>	<hr/>
Total Other Financing Sources (Uses)	0	0	698	698
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	<hr/> 730		<hr/> (52,933)	<hr/> (52,203)
Fund Balance July 1, 2001	<hr/> 46,188		<hr/> 189,765	<hr/> 235,953
Fund Balance June 30, 2002	<hr/> \$46,918	<hr/> \$0	<hr/> \$136,832	<hr/> \$183,750

**SPECIAL TOWN MEETING
October 29, 2001**

Pursuant to the Warrant issued by the Selectmen October 11, 2001, which was posted according to Town Bylaw by Constable Charles D. Courtemanche, who made proper return of service thereon, the Special Town Meeting opened on October 29, 2001, at 7:35 p.m. with over 200 registered voters present at the Town Hall.

Moderator Kathleen Swallow opened the session. The Town Clerk read the return of service. Non-voters were placed at the left front of the auditorium. There was no objection to having the meeting taped for cable television, nor was there any objection to allowing non-resident Tracy Blais, Finance Director, address the Town during the meeting. The Moderator reviewed the rules of order for Town Meeting.

In view of recent world events, the Moderator asked all present to rise and pledge allegiance to the United States of America flag.

ARTICLE 1. (Report of Town Officers and Committees)

Richard Davies, Treasurer of the West Newbury Fire Company reported that since the end of September, the Fire Company has raised over \$7,000.00 to assist the New York City Firefighters in the wake of the World Trade Center disaster.

Greg Pope and Amy Bresky of the Pipestave Hill Athletic Fields Construction Committee reported on the status of the project.

Sally Cookman, Pentucket Regional School Committee member, reported that State Aid is expected to be level-funded, requiring the Town to pick up a larger portion of the budget and/or make budget cuts. She also reported that the Space Needs Committee reached consensus on the need for expansion and provided three options to address the over-crowding. The options are being reviewed by their architect.

ARTICLE 2. FinCom: approve. Motion: Selectman Knowles. Voted unanimously to transfer from available funds the sum of \$2,474.46 to pay the following outstanding bills from Fiscal Year 2001:

Reliable Office Supplies	\$193.36 from the Water Department Unreserved Fund Balance Account
West Newbury Housing Authority	\$1,313.10 from Free Cash
Jennifer Comstock	\$ 968.00 from Free Cash

ARTICLE 3. FinCom: approve. Motion: Selectman Knowles. Voted unanimously to raise and appropriate the sum of \$2,000.00 to be added to the Employee Training Account.

ARTICLE 4. FinCom: approve. Motion: Selectman Knowles. Voted unanimously to raise and appropriate the sum of \$136.71 to fund the 7% increase in the Fiscal Year 2002 contract with Home Health Care, Inc.

ARTICLE 5. FinCom: approve. Motion: Water Commissioner Reed. Voted to transfer from Free Cash the sum of \$110,000.00, from the Hydraulic Study Account the sum of \$20,000.00, and from the Water Department Unreserved Fund Balance Account the sum of \$20,000.00 to the Water Department wellfield exploration account for the evaluation and permitting of wellfields for Town water supply.

ARTICLE 6. FinCom: approve. Motion: Anne Madden, Pipestave Hill Land Use Study Committee. Voted with 140 in favor and 37 opposed to transfer from Free Cash the sum of \$15,000.00 for purposes of endowing a Conservation Restriction to preserve and protect the conservation values, in perpetuity, on a portion of the Mill Pond/Pipestave Hill area on the south side of Route 113, and grant said Conservation Restriction to Essex County Greenbelt Association, Inc., in order to preserve, for this and future generations, the freshwater wetlands, fields and forested uplands which possess significant scenic, aesthetic, scientific, educational, agricultural, wildlife habitat and active and passive recreational values.

The purposes for the Conservation Restriction, the proposed area to be covered by the Conservation Restriction and the proposed terms of the Conservation Restriction have been filed with the Town Clerk and are set forth in the Finance Committee Handbook.

ARTICLE 7. FinCom: approve. Motion: Selectman Knowles. Voted to raise and appropriate the sum of \$10,000.00 to replenish the Town Engineering line item.

ARTICLE 8. FinCom: approve. Motion: Library Trustee Guralnick. Voted to raise and appropriate the sum of \$3,650.00 to be added to the Library Salary & Wages line item.

ARTICLE 9. FinCom: approve. Motion: Library Trustee Guralnick. Voted unanimously to raise and appropriate the sum of \$912.00 to be added to the Library Books and Periodicals line item.

ARTICLE 10. FinCom: approve. Motion: Selectman Knowles. Voted unanimously to raise and appropriate the sum of \$15,000.00 to increase the FICA account to the level of FY 2001 expenditures.

ARTICLE 11. FinCom: approve. Motion: Highway Superintendent Bill. Voted to raise and appropriate the sum of \$3,000.00 to begin a beaver control program.

ARTICLE 12. FinCom: approve. Motion: Highway Superintendent Bill. Voted unanimously to transfer from Free Cash the sum of \$5,000.00 to repair and maintain Brake Hill Terrace.

ARTICLE 13. FinCom: approve. Motion: Highway Superintendent Bill. Voted unanimously to transfer from the Stabilization Fund the sum of \$3,500.00 to purchase shop and safety equipment.

ARTICLE 14. FinCom: approve. Motion: Highway Superintendent Bill. Voted unanimously to appropriate from available funds the sum of \$56,918.93, Chapter 235, Memorandum of Agreement No. 235323, subject to the provisions of M.G.L., Chapter 90, §34, Clause 2(a).

ARTICLE 15. FinCom: approve. Motion: Highway Superintendent Bill. Voted unanimously to transfer from the Stabilization Fund the sum of \$8,000.00 to purchase a 10' sander body.

ARTICLE 16. FinCom: approve. Motion: Highway Superintendent Bill. Voted unanimously to transfer from the Stabilization Fund the sum of \$5,000.00 to purchase a 10' snowplow.

ARTICLE 17. FinCom: approve. Motion: Selectman Knowles. Voted to transfer the sum of \$868.50 from the receipts for appropriation equivalent to ½ the amount raised by motorboat excise tax to the Waterway Improvement and Maintenance Account.

ARTICLE 18. FinCom: approve. Motion: Fire Engineer Arnold. Voted unanimously to transfer the sum of \$2,000.00 from the Fire Department Dispatch Radio Account to the Fire Department Communication Account.

ARTICLE 19. FinCom: approve. Motion: Selectman Knowles. Voted to transfer from Free Cash the sum of \$3,600.00 to purchase flags, poles and brackets for selected poles along Main Street.

ARTICLE 20. FinCom: approve. Motion: Superintendent of Buildings & Grounds Mather. Voted unanimously to transfer from Paint/Repair Town Buildings Account the sum of \$4,000.00 to be added to the Buildings & Grounds Salaries & Wage Account to provide temporary labor at various times to assist with snow removal, leaf-raking, shrub and tree pruning, weeding, etc.

ARTICLE 21. FinCom: no action. Motion: Action Cove Committee member Kresge. Voted unanimously no action on this article (Called for \$4,785.00 to power wash & seal wooden playground structures)

ARTICLE 22. FinCom: approve. Motion: Selectman Knowles. Voted unanimously to rescind the vote taken under Article 13 of the 2001 Annual Town Meeting to appropriate \$228,075 as the town's share of the additional assessment of the Pentucket Regional School District Budget for Fiscal Year 2002. Motion: Selectman Knowles. Voted unanimously that the Town appropriate \$129,326.00 to pay its share of the additional assessment of the Pentucket Regional School District Budget for Fiscal Year 2002 required to fully fund such assessment and thereby approve the district's budget for the year.

ARTICLE 23. FinCom: approve. Motion: Planning Board member Arthur Wallace. Voted to raise and appropriate the sum of \$2,500.00 for the Site Plan Review Engineer fee.

ARTICLE 24. FinCom: approve. Motion: Planning Board member Arthur Wallace. Voted with 93 in favor and 4 opposed to amend the West Newbury Zoning By-Law by deleting § 2, "Definitions"

"Child Care Center. A day care facility for up to twenty children located in a non-residential building."

and adding

"Child Care Center. Any facility operated on a regular basis whether known as a day nursery, nursery school, kindergarten, child play school, progressive school, child development center, or preschool, or known under any other name, which receives children not of common parentage under seven years of age, or under sixteen years of age if such children have special needs, for nonresidential custody and care during part or all of the day separate from their parents. Child Care Centers shall not include: any part of a public school system; any part of a private organized educational system, unless the services of such system are primarily limited to kindergarten, nursery or related preschool services; a Sunday School conducted by a religious institution; a facility operated by a religious organization where children are cared for during short periods of time while persons responsible for such children are attending religious services; a family day care home; an informal cooperative arrangement among neighbors or relatives; or the occasional care of children with or without compensation therefore."

ARTICLE 25. FinCom: approve. Motion: Planning Board member Ann Bardeen. Voted with 94 in favor and 1 opposed to amend the West Newbury Zoning By-Law, § 8.B.6. Site Plan Review Committee: Composition, by deleting:

"Further, the SPRC may request assistance of architects and engineers and other professionals during its deliberations at the applicant's expense consistent with MGL, Ch.44, § 53."

And adding:

"The SPRC may request assistance of architects and engineers and other professionals during its deliberations, whose fees shall be paid per Rules and Regulations for the Conduct of Planning Board Functions, Meetings, and Hearings

ARTICLE 26. FinCom: approve. Motion: Planning Board member Ann Bardeen. Voted unanimously to amend the West Newbury Zoning By-Law, § 6, "Intensity of Use" to include § 6.A.9 to provide for access to a lot from a right of way other than from where frontage is obtained.

"6.A.9. Frontage must provide access to the lot from the right of way counted for frontage unless otherwise approved by the Planning Board on a Definitive Plan submitted in accord with Chapter 41, General Laws or approved by the Planning Board in the same manner as a Definitive Plan. When a lot or lots has a minimum required frontage pursuant to the West Newbury Zoning By-Law (or relief from such) on a street and there are no physical impediments for a vehicle to physically pass over the legal frontage onto the lot, the Planning Board may determine that there is adequate access. A valid Order of Conditions pursuant to MGL, Ch.131 from the Conservation Commission allowing the crossing of a wetland to access a lot is sufficient for the Board to make this finding."

ARTICLE 27. FinCom: approve. Motion: Planning Board Chair Richard Parker. Voted with 90 in favor and 11 opposed to amend the West Newbury Zoning By-law, § 6, "Intensity of Use. to reduce the percent of required lot area as contiguous and buildable from 90% to 75% in Residential Zones A, B, and C"

ARTICLE 28. FinCom: approve. Motion: Planning Board Chair Richard Parker.

Voted unanimously amend the West Newbury Zoning By-law by adding (in bold print), deleting (in italicized print) and/or amending “§ 6.B. Open Space Preservation Development” as printed in the Finance Committee Handbook. (Printed as voted at end of this report)

ARTICLE 29. FinCom: no action. Motion: Planning Board Chair Richard Parker. Voted unanimously no action on this article. (Requested correction of spelling & grammatical errors in Zoning Bylaws)

ARTICLE 30. FinCom: approve. Motion by Board of Health Chair Janes to amend the West Newbury Town Bylaws failed. (Town Refuse Bylaw)

ARTICLE 31. FinCom: no action. Motion: Board of Health Chair Janes. Voted no action on this article. (Amend enforcement section of West Newbury Town Bylaws).

Upon motion of Selectman Knowles, the Special Town Meeting adjourned at 10:05 p.m.

Attest:

Marjorie A. Peterson
Town Clerk

SECTION 6.B. OPEN SPACE PRESERVATION DEVELOPMENT (As voted under Article 28)

6.B.1 Purpose and Intent. The primary purposes for Open Space Preservation Development (OSPD) are the following:

- a. To allow for greater flexibility and creativity in the design of residential developments.
- b. To encourage the permanent preservation of open space agricultural land, forestry land, wildlife habitat, other natural resources including aquifers, waterbodies, wetlands, scenic vistas, slopes and hillsides, and historical and archeological resources in a manner that is consistent with the West Newbury Comprehensive and Open Space Plans.
- c. To encourage a less sprawling and more efficient form of development that consumes less open land and conforms to existing topography and natural features better than a conventional or grid subdivision.
- d. To minimize the total amount of disturbance on the site.
- e. To further the goals and policies of the West Newbury Comprehensive Plan and the West Newbury Open Space Plan.
- f. To facilitate the construction and maintenance of housing, streets, utilities and public service in a more economical and efficient manner.

6.B.2. The Secondary Purposes for the OSPD are the following:

- a. To preserve and enhance the community character.
- b. To preserve and protect agriculturally significant land.
- c. To protect the value of real property.
- d. To protect community and regional water supplies.
- e. To provide for a diversified housing stock
- f. To provide affordable housing to persons of low and moderate income.

6.B.3. Eligibility

- a. There is no minimum tract size for OSPD. The Open Space Preservation Development By-law is an option for any proposed subdivision.

- b. Any proposed residential development on a parcel or contiguous parcels under common ownership of more than ten acres or that creates five or more lots, whichever is fewer, shall submit an Open Space Preservation Development application to the Planning Board. After submittal, the developer maintains the option of proceeding with either an Open Space Preservation Development or the conventional subdivision.
 - c. Zoning Classification. Only those tracts located in Residential Districts A,B, or C shall be eligible for consideration as an OSPD.
 - d. Contiguous Parcels. To be eligible for consideration as an OSPD, the tract shall consist of a parcel or set of contiguous parcels held under common ownership or site control.
 - e. Land Division. To be eligible for consideration as an OSPD, the tract may be a subdivision or a division of land pursuant to G.L. c.41, s. 81P, provided, however, that OSPD may also be permitted where intended as a condominium on land not so divided or subdivided.
- 6.B.4. Special Permit Required. The Planning Board may authorize an OSPD pursuant to the grant of a Special Permit. Such special permits shall be acted upon in accordance with the following provisions.
- 6.B.5. Pre-Application.
- a. Conference. The applicant is very strongly encouraged to request a pre-application review at a regular business meeting of the Planning Board. If one is requested, the Planning Board shall invite the Conservation Commission, Board of Health, Open Space Committee, Inspector of Buildings and Water Department. The purpose of a pre-application review is to minimize the applicant's cost of engineering and other technical experts, and to commence negotiations with the Planning Board at the earliest possible stage of development. At the pre-application review, the applicant may outline the proposed OSPD, seek preliminary feedback from the Planning Board and/or its technical experts, and set a timetable for submittal of a formal application. At the request of the applicant, and at the expense of the applicant the Planning Board may engage technical experts to review the informal plans of the applicant and to facilitate submittal of a formal application for a OSPD Special Permit.
 - b. The plan submitted will accord with the rules and regulations relative to the size, form, number and contents of the plans to be submitted for a pre-application review.
- 6.B.6. Design Process. At the time of the application for a special permit for the OSPD in conformance with Section 6.B.7.a, applicants are required to demonstrate to the Planning Board that the following Design Process was performed by a registered Landscape Architect and considered in determining the layout of proposed streets, house lots and open space.
- a. Step One: Identifying Conservation Areas. Identify preservation land by two steps. First, Primary Conservation Areas (such as wetlands, riverfront areas, and floodplains regulated by state or federal law) and Secondary Conservation Areas (including unprotected elements of the natural landscape such as steep slopes, mature woodlands, prime farmland, meadows, wildlife habitats and cultural features such as historic and archeological sites as well as scenic views and stone walls) shall be identified and delineated. Second, the Potentially Developable Area will be identified and delineated. To the maximum extent feasible, the Potentially Developable Area shall consist of land outside identified Primary and Secondary Conservation Areas.
 - b. Step Two: Locating House Sites. Locate the approximate sites of individual houses within the Potentially Developable Area and include the delineation of private yards and shared amenities, so as to reflect an integrated community, with emphasis on consistency with West Newbury's historical development patterns. The number of homes enjoying the amenities of the development should be maximized.

- c. Step Three: Aligning the Streets and Trails. Align streets in order to access the house lots. Additionally, new trails should be laid out to create internal and external connections to existing and/or potential future streets, sidewalks and trails.
- d. Step Four: Lot Lines. Draw in the lot lines.

6.B.7. Procedures.

- a. Application. An application for a Special Permit for an OSPD shall include a Concept Plan. The Concept Plan consists of a Sketch Plan and a Yield Plan (See Section 6.B.8). The Planning Board shall adopt rules and regulations relative to the size, form, number and contents of the sketch plan and yield plan.
 - i) Sketch Plan. The Sketch Plan shall be prepared by a registered Landscape Architect, or by a multi-disciplinary team of which one member must be a registered Landscape Architect, and shall address the general features of the land, give approximate configurations of the lots, open space and roadways, and include the information listed under Section 1.B. of the Subdivision Rules and Regulations. The Sketch Plan shall incorporate the Four-Step Design Process, according to Section 6.B.6. above, and the Design Standards according to Section 6.B.11 below, when determining a proposed design for the development.
 - ii) Relationship Between the Concept Plan and OSPD Subdivision Plan. The issuance of a Concept Plan Special Permit allows the applicant to submit an Open Space Definitive Subdivision Plan to the Planning Board for approval under the Subdivision Control Law. Any Concept Plan Special Permit issued by the Planning Board shall specifically state the Open Space Definitive Subdivision Plan shall substantially comply with the Concept Plan.
 - iii) An Open Space Definitive Subdivision Plan will be considered not to substantially comply with the Concept Plan if the Planning Board determines that any of the following conditions exist:
 - a) an increase in the number of building lots
 - b) a significant decrease in open space acreage
 - c) a significant change in the lot layout
 - d) a significant change in the general development pattern which adversely affects natural landscape features and open space preservation.
 - e) significant changes to the stormwater management facilities and/or
 - f) significant changes in the wastewater management systems.
 - iv) If the Planning Board determines that the Open Space Definitive Subdivision Plan does not substantially comply with the Concept Plan, the Board may disapprove the definitive subdivision plan for failure to comply with the condition of the Special Permit requiring that the Open Space Definitive Plan substantially comply with the Concept Plan.
 - v) The Planning Board may conditionally approve an Open Space Definitive Subdivision Plan that does not substantially comply with the Concept Plan Special Permit. However, such conditional approval must identify where the plan does not substantially comply with the Concept Plan Special Permit and shall require that the Concept Plan Special Permit be amended to be in compliance with the significant changes identified by the Planning Board. The Planning Board shall also require that the applicant file an application to amend the Concept Plan Special Permit within a specified time period.
 - vi) The public hearing on the application to amend the Concept Plan Special Permit shall be limited to the significant changes identified by the Planning Board in their conditional approval of the Open Space Definitive Subdivision Plan. These are the only considerations that the Planning Board may take into account in deciding whether to amend the Concept Plan Special Permit.

