

TOWN REPORT
JULY 1, 2020 – JUNE 30, 2021



www.wnewbury.org

TOWN OF WEST NEWBURY
MASSACHUSETTS

**ANNUAL STATEMENT
OF THE RECEIPTS AND EXPENDITURES
FOR THE FISCAL YEAR ENDING
JUNE 30, 2021**



TOWN OF WEST NEWBURY

**381 Main Street, West Newbury, MA 01985
978-363-1100**

www.wnewbury.org

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

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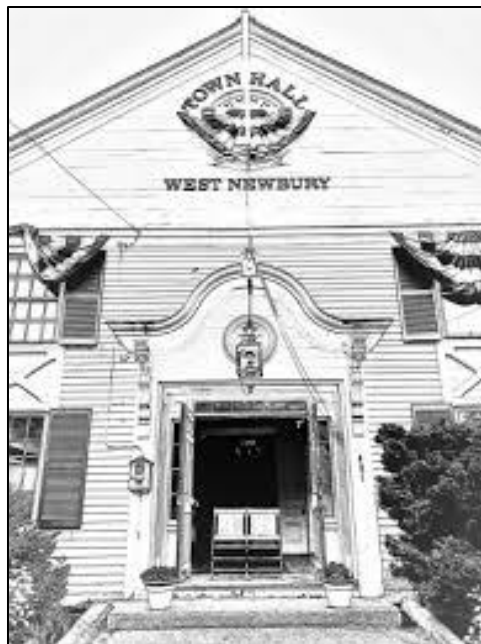
**SELECTMEN
1900-2022**

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
Sherrie H. Gadd
Glenn A. Kemper
Thomas M. Atwood
Joseph Anderson
David W. Archibald
Richard G. Parker
Wendy J. Reed

**Died in office*



West Newbury Old Town Hall

Directory of Elected Officials, Administrators, Boards, Committees, and Commissions

As of January 2022

Select Board

David Archibald, 2023, Chair
Richard Parker, 2022
Wendy Reed, 2024

Board of Health

Robert Janes, 2024, Chair
Thomas Fahey, 2022
Blake J. Seale, 2023

Board of Assessors

Jennifer Polisenio, 2024, Chair
Thomas Atwood, 2022
Richard Baker, 2023

Town Moderator

Kathleen C. Swallow, 2024

Pentucket School Committee

Marie E. Felzani, 2024
Christine Reading, 2023
Dena P. Trotta, 2024

Board of Water Commissioners

W. Lawrence Corcoran, 2024
Richard J. Cushing, 2022
Robert P. Janes, 2023, Chair

Constables

Richard K. Davies, Jr., 2023
Brian Richard, 2024
Robinson M. Shively, 2022

Library Trustees

Wendy Reed, 2023, Chair
Paula Breger, 2024
Fred Chanania, 2022
Amy Custance, 2024
Heather Conner, 2023
Sandy Nawrocki, 2023
Thomas Salvo, 2024
Marcia Sellos-Maura, 2022
Sherri Temple-Pruyn, 2022

Planning Board

Raymond A. Cook, 2026, Chair
Brian R. Murphey, 2024
Timothy Cronin, 2025
Ann E. Bardeen, 2023,
Jake Cormier, 2022,
Deborah R. Hamilton, Associate

Board of Park and Recreation Commissioners

John J. Foley III, 2022, Chair
Brad Buschur, 2023
Wendy Willis, 2024

Housing Authority

Leslie Mingo, State Appointee
Gary Bill, 2024
Richard Miller, 2026
Marjorie Peterson, 2025
Vacant, 2022, Resident Member

Finance Department

Stephanie Frontiera, Town Account and Business Manager
Kaitlin Gilbert, Treasurer Collector
Jennifer Walsh, Assistant to the Town Manager and Finance Department

Town Clerk’s Office

James RW Blatchford, Town Clerk
Christine Marshall, Assistant Clerk

Town Manager’s Office

Angus Jennings, AICP, Town Manager
Annie Sterling, Resident Services Administrator
Jennifer Walsh, Assistant to the Town Manager and Finance Department

Assessor’s Office

Christian Kuhn, Chief Assessor
Maureen Curtin, Assessor’s Clerk

Department of Public Works

Wayne Amaral, Director
Marie Felzani, Administrative Assistant
Richard Hills, Highway Foreman
Mark Marlowe, Experienced Operator
Brian Richard, Buildings and Grounds Foreman
John Savage, Custodian
John Spalding, Experienced Operator

Water Department

Michael Gootée, Superintendent
Brian Beauchesne, Licensed Water Operator
Jodi Bertrand, Administrative Assistant

Conservation and Land Agent

Michelle Greene

Veterans’ Services Officer, Eastern District

Karen Tyler

Senior Center

Vacant, Director
Henry Cross, Van Driver
Jen Vincent, Meal Site Manager

Chief Procurement Officer

Wayne Amaral

Records Access Officer, and Ethics Liaison to the State

James RW Blatchford

Library Staff

Corinn Flaherty, Directory
Katharine Grove
Tracy Larrabee
Dawn Watson
Kristen Young

Police Department

Jeffrey Durand, Chief
Susan Curry, Administrative Assistant
Michael Dwyer, School Resource Officer

Animal Control Officer

Kayla Provencher
Contract with Newburyport

Board of Fire Engineers

Michael Dwyer, Fire Chief
David Evans, Deputy Chief
Benjamin Jennell, Assistant Chief
Appointed annually in April

Emergency Response Coordinators

Lee Ann Delp
Michael Dwyer
Paul Sevigny

Planning Office

Leah J. Zambarnadri, AICP, Town Planner

Jodi Bertrand, Administrative Assistant

Inspectional Services

Sam Joslin, Building Commissioner

Joan Croteau, Administrative Assistant

Stan Kulacz, Gas and Plumbing Inspector

Thomas Tombarello, Wiring Inspector

Americans with Disabilities Act Coordinator

Sam Joslin, ADA Coordinator

Wayne Amaral, Deputy ADA Coordinator

Town Counsel

KP Law, P.C.

**Representative to the Eastern District of the
Department of Veterans' Services**

Robert Janes

Veterans Graves Officer

Robert Janes

Field Driver and Fence Viewer

David LaPierre

Finance Committee

Gary Roberts, Jr., Chair

Walter Burmeister

Nathan Kelly

Jim Sperelakis

Chris Wile

Registrars of Voters

James RW Blatchford, Ex-Officio

Margaret Duchemin

Cheryl Grant

Rosamond B. Veator, Chair

Zoning Board of Appeals

Paul O. Kelly, Chair

Kim Monahan Borgioli Richard Davies

Patrick Higgins

Dennis Lucey, Associate

Conservation Commission

Dawne Fusco, Chair

Thomas M. Atwood

Margaret Hawkins

Judith Mizner

Wendy Reed

**Pentucket Regional School District Building
Committee**

Angus Jennings, Town Manager

Wendy Reed, Select Board

Ashley Davis

Harbor Committee

Brad Dore, Chair

Thomas Goodwin

Terence Hartford

Steve Boyd, Alternate

Brian Richard, Alternate

Council on Aging

Jacque Johnston, Chair

Dot Cavanaugh

Gail DiNaro

Celeste Edwards

Richard Preble

Joseph Publicover

Barbara Warne

Historical Commission

Robert P. Janes, Chair

Dot Cavanaugh

Jennifer Conway

Celeste Edwards

Elisa Grammer

Historic District Commission

Margaret Dunlap, Chair

Jack Alden

Judy Adolphson

Dorothy Cavanaugh

Jeffrey Clewley

Merrimack Valley Planning Commission

Brian Murphey

Raymond A. Cook, Alternate

Whittier Vocational Technical High School Committee

Chip O'Connor

Energy Advisory Committee

Arthur Wallace, Chair

Elizabeth Callahan

Thomas Craig

Elisa Grammer

Richard

Personnel Advisory Committee

Judith H. Mizner
Catherine Conrad
Ryan Goodwin

Mill Pond Committee

Ryan Goodwin, Chair
Zip Corning
Paul Delaney
Deborah R. Hamilton
Robin Pendergast
Matthew Shwom
Michael Welch
Polly McDowell, Associate

Cable Advisory Committee

Glenn A. Kemper, Chair
Kevin Bowe

Capital Improvements Committee

Nathan Kelly, Chair, Finance Committee's
Representative
Julie Boria
Elisa Grammer
Patrick McCoy
Polly McDowell
Judith Mizner
Richard Parker, Select Board's Representative

River Access Committee

Robert Phillips, Chair
Elisa Grammer
Barry LaCroix

Investment Policy Committee

Lark Madden, Chair
David Archibald, Select Board's Representative
Katherine Gilbert, Treasurer
Jean L. Trim
Jim Sperelakis, Finance Committee's Representative
Christopher Wilde

Cultural Council

Dorothy Cavanaugh
Jocelyn Cosentino
Catherine DeWitt
Susan M. Dougherty
Amy Friend
Jennifer Pepper
Margo Pullman
Alyson Tedeschi
Linda Young

Open Space Committee

John Dodge, Chair
Jessica Azenaro
Don Bourguard
Jean Lambert
Patricia Reeser
Marlene Switzer
Carol Decker, Associate
Wendy Reed, Associate

Community Preservation Committee

Judith Mizner, Chair, Conservation Commission's
Rep.
Gary Bill, Housing Authority Rep.
Tim Cronin, Planning Board's Rep.
John Foley, Park and Recreation's Rep.
Barbara Gard, Administrator
Robert P. Janes, Historical Commission's Rep.
Angus Jennings, Ex-Officio
Richard Parker, Select Board's Rep.
Sherri Temple-Pruyn, At-Large Member

Tree Committee

Fred Chanania, Chair

Wayne Amaral

Barbara Haack

Molly Hawkins

Jane Martin

Francesca Pomerantz

Claudia Woods

Municipal Vulnerability Preparedness Working Group

Julia Boria

Lee Ann Delp

Elizabeth Callahan

Raymond A. Cook

Elisa Grammer

Michael Gootée

Robert P. Janes

Benjamin Jennell

Richard Parker

Nancy Pau

Wendy Reed

Patricia Reeser

Paul Sevigny

Arthur “Chip” Wallace

Theresa Woodbury



INDEPENDENT AUDITORS' REPORT

The Honorable Members of the Board of Selectmen
Town of West Newbury, Massachusetts

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of West Newbury, Massachusetts, (the Town) as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Town as of June 30, 2021, and the respective

changes in financial position and where applicable, cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, and the schedules listed under the required supplementary information section in the accompanying table of contents be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context.

We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated September 17, 2021 on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contract, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.

Roselli, Clark & Associates

Roselli, Clark and Associates
Certified Public Accountants
Woburn, Massachusetts
September 17, 2021

Management's Discussion and Analysis

As the management of the Town, we offer readers of the accompanying financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended June 30, 2021.

Financial Highlights

- The assets and deferred outflows of financial resources of the Town exceeded its liabilities and deferred inflows of financial resources at the close of the most recent fiscal year by nearly \$32.6 million (*total net position*). Nearly \$28.6 million represented net position of governmental activities and over \$4.0 million represented net position of the business-type activities.
- The government's total net position increased by nearly \$1.7 million. This was due to an increase of over \$1.3 million in governmental and over \$0.3 million in business-type activities as expenditures were lower than expectations and revenues exceeded forecast.
- The Town's Unassigned Fund Balance reported in the General Fund was almost \$5.4 million (33.4% of General Fund expenditures). Total Fund Balance in the General Fund was over \$7.3 million (45.8% of General Fund expenditures). Furthermore, reported fund balances in the Town's Community Preservation Fund, Library Trust Fund and the Combined Nonmajor Governmental Funds were approximately \$3.4 million, \$1.3 million and \$0.9 million, respectively.
- The Town's total long-term debt decreased by approximately \$0.4 million; the decrease was due to regularly scheduled maturities in both business-type and governmental funds.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the Town's basic financial statements. The Town's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements - The *government-wide financial statements* are designed to provide readers with a broad overview of the Town's finances, in a manner similar to a private-sector business. The *statement of net position* presents information on all of the Town's assets, deferred outflows of resources, liabilities and deferred inflows of resources, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave.)

Both of the government-wide financial statements distinguish functions of the Town that are principally supported by taxes and intergovernmental revenue (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the Town include general government, public safety, highways and streets, sanitation, education, community development, health and human services, culture and recreation, fringe benefits, and debt service. The business-type activities of the Town consist completely of the Town's water activities.

Fund Financial Statements - A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town can be divided into three categories: governmental funds, proprietary funds and fiduciary funds.

Accounting guidelines distinguish fund balance between amounts that are considered nonspendable, such as fund balance associated with inventories, and other amounts that are classified based on the relative strength of the constraints that control the purposes for which specific amounts can be spent. Beginning with the most binding constraints, fund balance amounts will be reported in the following classifications:

- Restricted - amounts constrained by external parties, constitutional provision, or enabling legislation
- Committed - amounts constrained by a government using its highest level of decision-making authority
- Assigned - amounts a government intends to use for a particular purpose
- Unassigned - amounts that are not constrained at all will be reported in the general fund or in other major funds if negative

Governmental Funds - *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Reconciliations are provided in the basic financial statements to help the reader understand the differences, as indicated within the table of contents.

The Town maintains a number of individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, community preservation fund, and library trust fund which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation.

The Town adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with this budget. This schedule has been prepared as required supplementary information and can be found along with the corresponding notes in this report.

Proprietary Funds – The Town maintains only one type of proprietary fund. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail.

The proprietary fund financial statements provide separate information for the water enterprise fund.

Fiduciary funds – Fiduciary funds are used to account for resources held for the benefit of parties outside the government. The Town includes the activities of its Other Postemployment Trust Benefits Trust fund and poor and scholarship funds. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support the Town’s own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

Notes to the Financial Statements - The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other Information – In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Town’s proportionate share of the net pension liability, contributions to pension plan, and the Town’s progress in funding its obligation to provide other postemployment benefits to its employees as well as the Schedule of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – General Fund.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government’s financial position. In the case of the Town, the assets and deferred outflows of financial resources of the Town exceeded liabilities and deferred inflows of financial resources by approximately \$32.6 million at the close of the most recent fiscal year. The condensed statement of net position is as follows:

	<u>Governmental activities</u>		<u>Business activities</u>		<u>Total</u>	
			June 30			
	2021	2020	2021	2020	2021	2020
<u>Assets</u>						
Current and other assets	\$ 14,034,754	\$ 12,420,349	\$ 2,349,759	\$ 2,319,123	\$ 16,384,513	\$ 14,739,472
Capital assets, net	22,956,973	23,104,855	5,006,453	4,747,857	27,963,426	27,852,712
Total assets	36,991,727	35,525,204	7,356,212	7,066,980	44,347,939	42,592,184
<u>Deferred Outflows of Resources</u>	1,049,444	1,555,938	57,318	93,940	1,106,762	1,649,878
<u>Liabilities</u>						
Long term liabilities	7,731,087	9,160,303	2,219,589	2,366,179	9,950,676	11,526,482
Other liabilities	531,311	244,541	1,100,000	1,100,000	1,631,311	1,344,541
Total liabilities	8,262,398	9,404,844	3,319,589	3,466,179	11,581,987	12,871,023
<u>Deferred Inflows of Resources</u>	1,213,275	449,569	115,219	38,902	1,328,494	488,471
<u>Net Position</u>						
Net investment in capital assets	22,356,976	22,164,856	2,727,127	1,983,799	25,084,103	24,148,655
Restricted	5,564,524	5,068,264	-	-	5,564,524	5,068,264
Unrestricted	643,998	(6,391)	1,293,161	1,721,937	1,937,159	1,715,546
Net Position	\$ 28,565,498	\$ 27,226,729	\$ 4,020,288	\$ 3,705,736	\$ 32,585,786	\$ 30,932,465

By far the largest portion of the Town’s net position reflects its investment in capital assets (e.g. land, buildings, machinery, and equipment); less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town’s investment in its capital assets is reported net of related debt, the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Town’s net position represents resources that are subject to external restrictions on how they may be used. *Unrestricted net position* reflects the remainder of net position; a balance of over \$1.9 million.

Condensed changes in net position data is presented as follows:

	<u>Governmental activities</u>		<u>Business activities</u>		<u>Total</u>	
			June 30			
	2021	2020	2021	2020	2021	2020
Revenues						
Program revenues:						
Charges for services	\$ 679,753	\$ 605,028	\$ 1,097,425	\$ 1,078,059	\$ 1,777,178	\$ 1,683,087
Operating grants and contributions	863,527	176,294	-	-	863,527	176,294
Capital grants and contributions	150,000	256,425	6,000	37,500	156,000	293,925
General revenues:						
Property taxes	15,236,382	14,410,021	-	-	15,236,382	14,410,021
Intergovernmental	214,969	368,913	-	-	214,969	368,913
Other	1,057,837	1,146,236	6,182	35,703	1,064,019	1,181,939
Total revenues	<u>18,202,468</u>	<u>16,962,917</u>	<u>1,109,607</u>	<u>1,151,262</u>	<u>19,312,075</u>	<u>18,114,179</u>
Expenses						
General government	1,965,830	1,987,951	-	-	1,965,830	1,987,951
Public safety	2,980,644	2,938,800	-	-	2,980,644	2,938,800
Education	8,952,568	8,416,441	-	-	8,952,568	8,416,441
Public works	1,720,110	1,703,025	-	-	1,720,110	1,703,025
Health and human services	802,518	1,063,063	-	-	802,518	1,063,063
Culture and recreation	426,129	510,210	-	-	426,129	510,210
Debt service	15,900	21,775	-	-	15,900	21,775
Water	-	-	795,055	846,662	795,055	846,662
Total expenses	<u>16,863,699</u>	<u>16,641,265</u>	<u>795,055</u>	<u>846,662</u>	<u>17,658,754</u>	<u>17,487,927</u>
Change in net position	1,338,769	321,652	314,552	304,600	1,653,321	626,252
Net position, beginning of year	<u>27,226,729</u>	<u>26,905,077</u>	<u>3,705,736</u>	<u>3,401,136</u>	<u>30,932,465</u>	<u>30,306,213</u>
Net position, end of year	<u>\$ 28,565,498</u>	<u>\$ 27,226,729</u>	<u>\$ 4,020,288</u>	<u>\$ 3,705,736</u>	<u>\$ 32,585,786</u>	<u>\$ 30,932,465</u>

Governmental Activities - The Town relies significantly on property taxes, which, during 2021, made up approximately 83.7% of total governmental activities revenues, an increase of \$0.8 million over the prior year. In Massachusetts, Town's cannot increase property taxes more than 2.5% of the prior year commitment, plus new growth and voted operating and debt exclusions; so, this increase met the statutory amount expected that was raised on the Town certified tax recap. All other revenue amounts were either consistent with the prior year or not material in amount.

Major expenses were for education which continues to be an area that the Town devotes significant resources. Education represented 53.1% of total expenses; this was consistent with the prior year amount of 50.6%. All other functional expense categories were (1) up slightly (2) flat with the prior year primarily due to a modest increase in benefits that were allocated to each function or (3) not significant.

Business-type Activities - Major revenue sources consist of revenue from water user charges which represented approximately 100% of total revenues. Water expenses represented 100% of total business-type expenses. Revenues increased by 3% over the prior year due to increased consumption. Expenses were consistent with the prior year.

Financial Analysis of the Governmental Funds

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds - The focus of the Town's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the

Town's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

The General Fund is the chief operating fund of the Town. At the end of the current fiscal year, unassigned fund balance in the general fund was approximately \$5.4 million, while total fund balance reached approximately \$7.3 million. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures. Unassigned fund balance represented approximately 33.7% of total general fund expenditures, while total fund balance represented approximately 45.8% of that same amount.

The Town's governmental funds balance sheet reported a combined ending fund balance surplus of approximately \$12.9 million. In addition to the \$7.3 million in the general fund previously discussed, there were also restricted fund balances in the Community Preservation Fund and Library Trust Fund of approximately \$3.4 million and \$1.3 million, respectively. The fund balance of the combined Nonmajor funds was approximately \$0.9 million, most of which is restricted.

The General Fund balance increased by about \$0.7 million due to a strong operating performance. This was achieved despite the pandemic. The Town's revenues were not impacted, and operating results were leveraged by the surprisingly continued robust economy.

The Community Preservation Fund balance increased by \$0.3 million over the prior year; this was primarily due to less voted projects as compared to lower State matched revenue.

The Library Trust Fund met the criteria for presentation as a major fund in the current year. The fund's restricted fund balance increased approximately \$0.1 million as activity was minimal.

The combined Nonmajor funds increased by approximately \$0.1 million; this was mainly due to timing of revenues and expenditures as these funds are intended to net over time.

Proprietary Funds - The Town's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail. At the end of the year, net position of the water fund was approximately \$4.0 million, which increased approximately \$0.3 million from the prior year. The fund experienced an uptick in revenue due to increases in consumption.

Fiduciary funds - The Town's fiduciary funds include nearly \$2.9 million for a trust established to account for the Town's other postemployment benefit activities. In addition, the Town maintains over \$0.3 million in various private purpose activities that are also accounted for within its fiduciary funds

General Fund Budgetary Highlights

There were no major differences in the final amended budget to the original budget.

A budget to actual schedule for the general fund has been provided as required supplementary information.

Capital Asset and Debt Administration

Capital Assets - The Town's investment in capital assets for its governmental and business-type activities as of June 30, 2021, amounts to approximately \$28.0 million (net of accumulated depreciation). This investment in capital assets includes land, buildings and improvements, infrastructure, machinery and equipment and reflects a small increase from prior year, as additions approximated depreciation.

Major capital asset additions for 2021 included approximately \$0.3 million of Public Safety vehicles additions and \$0.3 million of Water projects.

Additional information on the Town capital assets can be found in Note II, subsection D.

Long-term Debt - At the end of the current fiscal year, the Town had total debt outstanding of nearly \$2.2 million; this includes approximately \$0.6 million in governmental activities and approximately \$1.6 million in business-type activities. This represented a decrease of \$0.4 million over the prior year due to regularly scheduled maturities.

The Town was assigned a bond rating of AA+ from Standard and Poor; this means its investment grade is very strong and is one level below the highest rating the agency sets.

State statutes limit the amount of general obligation debt a governmental entity may issue to 5.0% percent of its total equalized valuation. The current debt limitation for the Town is approximately \$50.1 million, which is significantly in excess of the Town's outstanding general obligation debt.

Additional information on the Town's debt can be found Note II, Section E, F and G of this report.

Economic Factors and Next Year's Budgets and Rates

- The Town's unemployment rate remains stable, however unemployment rates throughout the Commonwealth and the Nation are near historic highs due to the layoffs imposed as part of the COVID-19 pandemic.
- The Town's real estate tax base is made up of approximately 97.6% residential real estate tax. Its commercial, industrial and personal property taxes make up the remainder of the tax base at 2.3%. In addition, Chapter 580 of the Acts of 1980, more commonly referred to as Proposition 2 ½, limits the Town's ability to increase taxes in any one year by more than two and one-half percent (2 ½%) of the previous year tax levy
- The Town's housing market is robust and continues to rank at the top of the State averages.

The above items were considered when the Town developed its budget for fiscal year 2022 which was authorized by Annual Town Meeting in May 2021 and it expects to set its tax rate before December 31, 2021.

Requests for Information

This financial report is designed to provide a general overview of the Town's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or request for additional financial information should be addressed to the Office of the Town Manager, Town Hall, 381 Main Street, West Newbury, Massachusetts, 01985.

TOWN OF WEST NEWBURY, MASSACHUSETTS

**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TOTAL FUND BALANCES TO THE STATEMENT OF NET POSITION
JUNE 30, 2021**

Total Governmental Fund Balances	\$ 12,903,781
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	22,956,973
The Town has a net asset related to other postemployment benefits. This long-term asset is not reported in the fund financial statements	112,468
Other long-term assets are not available to pay for current-period expenditures and, therefore, are reported as unavailable revenue in the governmental funds.	487,194
Deferred outflows and inflows of resources to be recognized in future pension and OPEB expense are not available resources and, therefore, are not reported in the funds:	
Deferred outflows related to net pension liability	675,352
Deferred inflows related to net pension liability	(746,539)
Deferred outflows related to net other postemployment benefits liability	374,092
Deferred inflows related to net other postemployment benefits liability	(466,736)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the government funds:	
Bonds and notes payable	(641,454)
Net pension liability	(6,980,045)
Compensated absences	(109,588)
	<hr/>
Net Position of Governmental Activities	<u><u>\$ 28,565,498</u></u>

See accompanying notes to basic financial statements.

TOWN OF WEST NEWBURY, MASSACHUSETTS

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2021

	General	Community Preservation	Library Trust Fund	Nonmajor Governmental Funds	Total Governmental Funds
Revenues:					
Property taxes	\$ 14,885,002	\$ 358,207	\$ -	\$ -	\$ 15,243,209
Intergovernmental	380,025	224,429	-	457,392	1,061,846
Excise taxes	815,171	-	-	-	815,171
License and permits	233,413	-	-	-	233,413
Departmental and other revenue	245,593	1,775	-	135,106	382,474
Penalties and interest on taxes	59,004	-	-	-	59,004
Fines and forfeitures	9,070	-	-	-	9,070
Investment income	34,137	8,525	140,639	361	183,662
Contributions and donations	-	-	-	166,650	166,650
Total Revenues	<u>16,661,415</u>	<u>592,936</u>	<u>140,639</u>	<u>759,509</u>	<u>18,154,499</u>
Expenditures:					
Current:					
General government	1,155,298	289,263	-	133,550	1,578,111
Public safety	2,104,573	-	-	200,553	2,305,126
Education	8,828,300	-	-	-	8,828,300
Public works	1,280,561	-	-	176,926	1,457,487
Health and human services	702,783	-	-	93,642	796,425
Culture and recreation	378,732	10,322	13,000	31,642	433,696
Pension and other fringe benefits	1,128,259	-	-	-	1,128,259
State and county tax assessments	82,578	-	-	-	82,578
Debt service:					
Principal	340,000	-	-	21,413	361,413
Interest	15,900	-	-	-	15,900
Total Expenditures	<u>16,016,984</u>	<u>299,585</u>	<u>13,000</u>	<u>657,726</u>	<u>16,987,295</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	644,431	293,351	127,639	101,783	1,167,204
Other Financing Sources (Uses):					
Transfers in	30,749	-	-	4,236	34,985
Transfers out	(4,236)	-	-	(30,749)	(34,985)
Total Other Financing Sources (Uses)	<u>26,513</u>	<u>-</u>	<u>-</u>	<u>(26,513)</u>	<u>-</u>
Net Change in Fund Balances	670,944	293,351	127,639	75,270	1,167,204
Fund Balances - Beginning	6,668,314	3,131,992	1,140,472	795,799	11,736,577
Fund Balances - Ending	<u>\$ 7,339,258</u>	<u>\$ 3,425,343</u>	<u>\$ 1,268,111</u>	<u>\$ 871,069</u>	<u>\$ 12,903,781</u>

See accompanying notes to basic financial statements.

TOWN OF WEST NEWBURY, MASSACHUSETTS

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2021**

		Total
Net Change in Fund Balances - Total Governmental Fund Balances	\$	1,167,204
<p>Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. The net amounts are reflected here as reconciling items:</p>		
Capital outlays	\$	617,474
Depreciation expense		(765,356)
Net effect of reporting capital assets		(147,882)
<p>The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither has any effect on Net Position. Also governmental funds report the effect of issuance costs, premiums, discounts, and similar items when debt is first issued; whereas these amounts are amortized in the Statement of Activities. The net amount presented here as a reconciling item represents the following differences:</p>		
Repayments of debt		361,413
Net effect of reporting long-term debt		361,413
<p>Revenues in the Statement of Activities that do not provide current financial are reported as unavailable in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue of various types of accounts receivable differ between the two statements. The amount presented represents the difference in unavailable revenue.</p>		
		47,969
<p>Some expenses reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in the governmental funds:</p>		
Compensated absences		11,467
Other postemployment benefits		(12,646)
Pension benefits		(88,756)
Net effect of reporting long-term liabilities		(89,935)
Change in Net Position of Governmental Activities	\$	1,338,769

See accompanying notes to basic financial statements.

TOWN OF WEST NEWBURY, MASSACHUSETTS

**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - GENERAL FUND
YEAR ENDED JUNE 30, 2021**

	Budgeted Amounts		Actual Budgetary Amounts	Encumbrances and continuing appropriations	Actual Budgetary Adjusted	Variance Positive (Negative)
	Original Budget	Final Budget				
REVENUES						
Real estate and personal property taxes, net	\$ 14,803,830	\$ 14,803,830	\$ 14,885,002		\$ 14,885,002	\$ 81,172
Intergovernmental	382,580	382,580	380,025		380,025	(2,555)
Motor vehicle and other excises	745,180	745,180	815,171		815,171	69,991
License and permits	249,859	249,859	233,413		233,413	(16,446)
Departmental and other revenue	184,309	184,309	245,593		245,593	61,284
Penalties and interest on taxes	45,000	45,000	59,004		59,004	14,004
Fines, Fees and forfeitures	12,000	12,000	9,070		9,070	(2,930)
Investment income	34,430	34,430	21,373		21,373	(13,057)
Total Revenues	16,457,188	16,457,188	16,648,651		16,648,651	191,463
EXPENDITURES						
General government	1,596,001	1,613,551	1,186,334	\$ 255,039	1,441,373	172,178
Public safety	2,291,756	2,432,756	2,104,573	162,950	2,267,523	165,233
Education	8,825,163	8,828,300	8,828,300	-	8,828,300	-
Public works	2,083,543	2,172,565	1,295,974	696,131	1,992,105	180,460
Health and human services	742,353	842,353	702,783	3,263	706,046	136,307
Culture and recreation	400,961	400,961	378,732	-	378,732	22,229
Fringe Benefits	1,161,226	1,161,226	1,128,259	378	1,128,637	32,589
State and county tax assessments	82,578	82,578	82,578	-	82,578	-
Debt service	356,000	356,000	355,900	-	355,900	100
Total Expenditures	17,539,581	17,890,290	16,063,433	\$ 1,117,761	17,181,194	709,096
OTHER FINANCING SOURCES (USES)						
Transfers in	620,510	653,510	632,349		632,349	(21,161)
Transfers out	(828,600)	(832,836)	(832,836)		(832,836)	-
Total Other Financing Sources (Uses)	(208,090)	(179,326)	(200,487)		(200,487)	(21,161)
EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES/USE OF PRIOR YEAR BUDGETARY FUND BALANCE						
	(1,290,483)	(1,612,428)	\$ 384,731		\$ (733,030)	\$ 879,398
Other Budgetary Items:						
Undesignated surplus (free cash)	\$ -	\$ 321,945				
Overlay	220,000	220,000				
Prior year encumbrances	1,070,483	1,070,483				
Total Other Budgetary Items	1,290,483	1,612,428				
Net Budget	\$ -	\$ -				

See accompanying independent auditors' report.

See accompanying notes to required supplementary information.

FY21	# of Transactions	Monthly Total
July	165	\$2,277,867.88
August	263	\$2,180,034.74
September	341	\$928,573.90
October	368	\$1,780,571.34
November	258	\$292,411.86
December	310	\$1,715,325.07
January	324	\$1,315,370.46
February	275	\$1,110,525.15
March	300	\$1,251,716.71
April	425	\$1,161,984.60
May	252	\$218,759.72
June	682	\$1,483,259.81
	3963	\$15,716,401.24

Town of West Newbury
Revenue Report for All Activity
FY 2021

	Revenue
	Year to Date
PROPERTY TAXES	
Personal Property - 2020	-8
Personal Property - 2021	283,461
Real Estate Taxes - 2019	881
Real Estate Taxes - 2020	140,484
Real Estate Taxes - 2021	14,429,992
Total	14,854,810
TAX LIENS REDEEMED	
Tax Liens Redeemed	0
Total	0
EXCISE TAXES	
Motor Vehicle 2011	11
Motor Vehicle 2013	88
Motor Vehicle 2014	88
Motor Vehicle 2017	51
Motor Vehicle 2018	822
Motor Vehicle 2019	4,735
Motor Vehicle 2020	138,033
Motor Vehicle 2021	670,520
Boat Excise - 2015	25
Boat Excise - 2019	3
Boat Excise - 2020	25
Boat Excise - 2021	770
Total	815,171
PENALTIES & INTEREST	
Penalties And Interest	59,004
Total	59,004
IN LIEU OF TAXES	
In Lieu Of Taxes	15,601
Total	15,601
Chapter 61A Rollback Taxes	30,192
Total	30,192
DEPARTMENTAL RECEIPTS	
Municipal Lien Certificates	7,575
Police Reports	261
Police Serv Chg. O/S Detail	6,827
Misc. Town Clerk Rev	1,545
Filing Fees	5,750
Other Departmental Revenue	1,890
Total	23,848

Town of West Newbury

**Revenue Report for All Activity
FY 2021**

		Revenue Year to Date
RENTAL FEES		
Rentals		138,273
	Total	<u>138,273</u>
LICENSE & PERMITS		
Alcoholic Beverage Licenses		800
Other Licenses		1,092
Dog Licenses & Fees		3,840
Firearm & Related Permits		2,650
Fire Inspection/Permit Fees		8,115
Building And Occupancy		147,166
Wiring Permits		31,689
Plumbing & Gas Permits		19,421
Septic- Perc- Wells- Misc. Bd		18,030
Other Misc. Permits		610
	Total	<u>233,413</u>
CHERRY SHEET ITEMS		
C.S. State Owned Land		45,474
C.S. Chapter 70		5,131
C.S. Lottery- Beano- Charity		314,642
C.S. Elderly Exempt-41C		2,008
C.S. Vets, Blind, Surviving Spouse		5,610
	Total	<u>372,865</u>
FINES & FORFEITS		
Non-Criminal Disposition Fines		300
Court & Parking Fines		8,770
	Total	<u>9,070</u>
EARNINGS ON INVESTMENTS		
Earnings On Investments		21,373
	Total	<u>21,373</u>
MISCELLANEOUS REVENUES		
Non-Recurring Misc. Revenue		65,788
Other Misc. Revenue		32,832
Extended Polling Elections-State		7,160
	Total	<u>105,781</u>
TOTAL REVENUES		16,679,400

Town of West Newbury
Expenditure Report for General Fund Activity
FY 2021

	Total Allocated	Total Expended
TOWN MODERATOR		
Moderator's Salary	200	200
Moderator's Expenses	60	-
Department Total	260	200
BOARD OF SELECTMEN		
Professional and Tech Services	17,500	8,500
Salary and Wages	32,860	31,069
Selectmen's Operating Expenses	9,800	8,286
Department Total	60,160	47,854
TOWN MANAGER		
Town Manager Salary	150,858	150,858
Salary and Wages	70,679	70,679
Technology Expenses	49,065	48,342
Town Manager Expenses	33,055	17,695
Vehicle Allowance	3,600	3,600
Department Total	307,257	291,174
FINANCE COMMITTEE EXPENSES		
Finance Committee Expenses	2,000	751
Department Total	2,000	751
Reserve Fund (Budget reflects transfers out)	54,685	-
Department Total	54,685	-
FINANCE DEPARTMENT		
Finance Dept Salaries and Wages	234,619	195,647
Annual Audit	20,500	20,500
Tax Title And Foreclosure	800	478
Postage Expenses	15,050	14,847
Finance Department Expenses	28,120	23,157
Travel	1,200	518
Department Total	300,289	255,148

	Total Allocated	Total Expended
BOARD OF ASSESSORS		
Assessors Salaries	127,409	95,260
Assessors Expenses	56,808	47,272
Assessors Vehicle Allowance	2,047	181
Board and Clerk Mileage	250	-
Department Total	<u>186,514</u>	<u>142,714</u>
LEGAL FEES		
Legal Fees	22,500	20,558
Department Total	<u>22,500</u>	<u>20,558</u>
TOWN CLERK		
Town Clerk Salary and Wages	122,478	118,757
Operation Of Fax/Photo Machine	5,650	4,604
Town Clerk`s Expenses	6,450	3,482
Department Total	<u>134,578</u>	<u>126,843</u>
BOARD OF REGISTRARS/ELECTIONS		
Town Clerk Compensation	200	200
Bd of Registrars Salary and Wages	8,500	7,889
Bd Of Registrars Expenses	7,377	4,808
Department Total	<u>16,077</u>	<u>12,897</u>
CONSERVATION COMMITTEE		
Conservation Com Salary and Wages	24,714	24,529
Conservation Land Agent	2,796	2,009
Conservation Com Expenses	5,911	5,911
Conservation Com Vehicle Allowance	720	450
Department Total	<u>34,141</u>	<u>32,898</u>
PLANNING BOARD		
Planning Bd Salary and Wages	55,932	54,921
Planning Board Expenses	6,950	5,950
MVPC Assessment	1,664	1,663
Department Total	<u>64,546</u>	<u>62,534</u>
ZONING BOARD OF APPEALS		
ZBA Expenses	700	292
Department Total	<u>700</u>	<u>292</u>
OPEN SPACE and RECREATION		
Open Space Expenses	750	-
Department Total	<u>750</u>	<u>-</u>
TOTAL - GENERAL TOWN GOVERNMENT	<u>1,184,457</u>	<u>993,861</u>

	Total Allocated	Total Expended
POLICE DEPARTMENT		
School Resource Officer	67,495	67,495
Police Salary and Wages	918,579	882,496
Police Overtime Wages	67,889	67,775
Police Expenses	101,031	67,473
Police Cruiser	40,000	38,903
Department Total	<u>1,194,994</u>	<u>1,124,141</u>
FIRE DEPARTMENT		
Fire Alarm Wages	90,114	73,090
Fire Drills	26,810	9,710
Fire Other Wages	26,166	26,166
Fire Administration	26,245	26,245
Medical Exams	5,000	972
Hydrant Mapping, Maint/Repair	77,207	77,207
Fire Alarm and Communications	11,000	10,977
Fire Expenses	46,000	45,039
Department Total	<u>308,542</u>	<u>269,406</u>
MUNICIPAL DISPATCH SERVICE		
Municipal Dispatch Salaries and Wages	269,970	222,564
Municipal Dispatch Overtime Wages	28,370	28,370
Municipal Dispatch Expenses	27,175	21,800
Department Total	<u>325,515</u>	<u>272,734</u>
INSPECTOR'S DEPARTMENT		
Inspectors Salaries and Wages	124,876	123,448
Inspectors Expenses	13,920	13,307
Inspectors Vehicle Allowance	5,880	5,880
Department Total	<u>144,676</u>	<u>142,635</u>
EMERGENCY MANAGEMENT		
Emergency Mgmt Salary and Wages	8,783	7,913
Emergency Mgmt Expenses	3,000	686
Department Total	<u>11,783</u>	<u>8,599</u>
ANIMAL CONTROL OFFICER		
Animal Control Professional Services	26,246	26,246
Department Total	<u>26,246</u>	<u>26,246</u>
HARBORMASTER		
Harbormaster Salary and Wages	2,000	2,000
Department Total	<u>2,000</u>	<u>2,000</u>
TOTAL - PUBLIC SAFETY	<u>2,013,756</u>	<u>1,845,760</u>

	Total Allocated	Total Expended
ASSESSMENTS		
Pentucket Regional Assessment	7,387,515	7,387,515
Pentucket Capital Assessment	710,567	710,567
Pentucket Assessment Page Phase II	501,438	501,438
Whittier Minimum Contribution	146,262	146,262
Whittier Other Assessments	22,570	22,570
Whittier Debt/Capital Assessment	21,781	21,781
Essex North Shore Agricultural Tech Assessment	38,167	38,167
Department Total	<u>8,828,300</u>	<u>8,828,300</u>
TOTAL - EDUCATION	<u>8,828,300</u>	<u>8,828,300</u>
PUBLIC WORKS		
DPW Salary and Wages	475,001	471,302
DPW Overtime Wages	16,578	16,225
Snow and Ice Removal	224,022	224,021
Town Bldgs Operating Expenses	134,462	134,462
Town Bldgs Improvements	45,704	45,075
Street Paving/Repairs	70,000	16,534
Highway, Sidewalk and Trees	188,430	142,398
Stormwater Management	14,265	14,265
DPW Expenses	15,250	12,469
Parks Expenses	16,690	16,637
Electricity	70,000	70,000
Road Machinery Op Expenses	51,000	40,456
DPW Vehicle Allowance	6,000	6,000
Public Street Lights	7,000	6,421
Department Total	<u>1,334,401</u>	<u>1,216,265</u>
TOTAL - PUBLIC WORKS	<u>1,334,401</u>	<u>1,216,265</u>
BOARD OF HEALTH		
Board of Health Salary and Wages	124,592	124,592
Public Health Nurse	8,175	7,775
Waste Collection	384,660	375,680
Recycling	66,000	21,159
Hazardous Waste Expenses	2,000	1,899
Steele landfill monitoring	35,390	22,450
Bd of Health Expenses	7,500	5,583
Department Total	<u>628,317</u>	<u>559,138</u>

	Total Allocated	Total Expended
COUNCIL ON AGING		
Council On Aging Salary and Wages	80,174	55,905
Council On Aging Expenses	19,500	16,097
Department Total	<u>99,674</u>	<u>72,002</u>
VETERANS		
Soldiers Grave Expenses	3,161	3,161
Memorial Day Expense	89	-
Veterans Benefits and Expenses	24,000	3,976
Northern Essex Veterans Services/Assessment	21,112	21,112
Department Total	<u>48,362</u>	<u>28,248</u>
TOTAL - HUMAN SERVICES	<u>776,353</u>	<u>659,389</u>
GAR MEMORIAL LIBRARY		
Library Salaries and Wages	263,641	260,408
Library Expenses	33,000	32,894
Library Books and Periodicals	68,000	67,144
Department Total	<u>364,641</u>	<u>360,446</u>
PARKS and RECREATION		
Recreation Dept Salaries Wages	1,800	239
Recreation Expenses	22,720	16,415
Mill Pond Operating Expenses	2,100	-
Bandstand Expenses	6,000	-
Action Cove Expenses	3,000	1,320
Department Total	<u>35,620</u>	<u>17,974</u>
HISTORICAL COMMISSION		
Historical Commission Expenses	600	312
Department Total	<u>600</u>	<u>312</u>
CULTURAL COUNCIL		
Cultural Council Expenses	100	-
Department Total	<u>100</u>	<u>-</u>
TOTAL - CULTURE and RECREATION	<u>400,961</u>	<u>378,733</u>
MATURING DEBT SERVICE		
Maturing Debt	340,600	340,500
Total	<u>340,600</u>	<u>340,500</u>
Interest on Debt	15,400	15,400
Total	<u>15,400</u>	<u>15,400</u>
TOTAL - DEBT SERVICE	<u>356,000</u>	<u>355,900</u>

	Total Allocated	Total Expended
BENEFITS/INSURANCE		
Essex Regional Retirement Fund	687,493	687,493
Unemployment Insurance	7,501	-
Group Insurance	416,745	394,029
F.I.C.A. Insurance	49,486	46,737
OPEB Contribution	1	-
Insurance and Bonds	189,990	174,508
Department Total	<u>1,351,216</u>	<u>1,302,767</u>
TOTAL - BENEFITS/INSURANCE	1,351,216	1,302,767
TRANSFERS OUT		
Transfers to Special Articles	240,838	240,838
Transfers to Grant Fund	3,948	3,948
Transfers to Stabilization	500,000	500,000
Transfers to School Stabilization	328,600	328,600
Total	<u>1,073,386</u>	<u>1,073,386</u>
TOTAL - TRANSFERS OUT	1,073,386	1,073,386
TOTAL EXPENDITURES	17,318,830	16,654,361

Preliminary Results

SEPTEMBER 1, 2020 STATE PRIMARY

Pursuant to the Warrant issued by the Board of Selectmen on August 17, 2020, which was posted according to law on August 17, 2020 by Constable Brian Richard who made proper return of his doings thereon, the September 1, 2020 State Primary was held in the Town Annex, 379 Main Street, West Newbury on Tuesday, September 1, 2020. The polls were open from 7:00 A.M. to 8:00 P.M. Election materials were turned over to the Warden by the Town Clerk prior to the opening of the polls. The ballot box was inspected by the Warden and the Constable on duty and a zero report was printed.