- b. **General Procedures.** Whenever an application for a OSPD Special Permit is filed with the Planning Board, the applicant shall also file, within five (5) working days of the filing of the completed application, copies of the application, accompanying development plan, and other documentation to the Board of Health, Conservation Commission, Inspector of Buildings, Water Department, Police Chief, Fire Chief and Superintendent of Roads for their consideration, review, and report. The applicant shall furnish the copies necessary to fulfill this requirement. Reports from other boards and officials shall be submitted to the Planning Board within thirty-five (30) days of receipt of the reviewing parties of all of the required materials; failure of these reviewing parties to make recommendations after having received copies of all such required materials shall be deemed a lack of opposition thereto. In the event that the public hearing by the Planning Board is held prior to the expiration of the 30 day period, the Planning Board shall continue the public hearing to permit the formal submission of reports and recommendations within that 30 day period. The Decision/Findings of the Planning Board shall contain, in writing, an explanation for any departures from the recommendations of any reviewing party.
- c. **Site Visit.** Whether or not conducted during the pre-application stage, the Planning Board may conduct a site visit during the public hearing. At the site visit, the Planning Board and/or its agents shall be accompanied by the applicant and/or its agents.
- d. **Other Information.** The submittals and permits of this section shall be in addition to any other requirements of the Subdivision Control Law or any other provisions of this Zoning By-law. To the extent permitted by law, the Planning Board shall coordinate the public hearing required for any application for a special permit for an OSPD with the public hearing required for approval of a Definitive Subdivision Plan.

6.B.8. **Basic Maximum Number of Lots - Determination of Yield via Sketch Plan.** The Basic Maximum Number shall be derived from a Yield Plan. The Yield Plan shall show the maximum number of lots (or dwelling units) that could be placed upon the site under a conventional subdivision. The Yield Plan shall contain the information required for a Sketch Plan, as set forth in Section 6.B.7. The proponent shall have the burden of proof with regard to the Basic Maximum Number of Lots (or dwelling units) resulting from the design and engineering specifications shown on the Yield Plan.

6.B.9. **Reduction of Dimensional Requirements.** The Planning Board encourages applicants to modify lot size, shape, and other dimensional requirements for lots within an OSPD, subject to the following limitations:

- a. Lots having reduced area or frontage shall not have frontage on a street other than a street created by the OSPD; provided, however, that the Planning Board may waive this requirement where it is determined that such reduced lot(s) will further the goals of this By-law.
- b. At least 50% of the required setbacks for the district shall be maintained in the OSPD unless a reduction is otherwise authorized by the Planning Board, except that no building may be built within 20' of the front yard lot line.

6.B.10. **Open Space Requirements.**

- a. **Open Space.** A minimum of fifty percent (50%) of the tract shown on the development plan shall be open space. Any proposed open space, unless conveyed to the Town or its Conservation Commission, shall be subject to a recorded restriction enforceable by the Town, providing that such land shall be perpetually kept in an open state, that it shall be preserved exclusively for the purposes set forth herein, and that it shall be maintained in a manner which will ensure its suitability for its intended purposes.
 - i) The percentage of the open space that is wetlands shall not normally exceed the percentage of the tract which is wetlands; provided, however, that the applicant may include a greater percentage of wetlands in such open space upon a demonstration that such inclusion promotes the purposes of this By-law.

- ii) The open space shall be contiguous. Contiguous shall be defined as being connected. Open Space will still be considered connected if it is separated by a roadway or an accessory amenity. The Planning Board may waive this requirement for all or part of the required open space where it is determined that allowing non-contiguous open space will promote the goals of this By-law and/or protect identified primary and secondary conservation areas.
- iii) The open space shall be used for wildlife habitat and conservation and the following additional purposes: historic preservation, education, outdoor education, recreation, park purposes, agriculture, horticulture, forestry, a combination of these uses and shall be served by suitable access for such purposes. The Planning Board may permit a small portion of the open space to be paved or built upon for structures accessory to the dedicated use or uses of such open space (i.e., pedestrian walks and bike paths).
- iv) Wastewater and stormwater management systems serving the OSPD may be located within the open space. Surface systems, such as retention and detention ponds, shall not qualify towards the minimum open space required. Wastewater and stormwater management systems serving the OSPD, that offer a natural and aesthetic appearance and are constructed to be a natural feature such as a wetland or pond with ecological qualities and/or assets may qualify towards the minimum open space required.

b. Ownership of the Open Space. The open space shall, at the Planning Board's election, be conveyed to:

- i) The Town or its Conservation Commission;
- ii) a nonprofit organization, the principal purpose of which is the conservation of open space and any of the purposes for such open space set forth above;
- iii) a corporation or trust owned jointly or in common by the owners of lots within the OSPD. If such corporation or trust is utilized, ownership thereof shall pass with conveyance of the lots in perpetuity. Maintenance of such open space and facilities shall be permanently guaranteed by such corporation or trust which shall provide for mandatory assessments for maintenance expenses to each lot. Each such trust or corporation shall be deemed to have assented to allow the Town to perform maintenance of such open space and facilities, if the trust or corporation fails to provide adequate maintenance, and shall grant the town an easement for this purpose. In such event, the town shall first provide fourteen (14) days written notice to the trust or corporation as to the inadequate maintenance, and, if the trust or corporation fails to complete such maintenance, the town may perform it. Each individual deed, and the deed or trust or articles of incorporation, shall include provisions designed to effect these provisions. Documents creating such trust or corporation shall be submitted to the Planning Board for approval, and shall thereafter be recorded.

6.B.11. Design Standards. The following Generic and Site Specific Design Standards shall apply to all OSPDs and shall govern the development and design process.

a. Generic Design Standards.

- i) The landscape shall be preserved in its natural state, insofar as practicable, by minimizing tree and soil removal. The grade changes shall be in keeping with the general appearance of the neighboring developed areas. The orientation of individual building sites shall be such as to maintain maximum natural topography and cover. Topography, tree cover, and natural drainage ways shall be treated as fixed determinants of road and lot configuration rather than as malleable elements that can be changed to follow a preferred development scheme.

- ii) Streets shall be designed and located in such a manner as to maintain and preserve natural topography, significant landmarks and trees; to minimize cut and fill; and to preserve and enhance views and vistas on or off the subject property.
- iii) Mixed-use development shall be related harmoniously to the terrain and the use, scale, and architecture of existing buildings in the vicinity that have functional or visual relationship to the proposed buildings. Proposed buildings shall be related to their surrounds.
- iv) All open space (landscape and useable) shall be designed to add to the visual amenities of the area by maximizing its visibility for persons passing the site or overlooking it from nearby properties.
- v) The removal or disruption of historic, traditional or significant uses, structures, or architectural elements shall be minimized insofar as practicable, whether these exist on the site or any adjacent properties.

b. Site Specific Design Standards.

- i) Mix of Housing Types. The OSPD may consist of any combination of single-family and two-family residential structures. A multifamily structure of not more than four, two-bedroom units may be allowed for developments for those 55 years old and over. Residential structures should be oriented toward the street serving the premises and not the required parking area.
- ii) Parking. Each dwelling unit shall be served by two (2) off-street parking spaces. Parking spaces in front of garages may count in the computation. All parking areas with greater than four spaces shall be screened from view.
- iii) Buffer Areas. A buffer area of 20' may be provided at the following locations:
 - a) perimeter of the property where it abuts residentially zoned and occupied properties
 - b) certain resource areas on or adjacent to the tract like ponds, wetlands, streams and riverfront areas, rock outcrops, ledge, agricultural or recreational fields, and land held for conservation purposesDriveways necessary for access and egress to and from the tract may cross such buffer areas. No vegetation in this buffer area will be disturbed, destroyed or removed, except for normal maintenance of structures and landscapes approved as part of the project. The Planning Board may waive the buffer requirement in these locations when it determines that a small buffer (or no buffer) will suffice to accomplish the objective set forth herein.
- iv) Drainage. The Planning Board shall encourage the use of "soft" (nonstructural) stormwater management techniques (such as swales) and other drainage techniques that reduce impervious surface and enable infiltration where appropriate.
- v) Common/Shared Driveway. A common or shared driveway may serve a maximum of three dwelling units.
- vi) Screening and Landscaping. All structural surface stormwater management facilities shall be accompanied by a conceptual landscape plan.
- vii) On-site Pedestrian and Bicycle Circulation. Walkways and bicycle paths shall be provided to link residences with parking areas, recreation facilities (including parkland and open space) and adjacent land uses where appropriate.

6.B.12. Decision of the Planning Board. The Planning Board may grant a special permit for an OSPD if it determines that the proposed OSPD has less detrimental impact on the tract than a conventional development proposed for the tract, after considering the following factors:

- a. Whether the OSPD achieves greater flexibility and creativity in the design of residential developments than a conventional plan;
- b. Whether the OSPD promotes permanent preservation of open space, agricultural land forestry land, other natural resources including waterbodies and wetlands, and historical and archeological resources;
- c. Whether the OSPD promotes a less sprawling and more efficient form of development that consumes less open land and conforms to existing topography and natural features better than a conventional subdivision;
- d. Whether the OSPD reduces the total amount of disturbance on the site;
- e. Whether the OSPD furthers the goals and policies of the Open Space Plan and/or the Comprehensive Plan;
- f. Whether the OSPD facilitates the construction and maintenance of streets, utilities and public service in a more economical and efficient manner;
- e. Whether the Concept Plan and its supporting narrative documentation complies with all sections of this Zoning By-law.

6.B.13. Increases in Permissible Density. The Planning Board may award a density bonus to increase the number of dwelling units beyond the Basic Maximum Number. The density bonus for the OSPD shall not, in the aggregate, exceed fifty percent (50%) of the Basic Maximum Number. Computations shall be rounded to the lowest number. A density bonus may be awarded in the following circumstances:

- a. For each additional ten percent (10%) of the site (over and above the required 50%) set aside as open space, a bonus of five percent (5%) of the Basic Maximum Number may be awarded; provided, however, that this density bonus shall not exceed 10% of the Basic Maximum Number.
- b. For every two (2) dwelling units restricted to occupancy by person over the age of fifty-five, one (1) dwelling unit may be added as a density bonus; provided, however, that this density bonus shall not exceed 10% of the Basic Maximum Number.
- c. For every two (2) dwelling units restricted to occupancy for a period of not less than fifteen (15) years by persons or families who qualify as low or moderate income, as those terms are defined for the area by the Commonwealth's Department of Housing and Community Development, one (1) dwelling unit may be added as a density bonus; provided, however, that this density bonus shall not exceed 10% of the Basic Maximum Number.

SPECIAL TOWN MEETING

April 29, 2002

Pursuant to the Warrant issued by the Selectmen April 8, 2002, which was posted according to Bylaw by Constable Paul Weiner, who made proper return of his doings thereon, a Special Town Meeting was held April 29, 2002, at the Town Hall. The meeting was called to order at 7:50 p.m. with over 200 registered voters present. The Town Clerk read the return of service. Non-voters were placed at the left front of the hall. Moderator Swallow reviewed the rules of order for Town Meeting.

ARTICLE 1. FinCom: approve. Motion: Supt. of Streets Bill. Voted with 200 in favor and one opposed to transfer from the Stabilization Fund the sum of \$15,000.00 for repairs, upgrades, and maintenance of the Highway Garage and Salt Shed. Said sum to be expended no later than three years from the date of this vote.

ARTICLE 2. FinCom: approve. Motion: Supt. of Streets Bill. Voted unanimously to appropriate from available funds the sum of \$56,633.43 subject to the provisions of M.G.L., Chapter 90, § 34, Clause 2(a). Work shall not commence until the Town Accountant has a signed Memorandum of Agreement.

ARTICLE 3. FinCom: approve. Motion: Supt. of Buildings & Grounds Mather. Voted with 151 in favor and 69 opposed to transfer from the Stabilization Fund the sum of \$20,000.00 to upgrade bathrooms in the Town Hall ell with new fixtures, replace wall, ceiling and floor surfaces; install new fans and light fixtures and to make a secure janitor's closet with slop sink. Said sum to be expended no later than three years from the date of this vote.

ARTICLE 4. FinCom: approve. Motion: Greta Shepard. Voted to transfer from Free Cash the sum of \$2,500.00 to powerwash and seal the wooden structures at the Action Cove Playground. Said sum to be expended no later than three years from the date of this vote.

ARTICLE 5. FinCom: approve. Moderator Swallow allowed reports from the following Committees supporting this Article. Anne Madden, Open Space Committee; Wendy Reed, Board of Water Commissioners; Richard Parker, Planning Board; Robert Phillips, Comprehensive Plan Committee. Motion by Wayne Vynorius for a paper ballot failed. Motion: Selectman Cushing. Voted to appropriate \$3,500,000.00 for the purchase of the following described parcel of land for general municipal purposes

a certain parcel of land on Main Street, West Newbury, Essex County, Massachusetts, containing 71.5 acres more or less, being the same premises conveyed to the Grantor by Deed of Sophie Dunn dated December 13, 1973, recorded at the Essex South District Registry of Deeds, Book 6034, Page 794 and shown on the Town of West Newbury Assessors' Map R-26 as Parcel 19,

that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$3,500,000.00 pursuant to the vote of the Town passed under Article 10 of the warrant for the November 13, 2000, Special Town Meeting; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project pursuant to such vote.

At 9:05 p.m., Moderator Swallow announced that the Special Town Meeting would recess to open the Annual Town Meeting. At 9:30 p.m., the Special Town Meeting was resumed.

ARTICLE 6. FinCom: approve. Motion: Wendy Reed. Voted unanimously to transfer \$24,049.36 from the Water Department Unreserved Fund to the Water Department Operating Expense Account.

ARTICLE 7. FinCom: approve. Motion: Wendy Reed. Voted unanimously to transfer \$52,400.00 from Free Cash to the Water Department Operating Account.

ARTICLE 8. FinCom: approve. Motion: Supt. of Streets Bill. Voted unanimously to transfer \$10,048.16 from the Overlay Surplus Account to the Highway Department, Snow & Ice Removal Account.

ARTICLE 9. FinCom: approve in the amount of \$10,000. Motion: Fire Chief Dower. Voted to transfer \$10,000.00 from Free Cash to the Fire Department Salaries and Wages Account.

At 9:45 p.m., Selectman Knowles moved and it was voted to adjourn the Special Town Meeting.

Attest:

Marjorie A. Peterson
Town Clerk

ANNUAL TOWN MEETING

April 29, 2002

Pursuant to the Warrant issued by the Selectmen April 8, 2002, which was posted according to Town Bylaw by Constable Paul Weiner, who made proper return of service thereon, the 2002 Annual Town Meeting opened with 256 registered voters present at the Town Hall on April 29, 2002, at 9:05 p.m.

Moderator Swallow opened the session. Following the return of service by the Town Clerk Peterson, the Moderator introduced town officials and reviewed procedures for the Annual Town Meeting. There were no objections to having non-residents Tracy Blais, Finance Director and Susan Yaskell, Town Accountant, speak during the course of the meeting. Non-voters were placed at the left front of the hall. With no objections, Moderator Swallow announced the proceedings would be taped for Cable TV.

ARTICLES 1 –2 having to do with the Town Election were passed over for action on May 6, 2002.

ARTICLE 3 (Reports of Town Officers and Committees)

Marla Andrews, a member of the Pentucket Regional School Committee, presented a report on the School Budget and the override vote needed for the supplemental budget.

Richard Berkenbush presented the following Resolutions:

Frank Emery Hobson, Jr.

WHEREAS; Frank Hobson spent his youth in West Newbury and had a great interest in baseball, following in his father's footsteps, And

WHEREAS; Frank graduated from West Newbury High School in 1934 and enrolled in Middlebury College in Middlebury, Vermont, where he graduated in 1938, And

WHEREAS; Frank obtained a teaching position in the English Department of the West Newbury High School system in 1940 where he also coached the baseball team, And

WHEREAS; During his time at Central School Frank tried his hand as a play-writer, writing a play "Come Out Of It" which he also directed. The play was presented at the West Newbury Town Hall on the evening of January 3, 1941, and was presented by the members of the Senior Class and Lot Page, post graduate, And

WHEREAS; Frank interrupted his teaching career in 1942 and entered the Armed Services. In January of 1946, Sgt. Frank E. Hobson was discharged and returned to West Newbury High School and, at the end of that school year, moved on to continue his career in education outside West Newbury. His career ended when he retired as Dean of the Department of Education, University of New York, Albany, And

WHEREAS; Frank moved back to West Newbury in 1976 and ran for Selectman in 1980, served the Town in that capacity until 1986. He also served the Town in the Council of Aging from 1986 until his death on January 8, 2001. Sixty years and five days after his play debut in 1941.

THEREFORE BE IT RESOLVED; that the Town recognizes the life of Frank Hobson and his many contributions to the Town of West Newbury as a youth, a student, a teacher, for his service to the Country during World War II, for his many years to education of the youth of this country, his later service to the Town as a Selectman, Council on Aging. We also offer our condolences to his wife, Nathalie, who he married on July 19, 1941, and to his four daughters, Cheryl, Valerie, Michelle, and Hilary. That this proclamation become a permanent record of the Town and a copy be presented to his family.

Committee of the Town of West Newbury

Richard Berkenbush

Steven W. Cashman

Richard F. Preble

Norman Hills Hobson

WHEREAS; Norman Hobson was a life-long resident of West Newbury spending his summers at his favorite place, the Franklin Cottage at Plum Island;

And,

WHEREAS; Norman attended school at Central School where he graduated in 1946;

And,

WHEREAS; Norman and his father, the late Frank E. Hobson, Sr., founded the West Newbury Little League in 1952;

And,

WHEREAS; With the retirement of Parker Nason in 1954, he ran for Town Clerk, becoming the youngest Town Clerk in the Commonwealth of Massachusetts;

And,

WHEREAS; With the retirement of Charles F. Brown in 1959, he ran for Town Treasurer and Collector, combining that position with that of Town Clerk, and served in those combined positions until he retired in 1991;

And,

WHEREAS; Norman served as dispatcher to the West Newbury Fire Department from 1957 until his retirement in 1991;

And,

WHEREAS; Norman served on many Committees, was the Town's first full-time Town employee outside of the School Department, and returned to the 1910 Building in 1978 when the Town Offices were moved from the Town Hall. Norman had moved back into the old 3rd and 4th grade room 40 years later, where his office remained until he retired in 1991; And,

WHEREAS; Norman served on the Council on Aging, from 1991, and the Board of Assessors, from 1998, until his death on March 6, 2001, two months after the death of his brother, Frank.

THEREFORE BE IT RESOLVED; that the Town recognizes the life of Norman Hills Hobson and his lifetime of dedication to the Town of West Newbury and for the many kindnesses to his friends and neighbors. Those who knew him best will always remember him with his black Lab and his Ford Mustang. In many ways he took over the title of "Mr. West Newbury" from his predecessor Charles F. Brown. We extend our sincere condolences to his wife, Phyllis. They were married on April 26, 1958. That this proclamation become a permanent record of the Town, and a copy be presented to his wife, Phyllis.

Committee of the Town of West Newbury

Richard Berkenbush

Steven W. Cashman

Richard F. Preble

Selectmen Knowles presented the Citizen of Year award to William M. Rowe, who served Town of West Newbury as a Selectmen from 1970 - 1973; Civil Defense from 1977-1990; Historical Society from the early 1970's to present; and the Mill Pond Committee from 1988 - Present.

Frank Mather recognized Glenn Williams for refurbishing the Parks & Recreation Building as an Eagle Scout project. He also thanked Brian Young for assuming the scheduling of summer concerts at the Bandstand.

Chief Dower thanked Ben Jennell who donated paint, painted and reconditioned fire boxes as an Eagle Scout project.

Sherrie Gadd, Chair of the Finance Committee, spoke about the establishment of a long-range planning program for Department Heads and the quarterly Newsletter put out by the Finance Director; their recommendations for detailed financial record-keeping by Department Heads and new sources of revenue, and urged voters to lobby Representative Stanley and Senator Tarr for passage of an Environmental Bond Bill that would include matching funds for the acquisition of the Dunn property and increased educational funding. She thanked Scott Wolke for his past service to the FinCom.

Richard Preble, Chair, explained the function of the Capital Improvements Committee and referred voters to the CIC report contained in the FinCom Appropriations Booklet.

Moderator Swallow announced that this Article would remain open for the duration of the meeting. The Annual Town Meeting was recessed to the Special Town Meeting at 9:30 p.m. At 9:45 p.m., the Annual Town Meeting reconvened.

ARTICLE 4. (THE BUDGET) The Moderator explained that the Finance Committee recommendation is the motion on the floor. "Holds" were placed on the following line items. With the exception of Line Item #75, Waste Collection, there was discussion but no amendments voted#10, Reserve Fund; #43, Fire Dept. Salary & Wages; #55, Public Safety Dispatch Salary & Wages; #66, Snow & Ice Removal; #75, Waste Collection. Motion by Board of Health member Beard to increase the amount from \$324,387 to \$341,778 failed. Voted \$324,387 as recommended by FinCom; #88, Parks & Recreation Salary & Wages. Voted to raise and appropriate the sum of \$6,935,741.00 for the Total Line Item Budget. (The Fiscal Year 2003 Budget as voted appears at the end of the Annual Town Meeting report.)

Motion made by Fire Chief Dower to take Article 19 out of order. Voted unanimously. Moderator Swallow stated this is considered a Suspension of the Rules.

ARTICLE 19: FinCom: approve. Motion: Fire Chief Dower. Voted unanimously to transfer from the Stabilization Fund the sum of \$325,000.00 to replace Engine 23 with a new Class A NFPA compliant pumper and related equipment.

ARTICLE 5. FinCom: will of the town. Motion by Water Commissioner Reed. To see what instructions, rules and regulations the Town may wish to impose on the Board of Water Commissioners. None.

ARTICLE 6. FinCom: approve. Motion: Water Commissioner Reed. Voted unanimously to raise and appropriate, in anticipation of Water Department revenue, the sum of \$491,243.00 of which \$132,102.00 is for salaries and wages, \$17,770.00 for Insurances, \$272,593.00 for Expenses, \$68,778.00 for Debt Services.

ARTICLE 7. FinCom: approve. Motion: Selectman Knowles. Voted unanimously to raise and appropriate the sum of \$110,000.00 for the Stabilization Fund.

ARTICLE 8. FinCom: approve. Motion: Selectman Knowles. Voted unanimously to transfer \$96,935.00 from Free Cash to the Interest and Paydowns on Long/Short Term Debt Account.

ARTICLE 9. FinCom: approve. Motion: Selectman Knowles. Voted unanimously to raise and appropriate the sum of \$12,212.28 to continue to lease the office trailer and cell block trailer for the Police Department.

ARTICLE 10. FinCom: approve. Motion: Selectman Knowles. Voted unanimously to transfer from Free Cash the sum of \$3,749.97 to purchase or replace three bullet proof vests. Said sum to be expended no later than three years from the date of this vote.

ARTICLE 11. FinCom: approve. Motion: Superintendent of Streets Bill. Voted unanimously to raise and appropriate the sum of \$150,000.00 for the road improvement program and other related expenses.

ARTICLE 12. FinCom: approve. Motion: Superintendent of Streets Bill. Voted to transfer from Free Cash the sum of \$20,000.00 to pave salt shed area and make other improvements to the Highway Department area on the South side of Route 113. Said sum to be expended no later than three years from the date of this vote.

ARTICLE 13: FinCom: disapprove. Motion: Richard Berkenbush. Voted to transfer from Free Cash the sum of \$30,000.00 to make general repairs to the apartment house located at 694 Main Street. Voted that it is a sense of the meeting that the Selectmen appoint a committee of three members to administer this appropriation and the apartment house and that it further be the sense of this meeting that the committee continue on a year-to-year appointment for said administration and that the committee submit each year, prior to the Annual Town Meeting, a budget for the estimated expenses for utilities to include heat, electric, water, miscellaneous expenses, insurance and repairs including improvements for the following year, said budget shall not exceed the income from rental receipts for the previous twelve months. The committee should further be empowered to engage a licensed rental agent and the cost of said agent shall be included in the budget. Additionally it is the sense of the meeting that local residents be given first refusal for any vacancies.

Upon the motion of Selectman Knowles at 11:20 p.m., it was voted to adjourn the Annual Town Meeting to Thursday, May 2, 2002, at 7:30 p.m. at the Town Hall.

Attest:

Marjorie A. Peterson
Town Clerk

**2002 ANNUAL TOWN MEETING
Second Session – May 2, 2002**

At 7:40 p.m., Moderator Swallow opened the second session of the Annual Town Meeting at the Town Hall with 154 registered voters present.

ARTICLE 14: FinCom: No action. Motion: Selectman Cushing. Voted unanimously to take no action on this article. (Demolishing or selling building at 694 Main Street)

ARTICLE 15: FinCom: approve. Motion: Superintendent of Buildings & Grounds Mather. Voted unanimously to transfer from the Stabilization Fund the sum of \$2,300.00 to install new gutters and downspouts to the let side of Town Hall and replace gutters and downspouts to both sides of addition to the Town Hall currently rented to a pre-school. Said sum to be expended no later than three years from the date of this vote.

ARTICLE 16: FinCom: approve. Motion: Superintendent of Buildings & Grounds Mather. Voted unanimously to transfer from the Stabilization Fund the sum of \$1,800.00 to install gutters on annex building on the side futhest from the 1910 Town Office Building and underground piping to catch basin. Said sum to be expended no later than three years from the date of this vote.

ARTICLE 17: FinCom: approve. Motion: Superintendent of Buildings & Grounds Mather. Voted unanimously to transfer from the Stabilization Fund the sum of \$8,000.00 to upgrade seven windows at Town Hall with bi-glass systems using existing sash but installing low-e insulating glass with improved operating system with cushion bronze vinyl corner and silicone bulb. Said sum to be expended no later than three years from the date of this vote.

ARTICLE 18. FinCom: approve. Motion: Superintendent of Buildings & Grounds Mather. Voted unanimously to transfer from the Stabilization Fund the sum of \$8,000.00 to replace two doors at the Town Hall, including new exist hardware and hinges. Said sum to be expended no later than three years from the date of this vote.

ARTICLE 19. (This article was taken out of order and voted at 1st Session).

ARTICLE 20. FinCom: approve. Motion: Selectman Cushing. Voted unanimously to transfer from Free Cash the sum of \$100.00 to fund a community arts auction to be coordinated by the West Newbury Cultural Council in an effort to raise community awareness of the creative work being accomplished locally, to promote and celebrate art in general, and particularly to familiarize local artists with the Massachusetts Cultural Council's Community Grants Program. Said sum to be expended no later than three years from the date of this vote.

ARTICLE 21. FinCom: approve. Motion: School Committee member Marla Andrews. Voted unanimously to appropriate \$164,450.00 to pay its share of the additional assessment of the Pentucket Regional School District Budget for Fiscal Year 2003 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 General Laws Chapter 59, § 21C.

ARTICLE 22. FinCom: disapprove. Motion by Board of Health member Janes to transfer from Free Cash the sum of \$3,000.00 for fencing & improvements at recycling area and brush dump area failed.

ARTICLE 23. FinCom: disapprove. Motion: Board of Health member Janes. Voted to amend Part XXI of the Town By-Laws, the Town Refuse By-Law, by striking Sections 1-1 through 2-1 therein and substituting the suggested sections as follows:

- 1-1 No person shall deposit or dispose of rubbish at any location within the Town of West Newbury, except as authorized by the Board of Health.
- 1-2 No person, except a resident of the Town, shall deposit recyclable material in any Town Recycling Area, except by written permit of the Board of Health; nor shall any person, except a resident of the Town, deposit refuse in any Town Refuse Disposal Area except by written permit of the Board of Health.
- 1-3 No person shall deposit recyclables collected outside the boundaries of the Town of West Newbury in a Town Recycling Area; nor shall any person deposit refuse that is collected outside the boundaries of the Town of West Newbury at a Town Refuse Disposal Area, except by written permit of the Board of Health.
- 1-4 No person shall pick over or remove any item from a Town Recycling Area, or from a Town Refuse Disposal Area, except by written permission of the Board of Health.
- 1-5 Any person transporting rubbish over the streets of the Town, who through intent, carelessness or neglect allows rubbish to be spilled on the streets of the Town, or on private property shall be subject to a fine of not more than \$200.
- 1-6 No person shall deposit recyclables in any Town Recycling Area or deposit refuse in any Town Refuse Disposal Area, except during hours specified by the Board of Health.
- 1-7 No person shall deposit garbage in the Town Recycling Area or in any Town Refuse Disposal Area.
- 1-8 No person shall dispose of demolition material in the Town Recycling Area or in any Town Refuse Disposal Area.
- 1-9 No person shall dispose of hazardous material, oil base paint, engine oil, pesticide, or any material or substance deemed hazardous by either the U.S. Environmental Protection Agency or the Massachusetts

Department of Environmental Protection in the Town Recycling Area or in any Town Refuse Disposal Area.

- 1-10 No yard waste (including leaves and grass clippings) rocks, stones, turf, soil, will be collected or removed at curbside pickup or from the Town Recycling Area.
- 2-1 Person – as used herein, this term shall include natural persons and any legal entity, including, but not by way of limitation, corporations, limited liability companies, and partnerships.
- 2-2 Recycling Material – as used herein shall mean any material defined as such by regulations of the Board of Health and intended to be accepted for deposit at any Town Recycling Area.
- 2-3 Refuse – as used herein shall mean any material defined as such by regulations of the Board of Health and intended to be accepted for deposit at any Town Refuse Disposal Area.
- 2-4 Rubbish – as used herein shall mean any and all refuse, recyclable material, garbage, demolition material or material or substances of any kind intended for disposal or recycling.
- 2-5 Town Recycling Area - as used herein shall mean any area designated by the Board of Health as a recycling area.
- 2-6 Town Refuse Disposal Area – as used herein shall mean any area designated by the Board of Health as a refuse disposal area.
- 3-1 Any violation of this by-law, except as otherwise provided herein, shall be punished by a fine of not more than \$300.00 for each violation thereof. Two or more violations in a 24-hour period shall constitute separate offenses.

ARTICLE 24. FinCom: approve. Motion: Board of Health member Janes. Voted unanimously amend the enforcement of the West Newbury Town By-Law §XXVIII contained in the West Newbury Town By-Laws, by adding the Town Refuse By-Law to be included within the scope of this sub-section, that the specific penalties listed here shall apply in such cases, and that in addition to police officers, the municipal personnel listed for each section shall also be enforcing persons for such section:

Town Refuse By-Law (Additional enforcing persons are the Health Agent, Recycling Manager and members of the Board of Health)

Fines for violation of Section 1-5	\$200.00
Fines for violation of all other Sections	\$300.00

ARTICLE 25. FinCom: No recommendation. Selectman Knowles asked the Moderator to get a sense of Town Meeting to see if they will authorize the Board of Selectmen to accept an Early Retirement Incentive Bill H5007 if the bill is passed by the State Senate.
So voted.

ARTICLE 26. FinCom: disapprove. Motion by Phyllis Leonard to amend §8 of the Bylaws limiting recommendations rendered by the Finance Committee to municipal questions with financial impact regarding revenue and expense to the Town failed.

At 9:35 p.m., Selectman O'Sullivan moved, and it was voted to dissolve the 2002 Annual Town Meeting.

Attest:

Marjorie A. Peterson
Town Clerk

Town of West Newbury
Line Item Appropriations
FY 2003

Voted
FY 03

*****TOWN MODERATOR*****

1 Moderator's Salary & Wages	100
2 Moderator's Expenses	60
Department total	<u>160</u>

*****BOARD OF SELECTMEN*****

3 Selectmen's Salaries	8,043
4 Appointed Personnel-Salary & Wages	37,726
5 Selectmen's Operating Expenses	9,325
6 Operation of Facsimile Machine/Photocopiers	11,000
7 Professional & Technical Services	10,000
Department total	<u>76,094</u>

*****FINANCE COMMITTEE*****

8 Finance Committee Wages	1,000
9 Finance Committee Expenses	7,395
10 Reserve Fund	60,000
Department total	<u>68,395</u>

*****BOARD OF ASSESSORS*****

11 Assessor's Salaries	3,166
12 Appointed Personnel Salary & Wages	65,882
13 Expenses	15,041
Department total	<u>84,089</u>

*****FINANCE DEPARTMENT*****

14 Salary & Wages	195,958
15 Annual Audit	15,000
16 Postage Expense	6,900
17 Telephone Expense	15,000
18 Tax Title & Foreclosure	100
19 Expenses	36,200
Department total	<u>269,158</u>

*****TOWN COUNSEL/LEGAL*****

20 Town Counsel Fees	24,000
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*****TECHNOLOGY COMMITTEE*****

21 Expenses	17,645
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*****TOWN CLERK*****

22 Salary & Wages	34,230
23 Expenses	1,440
24 Preservation of Town Records	1,000
Department total	<u>36,670</u>

BOARD OF REGISTRARS/ELECTIONS

25 Town Clerk Compensation	150
26 Salary & Wages	5,330
27 Expenses	4,900
Department total	<u>10,380</u>

Town of West Newbury
Line Item Appropriations
FY 2003

Voted
FY 03

*****CONSERVATION COMMISSION*****

28 Salary & Wages	15,512
29 Expenses	1,615
Department total	<u>17,127</u>

*****PLANNING BOARD*****

30 Salary & Wages	24,732
31 Expenses	7,350
32 MVPC Assessment	1,283
Department total	<u>33,365</u>

*****BOARD OF APPEALS*****

33 Expenses	1,000
Department total	<u>1,000</u>

OPEN SPACE & RECREATION

34 Expenses	3,000
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BUILDINGS & GROUNDS

35 Salary & Wages	66,010
36 Town Building Operating Expenses	48,700
37 Custodian Expenses	10,000
38 Town Building Improvements	5,200
Department total	<u>129,910</u>

*****CABLE ADVISORY COMMITTEE*****

39 Expenses	50
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TOTAL GENERAL TOWN GOVERNMENT 771,043

*****POLICE DEPARTMENT*****

40 Salary & Wages	523,926
41 Expenses	66,157
42 Capital Outlay	28,618
Department total	<u>618,701</u>

*****FIRE DEPARTMENT*****

43 Salary & Wages	89,981
44 Hydrant Rental	15,750
45 Fire Alarm & Communications	14,000
46 Expenses	39,650
Department total	<u>159,381</u>

*****AMBULANCE*****

47 Ambulance Retainer	19,800
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*****INSPECTOR'S DEPARTMENT*****

48 Salary & Wages	72,120
49 Expenses	9,420
50 Vehicle Allowance	<u>4,400</u>

Town of West Newbury
Line Item Appropriations
FY 2003

	Voted FY 03
Department total	85,940
*****EMERGENCY MANAGEMENT*****	
51 Salary & Wages	9,535
52 Expenses	5,035
Department total	14,570
*****ANIMAL CONTROL OFFICER*****	
53 Salary & Wages	15,970
54 Expenses	5,000
Department total	20,970
*****PUBLIC SAFETY DISPATCH*****	
55 Salary & Wages	154,443
56 Expenses	14,680
Department total	169,123
TOTAL - PUBLIC SAFETY	1,088,485
*****ASSESSMENTS*****	
57 Pentucket Base Assessment	2,778,796
58 Pentucket Supplemental Assessment	130,000
59 Pentucket Capital Assessment	106,233
60 Pentucket Stabilization	0
Department Total	3,015,029
61 Whittier Minimum Contribution	40,371
62 Whittier Other Assessments	3,852
63 Whittier Debt/Capital Assessments	19,017
	63,240
TOTAL - EDUCATION	3,078,269
*****HIGHWAY DEPARTMENT*****	
64 Salary & Wages	213,738
65 Overtime Wages	5,000
66 Snow & Ice Removal	40,000
67 Expenses	3,000
68 Road Machinery Expense	33,000
69 Highway, Sidewalk & Trees	100,000
70 Beaver Control	3,000
71 Capital Outlay	15,000
Department total	412,738
*****STREET LIGHTING*****	
72 Expenses	11,000
TOTAL - HIGHWAY & PUBLIC WORKS	423,738
*****HEALTH DEPARTMENT*****	
73 Salary & Wages	84,886
74 Newburyport Health Center	4,700

Town of West Newbury
Line Item Appropriations
FY 2003

	Voted FY 03
75 Waste Collection	324,387
76 Hazardous Waste Collection	6,000
77 Expenses	10,900
Department total	430,873

*****COUNCIL ON AGING*****

78 Salary & Wages	19,720
79 Expenses	7,347
Department total	27,067

*****VETERANS*****

80 Rental C. L. Carr Post	200
81 Assessment	10,959
82 Soldiers' Grave Expenses	825
83 Veteran's Retirement-C. Whitcomb	1,980
84 N. Essex Veterans Svs. Benefits	100
Department total	14,064

TOTAL - HUMAN SERVICES 472,004

*****GAR MEMORIAL LIBRARY*****

85 Salary & Wages	139,239
86 Expenses	38,821
87 Books & Periodicals	44,515
Department total	222,575

*****PARKS & RECREATION*****

88 Salary & Wages	10,000
89 Expenses	15,114
90 Mill Pond Operating Expenses	4,450
91 Bandstand Operating Expenses	4,000
92 Action Cove Committee	1,000
Department total	34,564

*****CULTURAL COUNCIL*****

93 Expenses	100
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TOTAL - CULTURE & RECREATION 257,239

*****MATURING DEBT SERVICE*****

94 Maturing Debt	425,000
95 Interest & Paydowns on Long/Short Term Debt	229,673
TOTAL - DEBT SERVICE	654,673

*****BENEFITS/INSURANCE*****

96 Unemployment Insurance	2,500
97 Group Insurance	97,790
98 F.I.C.A. Insurance	30,000
99 Insurance & Bonds	60,000
Department total	190,290

TOTAL TOWN LINE ITEM BUDGET \$6,935,741

ANNUAL TOWN ELECTION
May 6, 2002

Pursuant to Articles 1 and 2 of the Warrant for the 2002 Annual Town Meeting, the Annual Election was held Monday, May 6, 2002, in the Town Office Building. The polls were opened at 7 a.m. and closed at 8 p.m. The Town Clerk, prior to the opening of the polls, turned over election materials to the Warden. The Warden and Clerk inspected the ballot box and a zero report was printed. Election officers sworn to the faithful performance of their duties were: Vivian Cogswell, Warden; Beverly Murphy, Clerk; Nancy Szymt and Lucy Burke, Inspectors; and Nancy Mitchell, Elizabeth Cawley, Patricia Spalding, Susan Berkenbush, Mary Jarvis, Virginia Selman, Jacqueline Johnston and Eleanor Bragg, Tellers.