There were ballots cast as follows: Democratic 1208 ; Republican 306 ; Green Rainbow 0; Libertarian 1. The following results were announced:

REPUBLICAN 306 votes cast

SENATOR IN CONGRESS

Shiva Ayyadurai	112
Kevin O'Connor	178
All others	2
Blanks	14

REPRESENTATIVE IN CONGRESS

John Paul Moran	256
All others	5
Blanks	45

COUNCILLOR

All others	25
Blanks	281

SENATOR IN GENERAL COURT

Bruce E. Tarr	279
All others	3
Blanks	24

REPRESENTATIVE IN GENERAL COURT

Leonard Mirra	292
All others	2
Blanks	12

REGISTER OF PROBATE

All others	17
Blanks	289

DEMOCRATS 1208 votes cast

SENATOR IN CONGRESS

Edward J. Markey	737
Joseph P. Kennedy, III	467
All others	1
Blanks	3

REPRESENTATIVE IN CONGRESS

Seth Moulton	938
Jamie M. Belsito	70
Angus G. McQuilken	165
All others	5
Blanks	30

COUNCILLOR

Eileen R. Duff	919
All others	5
Blanks	284

SENATOR IN GENERAL COURT

All others	177
Blanks	1031

REPRESENTATIVE IN GENERAL COURT

Christina Eckert	997
All others	7
Blanks	204

REGISTER OF PROBATE

Pamela Casey O;Brien	909
All others	5
Blanks	294

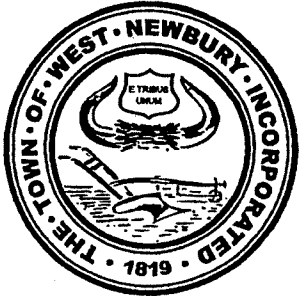
GREEN RAINBOW PARTY no votes cast

LIBERTARIAN PARTY 1 vote cast

Attest:

Michael P. McCarron, Town Clerk





TOWN OF WEST NEWBURY

Michael P. McCarron
Town Clerk

381 Main Street
West Newbury, MA 01985
978-363-1100 ext. 110
978-363-1826 (Fax)
mmccarron@wnewbury.org

October 28, 2020

Mr. Angus Jennings, Town Manager
Town of West Newbury
381 Main Street
West Newbury, MA 01985

Dear Mr. Jennings:

The following is a report of expenditures voted at the Special Town Meeting which convened on October 18, 2020 and adjourned the same date, together with other votes affecting the finances of the Town. Also, included with this report is a schedule of the funding of appropriations.

Pursuant to the Warrant issued by the Selectmen on September 28, 2020, which was posted on October 2, 2020 according to law by Constable Brian Richard, who made proper return of his doings thereon, the Fall Special Town Meeting was to be held on October 17, 2020 to be held outside in the bandstand and ballfield located behind the Town Annex, 379 Main Street, West Newbury, MA. Due to the forecast of inclement weather, K.C. Swallow, the Town Moderator, acting pursuant to the powers vested in her by MGL c. 39 sec. 10A, postponed the Fall Special Town Meeting until October 18, 2020. The meeting was called to order at 10:05 A.M. by the Moderator Kathleen C. Swallow, upon report of the Board of Registrars of Voters of a quorum of 40 or more registered voters (the Board of Selectmen had reduced the number required for a quorum for this Fall Special Town Meeting from 90 to 40). The Board of Registrars announced that 84 voters were in attendance. The Town Clerk read the return of service. The Moderator introduced Town Officials and reviewed new Town Meeting procedures to address any changes in the conduct of this Meeting. There were no objections to non-resident Town Officials who were in attendance addressing the meeting, if necessary.

ARTICLE 1. To hear and act upon the reports of Town officers and committees.

No reports of town officers and committees were heard at this time.

ARTICLE 2. The Finance Committee recommended approval of this Article.



Selectman Glenn Kemper moved that the Town vote to transfer the sum of \$80,953 from the School Stabilization Fund to pay the Town’s share of debt service associated with the building of the new Pentucket Middle/High School.

Since this Article constituted an expenditure from a Stabilization Account, the Moderator ruled that a two thirds vote was necessary for passage.

The Town Moderator declared that the Motion passed unanimously.

ARTICLE 3. (Amendments to the Omnibus Budget) The Finance Committee Booklet contained the Finance Committee’s Fiscal Year 2021 recommended budget amendments. The Moderator addressed the procedure for adoption of the proposed amendments to the Line Item Budget for Fiscal Year 2021. For purposes of this Article the recommendation of the Finance Committee is considered the main motion. Each Line Item is considered a separate appropriation and the main motion for each line item may be considered separately. Any Town Meeting member wishing to discuss a line item or move a different amount may call out “Hold” when the line item number is read. The Moderator read each Line Item number.

The proposed amendments to the Omnibus Budget were set forth on Appendix A Page 5 of the Finance Committee Booklet, October 17, 2020, as follows

Budget Section	Budget Line	Approved Budget	Proposed Increase (Decrease)
3 Town Manager	Expenses	\$295,057	\$15,000
6 Finance Department	Salary & Wages	\$179,619	\$45,000
7 Special Counsel	Legal Fees and Expenses	\$12,500	\$10,000
9 Board of Registrars	Salary & Wages	\$6,500	\$2,000
15 Police Department	Police Cruiser	\$36,000	\$4,000
23 Education - Pentucket	Pentucket Capital Assessment	\$710,567	(-\$328,600)
24 Education – Whittier	Whittier Minimum Contribution	\$151,344	(-\$5,082)
24 Education – Whittier	Whittier Other Assessments	\$24,248	(-\$1,678)
26 DPW	Town Bldg Improvements	\$51,000	\$9,980
26 DPW	Highway, Sidewalk & Trees	\$142,262	\$2,900
26 DPW	Highway, Sidewalk & Trees	\$142,262	\$50,000

32 Recreation	Recreation Expenses	\$5,500	\$17,220
39 Unemployment Compensation	Unemployment Insurance	\$1	\$7,500
40 Employees' Health Insurance	Group Insurance	\$479,745	(-\$63,000)
Combined Net Effect of Proposed FY21 Budget Amendments:		(-\$234,760)	

A hold was called on the following Line Item number 26:

Line 26 Town Building Improvements-- \$9,980.00.

Selectmen David Archibald moved that in connection with this expenditure that the Town authorize the DPW to enter into a five-year assured warrantee plan for electric vehicle charging stations

The Moderator ruled that this Amendment passed by majority vote.

Selectman Glenn Kemper moved that the amounts of money set forth in the printed report of the finance committee for the October 17, 2020 Special Town Meeting be appropriated, as amended hereby, for the several purposes therein itemized, each numbered item being considered as a separate appropriation, and that the same be expended only for such purposes; that the sum of \$234,460.00 be deducted from the Total Line Item Budget adopted by the Motion pursuant to Article 3 of the Annual Town Meeting held on June 27, 2020; and that the Town raise and appropriate the sum of \$ 16,303,921.00 for the Total Line Item Budget for Fiscal Year 2021.

The Moderator declared that the motion passed by majority vote. It was voted to raise and appropriate the sum of \$16,303,921.00 for the Total Line Item Budget.

ARTICLE 4. The Finance Committee gave a positive recommendation on this Article.

Selectman Glenn Kemper moved that the Town transfer the sum of \$220,000.00 from the Assessors' Released Overlay Reserve Account to reduce the Fiscal Year 2021-year tax rate.

The Moderator ruled that this Amendment passed by majority vote.

ARTICLE 5. The Finance Committee recommended approval of this Article.

Selectman Glenn Kemper moved that the Town vote to appropriate, in anticipation of Water Department revenue, the sum of \$14,920 for Insurances.

The Moderator declared that the motion passed by majority vote.



ARTICLE 6. The Finance Committee recommended approval.

Selectman Glenn Kemper moved that the Town transfer from the Stabilization Account the sum of \$240,000 to purchase a new dump truck, with plow and spreader to replace a 2008 International dump truck with same or comparable equipment, and to dispose of the existing dump truck in accordance with Town policy for disposition of surplus property. Any remaining funds will be closed out to the undesignated fund balance at the close of Fiscal Year 2023.

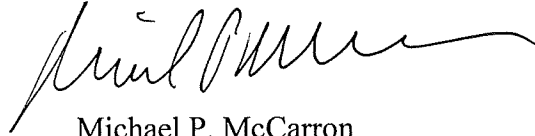
Since this Article constituted an expenditure from a Stabilization Account, the Moderator ruled that a two thirds vote was necessary for passage.

The Moderator declared that the motion passed 83 to 1.

ARTICLE 7. NO MONEY ARTICLE

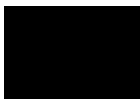
ARTICLE 8. NO MONEY ARTICLE

Attest:



Michael P. McCarron
Town Clerk

cc: Town Accountant (2)
Board of Selectmen
Finance Committee
Board of Assessors



SPECIAL TOWN MEETING OCTOBER 18, 2020
 FISCAL YEAR 2021
 VOTED

ART. #	<u>ARTICLE DESCRIPTION</u>	<u>AMOUNT</u>	<u>FROM RAISE & APPROPRIATE</u>	<u>FROM FREE CASH</u>	<u>OTHER AVAILABLE FUNDS</u>	<u>WATER DEPT. ENTERPRISE FUND</u>	<u>BORROWING</u>
1.	NO MONEY						
2.	School Stab Fund	\$ 80,953.00			\$ 80,953.00		
3.	Omnibus Budget	\$ (234,760.00)	\$(234,760.00)				
4.	Overlay Reserve	\$ 220,000.00			\$ 220,000.00		
5.	Water Dept	\$ 14,920.00				\$ 14,920.00	
6.	Dump Truck.	\$ 240,000.00			\$ 240,000.00		
7.	NO MONEY						
8.	NO MONEY						
		\$ 321,113.00	\$(234,760.00)		\$ 540,953.00	\$ 14,920.00	



OFFICES AND CANDIDATES	
PRESIDENT	
Biden and Harris	2107
Hawkins and Walker	5
Jorgansen and Cohen	71
Trump and Pence	1058
Write-In	21
Blank	28
SENATOR IN CONGRESS	
Edward J. Markey	1995
Kevin J. O'Connor	1210
Write-In	22
Blank	63
REPRESENTATIVE IN CONGRESS	
Seth Moulton	2115
John Paul Moran	1088
Write-In	0
Blank	87
COUNCILLOR	
Eileen R. Duff	2285
Write-In	9
Blank	996
SENATOR IN GENERAL COURT	
Bruce E. Tarr	2257
Write-In	10
Blank	1023
REPRESENTATIVE IN GENERAL COURT	
Leonard Mirra	1635
Christina Eckert	1567
Write-In	0
Blank	88
REGISTER OF PROBATE	
Pamela Casey O'Brien	1989
Write-In	6
Blank	1295
QUESTION # 1	
YES	2538
NO	675
Blank	77
QUESTION #2	
YES	1388
NO	1799
Blank	103

MAY 3, 2021 ANNUAL TOWN ELECTION RESULTS
WEST NEWBURY, MASSACHUSETTS

There were 386 ballots cast. The Town Clerk announced the preliminary results at 8:05 PM. There were zero (0) provisional ballots cast.

SELECTMAN (For Three Years)

Blank	38
Wendy J. Reed	347
Others	1

BOARD OF HEALTH (For Three Years)

Blank	89
Robert J. Janes	295
Others	2

PLANNING BOARD (For Five Years)

Blank	98
Raymond A. Cook	287
Others	1

PLANNING BOARD (For One Year)

Blank	112
Jake Robert Cormier	272
Others	2

HOUSING AUTHORITY (For Five Years)

Blank	109
Richard Miller	277
Others	0



HOUSING AUTHORITY (For Four Years)

Blank	86
Marjorie Anne Peterson	300
Others	0

TRUSTEES OF THE
PUBLIC LIBRARY (Three For Three Years)

Blank	335
Amy E. Custance	282
Thomas R. Salvo	267
Paula Ellen Breger	274
Others	0

ASSESSOR (For Three Years)

Blank	36
Jenifer A. Poliseno	205
Walter Burmeister	145
Others	0

SCHOOL COMMITTEE (For Three Years)

Blank	108
Marie E. Felzani	278
Others	0

WATER COMMISSIONER (For Three Years)

Blank	106
W. Lawrence Corcoran, III	280
Others	0

PARK AND RECREATION
COMMISSIONER (For Three Years)

Blank	257
Wendy Willis	116
Others	13

CONSTABLE (For Three Years)

Blank	105
Brian Richard	281
Others	0

TOWN MODERATOR(For Three Years)

Blank	80
Kathleen C. Swallow	303
Others	3

Attest:

Michael P. McCarron





TOWN OF WEST NEWBURY

Michael P. McCarron
Town Clerk

381 Main Street
West Newbury, MA 01985
978-363-1100 ext. 110
978-363-1117 (Fax)
mmccarron@wnewbury.org

June 9, 2021

RECEIVED
JUN 09 2021
TOWN MANAGER
TOWN OF WEST NEWBURY

Mr. Angus Jennings, Town Manager
Town of West Newbury
381 Main Street
West Newbury, MA 01985

RE: Town Clerk Report on ATM 2021

Dear Mr. Jennings:

The following is a report of expenditures voted at the Annual Town Meeting which convened on May 22, 2021 and adjourned the same date, together with other votes affecting the finances of the Town. Also, included with this report is a schedule of the funding of appropriations.

Pursuant to the Warrant issued by the Select Board on April 29, 2021, which was posted on April 30, 2021 according to law by Constable Brian Richard, who made proper return of his doings thereon, the Annual Town Meeting was held on May 22, 2021 at the bandstand behind the Town Annex 379 Main Street, West Newbury. The meeting was called to order at 10:03 AM by the Moderator Kathleen C. Swallow, upon report of the Board of Registrars of Voters of a quorum of 90 or more registered voters. The Town Clerk read the return of service. The Moderator introduced Town Officials and reviewed Town Meeting procedures. There were no objections to non-resident Town Officials who were in attendance addressing the meeting, if necessary. At 10:25 A.M., the Moderator recessed the Annual Town Meeting to open the Special Town Meeting. The Annual Town Meeting was re-opened at 10:42 A.M. following adjournment of the Special Town Meeting. The record of the Special Town Meeting follows the record of the Annual Town

Town Clerk's Report on 2021 ATM

Meeting. The reconvened Annual Town Meeting continued with discussion under Article 2 of the Annual Town Meeting warrant.

ARTICLE 1: NO MONEY ARTICLE

ARTICLE 2: The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town transfer the sum of \$397,325.00 from the School Stabilization Fund to pay a portion of the Town share of debt service associated with the building of the new Middle/High School.

Since this was an expenditure from a Stabilization Account, the Moderator declared that a two thirds vote was necessary for passage.

The Moderation declared that the Motion passed unanimously.

ARTICLE 3:

(The Budget) The Finance Committee Booklet contained the Finance Committee's Fiscal Year 2022 recommended budget and also a recommended budget from the Select Board which varied from the Finance Committee's recommended budget on a number of Line Items. The Moderator addressed the procedure for adoption of the Line Item Budget for Fiscal Year 2022. For purposes of this Article, the recommendation of the Finance Committee is considered the main motion. Each Line Item is considered a separate appropriation and the main motion for each line item may be considered separately. Any Town Meeting member wishing to discuss a line item or move a different amount may call out "Hold" when the line item number is read. Amending a line item requires two steps; first a motion to amend the main motion (the Finance Committee recommendation) and then a motion to approve the main motion, as amended. The Moderator read each Line Item number.

A Hold was called on the following Line Item number:

Line 23 Pentucket-Capital Assessment

Select Board Member David Archibald moved to amend Line 23 Pentucket Capital Assessment Budget from \$859,246.00 to \$799,231.00 due to the fact that the interest rate on the Pentucket School Bonds was lower than originally anticipated.

The Moderator declared that the Motion to Amend passed unanimously

Select Board Member Wendy Reed moved that the amounts of money set forth in the printed report of the finance committee for the omnibus budget be appropriated, as amended hereby, in the amount of \$16,824,041.00 for the several purposes therein itemized, each numbered item being considered as a separate appropriation, and that the same be expended only for such purposes.



The Moderator declared the Omnibus Budget, as amended, passed unanimously.

The Omnibus Budget, as amended, is attached hereto as Appendix A.

ARTICLE 4: NO MONEY ARTICLE

ARTICLE 5: The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town vote to appropriate, in anticipation of Water Department revenue, the sum of \$863,649 of which \$280,038 for salaries and wages which include \$1,700 for Water Commissioners' stipends; \$47,248 for insurances; \$339,399 for expenses; \$124,068 for debt service; \$20,000 for extraordinary and unforeseen expenses; and \$52,896 for indirect costs,

The Moderator declared that the Motion passed by majority vote.

ARTICLE 6: The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town vote to transfer from Water Department free cash the sum of \$500,000 to be placed in the Water Capital Stabilization Fund in order to fund capital expenditures for water related projects,

The Moderator declared that the Motion passed by majority vote.

ARTICLE 7: The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town vote to transfer from Water Department free cash the sum of \$270,000 for all costs and expenses pertaining to improvements to the Pipestave Hill Water Tank. Any remaining funds will be closed out to the Water Capital Stabilization Fund at the close of Fiscal Year 2024.

The Moderator declared that the Motion passed unanimously.

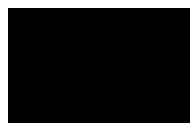
ARTICLE 8: The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town vote to transfer from free cash the sum of \$76,261 into the Pension Liability Stabilization Fund.

The Moderator declared that the Motion passed unanimously.

ARTICLE 9: The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town vote to transfer from free cash the sum of \$15,000 into the Other Post-Employment Benefits (OPEB) Stabilization Fund,



Town Clerk's Report on 2021 ATM

The Moderator declared that the Motion passed unanimously.

ARTICLE 10: The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town vote to transfer the sum of \$10,363 from the Septic Loan Revolving Account for the repayment of debt service.

The Moderator declared that the Motion passed unanimously.

ARTICLE 11: The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town vote to allocate, appropriate and reserve from the Community Preservation Fund annual revenues the amounts set forth in Article 11 of the 2021 Annual Town Meeting Warrant.

- *Appropriate \$28,704 from FY 2022 estimated revenues for Committee Administrative Expenses.*
- *Reserve \$57,408 from FY 2022 estimated revenues for Community Housing Reserve.*
- *Reserve \$57,408 from FY 2022 estimated revenues for Historic Resources Reserve.*
- *Reserve \$57,408 from FY 2022 estimated revenues for Open Space & Recreation Reserve.*
- *Reserve \$373,160 from FY 2022 estimated revenues for Budgeted Reserve.*

The Moderator declared that the Motion passed unanimously.

ARTICLE 12. The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town vote to transfer from Community Preservation Act funds, Undesignated Fund Balance, the sum of \$25,000 to conduct an historic sites survey. Any remaining funds will be closed out to the Community Preservation Act fund, Undesignated Fund Balance at the close of Fiscal Year 2022.

The Moderator declared that the Motion passed by majority vote.

ARTICLE 13. The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town vote to transfer from Community Preservation Act funds, Open Space and Recreation Reserve, the sum of \$30,000 for costs and expenses pertaining to the design of an all access trail and associated features at the Mill Pond. Any remaining funds will be closed out to the Community Preservation Acts funds, Open Space and Recreation Reserve at the close of Fiscal Year 2023.

The Moderator declared that the Motion passed by majority vote.



ARTICLE 14 The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town vote to transfer from Community Preservation Act fund Undesignated Fund Balance the sum of \$175,000 to purchase the following: 1) a conservation restriction on approximately 30 acres of real estate located to the rear of property located at 28 Coffin Street, being generally described on West Newbury Assessors Map 23 as Lot 4; and, 2) a conservation restriction in conjunction with Essex County Greenbelt Association, Inc on two parcels of real estate located to the rear of the property located at 28 Coffin Street, being generally described on West Newbury Assessors Map 23 as Lots 11 and 12 consisting of approximately 11 acres and 10 acres respectively; said purchases to be subject to approval of the conservation restriction by all parties; and that the Board of Selectmen is to be authorized to execute, acknowledge and deliver all grants, agreements and such other instruments, including, but not limit to, the conservation restrictions in accordance with Massachusetts General Laws Chapter 184 and any other applicable statute or regulation, as may be necessary on behalf of the Town of West Newbury to effectuate the purchases herein mentioned:

The Moderator declared that the Motion passed by majority vote.

ARTICLE 15 The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town vote to transfer from free cash the sum of \$700,000 into the Capital Stabilization Fund.

The Moderator declared that the Motion passed unanimously.

ARTICLE 16 The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town vote to transfer from the Capital Stabilization Fund the sum of \$600,000 for costs and expenses pertaining to the Town's share for the reconstruction of the Middle Street Bridge, Any remaining funds will be closed out to the Capital Stabilization Fund at the close of Fiscal Year 2024.

Since this was an expenditure from a Stabilization Account, the Moderator declared that a two thirds vote was necessary for passage.

The Moderator declared that the Tellers would take a hand count. The hand court was 125 in favor and 24 opposed. The Moderator declared that the Motion passed.

ARTICLE 17 The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town vote to transfer from the Capital Stabilization Fund the sum of \$95,000 for all costs and expenses pertaining to roof repairs to Town buildings Any remaining funds will be closed out to the Capital Stabilization Fund at the close of Fiscal Year 2023.



Town Clerk's Report on 2021 ATM

Since this was an appropriation from a stabilization fund, the Moderator declared that a two thirds vote was necessary for passage.

The Moderator declared that the Motion passed unanimously.

ARTICLE 18 The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town vote to transfer from the Capital Stabilization Fund the sum of \$25,000 for the purchase of a Jaws of Life or similar equipment. Any remaining funds will be closed out to the Capital Stabilization Fund at the close of Fiscal Year 2022.

Since this was an appropriation from a stabilization fund, the Moderator declared that a two thirds vote was necessary for passage.

The Moderator declared that the Motion passed unanimously

ARTICLE 19 NO MONEY ARTICLE

ARTICLE 20 NO MONEY ARTICLE

ARTICLE 21 NO MONEY ARTICLE

ARTICLE 22 NO MONEY ARTICLE

ARTICLE 23 The Finance Committee gave no recommendation on this Article.

Select Board Member Wendy Reed moved that the Town vote to limit the total amount that may be expended from each revolving fund in Section XL of the Town Bylaws as set forth in Article 23 of the 2021 Annual Town Meeting Warrant.

▪ <i>Section 5.1 Summer Recreation Revolving Fund</i>	<i>\$ 44,350</i>
▪ <i>Section 5.2 GAR Library Fines and Penalties Revolving Fund</i>	<i>\$ 10,000</i>
▪ <i>Section 5.3 Police Vehicle Revolving Fund</i>	<i>\$ 20,000</i>
▪ <i>Section 5.4 Pipestave/Mill Pond Care and Maintenance Revolving Fund</i>	<i>\$ 5,000</i>
▪ <i>Section 5.5 Electric Vehicle Charging Stations Revolving Fund</i>	<i>\$ 10,000</i>
▪ <i>Section 5.6 Curbside Collection of Trash, Recycling and Food Waste Revolving Fund</i>	<i>\$150,000</i>

The Moderator declared that the Motion passed unanimously.

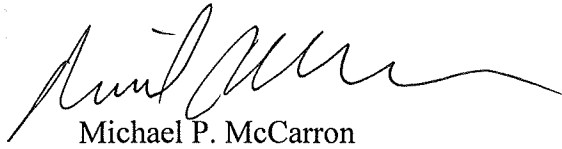
ARTICLE 24 NO MONEY ARTICLE



Town Clerk's Report on 2021 ATM

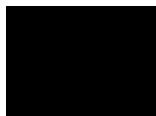
At 12:53 PM, on the Motion of Select Board Member, David Archibald, the Annual Town Meeting of 2021 was dissolved.

Attest:



Michael P. McCarron
Town Clerk

Cc: Board of Selectmen
Board of Assessors
Town Accountant (2)
Finance Committee



FY 2022 Omnibus Budget, Town of West Newbury

Approved by vote of Annual Town Meeting, May 22, 2021



	FY 2019	FY 2020			FY 2021	FY 2022	Change from FY21	
	Expended	Approved Budget	Expended	Turnbacks/Transfers	Approved Budget	Approved Budget	\$	%
GENERAL GOVERNMENT								
1 MODERATOR								
Salary	200	200	200	-	200	200	0	0.0%
Expenses	-	60	55	5	60	60	0	0.0%
SUBTOTAL	200	260	255	5	260	260	0	0.0%
2 SELECT BOARD								
Professional and Technical Services	8,359	13,600	7,590	6,010	10,000	10,000	0	0.0%
Salary & Wages	-	-	-	-	32,860	34,162	1,302	4.0%
Operating Expenses	4,700	7,000	6,399	601	7,000	14,000	7,000	100.0%
SUBTOTAL	13,059	20,600	13,989	6,611	49,860	58,162	8,302	16.7%
3 TOWN MANAGER								
Town Manager Salary	145,000	147,900	147,900	-	150,858	153,875	3,017	2.0%
Salary & Wages	109,980	77,870	62,523	15,347	70,679	72,092	1,413	2.0%
Technology Expenses	34,257	39,000	40,056	(1,056)	51,865	51,865	0	0.0%
Expenses, Comms (bldg), Dues/Subscr/Cont. Ed	36,377	20,100	12,688	7,412	33,055	33,055	0	0.0%
Vehicle Allowance	3,600	3,600	3,600	-	3,600	3,600	0	0.0%
SUBTOTAL	329,214	288,470	266,767		310,057	314,487	4,430	1.4%
4 FINANCE COMMITTEE								
Expenses	2,035	1,500	1,067	433	2,000	2,000	0	0.0%
Reserve Fund	8,800	60,000	-	60,000	54,685	96,000	41,315	75.6%
SUBTOTAL	10,835	61,500	1,067	60,433	56,685	98,000	41,315	72.9%
5 ASSESSING DEPARTMENT								
Salary & Wages	122,012	125,180	124,297	883	127,409	129,410	2,001	1.6%
Board of Assessors Salaries	-	-	-	-	-	-	0	
Expenses & Contracted Services	40,647	46,900	42,496	4,404	56,258	54,483	(1,775)	-3.2%
Board and Clerk mileage reimb.	-	1,500	80	1,420	250	-	(250)	-100.0%
Travel/Mileage/Cellphone	347	2,400	2,400	-	2,047	500	(1,547)	-75.6%
SUBTOTAL	163,006	175,980	169,273	6,707	185,964	184,393	(1,571)	-0.8%
6 FINANCE DEPARTMENT								
Salary & Wages	156,204	183,390	200,794	(17,404)	224,619	237,918	13,299	5.9%

OMNIBUS BUDGET



	FY 2019	FY 2020			FY 2021	FY 2022	Change from FY21	
	Expended	Approved Budget	Expended	Turnbacks/ Transfers	Approved Budget	Approved Budget	\$	%
Annual Audit	18,500	20,500	20,500	-	20,500	20,500	0	0.0%
Tax Title and Foreclosure	604	1,000	75	925	800	1,000	200	25.0%
Postage Expense		15,000	12,942	2,058	15,050	15,400	350	
Finance Dept Expenses	27,536	29,100	18,209	10,891	28,120	27,955	(165)	-0.6%
Training and Travel		2,200	1,018	1,182	1,200	2,000	800	
SUBTOTAL	202,844	251,190	253,538	(2,348)	290,289	304,773	14,484	5.0%
7 SPECIAL COUNSEL								
Legal Fees and Expenses	-	15,000	13,770	1,230	22,500	18,000	(4,500)	
SUBTOTAL	-	15,000	13,770	1,230	22,500	18,000	(4,500)	
8 TOWN CLERK/TOWN COUNSEL								
Salary & Wages	110,149	116,657	112,719	3,938	122,478	156,793	34,315	28.0%
Operation of Fax/Copier Machine Expenses	5,213	5,650	5,349	301	5,650	5,650	0	0.0%
	3,988	6,450	3,662	2,788	6,450	7,000	550	8.5%
SUBTOTAL	119,350	128,757	121,730	7,027	134,578	169,443	34,865	25.9%
9 BOARD OF REGISTRARS/ELECTIONS								
Town Clerk Compensation	150	150	150	-	200	200	0	0.0%
Bd of Registrars Salary & Wages	5,427	4,400	4,235	165	8,500	4,550	(3,950)	-46.5%
Bd of Registrars Expenses	6,534	7,500	6,086	1,414	7,377	7,800	423	5.7%
SUBTOTAL	12,111	12,050	10,471	1,579	16,077	12,550	(3,527)	-21.9%
10 CONSERVATION COMMISSION								
Salary & Wages	28,995	29,440	26,442	2,998	27,965	24,240	(3,725)	-13.3%
Salary & Wages (Land Agent)					2,796	7,129	4,333	
Expenses	1,648	2,410	533	1,877	2,410	2,710	300	12.4%
Con Com Vehicle Allowance	600	600	350	250	720	600	(120)	-16.7%
SUBTOTAL	31,243	32,450	27,325	5,125	33,891	34,679	788	2.3%
11 PLANNING BOARD								
Salary & Wages	44,077	55,390	53,024	2,366	56,282	57,402	1,120	2.0%
Expenses	5,791	6,600	4,928	1,672	6,600	6,600	0	0.0%
MVPC Assessment	1,583	1,623	1,623	-	1,664	1,705	41	2.5%
SUBTOTAL	51,451	63,613	59,575	4,038	64,546	65,707	1,161	1.8%
12 BOARD OF APPEALS								
Salary & Wages	1,000	1,000	1,000	-	-	-	0	
ZBA Expenses	-	400	398	2	700	700	0	0.0%



OMNIBUS BUDGET



	FY 2019	FY 2020		FY 2021	FY 2022	Change from FY21		
	Expended	Approved Budget	Expended	Turnbacks/ Transfers	Approved Budget	Approved Budget	\$	%
SUBTOTAL	1,000	1,400	1,398	2	700	700	0	0.0%
13 OPEN SPACE COMMITTEE								
Expenses	278	750	-	750	750	750	0	0.0%
SUBTOTAL	278	750	-	750	750	750	0	0.0%
14 CABLE ADVISORY COMMITTEE								
Expenses					-	-	0	
SUBTOTAL					-	-	0	
TOTAL GENERAL GOVERNMENT:	934,591	1,052,020	939,158	91,159	1,166,157	1,261,904	95,747	8.2%
PUBLIC SAFETY								
15 POLICE DEPARTMENT								
Salary & Wages	809,282	902,049	848,106	53,943	925,677	944,191	18,514	2.0%
Supplemental Salaries/Wages (Police Reform)						25,000		
Police OT Wages	51,729	55,487	42,026	13,461	60,791	47,007	(13,784)	-22.7%
School Resource Officer	62,511	65,537	65,537	-	67,495	68,845	1,350	2.0%
Police Expenses	88,937	104,229	81,990	22,239	102,204	102,204	0	0.0%
Police Cruiser	32,000	37,000	37,000	-	40,000	40,000	0	0.0%
SUBTOTAL	1,044,459	1,164,302	1,074,659	89,643	1,196,167	1,227,247	31,080	2.6%
16 FIRE DEPARTMENT								
Fire Alarm Wages	72,989	89,000	59,542	29,458	90,780	92,596	1,816	2.0%
Fire Training/Drills	20,377	26,284	13,561	12,723	26,810	27,346	536	2.0%
Fire Dept Other Wages	23,085	25,000	23,930	1,070	25,500	26,010	510	2.0%
Fire Administration Wages	19,832	25,730	23,407	2,323	26,245	26,769	524	2.0%
Fire Dept. Medical Exam	2,028	5,000	689	4,311	5,000	3,000	(2,000)	-40.0%
Hydrant/Fire Protection (to Water Dept)	72,156	77,207	77,207	-	77,207	77,207	0	0.0%
Fire Alarm Communications	3,607	11,000	9,271	1,729	11,000	11,000	0	0.0%
Fire Expenses	66,443	46,000	41,502	4,498	46,000	46,000	0	0.0%
SUBTOTAL	280,517	305,221	249,109	56,112	308,542	309,928	1,386	0.4%
17 AMBULANCE SERVICE								
Purchase of Services					-	-	0	
SUBTOTAL	-	-	-	-	-	-	0	
18 INSPECTION DEPARTMENT								
Salary & Wages	117,291	125,910	121,767	4,143	124,876	126,392	1,516	1.2%





	FY 2019	FY 2020			FY 2021	FY 2022	Change from FY21	
	Expended	Approved Budget	Expended	Turnbacks/ Transfers	Approved Budget	Approved Budget	\$	%
Expenses	8,813	9,270	9,016	254	13,670	9,000	(4,670)	-34.2%
Inspectors' Vehicle Allowances	4,565	4,980	5,220	(240)	5,880	5,880	0	0.0%
SUBTOTAL	130,669	140,160	136,003	4,157	144,426	141,272	(3,154)	-2.2%
19 EMERGENCY MANAGEMENT AGENCY								
Salary & Wages	7,337	8,059	7,588	471	8,783	8,959	176	2.0%
Expenses	1,211	3,265	2,208	1,057	3,000	3,000	0	0.0%
SUBTOTAL	8,548	11,324	9,796	1,528	11,783	11,959	176	1.5%
20 ANIMAL CONTROL OFFICER								
Animal Control Expenses	22,865	24,050	24,050	-	25,073	25,898	825	3.3%
SUBTOTAL	22,865	24,050	24,050	-	25,073	25,898	825	3.3%
21 HARBORMASTER								
Salary & Wages	-	2,000	2,000	-	2,000	-	(2,000)	-100.0%
Contracted Services	226	-	-	-	-	3,500	3,500	
SUBTOTAL	226	2,000	2,000	-	2,000	3,500	1,500	75.0%
22 PUBLIC SAFETY DISPATCH								
Salary & Wages	216,150	267,006	223,286	43,720	273,054	278,515	5,461	2.0%
Municipal Dispatch OT Wages	20,023	24,229	17,118	7,111	25,286	25,792	506	2.0%
Expenses	23,907	26,370	22,657	3,713	27,175	27,175	0	0.0%
SUBTOTAL	260,080	317,605	263,061	54,544	325,515	331,482	5,967	1.8%
TOTAL PUBLIC SAFETY:	1,747,364	1,964,662	1,758,678	205,984	1,964,662	2,051,286	86,624	4.4%
EDUCATION								
23 PENTUCKET								
Pentucket Regional Sch Assessment	7,176,348	7,372,813	7,372,813	-	7,387,515	7,336,342	(51,173)	-0.7%
Pentucket Capital Assessment	64,162	58,227	58,227	-	381,967	799,231	417,264	109.2%
Pentucket Assessment Page Phase II	511,988	509,538	509,538	-	501,438	493,338	(8,100)	-1.6%
SUBTOTAL	7,752,498	7,940,578	7,940,578	-	8,270,920	8,628,911	357,991	4.3%
24 WHITTIER								
Whittier Minimum Contribution	232,543	225,975	225,975	-	146,262	136,998	(9,264)	-6.3%
Whittier Other Assessments	49,486	40,443	40,443	-	22,570	18,727	(3,843)	-17.0%
Whittier Debt/Capital Assess	20,320	21,993	21,993	-	21,781	21,602	(179)	-0.8%
SUBTOTAL	302,349	288,411	288,411	-	190,613	177,327	(13,286)	-7.0%

OMNIBUS BUDGET



	FY 2019	FY 2020		FY 2021	FY 2022	Change from FY21	
	Expended	Approved Budget	Expended	Turnbacks/ Transfers	Approved Budget	Approved Budget	\$ %
25 ESSEX NORTH SHORE AGRICULTURAL							
Essex North Shore Ag. Tech	-	17,200	16,822	378	34,652	44,125	9,473 27.3%
SUBTOTAL	-	17,200	16,822	378	34,652	44,125	9,473 27.3%
TOTAL EDUCATION:	8,054,847	8,246,189	8,245,811	378	8,496,185	8,850,363	354,178 4.2%



OMNIBUS BUDGET



	FY 2019	FY 2020			FY 2021	FY 2022	Change from FY21	
	Expended	Approved Budget	Expended	Turnbacks/ Transfers	Approved Budget	Approved Budget	\$	%
DEPARTMENT OF PUBLIC WORKS								
26 DEPARTMENT OF PUBLIC WORKS								
Salary & Wages	432,642	461,589	428,918	32,671	475,001	483,196	8,195	1.7%
DPW Overtime Wages	8,716	10,404	8,049	2,355	12,300	13,000	700	5.7%
Snow & Ice Removal	199,491	150,000	211,087	(61,087)	150,000	150,000	0	0.0%
Town Bldgs Operating Expenses	114,411	96,400	119,651	(23,251)	127,830	130,830	3,000	2.3%
Town Bldgs Improvements	49,523	51,000	63,292	(12,292)	51,000	51,000	0	0.0%
Street/Paving Repairs	28,054	70,000	25,672	44,328	70,000	70,000	0	0.0%
Highway, Sidewalk & Trees	94,351	140,000	128,468	11,532	195,162	196,395	1,233	0.6%
Stormwater management Expenses	-	10,000	7,109	2,891	13,500	15,500	2,000	
Parks Expenses	8,228	9,132	9,563	(431)	14,250	14,250	0	0.0%
Electricity	12,838	15,000	9,298	5,702	15,000	15,000	0	0.0%
Electricity	69,936	70,000	70,510	(510)	70,000	70,000	0	0.0%
Road Machinery Operating Exp	55,900	49,000	29,329	19,671	51,000	51,000	0	0.0%
DPW Vehicle Allowance	5,225	6,000	6,000	-	6,000	6,000	0	0.0%
Public Street Lights	7,895	7,000	5,341	1,659	7,000	7,000	0	0.0%
SUBTOTAL	1,087,210	1,145,525	1,122,287	23,238	1,258,043	1,273,171	15,128	1.2%
TOTAL PUBLIC WORKS:	1,087,210	1,145,525	1,122,287	23,238	1,258,043	1,273,171	15,128	1.2%
HUMAN SERVICES								
27 BOARD OF HEALTH								
Salary & Wages	117,362	122,620	119,906	2,714	124,592	127,084	2,492	2.0%
Public Health Nurse	3,840	3,840	3,840	-	4,800	8,175	3,375	70.3%
Public Health Nurse (COVID-19)					3,375		(3,375)	
Waste Collection & Disposal	303,116	325,080	311,390	13,690	384,660	401,940	17,280	4.5%
Recycling	39,264	50,000	38,401	11,599	66,000	45,000	(21,000)	-31.8%
Hazardous Waste Expense	748	2,000	1,613	387	2,000	2,000	0	0.0%
Steele landfill monitoring	31,568	22,646	22,646	-	35,390	35,390	0	0.0%
Expenses	7,478	6,500	5,909	591	7,000	7,000	0	0.0%
SUBTOTAL	503,376	532,686	503,705	28,981	627,817	626,589	(1,228)	-0.2%
28 COUNCIL ON AGING								
Salary & Wages	61,761	72,950	68,754	4,196	80,174	81,682	1,508	1.9%
Expenses	17,308	19,500	17,541	1,959	19,500	19,500	0	0.0%
SUBTOTAL	79,069	92,450	86,295	6,155	99,674	101,182	1,508	1.5%