There were 711 ballots cast and 711 names checked off on the voting list, representing 25% of the total registered voters. The Town Clerk announced the following results at 8:45 p.m.

Selectman for Three Years

Albert H. Knowles, Jr.	534	
Blanks	165	
Write-Ins	12	711

Assessor for Three Years

William J. Krajeski	499	
Blanks	209	
Write-Ins	3	711

Water Commissioner for Three Years

R. Scott Wolke	495	
Blanks	213	
Write-Ins	3	711

School Committee for Three Years

Catherine A. Crawford	505	
Blanks	199	
Write-Ins	7	711

Constable

	529	
Blanks	178	
Write-Ins	4	711

Trustees of the Public Library

M. Dorothy Cavanaugh	518	
R. Bruce Hamilton	523	
Judith W. Marshall	498	
Blanks	593	
Write-Ins	1	2,133

Planning Board

Arthur T. Wallace	463	
Blanks	245	
Write-Ins	3	711

Park & Recreation Commissioner

Dennis J. Monaco	491	
Blanks	217	
Write-Ins	3	711

Housing Authority

Nancy J. Barry	507	
Blanks	203	
Write-Ins	1	711

Board of Health

William B. Beard, Jr.	320	
Blake J. Seale	323	
Blanks	67	
Write-Ins	1	711

Question:

“Shall the Town of West Newbury be allowed to assess an additional \$164,450.00 in real estate and personal property taxes for the purpose of paying its full assessed share of the Pentucket Regional School District Budget for the Fiscal Year beginning July 1, 2002?”

Yes	493	
No	210	
Blanks	8	711

Attest:

Marjorie A. Peterson
Town Clerk

**RECOUNT OF VOTES CAST FOR THE OFFICE OF THE BOARD OF HEALTH
VOTED AT THE MAY 6, 2002, TOWN ELECTION**

On May 15, 2002, William B. Beard, Jr., filed a petition with the Town Clerk requesting a recount of the votes cast for the office of the Board of Health at the May 6, 2002, Town Election. The Board of Registrars examined the petition, certified the registration of the signers, and voted to conduct the recount on Wednesday, May 22, 2002, at 2:00 p.m. in the Hearing Room of the Town Office Building.

The Board of Registrars appointed the following election workers to do the recounting of votes: Vivian Cogswell, Beverly Murphy, Eleanor Bragg, Virginia Selman, Nancy Mitchell, Lucile Waehling, Jacqueline Johnston, Susan Berkenbush. Mary Jarvis was appointed as “runner”. Police Sgt. Holmes was present. The Registrars present: Sandra Chute, Dorothy Costain, Rosamond Veator, and Marjorie Peterson.

Representing Mr. Beard were: Louise Beard, Glenn Coffin, William B. Beard, III, Atty. Joseph E. Faro, and William B. Beard, Jr. Mr. Seale did not attend and had no representatives present.

Prior to the recount, the Board of Registrars held a brief hearing to determine if Deborah R. Bruce was eligible to vote on election day and if the escrow ballot cast by her should be counted. Mrs. Bruce did not appear on the list of registered voters but claimed to have registered at the Registry of Motor Vehicles. She did not appear at the Hearing. Based on documentation provided by the Registry of Motor Vehicles, the Registrars concluded she was not eligible to vote on May 6 and her escrow ballot was not counted.

The recount was held as scheduled and took approximately one hour to complete with the following results:

William B. Beard, Jr.	318	
Blake J. Seale	324	
Write-In	1	
Blanks	68	711

The end result of the vote stands with the following adjustments to the total tally: Mr. Beard’s votes decreased by two; Mr. Seale’s votes increased by one; “Blanks” increased by one.

Attest:

Marjorie A. Peterson, Town Clerk

**SPECIAL TOWN MEETING
June 6, 2002**

Pursuant to the Warrant issued by the Selectmen May 20, 2002, which was posted according to Town Bylaw by Constable Glenn W. Coffin, who made proper return of service thereon, the Special Town Meeting opened on June 6, 2002, at 7:40 p.m. with over 150 registered voters present at the Town Hall.

Moderator Kathleen Swallow opened the session. The Town Clerk read the return of service. There was no objection to having the meeting taped for cable television. Non-voters were instructed to sit in the front row to the left of the stage. Moderator Swallow reviewed the procedures and conduct for the Town Meeting.

ARTICLE 1: FinCom: approve. Motion: Chair of the Public Safety Construction Committee Daniel Boone. Voted that the Town petition the General Court to the end that legislation be adopted precisely as follows. The General Court may make clerical or editorial changes of form only to the Bill, unless the Selectmen approve amendments to the Bill before enactment by the General Court. The Selectmen are hereby authorized to approve amendments which will be within the scope of the general public objectives of this petition.

**AN ACT RELATIVE TO CERTAIN PUBLIC SAFETY BUILDING
CONSTRUCTION PROJECTS IN THE TOWN OF WEST NEWBURY**

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

SECTION 1. Notwithstanding any general or special law to the contrary, in order to implement their public safety building program, the Town of West Newbury may, in addition to the prequalification requirements under section 44D of chapter 149 of the General Laws, establish and impose a requirement that only contractors and subcontractors with a worker's compensation rating bureau of 125 percent or less shall be eligible to submit a bid or offer. A contractor or subcontractor with a modification factor of up to 135 percent shall be eligible to submit a bid or offer, if the modification factor was caused by a single loss.

SECTION 2. The public safety building program of this town shall not be subject to section 44F of chapter 149 of the General Laws except for the form of contract set forth in paragraph (c) of subsection (4) of said section 44F for a period not to exceed 2 years after the effective date of this act, and thereafter the provisions of said section 44F shall apply for any future design, construction, repair, renovation, remodeling, equipping, furnishing or any partial or complete demolition of public safety facilities in the Town of West Newbury.

SECTION 3. The Town of West Newbury shall submit to the inspector general proposed bidding documents for the public safety building program before their issuance. The inspector general shall review such bidding documents to assure that the subcontracting policies and procedures set forth therein comply in purpose and intent with the comparable subcontracting policies and procedures of federal acquisition regulations applicable to construction of buildings and structures. Upon approval of the proposed bidding documents by the inspector general, the town may proceed with notice and advertising of the contracts. Submission of bidding documents, for the review by the inspector general under this section, and notice and advertising thereof, before the effective date of this act, shall comply with this act, if this act is effective before any contracts are awarded pursuant to those bidding documents. The town shall also submit to the inspector general for review and approval the proposed contracts with construction contractors selected in accordance with sections 44A to 44E, inclusive, and 44G to 44M, inclusive, of chapter 149 of the General Laws to assure that the contracts comply in purpose and intent with the subcontracting policies and procedures of the federal acquisition regulations applicable to buildings and structures.

SECTION 4. The inspector general shall review the process by which subcontractors were selected to work on the public safety building program. The review shall include, but not be limited to, the effect of

section 1 on the public safety building program; an examination of the methodology utilized by which such subcontractors were selected; the benefits, if any, of such subcontractor selection process compared to the benefits if section 44F of chapter 149 of the General Laws had been followed; and the recommendation of the inspector general to the general court concerning the continued use of exempting such building programs by cities and towns from said section 44F. These cities and towns shall, upon the request of the inspector general, submit all documentation deemed necessary by the inspector general to complete the review. The inspector general shall prepare a report of his review and recommendation and file the same with the house and senate committees on ways and means, the house and senate committees on post audit and with the chairmen of the joint committee on state administration within 6 months of the completion of the public safety building program.

SECTION 5. For the purpose of this act, the words "public safety building program" shall mean the design, construction, repair, renovation, remodeling, equipping, furnishing or the partial or complete demolition of the public safety facility voted at the October 3, 2000, Special Town Meeting at which a sum of money for the public safety building program was appropriated.

SECTION 5A. Paragraph (1) of section 39F of chapter 30 of the General Laws shall apply to all subcontracts executed in connection with any building program undertaken under this act.

SECTION 6. This act shall take effect upon its passage.

ARTICLE 2. FinCom: approve the purchase of two lots for \$495,000.00. Motion: Open Space Committee Chair Anne Madden. Voted with 103 in favor and 44 opposed to authorize the Selectmen to purchase for open space, water supply protection and/or passive recreation purposes 174,000 square feet of land, more or less, on the corner of Cherry Hill Street and Moulton Street in the Town of West Newbury, being a portion of the premises shown on Assessor's Map R17 as Parcel No. 6, or however otherwise the same may be bounded and described, the current owner of said premises being Cherry Hill Nurseries, Inc., for the sum of \$495,000.00, and that said sum be raised by borrowing pursuant to the vote of the Town passed under Article 10 of the Warrant for the November 13, 2000, Special Town Meeting.

ARTICLE 3. FinCom: approve. Motion: Open Space Committee Chairman Anne Madden. Voted to authorize the Selectmen to accept as a gift to the Town of West Newbury from Great Woods Post and Beam Company, Inc., or any other party, all, or any portion of the following described parcel of land for open space, water supply protection and/or passive recreation purposes:

A parcel of land containing sixteen acres, more or less, on the corner of Cherry Hill Street and Moulton Street in the Town of West Newbury and shown on Assessors' Map R17 as Parcel No. 6, or however otherwise the same may be bounded and described, the current owner of said premises being Cherry Hill Nurseries, Inc.

With no other business before it, the June 6, 2002, Special Town Meeting was dissolved at 9:15 p.m.

Attest:

Marjorie A. Peterson
Town Clerk

VITAL STATISTICS RECORDED IN WEST NEWBURY DURING FISCAL YEAR 2002

Births Recorded 41
 Deaths Recorded 23
 Marriages Recorded 9

Note: In accordance with the intent of MGL, CH 51, Sec. 6, the births recorded will not be listed.

DEATHS RECORDED DURING FISCAL YEAR 2002

DATE	NAME	AGE	RESIDENCE	PLACE OF DISPOSITION
8/2/01	Parvindokht Massoudi	68	5 Newell Farm Drive	Bridge Street Cemetery
5/31/01	Polly Zevin	57	71 Stewart Street	Bayview Crematory, Seabrook NH
8/9/01	Anne M. Law	74	24 River Road	Elmwood Cemetery, Haverhill
8/19/01	Barbara Ann Sears	77	107 Middle Street	Linwood Crematory, Haverhill
9/4/01	Dorothy D. Connors	53	442 Middle Street	Linwood Crematory, Haverhill
7/19/01	Doris M. Shupe	92	563 Main Street	Rural Cemetery
9/2/01	Kieran P. Muth	65	901 Main Street	Phoenix Crematory, Hampton, NH
8/2/01	Daniel J. Hissey	68	8 Prospect Street	Highlands Veterans Lot, Newburyport
12/9/01	Doris A. Auger	88	379 Main Street	Oak Hill Cemetery, Newburyport
12/26/01	William C. Sergeant	74	261 River Road	Mt. Vernon Cemetery, West Boxford
3/9/01	Roger T. Hills	90	71 Church Street	Linwood Cemetery, Haverhill
12/14/01	John Vincent Martello	27	49 Turkey Hill Road	Pine Grove Cemetery, Lynn
12/14/01	Robert K. Sayles	73	153 Garden Street	Linwood Crematory, Haverhill
8/29/01	Constance H. Laing	77	356 Main Street	Linwood Cemetery, Haverhill
1/6/02	Charlotte Muzrall	91	14 Poore's Lane	Harvard Medical School
1/20/02	George J. Green	93	llsley Hill Road	Forest Hills Crematory, Boston
1/24/02	Howard G. Nichols	94	2 Church Street	Linwood Cemetery, Haverhill
2/18/02	Helen Joyce Hobson	62	6 Pleasant Street	Bridge Street Cemetery
3/19/02	Barbara A. Duchemin	72	379 Main Street	Phoenix Crematory, Hampton, NH
3/26/02	Pauline M. Buckland	75	423 Main Street	Linwood Crematory, Haverhill
4/20/02	Roger B. Hicken	85	1 Farm Lane	Linwood Crematory, Haverhill
5/19/02	Enid A. Towne	83	200 Main Street	Linwood Crematory, Haverhill
3/25/02	Donna M. Roberts	42	2 Summer Sweet Lane	Bridge Street Cemetery

MARRIAGES RECORDED IN FISCAL YEAR 2002

DATE	NAME	RESIDENCE	PLACE OF MARRIAGE	OFFICIANT
7/4/01	Richard M. Heath Cynthia A. Gove	Bow, New Hampshire Bow, New Hampshire	Newburyport, Ma	Ronald A. Wilbur Justice of the Peace
7/14/01	William E. Spears, III Jeanine A. Douglas	Bradford, MA Bradford, MA	West Newbury	Michael G. Morse Priest
8/11/01	Thomas J. Costa Andrea E. Spalding	Merrimac, MA Merrimac, MA	West Newbury	John F. Leonard Priest
8/25/01	Stephen J. Keating Valerie M. Soranno	Millburn, NJ Millburn, NJ	Nantucket	Joseph F. Callahan Priest
9/8/01	John S. Brower Christine K. Brunault	West Newbury West Newbury	Newburyport, MA	Evan P. Hickman Member of Clergy
10/7/01	Francisco Santos, Jr. Kathleen E. Brown	West Newbury West Newbury	Haverhill, MA	Samuel Leon Justice of the Peace
11/24/01	Daniel J. Meyer Emma Thompson	West Newbury West Newbury	West Newbury	William L. Murdock Priest
12/7/01	Michael J. Thibault Joni L. Comeau	Biddeford, Maine Biddeford, Maine	West Newbury	William L. Murdock Priest
12/8/01	Daniel R. Grover Christina M. Lariviere	West Newbury Groveland, MA	North Andover, MA	Joseph L. Farrell Priest

**LICENSES AND PERMITS ISSUED BY THE TOWN CLERK
(Fiscal Year ending June 30, 2002)**

DOG LICENSES ISSUED

Males	60
Neutered Males	288
Females	38
Spayed Females	362
Kennels	4
Total Licenses Issued	752

Total amount turned over to the Town Treasurer (included late fees) **\$ 5,715.00**

FISH AND WILDLIFE

Fishing, Trapping, Hunting, and Sporting Licenses issued **145**
Primitive Firearms, Waterfowl, and Archery Stamps issued **69**

Paid to Division of Fisheries and Wildlife, Commonwealth of
Massachusetts **\$ 4,436.50**

RAFFLE & BAZAAR PERMITS

Total number issued: **0**

Total amount turned over to the Town Treasurer: **\$ 0**

Respectfully submitted,

Marjorie A. Peterson
Town Clerk

ANNUAL REPORT OF THE BOARD OF ASSESSORS - FISCAL YEAR 2002

To the Honorable Board of Selectmen:

VALUATION

Real Estate	526,252,000.00
Personal Property	6,848,730.00
Motor Vehicle 2000	7,349,200.00
Motor Vehicle 2001	18,297,755.00
Motor Vehicle 2002	25,282,282.00

APPROPRIATIONS AND ASSESSMENTS

Town Appropriation	8,797,857.40
State and County Appropriations	7,460.00
Overlay	<u>51,224.77</u>
GROSS AMOUNT TO BE RAISED	8,856,542.17

ESTIMATED RECEIPTS

Cherry Sheet	403,148.00
Overestimate to Cherry Sheet	-
Local Estimated Receipts	1,205,429.36
Free Cash	699,881.10
Available Funds	<u>358,784.23</u>
TOTAL ESTIMATED RECEIPTS & AVAILABLE FUNDS	2,667,242.69

NET AMOUNT TO BE RAISED 6,189,299.48

TAX RATE PER THOUSAND 11.61

TAXES FOR COUNTY, STATE AND TOWN

On Real Property	6,109,785.72
On Personal Property	<u>79,513.76</u>
TOTAL	6,189,299.48

NUMBER OF PARCELS

On Real Property	1,659
On Personal Property	104
On Farm Animals	10
On Forest Products	2
On Boats	62

NUMBER OF TAXABLE DWELLINGS

(As of 06/30/00) 1,361

NUMBER OF ACRES 7,532

Respectfully submitted

John J. Cena
Chairperson

ANNUAL REPORT OF THE HOUSING AUTHORITY

To the Honorable Board of Selectmen:

The West Newbury Housing Authority continues to be a self-sufficient authority. This year we have had two turnovers in family housing and two in the elderly housing. We welcome all our new residents.

We look forward to another prosperous year.

Respectfully submitted,
Nancy Barry, Chairperson

ANNUAL REPORT OF THE BOARD OF REGISTRARS

To the Honorable Board of Selectmen:

The following census data was compiled as of January 1, 2002:

Number of Residents	4,262
Number of Registered Voters	2,727

The Board of Registrars welcomed Rosamond "Posy" Veator who was appointed to fill the vacancy created when Mary "Babs" Cornell declined re-appointment. "Babs" served faithfully as a member of the Board of Registrars of Voters for fifteen years.

Annual Town Meeting required two sessions to complete and there were three Special Town Meetings. The Board of Registrars was at each Town Meeting session for voter check-in. Voter registration sessions were conducted prior to each Town Meeting and Election and a special voter registration session was conducted at the Pentucket Regional High School.

Upon the petition of William B. Beard, Jr., the Board of Registrars conducted a recount of the votes cast at the May 6 Town Election to elect a member to the Board of Health.

The Board of Registrars certified signatures on absentee ballot applications, various nomination papers, and initiative petitions.

Respectfully submitted,

Sandra A. Chute, Chairman

REPORT OF THE LIBRARY TRUSTEES

To the Honorable Board of Selectmen:

Frye Landscaping was selected for the Spring clean up around the library. The West Newbury Garden Club planted roses in the back courtyard and will maintain the plantings throughout the year. They also placed six large pots of geraniums in the courtyard.