	FY 2019	FY 2020			FY 2021	FY 2022	Change from FY21	
	Expended	Approved Budget	Expended	Turnbacks/ Transfers	Approved Budget	Approved Budget	\$	%
29 VETERANS								
Soldiers Grave Expenses	2,385	2,600	2,185	415	2,600	2,600	0	0.0%
Memorial Day Expenses	4,207	600	455	145	650	1,740	1,090	167.7%
Other Assessments-Veterans Services		-	-	-	24,000	7,400	(16,600)	
Northern Essex Veterans Services	23,039	30,357	28,859	1,498	21,112	21,695	583	2.8%
SUBTOTAL	29,631	33,557	31,499	2,058	48,362	33,435	(14,927)	-30.9%
TOTAL HUMAN SERVICES:	612,076	658,693	621,499	37,194	775,853	761,206	(14,647)	-1.9%
CULTURE & RECREATION								
30 LIBRARY								
Salary & Wages	254,923	263,813	257,916	5,897	263,641	263,492	(149)	-0.1%
Expenses	32,500	33,000	31,863	1,137	33,000	38,500	5,500	16.7%
Books and Periodicals	65,991	67,000	66,605	395	68,000	71,500	3,500	5.1%
SUBTOTAL	353,414	363,813	356,384	7,429	364,641	373,492	8,851	2.4%
31 RECREATION								
Salary & Wages	-	1,800	1,666	134	1,800	2,445	645	
Recreation Expenses	7,309	5,500	240	5,260	22,720	16,000	(6,720)	-29.6%
Action Cove Expenses	5,000	3,000	2,219	781	3,000	3,000	0	0.0%
SUBTOTAL	12,309	10,300	4,125	6,175	27,520	21,445	(6,075)	-22.1%
32 MILL POND OPERATING EXPENSES								
Mill Pond Operating Expenses	602	2,100	1,189	911	2,100	2,100	0	0.0%
SUBTOTAL	602	2,100	1,189	911	2,100	2,100	0	0.0%
33 BANDSTAND								
Expenses	6,000	6,000	4,849	1,151	6,000	6,000	0	0.0%
SUBTOTAL	6,000	6,000	4,849	1,151	6,000	6,000	0	0.0%
34 HISTORICAL COMMISSION								
Expenses	340	500	175	325	600	600	0	0.0%
SUBTOTAL	340	500	175	325	600	600	0	0.0%
35 CULTURAL COUNCIL								
Cultural Council Expenses	82	100	-	100	100	100	0	0.0%
SUBTOTAL	82	100	-	100	100	100	0	0.0%
TOTAL CULTURE & RECREATION:	372,747	382,813	366,722	16,091	400,961	403,737	2,776	0.7%

OMNIBUS BUDGET



	FY 2019	FY 2020			FY 2021	FY 2022	Change from FY21	
	Expended	Approved Budget	Expended	Turnbacks/ Transfers	Approved Budget	Approved Budget	\$	%
DEBT SERVICE								
36 DEBT SERVICE								
Principal	340,000	350,614	350,614	-	344,700	305,000	(39,700)	-11.5%
Interest	31,900	22,200	20,825	1,375	11,300	8,950	(2,350)	-20.8%
SUBTOTAL	371,900	372,814	371,439	1,375	356,000	313,950	(42,050)	-11.8%
TOTAL DEBT SERVICE:	371,900	372,814	371,439	1,375	356,000	313,950	(42,050)	-11.8%
BENEFITS								
37 ESSEX COUNTY RETIREMENT FUND								
Essex Regional Retirement Assess	641,424	660,171	660,171	-	687,493	762,611	75,118	10.9%
SUBTOTAL	641,424	660,171	660,171	-	687,493	762,611	75,118	10.9%
38 UNEMPLOYMENT COMPENSATION								
Unemployment Insurance	-	15,001	10,301	4,700	7,501	1,500	(6,001)	-80.0%
SUBTOTAL	-	15,001	10,301	4,700	7,501	1,500	(6,001)	-80.0%
39 EMPLOYEES' HEALTH INSURANCE								
Group Insurance	413,400	465,397	373,473	91,924	416,745	408,755	(7,990)	-1.9%
SUBTOTAL	413,400	465,397	373,473	91,924	416,745	408,755	(7,990)	-1.9%
40 MEDICARE INSURANCE (FICA)								
FICA Insurance	45,176	48,279	47,512	767	49,486	50,476	990	2.0%
SUBTOTAL	45,176	48,279	47,512	767	49,486	50,476	990	2.0%
41 OPEB								
Other Post Employment Benefits	-	1	-	1	1	1	0	
SUBTOTAL	-	1	-	1	1	1	0	
42 INSURANCE AND BONDS								
Insurance and Bonds	161,801	172,832	150,797	22,035	189,990	185,081	(4,909)	-2.6%
SUBTOTAL	161,801	172,832	150,797	22,035	189,990	185,081	(4,909)	-2.6%
TOTAL BENEFITS:	1,261,801	1,361,681	1,242,254	119,427	1,351,216	1,408,424	57,208	4.2%
TRANSFERS OUT - STABILIZATIONS								
43 Transfers Out - Capital Stabilization								
	300,000	500,000	500,000	-	500,000	500,000	0	0.0%
SUBTOTAL	300,000	500,000	500,000		500,000	500,000	0	0.0%
GRAND TOTAL OMNIBUS BUDGET	14,742,536	15,684,397	15,167,848	494,846	16,317,921	16,824,041	506,120	3.1%

ANNUAL TOWN MEETING MAY 22, 2021
FISCAL YEAR 2022
VOTED

ART. #	ARTICLE DESCRIPTION	AMOUNT	FROM RAISE & APPROPRIATE	FROM FREE CASH	OTHER AVAILABLE FUNDS	WATER DEPT. ENTERPRISE FUND	BORROWING
1.	NO MONEY						
2.	School Stabilization	\$ 397,325.00			\$397,325.00		
3.	Ornibus Budget	\$ 16,824,041.00	\$16,824,041.00				
4.	NO MONEY						
5.	Water Dept. Budget	\$ 863,649.00				\$863,649.00	
6.	Water Stab Fund	\$ 500,000.00			\$500,000.00		
7.	Pipestave Repairs	\$ 270,000.00			\$270,000.00		
8.	Pension Stab Fund	\$ 76,261.00		\$ 76,261.00			
9.	OPED Fund.	\$ 15,000.00		\$ 15,000.00			
10.	Septic Loan Fund	\$ 10,363.00			\$ 10,363.00		
11.	CPA Reserves	\$ 574,088.00			\$574,088.00		
12.	CPA Historic Survey	\$ 25,000.00			\$ 25,000.00		
13.	CPA Mill Pond Trail	\$ 30,000.00			\$ 30,000.00		
14.	CPA Coffin St.	\$ 175,000.00			\$175,000.00		
15.	Capital Stab	\$ 700,000.00		\$700,000.00			
16.	Middle St. Bridge	\$ 600,000.00			\$600,000.00		
17.	Roof Repairs	\$ 95,000.00			\$ 95,000.00		
18.	Jaws of Life	\$ 25,000.00			\$ 25,000.00		
19.	NO MONEY						
20.	NO MONEY						
21.	NO MONEY						
22.	NO MONEY						
23.	Revolving Funds	\$ 239,350.00			\$ 239,350.00		
24.	NO MONEY						
		\$21,420,077.00	\$16,824,041.00	\$ 791,261.00	\$2,941,1126	\$863,649.00	



TOWN OF WEST NEWBURY

Michael P. McCarron
Town Clerk

381 Main Street
West Newbury, MA 01985
978-363-1100 ext. 110
978-363-1117 (Fax)
mmccarron@wnewbury.org

June 1, 2021

Mr. Angus Jennings, Town Manager
Town of West Newbury
381 Main Street
West Newbury, MA 01985

Dear Mr. Jennings:

The following is a report of expenditures voted at the Special Town Meeting which convened on May 22, 2021 and adjourned the same date, together with other votes affecting the finances of the Town. Also, included with this report is a schedule of the funding of appropriations.

Pursuant to the Warrant issued by the Selectmen on April 29, 2021, which was posted on April 30, 2021 according to law by Constable Brian Richard, who made proper return of his doings thereon, the Special Spring Town Meeting was to be held on May 22, 2021 at 10:00 AM at the Bandstand located behind the Town Annex, 379 Main Street, West Newbury MA. The meeting was called to order at 10:25 A.M. by the Moderator Kathleen C. Swallow, upon report of the Board of Registrars of Voters of a quorum of 90 or more registered voters. The Town Clerk read the return of service. There were no objections to non-resident Town Officials who were in attendance addressing the meeting, if necessary.

ARTICLE 1. NO MONEY ARTICLE

ARTICLE 2. The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town transfer from the Capital Stabilization Fund the sum of \$33,000 for all costs and expenses pertaining to the repair and replacement of the fire alarm system at the John C. Page School building Any remaining funds will be closed out to the Capital Stabilization Fund at the close of Fiscal Year 2023.

RECEIVED
JUN 02 2021
TOWN MANAGER
TOWN OF WEST NEWBURY

Town Clerk's Report

Since this was a expenditure from a stabilization account, the Moderator declared that a two thirds majority vote was necessary.

The Moderator declared that the motion passed unanimously.

ARTICLE 3. The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town transfer from Community Preservation Act funds, undesignated fund balance, the sum of \$104,850 for all costs and expenses pertaining to the repair, restoration and preservation of the West Newbury Town Hall. Any remaining funds will be closed out to the Community Preservation Act undesignated fund balance at the close of Fiscal Year 2023.

The Moderator declared that the motion passed unanimously.

ARTICLE 4. The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town to transfer from Community Preservation Act funds, undesignated fund balance, the sum of \$30,000 for costs and expenses pertaining to the design and construction of an all-access trail, commonly referred to as the "Whetstone Greenway" proposed to be located between River Meadow Drive and Sullivans Court Extension. Any remaining funds will be closed out to the Community Preservation Act undesignated fund balance at the close of Fiscal Year 2023.

The Moderator declared that the Motion passed by majority vote.

ARTICLE 5. The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town transfer from Free Cash the sum of \$74,022 to fund the fiscal year 2021 snow and ice deficit

The Moderator declared the Motion passed by majority vote.

ARTICLE 6. The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town transfer from Free Cash the sum of \$3,137 to fund the Essex Agricultural and Technical High School fiscal year 2021 budget deficit

The Moderator declared that the motion passed unanimously.



Town Clerk's Report

ARTICLE 7. The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town transfer from Free Cash the sum of \$287.57 to resolve a deficit resulting from the over-expenditure of funds from the World War II Gym Stabilization Fund that occurred in fiscal year 2016

Since this was an expenditure from an overspend account of a previous year, the Moderator declared that a 9/10's vote was required for passage.

The Moderator declared that the motion passed unanimously.

ARTICLE 8. The Finance Committee recommended approval of this Article

Select Board Member Wendy Reed moved that the Town transfer from Free Cash the sum of \$3,948.03 to resolve deficits for expired grants that did not close out properly in fiscal year 2018 and fiscal year 2019.

The Moderator declared that the motion passed unanimously.

ARTICLE 9. The Finance Committee recommended approval of this Article

Select Board Member Wendy Reed moved that the Town transfer from free cash the sum of \$100,000 to fund unbudgeted costs associated with the operation and administration of public health clinics to administer the COVID-19 vaccine

The Moderator declared that the motion passed by majority vote.

ARTICLE 10: The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moves that the Town transfer from free cash the sum of \$90,000 to fund unbudgeted personnel costs.

The Moderator declared that the motion passed by majority vote.

ARTICLE 11: The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town transfer from free cash the sum of \$18,000 for all costs and expenses pertaining to the replacement of the public safety network server. Any remaining funds will be closed out to the general account fund balance at the close of Fiscal Year 2022.

The Moderator declared that the motion passed unanimously.



ARTICLE 12: The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town transfer from free cash the sum of \$15,000 to fund consulting support toward compliance with the stormwater management permit issued to the Town of West Newbury by the U.S. Environmental Protection Agency. Any remaining funds will be closed out to the general account at the close of Fiscal Year 2022.

The Moderator declared that the motion passed unanimously.

ARTICLE 13: The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town transfer from free cash the sum of \$9,050 to fund all costs related to the Assessing Department network server. Any remaining funds will be closed out to the general account at the close of Fiscal Year 2022.

The Moderator declared that the motion passed unanimously.

ARTICLE 14: The Finance Committee recommended approval of this Article.

Select Board Member Wendy Reed moved that the Town transfer from free cash the sum of \$5,500 to fund all costs and expenses relating to a utility property revaluation analysis and report. Any remaining funds will be closed out to the general account at the close of Fiscal Year 2022.

Board of Assessor Member Richard Baker moved to amend the amount from \$5,500 to \$8,500 as it represented the amount in the Article.

The Moderator declared that the Motion to amend the amount to \$8,500 passed on a majority vote.

The Moderator declared the main motion, as amended, passed by majority vote.

ARTICLE 15: The Finance Committee gave no recommendation on this Article since the Committee was divided at 2-2.

Select Board Member Wendy Reed moved that the Town take NO ACTION on this Article.

The Moderator declared that the motion to take No Action passed by majority vote.



Town Clerk's Report

At 10:42 A.M. on the motion of Select Board Member David Archibald, it was unanimously voted to dissolve the Special Town Meeting.

Attest:



Michael P. McCarron
Town Clerk

Cc: Board of Selectmen
Board of Assessors
Town Accountant (2)
Finance Committee



SPECIAL TOWN MEETING MAY 22, 2021
 FISCAL YEAR 2022
 VOTED

ART. #	ARTICLE DESCRIPTION	AMOUNT	FROM RAISE & APPROPRIATE	FROM FREE CASH	OTHER AVAILABLE FUNDS	WATER DEPT. ENTERPRISE FUND	BORROWING
1.	NO MONEY						
2.	Fire Alarm	\$ 33,000.00					
3.	Town Hall Repairs	\$ 104,850.00			\$ 33,000.00		
4.	Whetstone Greenway	\$ 30,000.00			\$104,850.00		
5.	Snow and Ice	\$ 74,022.00		\$ 74,022.00	\$ 30,000.00		
6.	Essex Aggie	\$ 3137.00		\$ 3137.00			
7.	WW II Gym Fund	\$ 287.57		\$ 287.57			
8.	Grant Deficits	\$ 3948.03		\$ 3948.03			
9.	COVID 19	\$ 100,000.00		\$ 100,000.00			
10.	Personnel Costs	\$ 90,000.00		\$ 90,000.00			
11	Public Safety Server	\$ 18,000.00		\$ 18,000.00			
12	Storm Water	\$ 15,000.00		\$ 15,000.00			
13	Assessor Server	\$ 9,050.00		\$ 9,050.00			
14	Utility Revaluation	\$ 8,500.00		\$ 8,500.00			
15	NO ACTION						
		\$ 489,794.60		\$ 321,944.60	\$ 167,850.00		

ANNUAL REPORT OF THE TOWN CLERK

VITAL RECORDS AND STATISTICS RECORD IN WEST NEWBURY DURING FISCAL YEAR 2021

(July 1, 2020 through June 30, 2021)

To the honorable Select Board,

The following vital records and statistics were recorded in the Town Clerk's Office during Fiscal Year 2021:

Births: 41

Marriages: 10

Deaths: 22

Marriages Recorded During Fiscal Year 2021

<u>Date of Marriage</u>	<u>Names</u>	<u>Residence</u>	<u>Place of Marriage</u>	<u>Officiant</u>	<u>Date of Record</u>
July 18, 2020	Ian Nathaniel Patrick Lauren Marie Grifoni	Coatesville, PA West Chester, PA	Rowley, MA	Rev. Stephen A. Patrick	August 12, 2020
June 19, 2020	David Arthur Nitchman Lauren Elizabeth Gregg	West Newbury, MA	West Newbury, MA	Mark Sherwood, J.P.	August 15, 2020
July 29, 2020	Keith Patrick Corbett Sara Elizabeth Brookes	West Newbury, MA	Hamilton, MA	Mary O'Neil, J.P.	August 13, 2020
September 12, 2020	Michael Joseph Cooney Renee Gilson Beath	Amesbury, MA	Newburyport, MA	Fr. Richard Uftring	October 1, 2020
September 12, 2020	Troy David Zangle Margaret Ann Craig	Portland, ME	West Newbury, MA	Rev. Colin Spillane	September 14, 2020
November 28, 2020	Jamie Frank Fowler Kristina Marie Demaso	Scenery Hill, PA	West Newbury, MA	Penny Richards, J.P.	January 25, 2021
December 16, 2020	Patrick A. Clay	Haverhill, MA	West Newbury, MA	John J. Cena, J.P.	December 23, 2020

	Tsu Yau Zephira Tavares				
February 13, 2021	Eric Edward Chapman, Jr.	West Newbury, MA	Salisbury, MA	Shaunah Gordon	March 31, 2021
	Ashley Nicole Mae McIntosh	Rowley, Maa			
May 1, 2021	Connor Brian Harrison	Boston, MA	Boston, MA	James J. Ronan	May 12, 2021
	Amanda Diane Quinn				
May 23, 2021	Alexander Mark Matthews McDonough Elisabeth Scanlon	West Newbury, MA	West Newbury, MA	Rabbi Benjamin Resnick	June 1, 2021

Deaths Recorded During Fiscal Year 2021

<u>Date of Death</u>	<u>Name</u>	<u>Age</u>	<u>Residence</u>	<u>Place of Disposition</u>	<u>Date of Record</u>
July 21, 2020	Willie H. Hayduk	85	28 Ridgeway Circle, West Newbury, MA	Concord Crematory, Concord, NH	July 23, 2020
July 29, 2020	Lillian H. Lillibridge	95	794 Main Street, West Newbury, MA	Linwood Crematory, Haverhill, MA	July 31, 2020
August 30, 2020	Donald Michael Hines	36	836 Main Street, West Newbury, MA	Concord Crematory, Concord, NH	September 3, 2020
September 16, 2020	Barbara M. Barreiros	85	1 Santos Drive, Wareham, MA	Massachusetts National Cemetery, Bourne, MA	September 24, 2020
October 1, 2020	Douglas F. Codair	57	15 Albion Lane, West Newbury, MA	Linwood Crematory, Haverhill, MA	October 27, 2020
October 22, 2020	Ellen Marie Ulfelder	58	9 Pleasant Street, West Newbury, MA	Linwood Crematory, Haverhill, MA	October 28, 2020
November 11, 2020	Patricia Ann Wood	93	164 Indian Hill Street, West Newbury, MA	Phoenix Crematory, Hampton, NH	November 30, 2020
November 15, 2020	Mary Hughes Enright	83	4 Old Parish Way, West Newbury, MA	Concord Crematory, Concord, NH	November 23, 2020
November 20, 2020	James Michael Garvey	74	26 Way to the River, West Newbury, MA	Lindwood Crematory, Haverhill, MA	November 30, 2020
November 22, 2020	John Francis Cormier	94	52 Bridge Street, West Newbury, MA	Bridge St. Cemetery, West Newbury, MA	November 24, 2020

November 25, 2020	Philip John McGrath	86	3 Parsons Road, West Newbury, MA	Orange County Veterans Memorial Cemetery, Goshen, NY	November 30, 2020
January 16, 2021	Joan F. Stewart	85	20 Albion Lane, West Newbury, MA	Linwood Crematory, Haverhill, MA	January 19, 2021
January 30, 2021	George William Switzer	78	13 Follinsbee Lane, West Newbury, MA	Bridge Street Cemetery, West Newbury, MA	February 10, 2021
February 11, 2021	Margaret H. Hogan	82	11 Indian Ridge Road, West Newbury, MA	Linwood Crematory, Haverhill, MA	February 17, 2021
February 14, 2021	Ann M. Daley	75	36 Garden Street, West Newbury, MA	Merrimack Valley Crematory, Salem, NH	February 16, 2021
February 19, 2021	Jadwiga Zak	93	8 Cashman Road, Peabody, MA	Saint Mary Cemetery, Salem, MA	February 25, 2021
March 1, 2021	Aubrey Charles Tobey	95	20 Hilltop Circle, West Newbury, MA	Harmony Grove Cemetery, Salem, MA	March 3, 2021
March 10, 2021	Brian Sarnowski	65	7 Old Wharf Road, West Newbury, MA	Harmony Grove Cemetery, Salem, MA	March 15, 2021
March 27, 2021	Jane Patterson	86	4 Christian Drive, Nashua, NH	Arborside Crematory, Windham, NH	March 31, 2021
April 12, 2021	John Joseph Meehan	68	20A Crane Neck Street, West Newbury, MA	Great Works Crematory, North Berwick, ME	April 15, 2021
May 19, 2021	Richard P. Hinton	72	42 Archelaus Place, West Newbury, MA	Walnut Hill Cemetery, West Newbury, MA	May 26, 2021
May 30, 2021	Pauline Franzone	91	23 Beach Road Unit E15, Salisbury, MA	Linwood Crematory, Haverhill, MA	June 2, 2021

ANNUAL REPORT OF THE BOARD OF REGISTRARS
(For Fiscal Year 2020: July 1, 2020 through June 30, 2021)

To: The Honorable Board of Selectmen:

The following data was compiled from the VRIS resident census information as of July 1, 2021:

Number of Registered Voters:

Democrats:	740
Republicans:	452
Unenrolled:	2015
Other:	23
TOTAL:	3230

The following Town Meetings and Elections were held during Fiscal Year 2021. Unless otherwise indicated Town Meetings were concluded in one session. The Board of Registrars attended each Town Meeting session for voter check-in and conducted voter registration sessions prior to each Town Meeting and Election. The Registrars certified signatures on absentee ballot applications and nomination papers.

State Primary Election	September 1, 2020
Fall Special Town Meeting	October 18, 2020
Presidential Primary	November 3, 2020
Annual Town Election	May 3, 2021
Annual Town Meeting	May 22, 2021
Special Town Meeting	May 22, 2021

Respectfully submitted,

Rosamond Veator, Chair
Cheryl Grant
Margaret J. Duchemin

Michael P. McCarron, Clerk

**ANNUAL REPORT OF THE BOARD OF ASSESSORS
FISCAL YEAR 2021**

The Board of Assessors respectfully submits the following report to the Select Board. In FY2021, all values were updated based on calendar year 2019 sales, condition of the property as of June 30, 2020, and assessment date of January 1, 2020. The values were approved by the Department of Revenue. The average assessed value for FY2021 was \$585,820 with an average tax bill of \$8,717. The tax rate was certified at \$14.88 per thousand. The Community Preservation Act remained three percent. The Assessors office uses a Mass Appraisal Approach to properties using a full and fair cash value.

VALUATION

Real Estate	972,156,346.00
Personal Property	19,051,250.00
Total Taxable Value	1,001,724,051.00
Total Exempt Property Value	67,045,900.00

MOTOR VEHICLE EXCISE TAX

Motor Vehicle Excise Tax 2020	81,844.99
Motor Vehicle Tax 2021	786,061.88
Boat Excise Tax 2021	<u>1,910.00</u>
Total Excise Tax for 2021	869,816.87

APPROPRIATIONS AND ASSESSMENTS

Town Appropriation	19,849,773.20
State and County Appropriations	82,578.00
Overlay	101,823.88
Other amounts to be Raised	<u>9,152.00</u>
Total Amounts to be Raised	20,043,327.08

ESTIMATED RECEIPTS

Cherry Sheet Estimated Receipts	391,732.00
Local Estimated Receipts	3,302,401.00
Free Cash	1,223,540.20
Other Available Funds	<u>220,000.00</u>
Total Estimated Receipts and Available Funds	5,137,673.20

TAXES FOR COUNTY, STATE, AND TOWN

On Real Property	14,622,171.28
On Personal Property	<u>283,482.60</u>
Total	14,905,653.88

NUMBER OF PARCELS

Taxable Real Property	1890
Personal Property	25
Exempt Property	162



FY 2021 ANNUAL REPORT OF THE G.A.R. MEMORIAL LIBRARY

Visit the Library online at www.westnewburylibrary.org

Facebook: www.facebook.com/GARMemorialLibrary

Instagram: [@garmemoriallibrary](https://www.instagram.com/garmemoriallibrary)

To the Honorable Board of Selectmen:

We include reports from the Library Director, the Children's Librarian, the Teen Services Librarian, and the Board of Trustees covering the period of July 1, 2020 to June 30, 2021.

FROM THE DIRECTOR

Fiscal Year 2021 continued to see changes and adjustments due to the ongoing COVID pandemic. Yet, the Library still maintained an excellent level of services given the circumstances, and we even experienced increases in number of borrowers and program attendance during FY 2021.

From July 1, 2020 to May 10, 2021, the Library was open for curbside service only. The Library focused on reaching patrons in a variety of new and creative ways during this time. We increased our virtual programming and created opportunities for the community to interact with us via social media, our Poet-Tree, and the many Storywalks that Kate Gove, our Children's Librarian, created throughout the year for families to enjoy. Additionally, the Friends of the Library kicked off their Library of Things this year with a bird watching kit and made plans to expand the collection in the future to include a telescope, snowshoes and more.

We also addressed multiple building maintenance projects during the closure, including replacing the flooring and improving the lighting in the Children's Room, replacing the flooring in two offices, and contracting with a professional cleaning company to ensure that the building would be properly sanitized on a regular basis following our reopening to the public on May 10, 2021.

The Library also began a major digitization initiative in FY 2021. Our collection of Pentucket Yearbooks, Town Reports from 1880 -1906, and all issues of the West Newbury News from 1998-2009 were made available online in digital format via our website. This digitization initiative will continue in FY 2022.

Programs: The success of virtual programming has been one of the positive outcomes of the FY 2021 pandemic-related adjustments. The Library held 53 virtual adult programs in FY 2021 with 654 attendees, a 62% increase in attendance over FY 2020. Some highlights include: Winter Backyard Birds, Memoir Basics, Good Poems and How to Read Them, Native American Storytelling with Anne Jennison, and the Gulls of Appledore Island.

Statistical Snapshot:

Library Collection: 101,659 (inclusive of eBooks, audiobooks, and videos)

Total Circulation: 62,269 (including non-resident circulation of 6,699)

State Incentive Grant: \$8,658

Number of Borrowers: 3,804

Visitors: 11,288 patrons visited the Library

Acknowledgements:

I want to thank the following for all the support they continue to give in so many ways:

- Friends of the West Newbury Library for their tireless fundraising,
- Board of Library Trustees for their enthusiastic support of the Library and the staff,
- West Newbury DPW, especially Wayne Amaral and Brian Richard for always being just a phone call or text away,
- the Library staff for consistently maintaining a positive outlook and providing the best service possible, and
- the community of West Newbury for their continued support.

Corinn Flaherty,
G.A.R. Library Director

FROM THE CHILDREN'S LIBRARIAN

It has been an interesting year. Engaging children without endangering them has been our goal throughout this pandemic. In FY 2021 all library programs were virtual, and I quickly found out that kids had tired of going remote. Though, fifty-nine of them did like Jungle Jim's "Wild about Balloons" virtual Magic Show. Virtual story times and craft kits became the norm with curbside pickup of books, movies and more. I also tried something new and made 15 Storytime YouTube videos, which have had almost 600 views.

We spent the end of July and beginning of August moving every book and free-standing bookcase out of the Children's Room so that the floor in the Children's Room could be remediated and new, breathable flooring could be installed. New area rugs and improved overhead lighting completed the transformation, which was completed in the fall. Storywalks were a lot of fun to make and install on the Library lawn. I made many of them this year and I can tell you that Velcro cannot withstand the power of the wind. We are looking forward to the ease of using the new, more permanent Storywalk donated by the Friends of the Library, beginning in FY 2022.

Story times continued on Zoom with good attendance throughout the year. Every week, I created and gave away 50 craft kits for a total of 1,324 for the year. I also started an Easy Reader Book Club with a craft for kids in Kindergarten to Grade 2. Every month, we told each other jokes, read the story together and I got to see their creations. Maybe virtual programs weren't so bad after all. By the end of FY 2021, the Children's Room had hosted 44 programs with an attendance of 584.

I met with other Children's Librarians and we exchanged ideas and our frustrations with the new normal. I continued to reach out to Page School teachers to help in any way possible. As is usual with Covid-19, everyday things take much more time and effort to accomplish. To connect kids with reading, anything we have to do is worth it.

Finally, in FY 2021, I was happy to curate and display some of the Library's historical collection in a new, entry way display case donated by the G.A.R. Board of Library Trustees. We also answered many questions about West Newbury history and helped our Library Director determine which items from our historical collection to prioritize for digitization. The process of digitizing the West Newbury history collection began in FY 2021, and these digital records are being made available to the public.

Kate Gove,
Children's Librarian

FROM THE TEEN LIBRARIAN

FY 2021 was a challenging year as we learned how to adapt to COVID-19. As the building was not open to the public for a majority of FY 2021, all of our programming was held online with the exception of take and make craft kits, which could be picked up at the Library. The Teen Advisory Group (TAG), a collaboration among the Teen departments at Groveland's Langley-Adams Library, the Merrimac Public Library, and our Library, worked together to offer a virtual summer reading program. Events included teen creative writing club meetings, a monthly book club, and two virtual game nights. We also held a very successful 6-word story competition with the prompt "life in quarantine." Winners were featured in the Newburyport Daily News.

In total, the Teen Department offered 53 programs in FY 2021 with a total attendance of 156. Some highlights included Among Us, the teen creative writing club, and our spooky story walk in October, which featured verses from Edgar Allen Poe's "The Raven."

TAG also began offering a monthly subscription bag for teens called TAG Takeout. TAG Takeout is an individualized service that allows teens to fill out a questionnaire and then receive a goody bag created just for them full of books, crafts, and snacks.

I want to thank Rachael Costello, Cora Ducolon, and the rest of the English Department at Pentucket for being so welcoming of TAG and advertising our events. I'm excited to eventually be able to return to the school to offer outreach programming! I would also like to thank Meghan McCabe and Tracy Shaw for all their great collaboration with the TAG.

Kristen Young,
Teen Services Librarian

FROM THE BOARD OF TRUSTEES

The Board of Trustees is responsible for the overall long-term management of the Library, which includes strategic planning, selection of the Library Director, approval of Library budgets, administration of invested funds, and establishment of general policies. Day-to-day operations are managed by the Library Director.

FY 2021 began the second year for our Library Director, Ms. Corinn Flaherty. FY 2021 also occasioned substantial adjustment to Library operations due to COVID-19 measures needed to protect the health and safety of the community at large as well as the Library staff.

Nonetheless, we are delighted to report that, for the entirety of FY 2021 and the attendant COVID challenges, the Library was able to maintain excellent services to the community due to the outstanding leadership of Ms. Flaherty and the incredible dedication and flexibility of the Library staff. In fact, towards the end of FY 2021, circulation numbers were at levels seen in pre-COVID years! It appears that even the largest of challenges can be met with grace and efficiency by our Library's director and staff. We remain immensely grateful to have librarians that are exemplary in the level of commitment, good cheer, and service that are provided every day to the

community. We are now looking forward during the coming fiscal year to developing a process for creating a 5-year strategic plan, likely starting in the spring of calendar year 2022. This process will include, among other things, substantial community involvement in forming the 5-year strategic plan.

The Board of Trustees also continued in FY 2021 to use invested funds to maintain and further develop the Library's infrastructure. Among other measures, Trustee funds were used to pay for landscaping (an annual item), a new movable display case in the entry way, and an extensive upgrade of the flooring and sub-flooring in the Children's Room. We are pleased to report that the flooring and sub-flooring work was entirely successful, due in large part to the assiduous oversight of Wendy Reed, Chair of the Library Board. These upgrades not only created a warm and comfortable environment for visits by and programs for our community's youth but also significantly improved the overall air quality in the Library. While it is expected that municipal funds will continue to pay for basic services and operation of the Library, the Trustees are committed to using our investment funds for appropriate and substantial infrastructure improvements to the Library consistent with past practice and sound fiscal management.

FINANCIAL REPORT – FY21

Trustee Investment Fund

	Balance July 1, 2020	\$1,138,861.03
Dividends, Interest		\$32,460.30
Withdrawals		- \$13,000.00
Net value change in portfolio		\$ 95,367.16
	Balance June 30, 2021	\$ 1,253,688.49

Gift Fund Account

	Balance July 1, 2020	\$11,863.70
Withdrawals		- \$32,297.60
Deposits		\$35,047.34
Interest		\$40.86
	Balance June 30, 2021	\$14,654.30

Gifts, Bequests, and Other

West Newbury Riding and Driving Club	\$40.00
Beard Books Royalties	\$11.34
Dianne Wilkinson	\$50.00
Dave and Judy Marshall	\$100.00
Kate Gove	\$100.00
Brian & Linda Young	\$50.00
Robert & Kay Howe	\$50.00
John & Carol Chiungos	\$100.00
Marilyn Randall	\$50.00
Total	\$551.34

FY21 ANNUAL REPORT OF THE BOARD OF HEALTH

To the Honorable Board of Selectmen:

Fiscal year 2021 came with complex challenges as the Board of Health and staff responded to the Covid-19 pandemic. West Newbury joined forces with eight surrounding communities to form the Lower Merrimack Valley Regional Collaborative. As of June 30, 2021 over 1,700 vaccines were administered to West Newbury residents at local clinics. The Board would like to thank all who volunteered their time at these clinics as well as the Police and Fire Officers, DPW and the Health Agent, Paul Sevigny and our Public Health Nurse, Diane Dardeno who worked endless hours in order to successfully run these clinics.

The Board of Health and staff remains dedicated to enforcing State and local regulations regarding wells, septic systems, camps, food, trash and recycling. During the Fiscal Year 2021, the Board of Health approved applications for 35 septic systems. Inspections for the installation of systems are done by the Health Agent ensuring compliance with Title V and West Newbury’s Local Regulations. Our office issued 1 camp licenses, 13 food permits, 1 milk permit, 5 permits for a well, 28 licenses for installers and 11 haulers.

Our annual Household Hazardous Waste Collection Event was cancelled this year due to the Covid-19 pandemic.

FY21 was the fifteenth year for West Newbury as a member of the Northeast Massachusetts Mosquito Control Program which is a part of the Massachusetts Department of Agriculture. Surveillance by trapping and testing mosquitoes is the primary function of Mosquito Control. By analyzing the data collected from the traps, the Town will be informed regarding possible EEE (Eastern Equine Encephalitis) and West Nile Virus, and therefore can act preemptively to protect the public health. There were zero human cases for either EEE or West Nile in Essex County in FY21.

We continue to monitor and maintain the Town’s closed landfill located at the corner of Middle Street & Georgetown Road. Groundwater monitoring wells are sampled twice a year to provide data on early detection of any leachates that could impact the surrounding aquifer. Private drinking wells located within 500’ of said landfills are tested every three years for the presence of 1,4-Dioxane. A gas interceptor trench was installed along a portion of Middle Street in September of 2020 to prevent landfill gasses from migrating beyond the limits of the landfill. All gas vents are tested monthly and the results are showing that the interceptor trench is working as designed.

The Board of Health offers special recycling programs for compact fluorescent light (CFL) bulbs, button batteries, mercury thermometers, thermostats, cellular telephones, rechargeable batteries as well as “medical sharps”, books and a textiles recycling program. These items can be dropped off at the Health Department in the during office hours. Our medical sharps collection is a program with the purpose of collecting medical needles which provides safe storage containers for our residents. Sharps containers can be purchased for a fee at the Health Department, the disposal program is free.

RECEIPTS:

Licenses	\$6,300.00
Miscellaneous	53.00
Perc Test	3,850.00
Septic Plans Review	6,150.00
Textile/Book Recycling	626.92
Wells	<u>1,200.00</u>
Total	\$18,179.92

Respectfully Submitted:

Robert Janes, Chairman,

Blake Seale, Member

Thomas Fahey, Member

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, 2021.

Installations:	1,088
Dwellings in Town:	1,663
% On Town Water:	65%
Town Population: (per Town Clerk)	4,656
Gallons Billed:	
Average residential daily usage:	49 gpd/pp
Hydrants/Valves:	211/207
Street Valves:	143
Feet of Main:	147,840

The coronavirus pandemic continues to create both a health crisis and an economic crisis in the United States and throughout the world. The pandemic has disrupted hundreds of thousands of lives, pushed the hospital system to its capacity, and created a global economic slowdown. That slowdown effected the construction and the timeline for completion of the new Brake Hill water tank and the Chemical Injection Facility.

New Brake Hill Water Tank and the old 1936 Standpipe updates.

- The new water tank went on-line in May, 2021 and everything is running very well.
- The old 1936 Standpipe has been taken down and disposed of. In the spring of 2022 additional site work will be completed.

New Chemical Injection Facility and Bedrock Well updates.

- The new Chemical Building and Bedrock Well was put in service in October, 2021. Everything is running well.

In Fiscal Year 2022 the Water Department will start planning for the water main replacement which is part of our Capital Plan schedule. The water mains on Church Street and Prospect Street will be the first to be replaced.

During Fiscal Year 2015 the Water Department negotiated with the Society of Saint John's Evangelist (SSJE) to secure additional land for the well head protection zone for the new bedrock well located at the existing Wellfield #1. This resulted in an amendment to the 1985 easement agreement for the land at Wellfield #1 located at 999 Main Street which was given as a gift by the SSJE to the Town of West Newbury. In Fiscal year 2021 the Water Department pumped 42,686,000 gallons of water from Wellfield #1 at a value of \$317,157.00 in savings if purchased from the City of Newburyport.

COMMITMENTS TO WATER FUND (CHARGES TO USERS)

TWELVE-MONTH PERIOD JULY 1, 2020 TO JUNE 30, 2021

Water Usage (regular bills):

October 2020	\$572,992.32	
April 2021	431,359.22	<u>1,004,351.54</u>

Water Usage (special bills):

Addl. Water & Municipal Liens	14,808.69	
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Services:

Unscheduled Reading Fee	1,740.00	
Tapping Fee.	0	

Materials:

New Meters	3,377.40	
Other	1,156.45	

<u>Fire Protection Charge</u>	77,207.00	<u>98,289.54</u>
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TOTAL COMMITMENTS FISCAL YEAR 2021 **1,102,641.08**

Additional Revenue:

Misc. Revenue (backflow, red cards, etc.)	3,175.27	
Systems Development Charge	28,500.00	<u>31,675.27</u>

TOTAL ESTIMATED REVENUE F/Y 2021 **\$1,134,316.35**

OPERATING ACCOUNT EXPENDITURES

TWELVE-MONTH PERIOD JULY 1, 2020 TO JUNE 30, 2021

Operating Expenses:

Facilities Cost	\$36,462.54	
Office Expense	6,018.26	
Retirement Expense	49,096.00	
(Includes: Essex County Retirement & Post Retirement Benefits)		
Outside Services/Training	9,535.50	
Computer Expense	3,755.58	
Vehicle/Equipment Expense	3,060.81	
Materials/Supplies/Outside Contractors	64,251.45	
Water Purchase-City of Newburyport	178,335.56	
Safe Water Drinking Assessment	613.07	

Legal Expenses	0.00	
Dues & Membership	1,970.00	
Mileage Reimbursement	1,077.60	
		<u>354,176.37</u>
<u>Salary/Wages:</u>	178,228.17	
<u>Insurances:</u>	24,152.99	
<u>Debt Service:</u>	113,670.04	
<u>Indirect Costs:</u>	51,910.00	
<u>TOTAL EXPENDITURES F/Y 2021</u>	<u>\$722,137.57</u>	

BOARD OF WATER COMMISSIONERS

Richard Cushing

Robert Janes, Chairman

Larry Corcoran

Michael E. Gootèe, Manager/Superintendent

Jodi Bertrand, Administrative Assistant



WEST NEWBURY POLICE DEPARTMENT

401 Main Street, West Newbury, MA 01985

Phone 978-363-1213

Fax 978-363-1114

Jeff Durand, Police Chief

durand@westnewburysafety.org

To the West Newbury Select Board:

The Public Safety Dispatch Center has maintained a consistent, outstanding level of service to the Town of West Newbury over the past year. The dispatchers are held to high standards and need to constantly be ready to handle any type of call. Things can go from 0 to 100 in an instant, and they have always shown an ability to be ready for anything. The residents of this town, as well as the police officers of the department, rely on the dispatchers constantly.

Aside from answering 911 calls, dispatchers handle calls for service on the business lines, walk ins, and over the radio. They continue to provide Emergency Medical Dispatch (EMD) instructions for those in need, such as for CPR calls, individuals with an obstructed airway, or those needing assistance with controlling bleeding. The presence of Covid-19 added additional steps that dispatchers have to take with some calls, to ensure the safety of the responders.

Dispatchers have seen an increase in call volume with the 911 system, now that the State 911 Department has dedicated West Newbury's Dispatch Center as a call center capable of receiving out of town, wireless Phase 1 calls. These are cell phone calls made by people in other towns that are routed to West Newbury, to be transferred to the proper department. This helps alleviate the number of wireless calls received at the 911 regional center.

The Dispatch Center also added a couple of new full-time dispatchers to its staff. Part time dispatchers Kylie Kennedy and Nick Levesque filled two open full-time vacancies. The Dispatch Center also hired a new part-time dispatcher, Amy Fialkowski. Amy is completing required training and will be working shifts after the new fiscal year begins.

West Newbury dispatchers pride themselves on their professionalism and their ability to go above and beyond to help the public. They are the first point of contact and their performance can, and has, made a difference for responders and citizens of the town.

Respectfully Submitted,

A Massachusetts Accredited Agency



WEST NEWBURY POLICE DEPARTMENT

401 Main Street, West Newbury, MA 01985

Phone 978-363-1213

Fax 978-363-1114

Jeff Durand, Police Chief
durand@westnewburysafety.org

To the West Newbury Select Board:

The previous year brought the police department many new challenges and changes. I completed my second full year as Police Chief as of July 2021, and I am proud to say that the entire department has come together to make it an even better year than last year.

The persistent presence of the Covid-19 Pandemic has made things challenging for everyone. Specifically for the department, this meant canceling the annual National Night Out celebration that is held every year at the Pentucket High School. Officers were also forced to complete required trainings online, hold certain court appearances over Zoom, and had to make sure to take extra precautions when interacting with the public, for their own safety and the safety of the citizens.

However, the Pandemic did not force the change or cancelation of everything. The Police Department's School Resource Officer (S.R.O.), Officer Michael Dwyer, maintained his presence at all three schools in town. Officer Dwyer continued to work side by side with staff and students and utilized various trainings to interact and build a rapport with them.

The department continued other yearly activities such as a prescription drug take back in both October and April. Dispatcher Barbara Bilo and Officer Dwyer are certified car seat technicians and provided assistance to many with car seat installations for the public.