The Board voted in June for the officers on the Board. The following were voted on and approved unanimously: Alexandra W. Guralnick, Chairman; R. Bruce Hamilton, Vice Chairman; Lucile W. Waehling, Treasurer; John Connolly, Corresponding Secretary; Mary D. Cavanaugh, Recording Secretary. We welcomed new member Judy Marshall to the Board at the June meeting.

The Board voted to replace the entry doors of the library in June. The work will be done by Commercial Casework Corporation. The entry doors will have windows for safety and for additional light.

The G.A.R. Memorial Library was named the tenth best library in the country in the category of small towns with the population of 2,500 to 4,999. The Library Trustees recognize the outstanding work of librarians Kay Gove and Kate Gove. Also, the special staff that supports them to make our library not only award winning but a place warm, friendly and stimulating for learning for both children and adults.

The G.A.R. Memorial Library continues the mission as a tax-supported public library to inform and enrich the whole community. The Board of the library continues to expand all the various programs the library offers. We have up-to-date computers, books on tape, speaker programs and special children's programs.

The Board wishes to thank all the citizens of the community who give their time to all the various programs at the library. We also wish to recognize the people of this community for all the generous donations of books, gifts and endowments that the library receives.

Respectfully submitted,



Virginia J. Selman
Recording Secretary

G.A.R. MEMORIAL LIBRARY
ANNUAL REPORT OF THE LIBRARY DIRECTOR

To the Honorable Board of Selectmen:

For FY 2002 total circulation was 91,137. The average daily circulation was 318 and the average daily traffic count was 141. Non-resident circulation was 17,371. The State Incentive Grant was \$7,772.18, which includes a non-resident off-set of \$3,641.71.

FINANCIAL REPORT

Money Market Account	Balance 6/30/01	\$24,238.59
Gifts		6,325.00
Interest		<u>454.96</u>
		<u>31,018.55</u>
Ambient Temperature Corp.		- 737.56
Transferred to Invested Funds		<u>- 15,000.00</u>
	Balance 6/30/02	\$15,280.99
Invested Funds	Balance 6/30/01	180,810.49
Transfer		<u>15,000.00</u>
		195,810.49
Materials purchased		<u>- 4,092.50</u>
		191,717.99
Capital loss		<u>- 21,609.24</u>
	Balance 6/30/02	170,108.75

IN MEMORIAM

Hazel Hammond Albertson
Lawrence & Alice Dodge
Christopher Blunt
Georgiana Emery
J. Winston Popplewell
Valerie Leary Berkenbush
Frank Hobson

Marjorie I. Bardsley
Eleanor J. Cook
James Durgin
Jennie M. Foss
Bessie Sawyer Koebele
Norman Hobson
Margaret M. Nichols

Dorothy M. Johnson
Albert E. Elwell
James H. Durgin
Thomas Kennett
Sylvia McGrath
Esther Thurlow
The Laing Family

Respectfully submitted,
Katharine M. Gove

G.A.R. MEMORIAL LIBRARY
ANNUAL REPORT OF THE CHILDREN'S LIBRARIAN

To the Honorable Board of Selectmen:

"First of All Read" was the Summer Reading theme for FY 2001. It inspired 288 children to read 556 hours and the younger ones had 4,955 books read to them.

Summer story hours were popular with 75 attending 4 weekly meetings. Stories, crafts and games entertained and educated 87 kids in the fall, Winter saw 89 and Spring has 81 little (and loud) voices sounding in these halls.

The library hosted 169 programs with 4,039 attendees. This was the first year I wasn't able to do my Holiday crafts for older children and I did miss the fun. The new computer system, which allows you to request items from other libraries in MVLC, has kept us very busy. Computers can't get books, reshelve books and repair books. Your books are flying around the countryside. I'm glad for the yeoman work of Sheryl LaSala, Dorothy Carr and Kris Pyle.

Respectfully submitted,
Kay Gove

ANNUAL REPORT OF THE ZONING BOARD OF APPEALS

To the Honorable Board of Selectmen:

The ZBA held several hearings resulting in the granting of one variance and one finding while one request for a variance was withdrawn without prejudice. Two requests for zoning enforcement were heard by the board, one being denied after three hearings and the other dismissed after three additional hearings. The net result for fiscal year July 1, 2001 to June 30, 2002:

Petitions granted	2
Petitions denied	1
Petitions withdrawn	1
Petitions dismissed	1

Respectfully submitted,
Gail Majauckas, Secretary

**Annual Report of the Planning Board
July 1, 2001 - June 30, 2002**

To the Honorable Board of Selectmen:

During fiscal year 2002, The Planning Board conducted the following activities:

Subdivisions: The Planning Board rescinded one subdivision.

Ongoing subdivisions: 2

905 Main St. - one new lot

Applewood Subdivision - off Coffin Street - -thirteen new lots

Special Permits and Permits: 1

1 accessory unit

Approval Not Required Plans: 7 submittals that created:

3 lots on Indian Hill Street, 2 lots on Moulton Street, 1 lot on Kimball Lane and 2 lots on Garden Street

2 of the submittals revised lot lines

1 plan denied

Membership and personnel:	Position	Term Expiration
Richard Parker	Chairman	2004
Ann Bardeen	Vice Chairman	2003
Arthur Wallace	Clerk	2007
Rob Phillips	Member	2006
Peter Haack	Member	2005
Brian Murphey	Associate member	2003

Zoning By-Law changes approved at Town Meeting included amending:

- the definition for Child Care Facility,
- the composition of Site Plan Review Committee to allow for the committee to utilize the assistance of architects and engineers,
- the Intensity of Use Section 6.A.9 to provide for access to a lot from a right of way other than from where frontage is obtained,
- Section 6, "Intensity of Use", to reduce the percent of required lot area as contiguous and buildable from 90% to 75% in Residential Zones A, B, and C,
- Section 6.B Open Space Preservation Development.

Other work accomplished by the Planning Board included establishing the Road Design Committee, advertising for a Request For Proposal to place a cell tower at Pipestave Hill and creating Rules and Regulations for the Conduct of Planning Board Functions, Meetings and Hearings.

Respectfully submitted,

Richard Parker, Chairman
Ann Bardeen, Vice Chairman
Arthur Wallace, Clerk

Rob Phillips
Peter Haack
Brian Murphey, Associate Member

ANNUAL REPORT OF THE BOARD OF HEALTH

To the Honorable Board of Selectmen:

During the Fiscal Year 2002, the Board of Health approved applications for 5 new septic systems and 13 repair systems. Health Agent David Madden reviewed the plans and inspected the installation of these systems, ensuring compliance with Title V and West Newbury Regulations.

On September 15, 2001 a Household Hazardous Waste Collection event took place in conjunction with the City of Newburyport. A total of 75 West Newbury households participated in this collection. The Board has scheduled three HHW events for Fiscal Year 2003.

The Board would like to thank all the residents who recycle - when you recycle you save the town money. A total of 395 tons of material were recycled from curbside and Pipestave which saved the town more than \$48,585 in tipping fees. Curbside and Pipestave Hill recycling served all West Newbury. As a reminder to residents, propane tanks and gasoline tanks from mowers and automobiles, etc. are not a curbside recyclable and cannot be recycled at Pipestave Hill.

A total of 303.75 tons of trash were sold to the Town of Bedford saving West Newbury \$37,361.25 in fees.

Our first round State funded low rate interest loan from the Water Pollution Abatement Trust for failed septic systems is in the second year with approximately 94.5% of the State money being dispersed to approved applicants.

RECEIPTS

New Septic Systems Plans	\$1,000
Repair Septic Systems Plans	1,950
Septic Revision Plans	1,600
Percolation Testing	8,720
Licenses and Permits	3,114

Respectfully Submitted:

Robert Janes
Carol Cena
Blake Seale

ANNUAL REPORT OF THE WATER DEPARTMENT

To the Honorable Board of Selectmen:

In accordance with the provisions of Chapter 14, Section 49, of the General Laws of the Commonwealth of Massachusetts, the Board of Water Commissioners herewith submits a report of activities of the Water Department for the Fiscal Year ending June 30, 2002.

Installations:	880
Dwellings in Town: (per Assessors)	1,371
% On Town Water:	64%
Town Population: (per Town Clerk)	4,262
Gallons billed:	69,379,211
Average residential daily gallons:	216
Hydrants:	182
Street Valves:	126
Feet of Main:	143,006

We would like to take this opportunity to thank former Water Commissioner Raymond S. Dower III, for all the dedication and continued help he has given the department for over twenty years.

We all continue to be challenged and concerned by the lack of rainfall over the past summer and even the lack of snow over last winter. Hopefully, the Farmers Almanac predictions for lots of snow this winter will be accurate.

West Newbury reservoir and groundwater elevations continue to be low. The low water tables coupled with high demand have drastically stressed the department and our customers over the past summer. West Newbury and Newburyport, along with many New England communities have implemented outdoor water restrictions over the past several months. The drought has affected all of us.

It is now almost October and the water tables are more critical now than they were at the beginning of the summer. The water restrictions have become the norm over the past few years, and expect those restrictions to continue until we see some kind of relief.

We would like to thank all of our water customers for their cooperation through these drought conditions. Please plan to get your new grass and shrubs planted early next spring, because who knows what kind of conditions we will have next year.

COMMITMENTS TO WATER FUND (CHARGES TO USERS)

TWELVE-MONTH PERIOD JULY 1, 2001 TO JUNE 30, 2002

Water Usage (semi-annual):

September 24, 2002	\$220,742.96	
March 25, 2002	<u>\$189,829.79</u>	\$410,572.75

Water Usage (special bills):

Addl. Water & Municipal Liens		8,948.08
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Services:

Unscheduled Reading Fee	744.59	
Labor & Inspection Charges	493.02	
Tapping Fee	<u>850.00</u>	2,087.61

Materials:

New Meters	850.00	
Installation (new)	1,116.69	
Installation (repair)	<u>23.10</u>	1,989.79

<u>Hydrant Rental: (Fire Dept.)</u>	5,430.00	
<u>Misc. Revenue (Hydrant use, backflow)</u>	1,050.00	
<u>Systems Development Charge</u>	<u>19,500.00</u>	25,980.00

TOTAL \$449,578.23

ITEMIZED OPERATING ACCOUNT EXPENDITURES

July 1, 2001 to June 30, 2002

Alarm Engineering Co.	1,455.70	Essex County Gas & Propane	1,927.59
Amesbury Industrial Co.	1,088.74	H.F. Scientific Corp.	113.94
Arch Wireless	219.84	Hoadley & Sons Inc.	343.70
At & T	231.51	K.C. Auto Supplies	57.99
Belmont Springs Water Co., Inc.	52.82	Keyspan Energy	519.74
Bristol Babcock Inc.	924.31	Mass. Electric Co.	18,992.34
CA Turner Co.	490.70	MBD Outdoor Power Equipment	313.32
Citgo Petroleum Corp.	2,875.40	Midas Tire Co.	1,122.94
City of Newburyport	147,758.00	Midway Contractors	700.00
Colby, Paul	825.00	NetWorx	50.00
Comm. of MA.	719.28	MIIA Insurance	16,492.64
Costco	45.00	New England Water Works Assoc.	180.00
Crane Neck Auto	433.55	Nichols, Steve	67.00
D.L. Maher Co.	2,400.00	Pavement Maintenance Co.	1,196.40
Deminie Machine Co.	150.00	Payroll	125,140.42
Dick Citgo	1,820.62	Petty Cash Water Department	163.16
Dunn Equipment Co.	1,286.00	Police Detail	252.48
E.J. Prescott Co.	1,529.64	Postage Meter	382.11
Eastern Lumber Co.	223.29	Reliable Corp.	1,691.44
Electric Motor Co.	995.38	Sams Club	15.00
Environmental Instrumentation	207.00	Sanborn Tire Co.	232.00

Sheridan Engineering Inc.	1,800.00
Smith, Jay	416.75
Spalding, William P.	240.00
State Street Bank & Trust (Debt)	46,680.00
Stiles Co.	2,293.24
Stonkus Hydraulic Co.	395.00
Sverker, Beverly	838.06
Thorstensen Lab.	910.00
Ti-Sales Inc.	886.36
Torromeo Inc.	242.21
Town of West Newbury	500.00
U.S. Postal Services	590.17
United States Dept. of Agriculture (Debt)	24,659.33
Valley Power Co.	239.95
Vopak Chemicals Inc.	3,486.80
VWR Scientific Inc.	2,249.38
Water Works Supply Corp.	789.95
West Newbury Food Mart	31.43
Wilson Welding Co.	40.00
Xerox Corp.	153.00
Zip Type	486.10
Total	\$423,613.72

The Water Department would like to thank all Town Officials and residents for the Co-operation and assistance this past year, particularly during our water use restriction period.

Respectfully submitted

BOARD OF WATER COMMISSIONERS

Richard Thurlow, Chairman

Wendy Reed

R. Scott Wolke

Michael E. Gootee, Mgr./Supt.

Janet F. Tatarczuk, Admin. Asst.



TOWN OF WEST NEWBURY

POLICE DEPARTMENT, 381 Main St., West Newbury, MA 01985

Jonathon Dennis, Chief

Annual Report of the West Newbury Police Department

To The Honorable Board of Selectmen:

At the writing of this report actual work has begun on the new Public Safety Complex. The Fire Department hose tower has been removed and the entire lot has been leveled as the foundation of the new building takes shape. This has been a long time coming and the hard work of the Public Safety Construction Committee is to be lauded. The committee which consists of: Chairman Dan Boone, Suzanne Wolke, Ray Tiezzi, Brian Warne, EMA Director Scott Berkenbush, Fire Chief Rock Dower and Police Chief Jonathon Dennis have been working diligently since the passage of the construction article on October 3, 2000. Many of the committee members have been working since 1998 to make this project come true. A special thanks to Alan Richardson who contributed so much to this project. The projected completion date is August of 2003.

September 11, 2001 forever changed the way we do police work and the manner with which we respond to emergency calls. For the first time we had to deal with biohazardous situations and both Police and Fire Departments had to train in anthrax responses. We purchased biohazard suits and self-contained breathing apparatus. West Newbury responded to 5 anthrax calls and submitted one of only 12 packages statewide with white powder to the State Lab. Thankfully all of the responses were negative for anthrax. However, for all the public safety departments there has been a sudden urgency to re-write our procedures for response to public buildings, and the increased protection of electrical and water sources.

The Police Department continues to be busy with the total number of calls and activities being 26,088 as compared to 23,069 last year. The Police Department had three major arson investigations with two of them ending in successful prosecution of the offenders. The tragic fire at Kimball's barn off of Bridge St. is still under investigation. The community was also shaken by the hazing incident at Pentucket High School and we were tasked with assisting the District Attorney's office and the Massachusetts and New Hampshire State Police with this ongoing investigation.

Traffic enforcement and pedestrian safety continue to be a main focus of this department. The department has issued 1,955 citations, written and verbal warnings for the year. The department has repainted many of the crosswalks and put pedestrian safety signs in place to alert motorists. Thankfully, we have had no pedestrians hit, unfortunately that cannot be said about the safety signs. We will continue to educate the motoring public to slow down and be attentive to pedestrian, bicyclist and equestrian traffic.

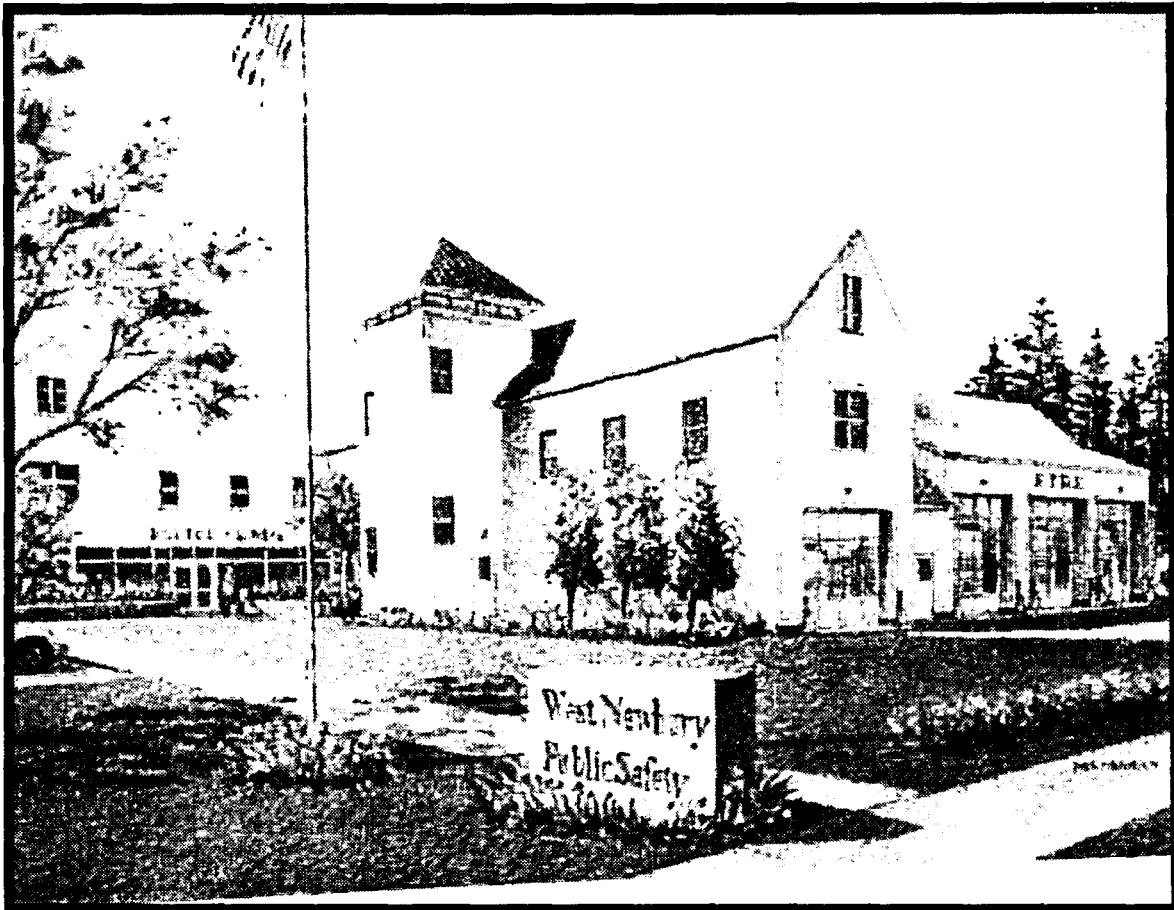
The West Newbury Police Department, in conjunction with the Fire Department, ran a successful Public Safety Day for students. Safety vehicles were on display including fire trucks, motorcycles, the harbor patrol boat, as well as an animal control display, a State Police mounted unit and the Sheriff's Department's K-9 unit. 50 bicycle helmets were raffled off and residents were served hamburgers and hot dogs. It is estimated close to 300 residents enjoyed the day. Many thanks to the Police and Fire personnel that made the 2nd annual Public Safety Day a success.

I want to thank the members of the Public Safety Agencies, Police, Fire, EMA, ACO and Dispatchers who have worked well together to serve the Town. I would also like to thank the townspeople for their support.

Sincerely,

Jonathon L. Dennis
Chief of Police

West Newbury Public Safety Complex
Work commences on September 12th, 2002-appropriately one
day after we commemorate those lost on Sept.11th, 2001.



ACTIVITY TABULATION FOR FY2002

<u>Investigations:</u>	FY01	FY2002
Aggravated Assault	10	12
Simple Assault	4	2
Intimidation	5	5
Burglary/Breaking and Entering	5	8
Theft from Building	4	2
Theft from Motor Vehicle	1	1
All Other Larceny	14	24
Stolen Property Offenses	5	8
Vandalism	42	44
Drug/Narcotic Violations	28	28
Drug Equipment Violations	0	1
Weapon Law Violations	2	1
Arson	0	3
Disorderly Conduct	1	4
Driving Under the Influence	11	11
Family Offenses	0	3
Liquor Law Violations	1	1
Missing Persons	1	5
Trespass of Real Property	11	9
All Other Offenses	179	147
Traffic/Town By-Law Offenses	250	301
TOTAL	574	620
 <u>Motor Vehicle Accidents:</u>		
Investigated by Police	72	65
Reported	12	11
TOTAL	84	76

<u>Arrests:</u>	FY01	FY2002
Aggravated Assault	2	2
Burglary/Breaking & Entering	0	0
Stolen Property	3	1
Drug/Narcotic Violations	12	14
Driving Under the Influence	9	9
Liquor Law Violations	1	1
Trespassing	1	2
All Other Offenses	27	28
Traffic, Town By-Law Offenses	27	27
Protective Custody	3	2
TOTAL	107	86
<u>Traffic Citations</u>	1060	1216
<u>Parking Tickets</u>	71	74
TOTAL	1131	1290
<u>Other Activity</u>		
Motor Vehicle Checks	719	661
Vandalism Investigations	90	66
Disturbance Investigations	137	82
Harrassing Complaints	18	20
Suspicious Activity	120	170
Confer with Civilians	464	984
Lockouts	30	26
Transport Civilians	54	54
Medical Calls	115	98
Assist Fire Dept.	294	256
Burglar Alarms	284	254
Assist Other Police Depts.	160	106
Open Doors	67	108
Building Checks	5145	6728
Message Deliveries	26	16
Animal Complaints	349	483
Well Being Checks	228	78
TOTAL	8301	10190
<u>Total Calls for Service</u>		
Includes all activity	23069	26088

<u>E-911 Calls</u>	FY01	FY2002
Totals	588	589
<u>Income to Town:</u>		
Court/Traffic	\$25,558.00	\$25,823.00
Reports/Permits	\$1,373.00	\$1,264.00
Administrative Fees	\$4,215.00	\$3,384.00
Totals	\$31,146.00	\$30,471.00

Respectfully Submitted: Chief Jonathon Dennis



Emergency Management Agency

403 Main St. West Newbury MA. 01985
Tel# 978-363-1103 Fax# 978-363-2409
Director Scott P. Berkenbush

To the Honorable Board of Selectmen:

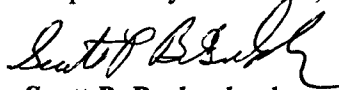
The volunteers are the backbone of the West Newbury Emergency Management Agency. Without their help, responding to a town wide emergency would be difficult. Their volunteerism is appreciated and should not go unnoticed.

After the terrorist attack on 9/11 last year the West Newbury Emergency Management Agency staff was put on alert. Seabrook Station Nuclear Power Plant was a possible terrorist target and an Unusual Event Status was declared by Seabrook Station. The National Guard was called in to assist protecting the nuclear power plant. Locally, the agency was faced with reviewing all procedures, meeting with school officials and town officials, ensuring that plans were set up to handle an event.

I am pleased to report that the West Newbury Emergency Management Agency had a terrorist plan in place, had appropriate staffing levels, and had response action plans prepared in the town's Comprehensive Emergency Management Plan.

An added resource available for the residents of West Newbury is the yearly Emergency Public Information Calendar distributed by Seabrook Station Nuclear Power Plant. The calendar is not only useful during a nuclear event, but can also be used to assist with any type of emergency. The last page of the calendar is a Personal Planning Guide to be filled out by the residents and discussed with family members. Having these questions answered on the Personal Planning Guide ahead of time will help to avoid confusion for families during an emergency.

Respectively submitted,


Scott P. Berkenbush
Director



BOARD OF FIRE ENGINEERS

FIRE DEPARTMENT

WEST NEWBURY M

ANNUAL REPORT OF THE BOARD OF FIRE ENGINEERS

To The Honorable Board of Selectmen:

The Fire department responded to 333 calls in fiscal year 2002. 169 of which were Rescue calls. There were several multiple alarm fires which included two large barns and a house. These fires taxed the members of the Fire Department and they rose to the occasion. The mutual aid system worked very well as several towns and cities helped extinguish these devastating fires.

The new Public Safety Building will be going out to bid and we look forward to starting construction in fiscal 2003. We hope to occupy the complex by July 2003.

The contract for a new fire engine for the town was awarded to KME Fire Apparatus of Nesquehoning, PA... This new engine will carry 1250 gallons of water with 40 gallon foam tank. The new engine will be capable of pumping 1500 Gallons per Minute at draft. The new engine will replace our present Engine 3 a 1976 Farrar built engine which has served the town very well during its tenure.

The new Thermal Imaging Camera has been put into service after specialized training that the Fire department received from the SAFE-IR company. We have used the camera several times and the members of the department have become well versed in its use.

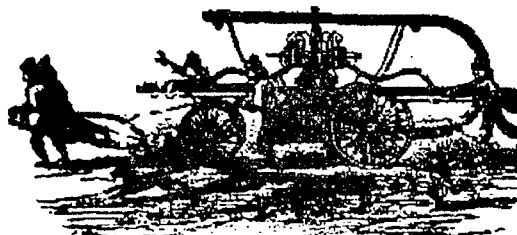
The Board of Fire Engineers was increased from 5 to 7 members by the Board of Selectmen at the April 2002 meeting. This added Scott Berkenbush and Michael Dwyer to the Board. We welcome them and their added ideas and experience.

The Board of Fire Engineers offer their condolences thoughts and prayers to those families who lost loved ones on 9-11-01. These events brought out the best in our town as firefighters and townspeople helped contribute over \$6000 towards helping those in need.

The Board of Fire Engineers thanks the members of the Fire Department for their continued fine efforts this past year.

We would like to take this opportunity to thank the Board of Selectmen; the Emergency Dispatchers the Police Department; Emergency Management and the Townspeople for their continued support and cooperation.

Lastly we thank the surrounding towns for their mutual aid help.



ANNUAL REPORT OF THE BOARD OF FIRE ENGINEERS (continued)

The West Newbury Fire Department responded to 333 calls during fiscal 2002.

Arcing Wires/Wires Down	14	Hazardous Material	4
Assist Public	11	Illegal Burning	12
Brush, Grass or Woods	11	Investigate Odor or Smoke	17
Building	3	Lightning Strike	4
Car	5	Mutual Aid	2
Chimney or Stove	9	Oil Burner	3
CO Detector	3	Propane Tank	1
Dumpster or Trash	1	Rescue / Accident	47
Electrical	4	Rescue / Medical	122
False Alarm	8	Standby / Power Failure	1
Faulty Alarm System	46	Water Problem	3
Food on Stove	2		
		Total Alarms	333

Organization of the West Newbury Fire Dept. 2001-2002

Raymond S. Dower, Chief

Stephen N. Arnold, Deputy Chief Kenneth P. Berkenbush, Deputy Chief

Glenn W. Coffin Deputy Chief Scott Berekenbush Deputy Chief

Carl Babendreier, Capt.
Brett Burkinshaw
Steven Cashman, Capt.
Scott Cimino
Jack Connolly
Peter Connolly
Charles Courtemanche
Richard Davies, Lt.
Jonathon Dennis
Sean Dennis
William Donahue
Michael Dwyer
Robert Eaton
George Evans

Steve Evans
Charles Fowler
Cindy Fowler
Kenny Fowler
Alexander Gallup
Eli Gallup
James Gately
Mark Hemingway
Richard Hills
Robert Janes, Lt.
Benjamin Jennell
David Jennell, Lt.
Brandon Lamson
Thomas McCraine

Richard Merrill
Thomas Natario
William Neenan
Allen Osgood, Lt.
Jamie Osgood
Kara Osgood
Frank Otis, Lt.
Fred Preble
Mark Richardson
Kevin Samson
William Simmons, Lt.
Charles Thompson
Nelson Valverde
David West

Respectfully Submitted

Board Of Fire Engineers

Raymond S. Dower
Stephen N. Arnold
Kenneth P. Berkenbush
Glenn W. Coffin
Mark Hemingway
Michael Dwyer
Scott Berkenbush



ANNUAL REPORT OF
THE TOWN OF WEST NEWBURY
HARBORMASTER

To The Honorable Board of Selectmen:

Harbormaster	Jonathon Dennis
Assistant Harbormaster	Thomas Goodwin
Harbor Commissioners	Thomas Goodwin Phillip Littlefield Stephen Burke
Volunteers	Brian Warne David L'Esperance Nathaniel Dennis Robert Bishop Ben Jennell

I would like to thank the members of the Harbor Commission and those volunteers that assisted this year. Together they donated many hours of their summer to help make this a safe and enjoyable boating year.

I would again like to thank Chris Palmer and Steve Burke for their efforts in marking the channel off Way to the River as a "no wake zone" despite criticism from anxious boaters in a hurry to get to the mouth of the river or back to Haverhill. These

signs are an effective means of slowing reasonable boaters and easing erosion problems near Indian River. The "no wake" zone has been approved by the Coast Guard and will be published in the Aids of Navigation.

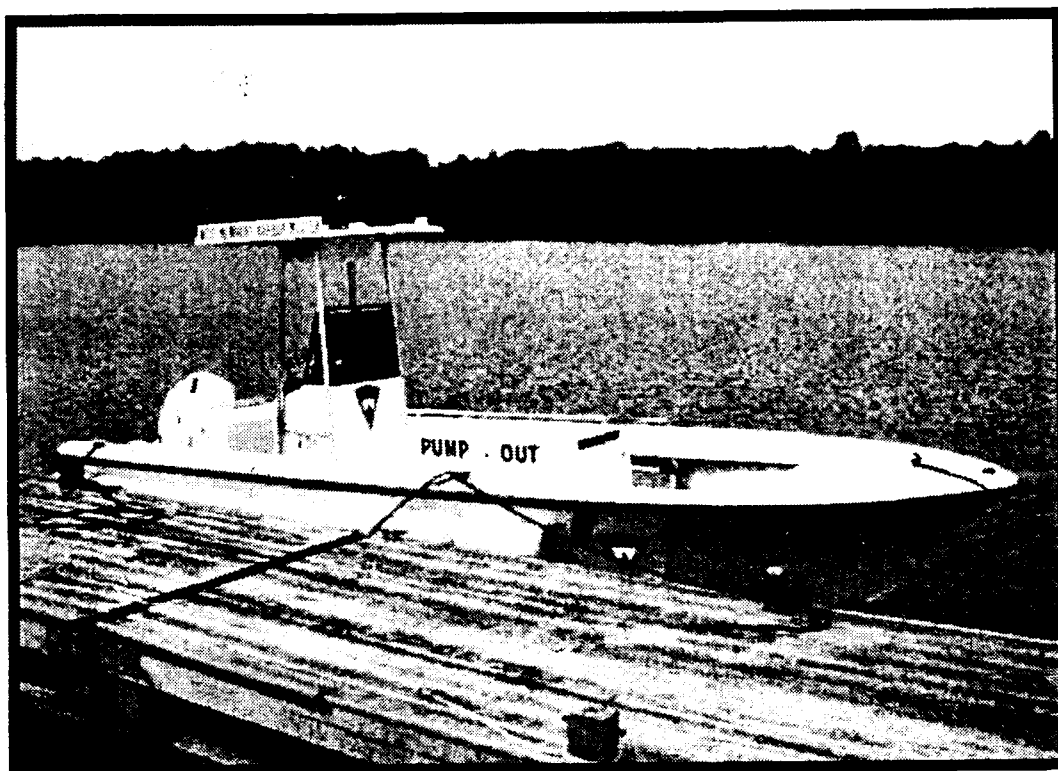
The pumpout program pumped a total of 425 gallons of effluent. This program was hampered by engine problems and also the convenience of Newburyport's self service pumpout at Cashman Park

The West Newbury Harbormaster assisted the Coast Guard in identifying and marking a dangerous rock between buoy 52 and 53 past Wallace's boatyard and in the channel. This was noted and a red buoy will be placed to re-mark the channel.

I want to thank the boating public for making this a quiet and safe year.

Sincerely,

Jonathon L. Dennis, Harbormaster



Harbormaster Department
Information Sheet

I. Pump Out Service:

Starting July 6, 2002 13 boats were pumped out and 425 gallons were disposed of

II. Dock and Mooring Permits for FY2002:

The Harbormaster Department issued:
28 Mooring permits
18 Dock permits
25 Boats registered with this office
32 permits issued for a total of \$480.00

III. Hours by Volunteers:

Jonathon Dennis	25
Thomas Goodwin	8
Nathaniel Dennis	10
David L'Esperance	10
Ben Jennell	3
Bob Bishop	6

IV. Monies Spent:

1. Expenses for gas, repairs, supplies	\$502.30
2. Reimbursement from State	\$376.73

V. Activity:

1. Assist to Other Harbormasters	3
2. Warnings issued	8
3. Complaints Received	6
4. Assist to Disabled Boaters	11
5. Rescues	1

ANNUAL REPORT OF ANIMAL CARE AND CONTROL OFFICER

To the Honorable Board of Selectmen

Activities of the Animal Care and Control Officer July 1, 2001 to June 30, 2002

Total number of dogs licensed for the license year of April 1, 2001 to March 31, 2002 was 768 and 5 kennel licenses. Dogs licensed by June 30, 2002 were 630. Many dog owners pay fines for late licensing per West Newbury By-Law. Dog licenses are required by MA State Law, as well as local laws. The Annual Rabies Clinic was held May 1, 2002. The reports of sick and possibly rabid animals increased. Sixteen raccoons, 2 foxes, and 1 skunk were destroyed under suspicion of rabies. Tests were performed at the State Rabies Lab on 1 dog and 1 sheep – both were negative.

Reported were: 3 dogs bit humans, 3 dogs bit dogs, 2 cats bit their owners, and one dog was attacked by a raccoon. A garter snake also bit a dog. Dog bites remain the number one injury, which require children to be treated in emergency clinics.

Dead Animals: 4 dogs, 7 cats, 9 raccoons, 4 skunks, 4 beavers, 8 foxes, 3 woodchuck, 2 opossum, 4 deer, 3 rabbit, 1 snapping turtle, 1 turkey, and 4 crow. Injured animals were 5 dogs, 3 cats, a mallard duck, a broad shouldered hawk, a morning dove, an eastern bluebird, and a sea gull.

The Dog Restraint by-law was adopted at Town Meeting and Approved by the Attorney General. Moneys collected go to the General fund of the town and totaled \$575.00. (Sept-June 2002) Dogs picked up for the year were 48. 2 Dobermans and a Rotti Mix were strays, held 10 days, and adopted. Three cats and 11 kittens were picked up and adopted. One beagle was reported left in a hot car, owner found and spoken to. Reported were: 76 lost dogs, 109 found dogs, 23 lost cats, and 25 found cats. Two sick feral cats were destroyed.

Loose domestic livestock were horses, donkeys, sheep, and cows – beef & dairy.

Wildlife calls - questions concerning wildlife, wildlife interacting with people or pets, wildlife in homes and yards, etc. continue to be the major number of calls placed to the Animal Care and Control officer. 108 calls were recorded for advice. Many wildlife calls are handled by phone, but some require a response to the scene. Rescued were a Great horned owl caught in soccer net at the Page school and a Flicker caught behind the grill of a truck. Both were happy to be freed from their situations and flew away. Concerns of West Nile Disease increased the number of calls about birds. The human concern is mosquitoes which transmit the disease by biting humans, not dead birds. Horses can also get West Nile, but already there is a vaccine developed and used to help prevent the disease in horses. Dead birds can be an indication of a population of infected mosquitoes, which could then be dealt with in an area by pesticide spraying or larvicide treatments. The risk of West Nile is highest July through September. The Dept of Public Health's web site is www.state.ma.us/dph

Summary of Livestock in WN: Dairy cows 90, dairy calves 15; beef cows 18, beef calves 2; Goats 9; Sheep 86, lambs 5; Pigs 7; Donkeys 5; Horses 159; Ponies 18; Llamas 2; 2 miniature horses; ducks, chickens, rabbits, geese. (Count done Oct-Jan.)