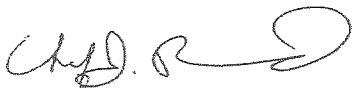
Officer Eric Forni was promoted to Interim Sergeant in charge of the overnight shift. This position is expected to become a permanent position within the department as of July 1, 2021. I feel having a supervisor during the overnight hours will strengthen the department and benefit the town and its residents. While we did have a full-time officer leave in the fall, Officer Emmanuel Terrero, who previously worked as a reserve officer, deservedly was hired to fill this full-time position. He will eventually go to a full-time police academy.

The department remained busy during the fiscal year. Officers responded to various types of calls in the community, such as suspicious activity complaints, burglar alarms, medical emergencies, motor vehicle crashes, disturbances, etc. Officers continued their routine patrols of the town and effected motor vehicle stops when necessary.

A Massachusetts Accredited Agency

I am looking forward to another year serving as this town's Police Chief. I take great honor in fulfilling my duties to the town and the position. I know the officers of the department have the utmost respect for the residents of this town and will continue to perform their job with the diligence and consistency that is expected of them.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Chief J. Durand". The signature is stylized with a large, sweeping flourish at the end.

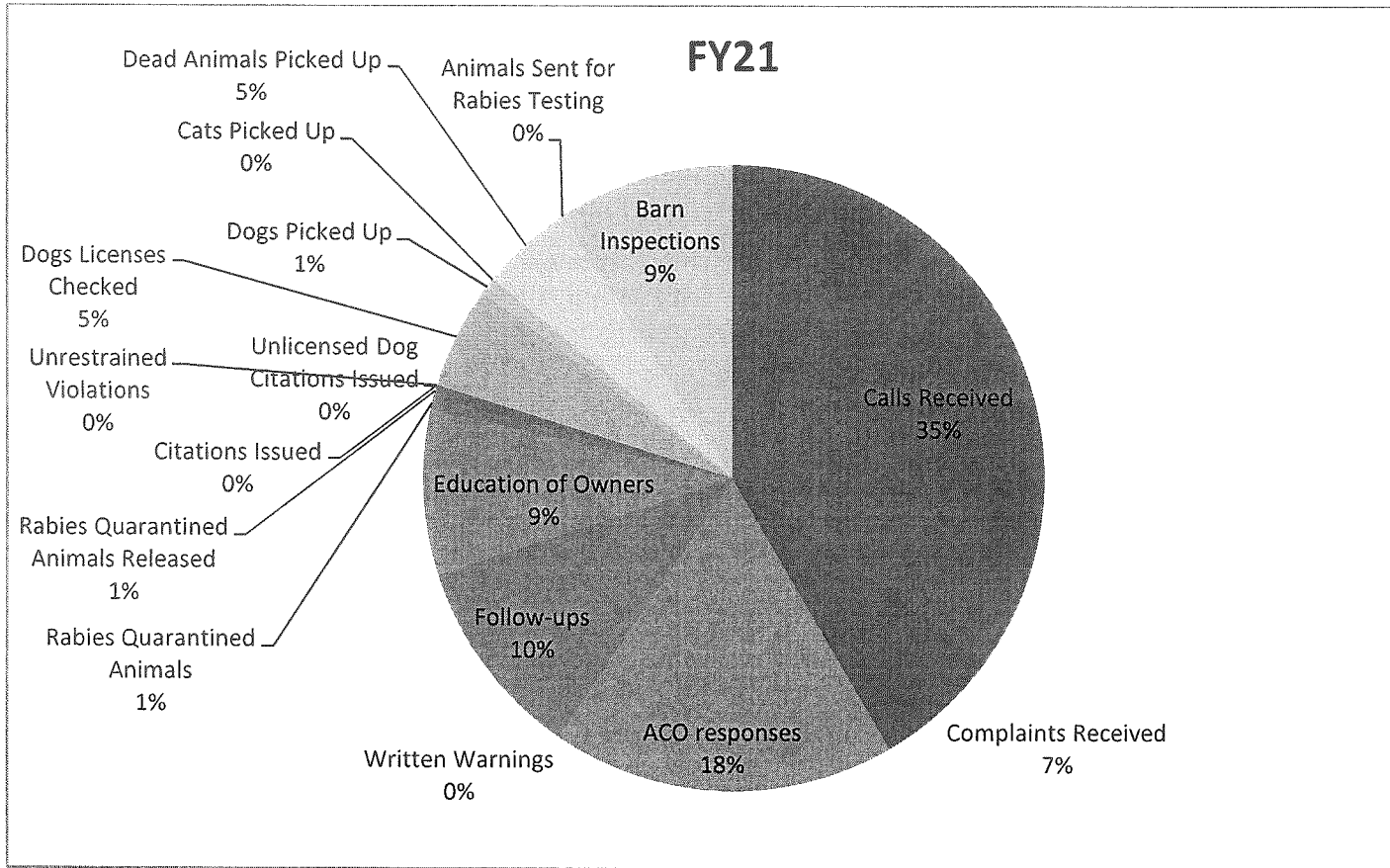
Chief Jeff Durand

TOWN OF WEST NEWBURY
ANIMAL CARE AND CONTROL OFFICER
FISCAL YEAR 2021 REPORT SUMMARY

The services provided by Animal Control is a regional partnership between the Town of West Newbury and the City of Newburyport. The joint position has worked well for both West Newbury and Newburyport by sharing the cost of the position. The agreement between the two Towns provides us with coverage 24 hours a day, 7 days a week and has proven very beneficial. Our Animal Control Officer can always be reached by calling the dispatch center who will then place a call to Kayla to respond.

Below you will find some of the types of calls the Animal Control Officer has responded to during the last fiscal year.

Calls Received	278
Complaints Received	53
ACO responses	143
Written Warnings	0
Follow-ups	83
Education of Owners	68
Rabies Quarantined Animals	5
Rabies Quarantined Animals Released	5
Citations Issued	0
Unrestrained Violations	0
Unlicensed Dog Citations Issued	0
Dogs Licenses Checked	42
Dogs Picked Up	6
Cats Picked Up	1
Dead Animals Picked Up	38
Animals Sent for Rabies Testing	0
Barn Inspections	74



Responses

The West Newbury Fire Department responded to 517 calls for service during fiscal year 2021. We responded out of town for mutual aid 29 times to provide incident support to the surrounding communities. We are grateful for the continued support and professionalism we receive from the Amesbury, Georgetown, Groveland, Newbury, Newburyport, Merrimac and Salisbury Fire Departments.

Covid-19

The Lower Merrimack Valley Regional Collaborative began holding vaccine clinics in January of 2021. The last collaborative clinic of the fiscal year took place on June 10th after administering over 29K doses. Members of the West Newbury Fire Department were an integral part of the collaborative from its inception. We would like to commend David Baker and Duncan Weaver for their hard work and support that made each clinic a great success. David and Duncan put in countless hours behind the scenes and during every event. We are so very grateful to the support we continue to receive from the West Newbury Board of Health. We would like to personally thank Health Agent Paul Sevigny, Public Health Nurse Diane Dardeno, and all the members of their team for the countless hours and support they provided to our first responders. We were able to maintain what is already a difficult task as a 100% call fire department, providing professional services and support to the community.

Grants and Equipment

After delays in production due to Covid-19, we finally received our new Rescue 20 – a KME Ford F550 4X4 that replaces a 1993 Ford Rescue – “Rescue 1”. During the 2021 Town Meeting, voters approved funding to replace our aging rescue extrication equipment. This equipment is commonly used to free passengers involved in motor vehicle crashes. We applied for and were awarded a Massachusetts Department of Fire Services Firefighting Equipment Grant. We used the award to purchase a portion of the rescue extrication equipment to offset the overall cost to the town. We will continue focus on purchasing the best and most appropriate equipment for our firefighters while looking for options to support the financial priorities of the town.

Training

We continued to work through the pandemic to provide training to our members by utilizing both in person and online training options. We are excited to begin returning to our traditional in person drills. Our resilient Junior Firefighters have also continued to work as a team thanks to ZOOM and are also anxiously awaiting a return to in person training.

Lastly, we want to thank the Select board as well as other boards and committees for their continued support. Our mission is to provide the Town of West Newbury with the very

best services. This would not happen without help from the West Newbury Police Department, Public Safety Dispatchers, Emergency Management Agency, Department of Public Works, Inspectional Services Department, Water Department, Atlantic Ambulance Service, and the community we proudly serve.

Community Outreach and Public Education

The Fire Department has been working throughout the year to reach out to community members and encourage fire prevention and develop awareness. One message we have been focusing on getting to community members is to have working smoke alarms on every level of their home, outside bedrooms, at the top of open stairs and at the base of cellar stairs. In order to maintain smoke alarms be sure to test them once a month. If the alarm uses regular batteries, change them at least once a year. An easy way to remember is to change the batteries when you change your clocks. A “chirping” sound indicates that it’s time to change the batteries. Smoke alarms must be replaced every 10 years. Alarms are labeled with their date of manufacture. If there is no label, they are older than 10 years and must be replaced.

For more information on smoke detectors and other safety topics please visit <https://www.mass.gov/service-details/smoke-and-carbon-monoxide-alarms> or contact us at 978-363-1111 or fire@westnewburysafety.org.



West Newbury Jr. Firefighter Training Program

WNFD Members FY2021

To be added into the department section of the report.

David Baker, FF
Andrea Ball, FF
Daniel Briscoe, FF
Cooper Carifio, Lieutenant
Brendon Corcoran, FF
William Donahue, Captain
Lisa Duxbury, Lieutenant
Michael Dwyer, Fire Chief
Lisa Eichel, FF
David Evans, Deputy Chief
Lisa Evans, FF
Michael Fitzgerald, FF
Jason Goldweber, FF
Andrew Greenbaum, FF
Haley, Justin, FF
Benjamin Jennell, Asst. Chief
Joshua Kemper, FF
Tyler Kimball, FF
Tristin LaSala, FF
Michael Lawless, FF
Keenan Leonard-Solis, FF (ret. 5/21)
Sue Marden, FF
Mark Marlow, Lieutenant
Mead, Doug, FF
William Roche, FF
Daniel Stiles, FF
Duncan Weaver, FF

West Newbury Fire Department

Incident Analysis

From 07/01/2020 Thru 06/30/2021

Incident Type

<u>Incident Type</u>	<u>Occurrences</u>	<u>Percentage</u>
Not Reported	1	0.2
Building fire	11	2.1
Fuel burner/boiler malfunction, fire confined	1	0.2
Mobile property (vehicle) fire, other	1	0.2
Passenger vehicle fire	1	0.2
Road freight or transport vehicle fire	1	0.2
Off-road vehicle or heavy equipment fire	1	0.2
Forest, woods or wildland fire	2	0.4
Brush or brush-and-grass mixture fire	6	1.2
Grass fire	1	0.2
Dumpster or other outside trash receptacle fire	2	0.4
Cultivated vegetation, crop fire, other	1	0.2
Medical assist, assist EMS crew	1	0.2
EMS call, excluding vehicle accident with injury	183	35.4
Motor vehicle accident with injuries	10	1.9
Motor vehicle/pedestrian accident (MV Ped)	1	0.2
Motor vehicle accident with no injuries.	23	4.4
Search for person on land	1	0.2
Gasoline or other flammable liquid spill	4	0.8
Gas leak (natural gas or LPG)	5	1.0
Chemical spill Or leak	1	0.2
Refrigeration leak	1	0.2
Carbon monoxide incident	5	1.0
Power line down	6	1.2
Arcing, shorted electrical equipment	3	0.6
Building or structure weakened or collapsed	3	0.6
Lock-out	4	0.8
Water evacuation	2	0.4
Water or steam leak	1	0.2
Animal rescue	4	0.8
Assist police or other governmental agency	9	1.7
Public service	44	8.5
Assist invalid	31	6.0
Unauthorized burning	2	0.4
Cover assignment, standby, moveup	14	2.7
Good intent call, other	1	0.2
Dispatched & canceled en route	22	4.3
No incident found on arrival at dispatch address	7	1.4
Authorized controlled burning	5	1.0
Smoke scare, odor of smoke	9	1.7
HazMat release investigation w/no HazMat	1	0.2
Smoke detector activation due to malfunction	5	1.0
Alarm system sounded due to malfunction	2	0.4
Unintentional transmission of alarm, other	7	1.4
Smoke detector activation, no fire - unintentional	23	4.4
Alarm system activation, no fire - unintentional	23	4.4
Carbon monoxide detector activation, no CO	14	2.7
Severe weather or natural disaster, other	1	0.2
Lightning strike (no fire)	1	0.2
Severe weather or natural disaster standby	9	1.7
TOTAL	517	100.0

House Numbers

Is Your Number Clearly Visible from the Street?

Seconds Count in an Emergency

- Protect your family and your property by having large visible house numbers.
- Firefighters, police officers, and paramedics find you faster when your home is properly marked.
- A visitor, child or injured person may be unable to give clear directions.
- Emergency personnel from a neighboring community may be unfamiliar with your area.

Use Large Visible Numbers

- Numbers need to be at least 4-inches in height and facing the street.
- Put the numbers under lighting, and use numbers with a contrasting background, so they will be visible at night.
- Be sure to use the E-911 address for the property.
- If your driveway is long, post your house number on both sides of a mailbox or sign pole at the end of the driveway near the road.
- Be sure to keep numbers visible by trimming trees and bushes.

It's the Law

- Massachusetts General Laws C. 148, S. 59. specifies that every building in the state must have clearly visible address numbers posted.



FireFactors

Office of the State Fire Marshal • www.mass.gov/dfs • (978) 567-3380

FY 2021 INSPECTION DEPARTMENT ANNUAL REPORT

To the Honorable Board of Selectmen:

Permits Issued

Type of Permit	#	Value of Work	Fees Collected
Residential Building Permits	294	\$12,958,477.00	\$144,495.00
Commercial Building Permits*	4	\$90,349.00	\$1,082.00
Plumbing Permits	108	\$616,438.00	\$11,132.00
Gas Permits	103	\$212,395.00	\$8,243.00
Electrical Permits	203	\$3,022,981.00	\$30,364.00
Sheet Metal Permits	19	\$281,420.00	\$3,422.00
Totals	731	\$17,182,060.00	\$198,738.00

**Trench Permits are now issued by the Department of Public Works

Department Expenses

Salaries & Wages	- \$123,447.00
Department Expenses	<u>- \$19,187.00</u>
Department Total	- \$142,634.00

Total of fees collected after expenses - \$56,104.00

Department Employees

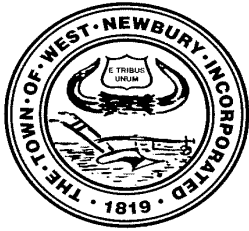
Sam Joslin – Building Commissioner*
 Stan Kulacz – Plumbing and Gas Inspector
 Tom Tombarello – Electrical Inspector
 Joan Croteau – Administrative Assistant** (978) 363-1100 Ext.122

*The Building Commissioner also performs the functions of Zoning Enforcement Office, ADA Administrator and Floodplains Coordinator.

**The Administrative Assistant is also the Administrative Assistant to the Zoning Board of Appeals.

Respectfully submitted,

Sam Joslin
 Building Commissioner



TOWN OF WEST NEWBURY

CONSERVATION COMMISSION

381 Main Street, West Newbury, Mass. 01985

TEL: 978-363-1100 x126 FAX: 978-363-1119

Annual Report of the Conservation Commission

To the Honorable Select Board:

Over the past year the Commission has continued its efforts to protect the wetlands under the Massachusetts Wetlands Protection and Rivers Protection Acts. Wetlands serve many functions, including acting as a filter for cleaning our drinking water, providing flood storage, preventing storm damage, and providing wildlife habitat. The Commission is charged with regulating activities in or within 100 feet of a wetland resource area to prevent damage to these often fragile and at times irreplaceable resources. Any activity within these areas requires a filing with the Commission to review the impact of your proposed activity on the wetlands.

The commission holds hearings on the 1st and 3rd Mondays of every month in connection with filings. We also hold site walks to check wetland delineations for projects. If you are unsure whether you need to file you may call our agent, Michelle Greene, to have her check out the site, or come to a meeting for an informal discussion of your proposed activity.

We support the goals of the Open Space Committee, and work with committees and boards, organizations, and groups to preserve and protect both open space and the town's remaining agricultural assets. That work has included working on conservation restrictions and trail easements. Our goals include working with town boards, organizations, and groups 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. This year we have also been working on developing a wetlands protection bylaw to be presented at Town Meeting and reviewing some proposals for addressing invasive species. We welcome input from all and all our meetings are open.

This year the Commission issued sixteen Orders of Conditions, eleven Determinations of Applicability, eleven Certificates of Compliance, two Amendments to Orders of Conditions and three plan modifications and changes, two Extensions of Orders of Conditions, one Order of Resource Area Delineation, and one Enforcement Order.

Respectfully Submitted,
Judith Mizner, Chair,

Annual Report of the Council on Aging

Our Senior Center has continued to grow through the changes of Covid. At the beginning of Fiscal Year 2021 we were well into Covid and knowing that things weren't going to be back to normal anytime soon, but that we needed to learn to adapt to the new way of how things were handled.

With the help of many different departments we were able to help over 95% of seniors in town sign up for their Covid Vaccinations when they first became available. A survey went out in late January to determine who would/needed help. From there we enlisted the help of several volunteers to ensure that everyone that needed it was able to get a vaccine. This was no easy task but it was accomplished with the help with our dedicated volunteers and staff.

We were able to bring our exercise classes back to you in a safe manner by offering them outside when the weather was appropriate. We were lucky enough to hold them in Bandstand to be free of the rain or the sun. When it was safe to do so we moved them back into the Annex with the proper precautions.

Our lunch series continued on throughout the year-Jen our site manager has been dedicated to making the best meals over the year for 50 residents. Our two volunteers that delivered the meals, Lisa and Peggie have continued to make this program possible. We cannot thank them enough for their help.

Our food pantry has continued to grow each and every month. We still provide the mobile food pantry to residents that are unable to attend in town hall. This past year we supplied over 3 dozen holiday baskets throughout the year to help residents celebrate many different holidays. We have partnered with other area food pantries to ensure that we able to meet the needs of all the residents that come to us.

Our Shine Program had a successful open enrollment from October 2020-December 2020. We were able to help over 175 residents find appropriate health insurance plans. We helped an additional 75 residents enroll in Medicare A, B, C & D. If you are turning 65 in the next year please reach out so we can help you with enrollment.

If you have any questions in regards to services offered or what is available to you please call 978-363-1104 or email at coa@wnewbury.org.

Respectfully Submitted,
Theresa Woodbury,
Director

2021 Open Space Annual Report



Brake Hill

Fiscal year 2021 was a busy one for the West Newbury Open Space Committee (OSC). Here are the highlights.

The OSC cosponsored two land acquisition requests for \$175,000 in Community Preservation Act (CPA) funds with Essex County Greenbelt. One was for preserving 50 acres on Coffin St. This acreage is key to the goal of connecting Riverbend with several parcels to the west, creating a much larger network of trails. Thirty acres will be owned and managed by Greenbelt and 20 will be permanently preserved as open space but privately owned. The town unanimously voted to approve this request at town meeting in May 22, 2021.

The other request helped fund Greenbelt's acquisition of the Artichoke River Woods conservation area. The transaction closed on March 31, 2021. These 38 pristine acres on the Artichoke Reservoir will help protect West Newbury's wells, link to the Withers Conservation Area, and could eventually connect to Maudsley. The purchase price was \$985,000 and required multiple funding sources including \$530,000 from the state.

The OSC lecture series included presentations by renown entomologist Doug Tallemly in May called "Nature's Best Hope" and a field walk in June by pollinator specialist and biologist Hannah Mullally.

In his webinar, Tallemly makes his strong case for native species and a "grassroots approach" to conservation. More than 500 signed up for the May webinar and 281 attended. The presentation can be found on at https://youtu.be/k_JRm_j72ik. Also visit West Newbury Wild and Native (wnwildnative.org) for more about the critical importance of native species.

The OSC worked with Wild and Native to bring Mullally to narrate a walk on several town fields. The idea was to advise the town on how to develop

management and mowing strategies for town-owned fields and meadows. The goal is to balance ecological concerns with the demand for passive recreation. Many constituencies made the walk, including DPW Director Wayne Amaral and representatives from the Select Board, ConCom, OSC, Riding and Driving Club and Essex County Greenbelt. After the walk, the Select Board approved creation of a group to develop management strategies for the fields.

At town meeting on May 22, 2021, residents voted to authorize a \$30,000 request in CPA funds from the OSC for the engineering and permitting for an All Access trail at Mill Pond. Unfortunately, we did not receive a matching grant from MassTrails, but we can reapply for it and pursue other grants. The project is proceeding under the leadership of former OSC member and current Parks & Rec chair Brad Buschur.

In June, we welcomed Graham Bacheller and Kathy Feehery as OSC associate members and said goodbye to Wendy Reed who assumed her position as a member of the Select Board.