Respectfully submitted,
Madelyn Cirinna

ANNUAL REPORT OF THE BUILDING INSPECTOR

To The Honorable Board of Selectmen:

Permits for the following building activities were issued during the Fiscal Year **1 July 2001 to 30 June 2002**

13	New Single Family Homes
18	Foundations for New Single Family Houses
28	Decks & Porches
16	Other Additions
21	Outbuildings, garages, barns & sheds
48	Alterations & Renovations
5	Pools
33	Reroof, Siding or Windows
2	Demolition
11	Wood Stoves/Chimneys
14	Misc
3	Waived Fee Permits

TOTAL NUMBER OF PERMITS ISSUED	212
Estimated Value of New Homes	\$5,000,800.00
Estimated Value of Other Construction	3,213,235.00
Estimated Value of Fees Waived Permits	<u>10,000.00</u>
Total Value of Construction	\$8,224,035.00
TOTAL FEES COLLECTED	\$ 40,163.00

Respectfully submitted,

Glenn Clohec
Inspector of Buildings

ANNUAL REPORT FOR THE INSPECTION DEPARTMENT

TOTAL COLLECTED FOR BUILDING PERMITS	\$ 40,163.00
TOTAL COLLECTED FOR PLUMBING & GAS PERMITS	5,960.00
TOTAL COLLECTED FOR ELECTRICAL PERMITS	5,529.00
FY DEPT. TOTAL	\$ 51,652.00

ANNUAL REPORT OF THE PLUMBING AND GAS INSPECTOR

To The Honorable Board of Selectmen:

PLUMBING PERMITS issued during the Fiscal Year 1 July 2001 to 30 June 2002

8	New Homes	\$1,100.00
79	Remodel & Additions	4,595.00
8	Water Heater Systems	265.00
0	Fee Waived	

Total Number of Plumbing Permits Issued 51

Total Plumbing Fees Collected \$4,365.00

GAS PERMITS issued during the Fiscal Year 1 July 2001 to 30 June 2002

Total Number of Gas Permits Issued 36

Total Gas Permit Fees Collected \$ 1,595.00

COMBINED TOTAL OF PERMITS ISSUED 87

TOTAL COMBINED FEES PLUMBING & GAS \$5,960.00

Respectfully submitted,

Gaetano T. Caruso
Plumbing & Gas Inspector

ANNUAL REPORT OF THE ELECTRICAL INSPECTOR

To The Honorable Board of Selectmen:

ELECTRICAL PERMITS issued during the Fiscal Year 1 July 2001 to 30 June 2002

9	New Homes	\$ 2,366.00
126	All Other	3,163.00
	Annual Permits	
6	Fees Waived	240.00

TOTAL NUMBER OF ELECTRICAL PERMITS ISSUED 135

TOTAL ELECTRICAL FEES COLLECTED \$ 5,529.00

Respectfully submitted,

Dave Levesque,
Electrical Inspector

ANNUAL REPORT OF THE CONSERVATION COMMISSION

To the Honorable Board of Selectmen:

Over the past year the Conservation Commission has continued its efforts to protect the wetlands under the Wetlands Protection Act, the Rivers Protection Act and Town by-law. The Commission is charged with regulating activities in, or within 100 feet of, wetlands resource areas in order to prevent damage to these often fragile and often irreplaceable resources. The regulations under the Rivers Protection Act provide for regulating activities within 200 feet of a river or perennial stream flowing into a river in order to protect these resources. Wetlands serve many functions. These include filtering and cleansing water (which helps protect groundwater and drinking water supplies), providing flood storage, preventing storm damage and providing wildlife habitat.

The Commission held hearings on Notices of Intent and Requests for Determinations of Applicability for new projects, discussed potential projects on an informal basis with landowners, and investigated and responded to wetlands related issues brought to its attention. The Commission monitored ongoing projects for compliance with orders of conditions through site inspections and follow up with parties involved.

The Commission continues to work toward the goals of protecting drinking water supplies and preserving open space and the Town's rural and agricultural character. Our goal is to protect and preserve irreplaceable natural resources and to work to ensure that growth and development is done in ways that are consistent with environmental protection and preservation of open space for the benefit of all residents. As part of the effort to preserve open space and natural resources the Commission has been working with the Open Space Committee and the Mill Pond Committee to further the goals and objectives of the Town's Open Space Plan and to preserve and maintain our natural resources for the future. The Commission has also been supporting the efforts of organizations such as Essex County Greenbelt to preserve open space and natural resources in West Newbury.

Respectfully submitted,
Judith H. Mizner, Chair

ANNUAL REPORT OF THE SUPERINTENDENT OF STREETS

To the Honorable Board of Selectmen:

For the Fiscal Year ending June 30, 2002, the following work was carried out: brush cutting, roadside mowing, catch basin cleaning, street sweeping, dead and hazardous tree removal, drainage repairs and upgrades, patching of potholes, snow plowing and sanding town roads, parking lots, and sidewalks as needed.

Turkey Hill Road was reconstructed using Chapter 90 State Aid. Chase Street, Tewksbury Road, and lower Coffin Street were reconstructed with Town funds.

Respectfully submitted,

Gary J. Bill
Superintendent of Streets

ANNUAL REPORT OF THE SUPERINTENDENT OF BUILDINGS AND GROUNDS

To the Honorable Board of Selectmen:

New lighted exit signs and emergency lights were installed in the Town Hall and the Library. The rear parking lot of the Town Hall received a new automatic lighting fixture. Lighting was installed for the sign at the front of the 1910 Town Office Building. It is anticipated that the new sign will be erected at the beginning of the new Fiscal Year.

The Senior Work Program performed many tasks this year including weeding, pruning, painting the steel support structure on top of the 1910 Town Office Building, replacing the flag pole halyards with wire core rope, grass cutting, etc.

Met several times with the Public Safety Building Committee to coordinate parking and traffic control during the construction phase of the new building. Also discussed was the surface finish material. The result of these meetings will be exterior surface materials with long life and low maintenance costs. The increased square footage will require more custodian time than the one hour per day that is now scheduled. In preparation, snow removal and grass cutting duties have been transferred to the Highway Department.

Many thanks go to Eagle Scout Ben Williams and his fellow scouts for the sheetrock and painting work done at the Park & Recreation Building. The building supports Boy Scouts, Girl Scouts and the Park & Recreation programs.

Respectfully submitted,

Frank Mather, Superintendent
Buildings & Grounds

COUNCIL ON AGING

Town of
WEST NEWBURY, MASSACHUSETTS 01985

Annual Report of the Council on Aging

To The Honorable Board of Selectmen:

During the past few months several new members were added to our Council. We are happy that men were willing to volunteer their time to the benefit of our senior citizens. They include Russ Zeaman, Fred Faulkner, Allan Jarvis and Bill Costain bringing our Council up to full membership. Our Council meets on the first Thursday of each month, excluding July and August.

On the third Thursday of each month, a special luncheon honors those persons whose birthday falls within that month. Our variety of hot noontime lunches that are served every weekday has cake and ice cream added on that day. An added touch is a Dixie cup of mixed candies at each place.

Our bright new Senior Center is also a pleasant place to gather for Monday and Friday Beano games and for Scrabble on Tuesday and Wednesday. The Senior Center has been an air-conditioned refuge on the many 90° days this past summer.

Following the monthly birthday luncheons, a blood pressure clinic is held with a registered nurse checking for any possible health problems.

During the year, our Council sponsored several events that drew a large attendance. They included celebrations of Halloween, Christmas and May Day. We were fortunate to have Chet and Lou LeBlanc offer their talents with voice and guitars for an enjoyable sing-along for most of our occasions. Refreshments are served and gifts were given at Christmas.

Monthly day trips are planned to include a variety of destinations and are enjoyed by many who no longer drive and others of us who avoid the crowded highways and long distances. January and February are omitted because of winter weather conditions.

The Council hopes in the future to be able to offer activities that would take place in the Annex where more space is available.

Every fall a flu, pneumonia and Tetanus clinic is held and all seniors are urged to sign up for these shots.

All of our senior citizens are welcome to drop in at the Senior Center or to call our director, Olive West, to learn what is available for services at 978-363-1104.

Respectfully submitted,
Patricia Spalding, Secretary

ANNUAL REPORT OF THE ROADS COMMITTEE

To the Honorable Board of Selectmen:

The Roads Committee has been busy this year on several different projects.

The committee was broken down into two subcommittees. One subcommittee has been meeting regularly to develop regulations for consideration by the Planning Board for new subdivision development. These regulations will provide reasonable guidelines for developers while preserving the rural characteristics that are so desirable in our town. Width, line of sight, speed and shared use (vehicles, pedestrians, bicyclists) are amongst the issues being resolved.

The other subcommittee is currently reviewing the traffic issues in the center of town as well as the intersection of Bridge and Church Streets. The subcommittee hopes to improve the safety in that area as well as make it a more hospitable area for pedestrians to access. Speeding cars are a major deterrent to people who might otherwise walk the Main-Church-Bridge route, and we are working on ways to slow down the vehicles traveling through this area. A lower town wide speed limit is also under consideration.

Every other week the full committee gets together on Thursday mornings to review the progress of the subcommittees and brainstorm about problems or issues as they develop in this process.

It is the goal of the committee to improve our streets not only for vehicular use but also for the many pedestrians, bicyclists, and equestrians that use them as well.

Respectfully submitted,
The Roads Committee

ANNUAL REPORT OF THE PUBLIC SAFETY CONSTRUCTION COMMITTEE

To the Honorable Board of Selectmen:

The past year has been a busy year for the Public Safety Construction Committee. Since June 2001, the Committee has:

- Selected an architect to complete design development and construction specifications for the new Public Safety Complex.
- Hired a Clerk of the Works to help evaluate the construction documents and to monitor construction on behalf of the Town.
- Complete multiple cost review and value engineering exercises to keep the project cost within budget.
- Solicited construction bids from subcontractors and general contractors.

Finally, effective September 10, 2002, the Board of Selectmen executed a contract with A.M.S. Construction & Development of Ipswich, MA. as the general contractor for the Public Safety Complex. Completion is scheduled for July 13, 2003.

Respectfully submitted,
The Public Safety Construction Committee

ANNUAL REPORT OF THE ACTION COVE COMMITTEE

The Action cove Committee continued its extensive program throughout the year in order to raise awareness about the need for community members' participation in the care and maintenance of the playground. The "Friends of Action Cove" program, whereby local individuals, families or groups volunteer for a one-week period to do basic maintenance tasks and safety tasks continues to be an effective program for maintaining the playground.

This summer, the Committee oversaw the power washing and sealing of the playground. The Action Cove Committee also provided funding for on-site port-a-potties during the busiest usage months.

The Committee sponsored its second annual "Family Fun Day" in June, which proved to be a huge success. We estimated that attendance more than doubled since the first event the previous year. The event includes crafts, activities, music and food for the whole family.

The Committee continues to engage in fund-raising efforts. During the fall, we sold Action Cove sweatshirts through the Page School. In the spring, we sponsored a fund-raising event at the Amesbury Flatbread Company. In addition, we applied for, and were granted, a Community Connections Grant, which provides matching funds for the purchase of a handicapped parking sign, a wheelchair accessible sand table and therapeutic swing in order to make the playground more accessible for children of all abilities. These items will be purchased and installed during the upcoming fiscal year.

In the upcoming year, we look forward to completing the work funded by the grant, as well as repainting the original artwork and adding more decorative painting to the playground. We also plan to continue with our fund-raising efforts in order to raise funds for continued maintenance and improvement.

Respectfully submitted,
The Action Cove Committee

ANNUAL REPORT OF THE ATHLETIC FIELD CONSTRUCTION COMMITTEE

To the Honorable Board of Selectmen:

In April 2001, the Town of West Newbury voted during the annual town meeting to appropriate \$600,000 for the design and construction of (3) new soccer fields and the renovation of the existing soccer/babe ruth field located at the Pipestave recreational area. In addition to the soccer fields, (2) new softball fields are to be designed and constructed on the existing playing fields behind the Page Elementary School.

The Selectmen voted to appoint an Athletic Field Construction Committee to oversee the process and make recommendations to the Town concerning the project. The following individuals were appointed:

Richard Spieler	Greg Pope
Brian Harrison	Amy Bresky
Kevin Priest	Ron Lataille
Jim Sperelakis	

During the first meeting, the committee elected certain individuals to serve in the following capacity:

Chairman -	Richard Spieler
Vice Chairman -	Greg Pope
Treasurer -	Ron Lataille
Secretary -	Brian Harrison

Respectfully submitted,
The Athletic Field Construction Committee

ANNUAL REPORT OF THE MILL POND COMMITTEE

To the Honorable Board of Selectmen:

This fiscal year of 2002 the Mill Pond Committee reached a goal for which it has been striving for the past ten years. The land and pond are now under a Conservation Restriction, held by Greenbelt, to protect it from any further development. The area includes all land on the south side of route 113 except for an envelope kept aside for continued municipal use at the top of Pipestave Hill. The Committee unanimously approved of the restriction that was then approved by the selectmen, town, and state. The Restriction is a result of a compromise developed during meetings of the Pipestave Land Use Committee. The restriction was approved in a compromise so that three new soccer fields could be built in the field at the top of Pipestave Hill. The soccer fields are also within the Restriction. The soccer fields must be developed according to allowances in the Conservation Restriction. Fences and lights are not permitted. Construction of the fields began in June.

Unfortunately, the dam is leaking. The committee voted to use its money from fund raisers to try to repair the dam with foam injected from the back of the dam. This was not successful, so a coffer dam will need to be built to enable repair from the front of the dam.

This year the Mill Pond Area reopened for passive recreation after the dredging of the pond was completed. The soccer construction committee did not have a need for any remaining sediment so R. Bates Construction, Inc. will dispose of the remaining sediment and regrade the fields in August so that the fields can be reseeded in the early fall.

The Committee continues to sponsor community projects. In May the Mill Pond Committee collected a record breaking 8000 pounds of clothing that will be reused or recycled into new material. The Nature Week Programs have been a huge success still providing two weeks of programs for 4-6 year olds in June and two weeks of programs for 7-10 year olds in July. Unfortunately, Winter Carnival was canceled due to the lack of snow and ice.

The lodge now has new doors and a new sink. Many Girl Scouts, Boy Scouts, and private groups continue to enjoy the use of the building.

Respectfully submitted,
Barbara Raiche, Chair

REPORT OF THE CABLE ADVISORY COMMITTEE

To the Honorable Board of Selectman:

The cable industry continues to be fraught with turmoil as evidenced by the bankruptcy of cable provider Adelphia and the sale of the AT&T cable television services division to Comcast. The takeover by Comcast should be a smooth transition but remains to be seen.

The Cable Advisory Committee has continued its' work on the cable contract renewal through the second half of the fiscal year with bi-monthly meetings. The current contract through which AT&T provides cable television services to West Newbury expires on November 7th 2002.

Both rates and programming are only negotiable at the state level, leaving only issues such as service area coverage, quality of service, and enhanced local services on our negotiation table.

To better understand the current cable service area coverage we obtained and reviewed maps detailing the actual installed cable on public ways. It appears approximately 98% of the town has cable readily available. Further review continues on those areas of the public ways where cable remains to be laid.

As far as judging quality of service the Committee has opted to rely on service figures detailing outages and call response to be provided by AT&T, along with a survey of cable customers performed for AT&T by an independent research firm.

Prompted by similar actions in neighboring towns we have asked AT&T to provide us with cost estimates for establishing an Institutional Network or INET. An INET would provide us the ability to broadcast live (or pre-record) from several locations within the INET loop. We would be allotted a separate cable channel for the broadcasts along with messaging capability for event notices available for any West Newbury organizations. The costs of the INET would be covered by an increase of less than a dollar in the monthly franchise fee for cable subscribers.

Respectfully Submitted,

Bill Campbell, Chairman
Cable Advisory Committee



WEST NEWBURY OPEN SPACE COMMITTEE

West Newbury, Massachusetts 01985

To the Honorable Board of Selectmen,

The Open Space Committee devoted the early part of Fiscal year 2002 to passage of the Conservation Restriction for 200 acres of Pipestave Hill in conjunction with Essex County Greenbelt Association. This effort balanced and complemented the agreement to develop playing fields at Pipestave that had passed the previous year. The Conservation Restriction was passed at the Fall Town Meeting 2001 with overwhelming support.

In the spring, the Committee supported and the Town agreed to purchase the 71 acre Dunn property, adjacent to Pipestave, for purposes of water well development, passive recreation and other municipal use. The Land Bond Project Subcommittee was convened, including representatives of the OSC, Board of Selectmen, Planning Board, Conservation Commission, Finance Committee, and Water Board, and worked for months to negotiate an agreement with Great Woods Post and Beam, whereby the Town agreed to purchase two lots and accept two gifted lots of the Cherry Hill Property along the Indian Hill Reservoir for watershed protection and passive recreation. This effort was passed at a special Town Meeting in June of 2002.

From the winter on, the Committee worked on an update of the 1996 Open Space and Recreation Plan, including efforts to update the associated Open Space Map and Priority Parcels List. A survey was sent to every household in town and an Open Space and Recreation Forum was held in April 2002 to gather community input for the planning process. The Plan is in final stages of development and should be available by late Fall, 2002.

Aside from the above noted major initiatives, we also co-sponsored BioDiversity Days, engaged in discussions with Open Space Committees from neighboring towns on matters of common interest, heard from Mass. Fish and Wildlife about the Biomap and continued to monitor development activity and its impact on West Newbury's open spaces.

The Open Space Committee meets on the first Wednesday of each month in the Town Office Building. We welcome anyone who is interested. We are grateful for the support that you and the townspeople of West Newbury have given to the effort to preserve our Town's open spaces.

Respectfully submitted,

Annie Madden, Chair

Annual Report of the Park & Recreation Commission

To the Honorable Board of Selectmen:

The primary activities of the Park and Recreation Commission during the 2002 fiscal year were as follows:

- **Participation in the Athletic Fields Construction Committee.** Upon the successful Spring 2001 annual town meeting vote and subsequent election, the project to design and build the five new athletic fields began the summer of 2001. After an RFP process, Huntress Associates of North Andover, MA was chosen as the project consultant. With the help of the aforementioned committee, detailed field construction plans were completed and went out to bid. Days Landscaping submitted the low bid, and was awarded the construction contract. Construction commenced in July 2002. The three new soccer/lacrosse/general purpose fields located on the south side of Pipestave Hill, as well as the two new girls softball fields located behind the Page School, will be a significant and necessary addition to the town's growing athletic programs in support of its youth.
- **Youth Summer Camp Program.** The summer camp program for Page School age children (grades 1 – 5) took place for a six week period from early July through August 2001. The camp averaged approximately 50 children per day, and was offered free-of-charge (except for field trips) to West Newbury residents. Due to the town's need to cut expenses in FY 2003, a significant portion of the Park & Recreation Commission budget was impacted. The Commission decided to charge a program fee for the summer camp, which was scheduled to commence in July 2002, in order to cover expenses. The camp also had to be relocated from its customary site at the Park & Recreation building due to the adjacent softball field construction behind Page School. The camp only signed nine children, so the Commission decided to cancel the program in 2002, and reinstate the camp in July 2003.
- **Athletic Field and Park Maintenance.** The Park & Recreation Commission maintained the sports fields located on Bachelor St. and Pipestave Hill, as well as the town parks, including the training field (across from old Town Hall), and Ferry Park (between Bridge and Church Streets). The wooden "Welcome to West Newbury" sign at Ferry Park was vandalized and destroyed in FY 2002. After several (expensive) bids were received to create a replacement sign, a town volunteer (Christopher Wile) produced the new sign, including materials and labor, at no expense to the town. We offer our thanks to Mr. Wile.
- **Improvements to Park & Recreation building.** The Park & Rec. building, located immediately west of the Page School, undertook a major interior "face lift" in 2002, due to the work of Ben Williams, as part of his eagle scout qualification project. The end result, after hundreds of hours of work by Ben and the scout volunteers, was a major improvement to the interior façade of the building. We would like to thank Mr. Ben Williams, his father Bob, and the rest of the scouts and volunteers who contributed to this major renovation.
- **Participation in Open Space & Recreation Plan.** Recreation-oriented input and contributions to this plan, which is being updated by the West Newbury Open Space Committee for submission to the Commonwealth of Massachusetts, were made by members of the Parks and Recreation Commission.

Respectfully submitted,
Lary O'Keefe
Jim Sperelakis
Dennis Monaco

ANNUAL REPORT OF THE CAPITAL IMPROVEMENT COMMITTEE

To the Honorable Board of Selectmen:

During 2002, the Capital Improvement Committee reviewed and coordinated the planning and proposed financing of West Newbury capital improvements (items over \$10,000) and updated the twenty year plan for the Stabilization Fund.

Meetings were conducted with each Town Department that was requesting funds over the above amount. Twelve items were reviewed with eleven of those requesting funds for Fiscal Year 2003.

Below is a summary of Fiscal 2002 items and Exhibit A is an updated Stabilization fund overview.

Fiscal 2002 Budget items

FUNDING RECOMMENDATIONS

	Priority	2003 Requested	2003 TAX LEVY	STABILIZATION Fund	Approved 2002 Mtg
HIGHWAY DEPARTMENT					
Roads Reconstruction	2	\$ 150,000	\$ 150,000		\$ 150,000
Pave Salt Shed & Highway Barn	4	\$ 40,000		\$ 40,000	\$ 20,000
Repairs to Highway Barn	5	\$ 15,000		\$ 15,000	
Excavator Lease	7	\$ 12,500	\$ 12,500		
HEALTH DEPARTMENT					
Recycling Area Fence/Improve	10	\$ 22,662	\$ 22,622		
Replace Truck	11	\$ 17,878			
MILL POND					
Repairs to Dam	9	\$ 15,000	\$ 15,000		
FIRE DEPARTMENT					
Replacement of Engine 23	1	\$ 325,000		\$ 325,000	\$ 325,000
BUILDINGS AND GROUNDS					
Upgrade Bathrooms/Town Hall	3	\$ 20,000		\$ 20,000	\$ 20,000
BOARD OF SELECTMEN					
Raze Apartment at 694 Main St	6	\$ 30,000		\$ 30,000	
Repair Apartment at 694 Main St	8	\$ 30,000		\$ 30,000	\$ 30,000
WATER DEPARTMENT					
Digital Water Meters		\$ 20,000			

Respectfully Submitted: Richard Berkenbush, Traci Blais, Sherrie Gadd, Albert Knowles, Gail Majauckas, Judith Mizner, Richard Preble, Chairman, Richard Thurlow

EXHIBIT A:

CAPITAL ASSET REPAIRS/REPLACEMENTS

	STABILIZATION FUND SUPPORTED											
	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Buildings & Grounds												
1910 Town Office Building			20,000		20,000							
1992 Ford F150 Pickup Truck					13,050							
Town Hall	38,300	15,000	20,000						11,000			16,500
GAR Memorial Library								22,000	11,000			
Main Street Fire Station												
Garden Street Fire Station							11,000					
Page School												
Highway Garage	15,000							5,500				
Civil Defense Building		10,000	8,000							11,000		
Apartment House												
Highway Department/Salt/Sand Shed	Demolition	30,000										
Mill Pond Recreation Building	ADA		20,000					11,000		11,000		
Action Cove Playground						8,500						
Annex	1,800	10,000	10,000	10,000	10,000					3,000		
Park and Recreation Building		40,000			20,000							
Unanticipated Repairs		10,000	11,000	11,000	11,000	11,000	12,000	12,000	12,000	12,000	13,000	13,000
Total Building & Grounds	85,100	105,000	69,000	21,000	74,050	19,500	34,000	39,500	45,000	26,000	13,000	29,500
Fire Department												
1980 Seagrave Aerial Ladder Truck												
1985 Ford Tanker-Pumper												
1976 Warner-/Swa Farrar Pump (Eng 23)	325,000											
1969 Ford Combo F-16(Eng 24)				250,000								
1989 Ford L8000 Chassis Fire Engine (Eng 22)												325,000
1994 Ford Rescue												
Bunker Gear						25,000	25,000					
Jaws of Life					25,000							
Air Equipment			60,000									
Total Fire Department	325,000	0	60,000	250,000	25,000	25,000	0	0	0	0	0	325,000
Animal Care & Control												
1991 Ford U340 Explorer				18,500								
Highway Department												
1982 Caterpillar Grader	Do not replace											
1998 Caterpillar Backhoe										95,000		
1998 Ford Dump Truck		45,000					46,000					49,000
1997 Ford Truck L8000					75,000							
1999 Caterpillar Loader												100,000
1990 Ford Sander L8000			90,000									
1986 Ford Tractor 1310		20,000										
1999 Ford 4X4 F350 Dump			46,000					47,000				
2000 International Dump											80,000	
1982 Bombadier Sidewalk Plow								40,000				
2000 John Deere Tractor Mower												
1987 JI Case Backhoe 580SE	Do not replace											
Total Highway Department	0	65,000	136,000	0	75,000	0	46,000	87,000	0	95,000	80,000	149,000
Board of Health												
1995 Dodge Ram Truck	Do not replace											
TOTAL ASSET REPLACEMENTS	410,100	170,000	265,000	289,500	174,050	44,500	80,000	126,500	45,000	121,000	93,000	503,500
ANNUAL APPROPRIATION	150,000	150,000	150,000	150,000	150,000	160,000	160,000	160,000	160,000	175,000	175,000	175,000
Other Special Article Appropriations												
STABILIZATION FUND BALANCE	478,293	218,193	198,193	83,193	(56,307)	(80,357)	35,143	115,143	148,643	263,643	317,643	399,643

This annual report of the school department activities for FY'02 has been developed by the principals of the Dr. John C. Page School, Pentucket Regional Middle School and Pentucket Regional High School on behalf of the Superintendent of Schools and the Pentucket Regional School Committee. A statement of School District Revenues and Expenditures has also been prepared by our treasurer and business manager and follows this report.

Margaret J. Muench, Chairman
Catherine A. Crawford, Vice Chairman
Leslie R. Murray, Secretary
Karen C. Letourneau, Treasurer
Anthony L. Castiglione
Carol A. Grazio
Nan Hocking-McDonough
Todd A. Treado
Sally Cookman
Brian L. Young
Marla S. Andrews
George W. Mavroides

The 2002-2003 year at the Dr. John C. Page School was a productive one. Our school community's response to the tragic events of September 11th took many forms designed to empower the students to communicate their message of friendship and support to other students directly affected by the tragedy. The Teddy Bear Relief Fund was established with over two hundred stuffed bears, with personalized notes attached to them, delivered to NYC students. Art teacher, Kate Wood and educational support person, Jen Bell organized a friendship bracelet campaign where they personally delivered over five hundred bracelets made by Page School students to three different elementary schools in NYC. Here too, the bracelets included a note of support from a Page School student to a peer whose life had been impacted. Parent, MaryLee Kennefick, along with many other Page School parent volunteers, organized a whole school initiative where students and all Page School staff decorated holiday ornaments, planters, and plates with patriotic themes to be sold at the school's annual Apple Harvest Road Race to benefit the NYC Firefighters' Relief Fund. The patriotic theme continued with our annual Page School play, "Broadcast America" which was performed at Pentucket High School last February.

While attending to these immediate projects, the Page School students and staff managed to remain focused on important curriculum initiatives as well. One teacher from each grade level piloted two, new math programs the first half of the year. Teacher recommendation on which program seemed to best align with the standards and engage the students in meaningful ways was instrumental in the District's decision to adopt the Everyday Math program for full implementation during the 2002-2003 school year. Page School staff also piloted a Scott-Foresman reading series which led to the recommendation that there be a whole school adoption of the program for the 2002-2003 school year as our current program will not be available in print too much longer. The addition of the new series will help to balance our English/Language Arts curriculum with skill development aligned with the standards.

The integration of technology into the curriculum as a tool for learning remains a focus of all staff. Students use alphasmarts in the upper grades to word process compositions and reports. Graphing software is used to enhance science research projects and journal entries. Drawing features on KidPix further enhances young children's social studies and science reports as well as written narratives. Older students are able to learn power point for classroom presentations and frequently do web searches for information pertinent to classroom studies.

The three focal points of our instruction at the Page School last year also required that professional staff have the necessary training. Teachers could choose one of two summer training sessions in the Everyday Math program provided by the District, while training in the reading program has been an in-house initiative. Professional development in the use of technology in the classroom remains a combination of the District as provider as well as building based training.

Two significant grounds or physical plant improvements at the Page School were made last year. The replacement of interior lighting in all the classrooms, offices, and common area/s. The new fixtures are energy efficient and have improved the quality of the lighting at the school. The Pipestave Hill Athletic Field project has impacted the landscape in the back of the Page School. Two state-of-the-art softball fields complete with benches, backstops, and fencing have been constructed. A long-term solution to the irrigation of the fields appears to be the largest challenge to the success of the project at this time.

In closing, our pre K - grade 6 student population has not wavered too significantly from previous years. Our enrollment is at 543 with an additional thirty or so students as part of the Pentucket Preschool at Page program which places our in-house enrollment at 573 students.

The Page School staff and I would like to express our sincere appreciation for the continued support from the West Newbury citizens in providing our students with a quality education.

*Lizabeth Perry, Principal
Dr. John C. Page School*

The 2001-02 year at Pentucket Regional Middle School saw many notable events and changes.

Significant technology upgrades were implemented. A new computer lab was installed together with a new server which will allow us to develop electronic student portfolios. This upgrade has allowed us to take the older computers which were in the lab and place them in classrooms to be used as student workstations.

We were able to implement a plan to place, by team, record of homework assignments, and a calendar of events (as it pertains to team activities, test / quiz dates, and project due dates) on a website which was linked to a "button" on our web page. This provided all parents with immediate access to such information from home or local libraries. In the past,

parents had to come to the school to view the postings in the office area. This year we are in the process of switching to a new site which is more user friendly. We will also be engaged in building our own homework site, this year, as part of our web page, thereby eliminating the need to contract with others.

The Community Service Team which was begun last year continues to grow as we have become engaged with a wider variety of community agencies. We continue to have well over one hundred students involved with this team. The remainder of our co-curricular activities continue to remain strong and we continue to develop a variety of opportunities from which students may choose: art club, intra-murals that are season-appropriate, tennis, non-contact Tae-Kwon-Do, and numerous performing arts clubs including strings and percussion instruction.

The high school continues to utilize classroom space in the middle school and as the district grows so does the need for increased office space. Space issues at the middle school continue to exist even as it pertains to storage space.

We continue to develop and adjust curriculum development and adjustment. We are engaged in a 7 - 12 initiative to bring mathematics instruction more in line with NCTM and TIMSS standards. The elementary schools have adopted a curriculum to address those recommendations and the middle school is engaged in the text series selection process which will result in smooth transition from the elementary curriculum to the middle as it pertains to methods of teaching Math (a more integrated approach) and sequence of content.

Due to the special needs of elementary students entering the middle school, we have carpeted a second set of team classrooms, purchased "Phonic Ear" amplification systems for two teams, which included handheld "pass-around" microphones to serve our hearing impaired students. It is our intention to purchase this system for all teams as studies have shown this to be an effective learning tool for all students, especially students with ADD and ADHD.

We have had a dramatic increase in the number of students with Language-based Learning Disabilities enroll from the elementary school. Hence, this year has seen the beginning of a Language Based Learning Center at the middle school.

*Renzo Binaghi, Principal
Pentucket Regional Middle School*

The high school continued its preparation for its ten-year reaccreditation visit by the New England Association of Schools and Colleges. The accreditation process is a three fold process. The professional staff, students and parents completed a year long self study that focused on looking at Teaching and Learning Standards having to do with Mission and Expectations for Student Learning, Curriculum, Instruction and Assessment of Student Learning as well as Support Standards which were concerned with Leadership and Organization, School Resources for Learning and Community Resources for Learning. It was followed by an on-site evaluation conducted by the Commission's visiting committee in March 2002. The visiting committee reported its findings to the school and the Commission with commendations and recommendations in June 2002. There will be a follow-up program carried out by the school to implement the findings of the self- study, recommendations of the visiting committee and those identified by the Commission in the Follow-Up process in the 2002-2003 school year.

Extra-curricular programs continue to be strong in the fine and performing arts area. A Community Service Team has been formed at the high school in order to begin a community service initiative in the fall of 2002. One hundred and forty-four students volunteered over 3000 hours of their time this year. New clubs have been formed in Debate, French and Model United Nations.

Our MCAS scores place our students in the top twenty percent statewide. Seventy-seven percent of the Class of 2003 scored in the Proficient or Advanced category in Math and seventy-eight percent of the Class of 2003 scored in the Proficient or Advanced category in English Language Arts after the first round of the test. Seven percent of the students failed in Math and two percent of the students failed in English Language arts after the first administration of the test. We have just received the results of the spring of 2002 and only one student in the Class of 2003 has not passed the MCAS in English Language Arts.

*Arlene Townes, Principal
Pentucket Regional High School*

Listed below are the West Newbury members of the Class of 2001.

Seth Aganski
Andrew Athanas
Jonathan Ball
Katherine Berkenbush
Kathryn Campbell
Sean Cena
Amy Cieslik
Aaron Cirinna
Danielle Connolly
Shane Connolly
Nora Connors
Lauren Coombs
Jamie Crawford
Nathaniel Dennis
Courtney Farnham
Christopher Fazio
Allison Fiset
Jeremy Fish
Michael Flanagan
Christopher Germain
Maria Guillemette
Amanda Hannoosh
Julianna Hogan
Robert Houdlette

Kevin Kelly
Christopher Keyser
Andrea Knowles
Matt Massey
Lauren McCarthy
Karen Olsted
Christine Orcutt
Emily Pierce
Margaret Priest
Tracy Pringle
Molly Pucci
Paul Ragaglia
Jennifer Rogers
Krista Rogers
Catherine Rymsha
Ashley Santa Fe
Jenna Smaila
Merrill Thompson
Amy Verschoor
Christopher Washburn
Benjamin Williams
Kristen Winsor
Matthew Zimmern

Whittier Regional Vocational Technical High School

KAREN SARKISIAN
Superintendent

CLEMENT R. O'MALLEY
Chairman/School Committee



NEW ENGLAND
ASSOCIATION
OF SCHOOLS
AND COLLEGES
ACCREDITED MEMBER

115 Amesbury Line Road
Haverhill, MA 01830-1898
Telephone (978) 373-4101
Fax (978) 521-0260
www.whittier.mec.edu

September 30, 2002

ANNUAL OPERATIONAL REPORT

TO: The Honorable Board of Selectmen

FROM: Louis A. Porcelli, Whittier Representative
Karen Sarkisian, Superintendent

Whittier offers 19 vocational technical career areas designed to provide the necessary training and skills for personal and work force success.

Whittier's academic program is designed to offer students a broad base in fundamental skills through its core curriculum in English, Math, Science and Technology, Social Studies, World Languages, Physical Education/Health, and Elective subjects and to afford students with varying abilities the opportunity to succeed.

Courses are designed 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. 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 for 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 thirtieth year. To date we have graduated 7,070 students from the day school.

The enrollment for the Evening School from West Newbury: 17

Honorable Board of Selectmen
September 30, 2002
Page 2

The October 1, 2001 Day School Enrollment:

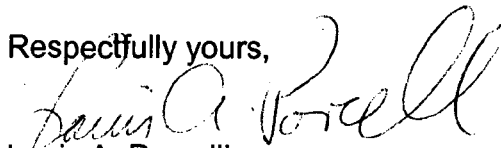
	Boys	Girls
Grade 9	0	0
Grade 10	0	1
Grade 11	0	0
Grade 12	2	0

Total - 3

2002 Graduates - 2

The cost to West Newbury for the school year 2001-2002 was \$63,824.00.

Respectfully yours,



Louis A. Porcelli
West Newbury Representative



Karen Sarkisian
Superintendent

KS/lr

WEST NEWBURY COMMITTEE MEETINGS

Board of Selectmen	Monday	7:30 p.m.	Town Office Bldg.
Board of Assessors	As Posted		Town Office Bldg.
Board of Health	2 nd & 4 th Tuesday	4:30 p.m.	Town Office Bldg.
Planning Board	1 st Tuesday	7:30 p.m.	Town Office Bldg.
Housing Authority	As Posted	7:00 p.m.	Community Room 379 Main Street
Board of Water Commissioners	2 nd Thursday	7:00 p.m.	Town Office Bldg.
Park & Recreation Commissioners	As Posted		
Pentucket School Committee	1 st & 3 rd Tuesday	7:30 p.m.	Middle School
Board of Appeals	2 nd Tuesday	7:30 p.m.	Town Office Bldg.
Emergency Management Agency	As Posted		Central Fire Station
Finance Committee	As Posted		Town Office Bldg.
Council on Aging	1 st Thursday	12:30 p.m.	Sr. Drop-In-Center
Conservation Commission	1 st & 3 rd Monday	7:30 p.m.	Town Office Bldg.
Fire Engineers	As Posted		Central Fire Stn.

In accordance with the Open Meeting Law, Acts of 1975, Chapter 303, a notice of every meeting of any governmental body shall be filed with the Town Clerk and the notice publicly posted on the official board at least forty-eight hours prior to such meeting.

Annual Town Meeting
Annual Town Election

Last Monday in April
First Monday in May

Town Hall
Town Office Building

IMPORTANT TELEPHONE NUMBERS

PUBLIC SAFETY

Emergency	911
Police Department	363-1213
Fire Department	363-1111
Emergency Management Agency	363-1103
Animal Control Officer	363-1100 Ext. 34
Police Fax	363-1114

TOWN OFFICES

Board of Selectmen	363-1100 Ext. 15
Town Clerk	363-1100 Ext. 10
Finance Director	363-1100 Ext. 11
Finance Dir. Admin. Assist.	363-1100 Ext. 13
Treasurer-Collector, Assist.	363-1100 Ext. 14
Accountant	363-1100 Ext. 12
Assessor – Chief	363-1100 Ext. 16
Assessors Dept.- Clerk	363-1100 Ext. 17
Board of Health – Agent	363-1100 Ext. 19
Board of Health Admin. Assist.	363-1100 Ext. 18
Inspector	363-1100 Ext. 21
Inspector’s Admin. Assist.	363-1100 Ext. 22
Water Superintendent	363-1100 Ext. 28
Water Dept. Admin. Assist.	363-1100 Ext. 27
Superintendent of Buildings & Grounds	363-1100 Ext. 29
Fax Number (First floor)	363-1117
Fax Number (Second floor)	363-1119

LIBRARY

G.A.R. Memorial Library	363-1105
Fax Number	363-1116

HIGHWAY DEPARTMENT

Garage	(Gary Bill, Superintendent of Streets)	363-1106
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SCHOOL DEPARTMENT

Superintendent	363-2280
Business Manager	363-5104
Dr. John C. Page School	363-2672
Pentucket Regional High School	363-5507
Pentucket Regional Middle School	363-2957

COMMUNITY SERVICES

Council on Aging – Senior Aid	363-1104
Senior Drop-In Center	363-5413
Veteran’s Agent	356-6488
Housing Authority	363-2723