Respectfully submitted,

John Dodge

John Dodge, chair

Visit:
wnewbury.org/open-space-committee



|

**COMMUNITY PRESERVATION COMMITTEE
TOWN OF WEST NEWBURY
Annual Report, Fiscal Year 2021**

BACKGROUND

The Community Preservation Act (M.G.L. Chapter 44B, CPA) provides for communities to create a local Community Preservation Fund financed by a 3% surcharge (less the first \$100,000 of assessed value) on each property tax bill. The statute provides for certain exemptions such as for low and moderate income property owners. 10% of estimated revenues are allocated annually to each of the three CPA areas: Community Housing, Historic Preservation, and Open Space and Recreation; and 5% for Community Preservation Committee expenses. The balance is allocated to a fund entitled Undesignated Fund Balance, which may also be expended on eligible projects.

The Town of West Newbury voted to approve the provisions of the Community Preservation Act on October 17, 2005, and approved a Ballot Question to approve the Act on May 1, 2006, with a 3% surcharge.

Under the statute, there is a state match which comes from fees assessed on Registry of Deeds transactions, which is annually distributed to CPA communities.

The Community Preservation Committee must determine if a submitted project is eligible, approve it for funding, and if approved, it is voted on at Town Meeting. For more information, see the CPC webpage at www.wnewbury.org.

SUMMARY OF FUNDS

Revenues collected for Fiscal Year 2021 are as follows:

Receipts from Surcharge:	\$359,981.00
Tax liens redeemed:	\$2,542.00
Earnings on Investments:	\$8,525.00
State Match:	\$224,429.00
TOTAL	\$595,477.00

(Source: 2021 Revenue Statement, prepared by the Town Accountant)

Available Balance in the CPC Account as of June 30, 2021:

Fund Balance Reserved for Community Housing:	\$43,240.00
Fund Balance Reserved for Historic Resources:	\$104,691.61
Fund Balance Reserved for Open Space and Recreation:	\$43,240.00
Fund Balance Reserved as Undesignated:	\$1,920,345.25

(Source: Form CP2, prepared by the Town Accountant and filed with the Massachusetts Department of Revenue, June 30, 2021)

CPA PROJECTS

To date, including through FY21, 38 projects have been approved by Town Meeting voters and proceeded through funding (or are in process). The breakdown of categories is as follows:

Community Housing:	\$ 622,967
Historic Preservation:	\$ 2,529,554
Open Space:	\$ 522,100
Recreation:	\$ 512,857
TOTAL:	\$ 4,187,478 *
* Note: This total does not include an additional \$1,250,000 in debt service authorized for the Soldiers & Sailors Building Restoration, which will be paid over time from the CPC Historic Preservation account.	

Note that these amounts include the full amount appropriated or, for projects already completed and closed out, the actual amount expended. Some projects have been completed under budget. A complete table of projects approved and expenditures is posted in the Community Preservation Plan on the CPC webpage.

During Fiscal Year 2021, the CPC approved and recommended to Town Meeting the following projects:

Special Town Meeting May, 2021

- Historic Preservation Repair and Restoration of the West Newbury Town Hall, Sum of \$104,850
- Open Space and Recreation Design and Construction of an all-access trail, commonly referred to as the “Whetstone Greenway” proposed to be located between River Meadow Drive and Sullivans Court Extension, \$30,000

These two Articles appeared on the warrant for the Special Town Meeting on May 22, 2021 and Town Meeting voters approved these two proposals.

Annual Town Meeting May, 2021

- Historic Site Survey Phase III, \$25,000
- Open Space and Recreation the design of an all access trail and associated features at the Mill Pond Recreation Area \$30,000

- The purchase of the following: 1) a conservation restriction on approximately 30 acres of real estate located to the rear of property located at 28 Coffin Street, being generally described on West Newbury Assessors Map 23 as Lot 4; and, 2) a conservation restriction in conjunction with Essex County Greenbelt Association, Inc on two parcels of real estate located to the rear of the property located at 28 Coffin Street, being generally described on West Newbury Assessors Map 23 as Lots 11 and 12 consisting of approximately 11 acres and 10 acres respectively; said purchases to be subject to approval of the conservation restriction by all parties; and that the Board of Selectmen is to be authorized to execute, acknowledge and deliver all grants, agreements and such other instruments, including, but not limit to, the conservation restrictions in accordance with Massachusetts General Laws Chapter 184 and any other applicable statute or regulation, as may be necessary on behalf of the Town of West Newbury to effectuate the purchases herein mentioned: and to take any other action relative thereto. By request of the Community Preservation Committee, the Open Space Committee and Essex Country Greenbelt Association, Inc.\$175,000

These three Articles appeared on the warrant for the Annual Town Meeting on May 22, 2021 and Town Meeting voters approved all three proposals.

ADMINISTRATION

Judith Mizner, Chair representing Conservation Commission

Tim Cronin, Vice-chair representing Planning Board

Rick Parker, representing Board of Selectmen

Gary Bill, representing Housing Authority

Wendy Willis, Serving Jack Foley's remaining Term, representing Recreation Commission

Robert Janes, representing Historical Commission

Patricia Reeser, Serving Sherry Pruyn's remaining Term, At-Large Member

Angus Jennings, Ex Officio Member

Barbara Gard, CPC Administrator as of November 2020.

The Community Preservation Plan is currently being revised, and when complete, (expected completion date January 2022) and will be posted on the Town website. www.wnewbury.org under the CPC page. The plan contains information on all aspects of the CPA in West Newbury.

The CPC typically meets on the third Thursday of each month. The public is welcome to attend the meetings. The Committee urges interested people or groups to attend to discuss potential projects. Please contact the CPC Office if you have questions, projects to discuss, or wish to be scheduled on the Agenda.

Energy and Sustainability Committee

Between July 1, 2020 and June 30, 2021, the Energy and Sustainability Committee met regularly and worked on these issues:

Supported a project to upgrade heating, ventilation and air conditioning controls at the 1910 building. The project was largely funded by a Green Communities grant and nearly completed by the end of the fiscal year.

Promoted the purchase of a gas-electric hybrid police cruiser funded in part by a \$5000 Green Communities grant.

Supported installation of four electric vehicle charging stations, two at the 1910 Building and two at the Page School.

Changed the committee name from Energy Advisory Committee to Energy and Sustainability Committee.

Worked to identify opportunities for new solar installations on town-owned property. Presented to the select board a proposal for a 700 kilowatt solar plus storage project behind the Page School, which was not pursued.

The Main Street Solar installation, located to the west of the Page School, produced a rolling 12 month average of about \$53,000 in benefits to the Town as of June 2021.

Members: Elisa Grammer, Liz Callahan, Chip Wallace, Rick Parker, Tom Craig

West Newbury Cultural Council Annual Report FY 2021

The West Newbury Cultural Council is a member of the local Massachusetts Cultural Council program, which provides funding to towns for small grants for events incorporating the Arts, Humanities and Interpretive Sciences. In 2021, the West Newbury Cultural Council was appropriated \$4,900 to fund arts grants. The Council added \$235 in remaining funds to support a total of \$5,135 for the Council on Aging arts programming; a spring bird walk through Mill Pond conducted by the Massachusetts Audubon Society; Pentucket Arts Foundation 17th Annual A cappella Night; the Outdoor Sculpture Show at Maudslay State Park; the Salisbury Arts Stroll; Theater in the Open Spring Panto; Cantemus Chamber Chorus Bach Again performance; Newburyport Documentary Film Festival; Newburyport Literary Festival; Museum of Printing virtual celebration of printing; and the Newburyport Chamber Music Festival. Due to the COVID-19 pandemic some of the programs were modified from their original proposal.

We appreciate emerging as well as established individuals and organizations and strive to grant funding for a diverse group of community and surrounding area programs. We encourage all to apply. Application deadline each year is on October 15.



TREE COMMITTEE

Annual Report for FY2021

The West Newbury Tree Committee is comprised of 5 members appointed by the Selectmen along with 2 associates and the Town Tree Warden (serving ex officio). Members in FY2021 were: Fred Chanania, Chair; Jane Martin, Vice-Chair; Margaret (Molly) Hawkins, recording secretary; Francesca Pomerantz, Claudia Woods-Estin, Barbara Haack, Rita Wollmering, and Wayne Amaral (Tree Warden).

The Tree Committee remains the primary local source for obtaining information about and assistance for the trees in West Newbury. We also consult regularly with the Town Tree Warden. The Committee's interests and activities extend to all facets of our town's trees and forests, for example:

- providing advice and educational materials to residents on the selection, planting, and care of trees, especially in light of climate change and with an emphasis on native trees;
- hosting community-wide events to enhance residents' appreciation of West Newbury's trees and of the forest legacy of our town;
- helping to protect the Town's trees and forests both from pest and/or disease threats such as the EAB and from construction-related activities;
- providing advice on maintaining the trees along our scenic roads; and
- highlighting particular trees in West Newbury that are significant or remarkable.

In FY2021, the Tree Committee held its monthly meetings throughout the year in a virtual Zoom format in light of COVID-19 restrictions. Our FY2021 budget was \$3012, of which \$1043 was expended by the Committee during FY 2021 with the rest used by the Tree Warden. Of the \$3012 budgeted, approximately \$1550 will qualify for state reimbursement in FY 2022 under the Mass DCR challenge grant.

Major activities and accomplishments in FY2021 included:

- Implementing the Mass. DCR challenge grant and obtained tree measuring equipment and scheduled training (some training delayed due to COVID);
- Approving of 5 trees for inclusion on the Roster of Significant and Remarkable Trees in West Newbury;
- Sponsoring a community-wide teleconference with several state forestry officials and research experts on the Emerald Ash Borer infestation, which has become a major problem in West Newbury forests (especially in the Pipestave-Mill Pond complex);
- Providing the community with information on combatting the EAB problem;
- Adopting guidance related to removal and replacement of trees located along scenic roads (public property only) in coordination with Wayne Amaral, Town Tree Warden and DPW Director;
- Adopting guidance on avoiding damage to trees during construction activity;

- Making numerous site visits in connection with resident inquiries, National Grid tree cutting, and nominations for Roster of Significant and Remarkable Trees;
- Holding the inaugural Arbor Day celebration on April 30 and May 1, 2021. 100 tree seedlings were given away to community residents and two, hour-long virtual presentations were offered to the public on the history of West Newbury trees and on a virtual tour on identifying common West Newbury tree species;
- Fred Chanania, Chair, became a Massachusetts Certified Arborist;
- Presentation at spring Town Meeting about Tree Committee activities (EAB, tree survey)
- Planning and implementing the first-ever Community Tree Survey to determine the attitudes of community members towards West Newbury's trees and priorities for the Tree Committee;
- Maintaining and updating the Tree Committee website and using various outreach entities (newspapers, social media, town email blasts) to provide information on topics, such as the Emerald Ash Borer infestation, the Roster of Significant and Remarkable Trees, tree selection, care, pruning, and maintenance, the electronic Community Tree Survey, and a list of native trees suitable for planting in West Newbury

The Tree Committee remains committed to protecting the forested landscape of West Newbury and to assisting property owners on tree-related matters.

Respectfully submitted,
Fred Chanania
Chairperson, West Newbury Tree Committee



PENTUCKET REGIONAL SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT
22 MAIN STREET
WEST NEWBURY, MASSACHUSETTS 01985-1897
TEL: (978) 363-2280 / FAX: (978) 363-1165

GROVELAND
MERRIMAC
WEST NEWBURY

Justin Bartholomew, Ed.D.
Superintendent

Brent Conway
Assistant Superintendent

Greg A. Labrecque
Business Manager

Michael A. Jarvis, Ed.D.
Director of Student Services

The West Newbury Annual Report of the School Department activities for FY21 has been developed by the Principals of the Pentucket Regional High School, Pentucket Regional Middle School and Dr. John C. Page School on behalf of the Superintendent of Schools and the Pentucket Regional School Committee.

Dena Trotta, Chairwoman
Wayne Adams, Vice Chairman
Bill Buell/Christopher Markuns
Joanna Blanchard
Christine Reading
Richard Hodges
Emily Dwyer
Marie Felzani
Lisa O'Connor

Pentucket Regional High School
Annual Report Fiscal Year 2020 - 2021

The 2020 - 2021 school year was once again a year like no other. Student enrollment was 661 and consisted of 170 students from West Newbury, 246 from Groveland, 219 from Merrimac, and 26 school choice students. 192 students graduated in the class of 2020.

After we managed to get through the unprecedented ending of the 19-20 school year, working remotely through the shutdown, we were soon faced with another school year full of modifications and lots of remote learning. Students were divided into 3 different cohort groups based on their school attendance assignment. A smaller group of students came to school everyday, the majority of students were divided into 2 other groups who came 2 days a week, alternating so that about half the student body was present in the building each day. This meant that most students learned remotely for the three days of school. This continued until the end of April vacation when cases dropped and we pulled together enough furniture to bring all students back for the final month of school. This was a great way to end the school year and we finished with positive momentum to carry into the summer and the 21-22 year.

The past two years have brought more challenges than any of us could have imagined. Challenges bring opportunities and so many staff, students and parents rose to the occasion to provide support when needed, and we have all needed support in big and small ways.

Students and staff at PRHS are grateful for the continued support of the Town of West Newbury. Thank you for all that you do for us every year!

Respectfully submitted,
Jonathan Seymour, Principal

Pentucket Regional Middle School
Annual Report Fiscal Year 2020 - 2021

The 2021-2022 school year has brought us back to some normalcy, as students have returned to school full-time. With the exception of masks, students and staff are able to return back to an environment that fosters collaboration, problem solving, and building positive relationships. Though there are still many challenges as we continue to live through and unpack the challenges that COVID-19 has bestowed upon us, we are excited to see ALL of our students on a daily basis.

Last year's student enrollment at the middle school was 339 comprising 83 students from West Newbury, 127 from Groveland, 125 from Merrimac, and 4 school choice students. In June, we had 197 students matriculate to the high school level.

As a staff, our goal still remains to meet students' academic and social-emotional needs. This year, we continue to use the iReady assessments to assess students' skill levels in math and reading. We administer this assessment three times per year, and we use the data to inform our instruction, accelerate learning, and offer support for students with lagging skills. All students have access to the math iReady account, and students who need targeted instruction in English are given accounts.

This year, we were able to bring back our after school extracurricular activities. Unlike a year ago, the afternoons are filled with student laughter and positive energy. Students are involved in numerous clubs and activities, which afford them the opportunity to develop skills and traits such as activism and Philanthropism. After school activities include student council, community service, yearbook, art club, math team, and the gender and sexuality alliance.

Curriculum continues to be a major goal this year. During the 2020-2021 school year, staff worked to realign the social studies curriculum so that it aligns with the outlined frameworks. New curriculum resources were purchased to ensure that both students and staff have access to current materials. This year, the middle and high school will be reviewing the science curriculum 7-12. Once this work is complete, the goal is to purchase updated resources for students and staff.

Our 1:1 Chromebook initiative has continued this year. This initiative ensures that *all* students have access to technology, providing a more equitable and inclusive experience for students. In addition, this provides equal access to the curriculum such as resources posted on Google Classroom, while hopefully fostering 21st century executive functioning skills.

Students and staff at the Pentucket Regional Middle School are grateful for the continued support of the town of West Newbury. Thank you for all that you do for our school community!

Terrence Conant
PRMS Principal

~~Demographic Information~~

Dr. John C Page Elementary School is located in the town of West Newbury, Massachusetts, and serves the students from Pre-Kindergarten to Grade 6. The Page School provides local educational services to the residents of West Newbury. The current enrollment is 299 children. The enrollment for the 2019-2020 school year was 304 students, preschool to Grade 6.

School Highlights

Page School started the school year with a hybrid/cohort model of schooling. With social distancing requirements in place, the cohort models allowed for the building to be at half in person capacity on a given day, giving the students and staff time to adjust to in person learning once again. Due to COVID guidelines and diligence by building staff and the district, Page School was able to start back at full capacity the week of March 29, 2021. Although we couldn't receive outside visitors/guests into the building, we ended another pandemic school year with a fun, outdoor "moving up" ceremony for our Grade 6 students and parents. Awards and certificates were handed out, pictures were taken, and it was a happy ending to a challenging, but successful COVID school year.

Page School had under 2.5% absenteeism for the school year.

Curriculum (continued from the prior year due to COVID closures)

Current curriculum work has a high degree of focus on Math and Literacy resources and strengthening the quality of interventions in those areas.

PreK students. Preschool was so fortunate and happy to be able to have the opportunity for in person learning for the 2020-2021 school year. Preschoolers were able to have socially distant learning and play time with their peers and teachers. While using our own individual learning materials and tools, we had a great year together laughing, learning, exploring and growing. We were able to use our individual learning materials for hands-on learning such as counting, sorting and making patterns. We also used our Mat Man pieces from our Handwriting Without Tears program to create all of our letters!

Kindergarten students learned about our wonderful town of West Newbury. Students created a 3D map of our town and all the wonderful sights you see as you drive down Main Street. This collaborative project is in honor of West Newbury's Bicentennial Celebration.

Using DIBELS data to group students, first grade students participated in differentiated literacy rotations during "WIN" time. Rotations included Foundations curriculum word work, Lexia chromebook station, multisensory sight word work, and teacher intervention support. The Heggerty phonemic awareness program was used to help students build a strong foundation. Using the Eureka Math program, first graders developed number sense with the use of number bonds, ten frames, and tape diagrams.

Second grade students answered the question "What do maps show?". They explored the parts of a map (compass rose, scale, key, title) and the different kinds of maps. They learned about

the 7 continents and 5 oceans of the world. Finally, they each created a map showing a bird's eye view of their bedroom after reading the story Mapping Penny's World by Loreen Leedy.

The third graders enjoyed a unit of study on the Iditarod. During this study of The Last Great Alaskan dog race, the students learned about the race, animal adaptations and care, and the geography, climate and culture of Alaska. They completed their study with posters and Google slideshow presentations to show what they had learned about animals that live in the Arctic. Lastly a Page School parent, Amy Richardson, shared via zoom, came in to present her experience as an Iditarod volunteer veterinarian.

Fourth graders learned about forest ecology and animal adaptations through a series of six outdoor education lessons. From April through June, students explored the area surrounding the Page School including Mill Pond and the Riverbend Trail Network as they deepened their understanding of plant and animal life cycles as well as animal habitats. Fourth graders also studied the geographical regions of the United States, learning about immigration and Native American peoples.

Grade five students participated in a project-based entrepreneurial program that promoted financial responsibility, leadership and teamwork skills. In this real world simulation, students worked together to design, manufacture, market, and sell a product as they learn what it takes to start and run a business. Students participated in all aspects of the business process including taking out bank loans, tracking all their company finances, and selling products at a sales bazaar using a money substitution. In addition to gaining financial and business knowledge, fifth graders had an unique opportunity to build valuable life skills, like completing a job application, creating a resume, working as a team member, developing leadership skills, and problem solving.

Sixth grade immersed itself into ancient Egypt. Each student chose an artifact from ancient Egypt to build. Before building they needed to learn a little about the math behind building a scale model. Along with their artifact they needed to do some research about their topic that later turned into an informational writing piece about their artifact and the entire Egyptian experience as well. The assignment culminated with a showcase where students were able to display and explain the work they put into their Egyptian project.

On behalf of the Page Community, I would like to thank you.

Sincerely,

Emily Puteri
Principal

West Newbury Graduates:

Ateyat, Zayna

Babb, Sydney

Beath, McKinley

Borrelli, Alyssa

Bucco, Silas

Cole, Livia

Costa, Colin

Flaherty, Erin

Flink, Leanne

Flink, Trevor

Fontana, Mariano

Foster, Nancy

Friend, Timothy

Gagnon, Caitlin

Gallant, Jordan

Gannon, Emma

Gould, Emily

Greenberg, Charles

Guy, Jaheim

Hardy, Richard

Iacobucci, Giovanni

Jackson, Liberty

Jalbert, Alena

Jones, Camden

Kreuser, Noah

Leinas, Amanda

Mccarron, Quinn

McDonough, Veronica

McGuirk, Eliza

Miller, Virginia

O'Keefe, Seamus

Olson, Helen

Pederses, Casey

Plotz, Kayla

Poliseno, Jake

Reading, Megan

Riley, Elizabeth

Romano, Jessica

Ruszkowski, Ethan

Soucey, Kyle

St.Louis, Cameron

Tedeschi, Ryan

Ulfelder, Anita

Vecchi, Ava

Wallace, Cole

Wallace, Faith

Walsh, Charles

Ward, Alana



Whittier Regional Vocational Technical High School

115 Amesbury Line Road
Haverhill, MA 01830-1898
978-373-4101
Fax: 978-521-0260
www.whittiertech.org

Brett Murphy
Chairperson
School Committee

Maureen Lynch
Superintendent

August 26, 2021

ANNUAL OPERATIONAL REPORT

TO: The Honorable Board of Selectmen
FROM: Chip O'Connor, Whittier Representative
Maureen Lynch, Superintendent

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

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

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

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

Whittier Regional Vocational Technical High School is entering its forty eighth year. To date we have graduated 12,465 students from the day school.

The enrollment for the Evening School from West Newbury: 2

Honorable Board of Selectmen
August 26, 2021
Page 2

The October 1, 2020 Day School Enrollment:

	Boys	Girls
Grade 9	4	2
Grade 10	1	1
Grade 11	1	0
Grade 12	0	0

Total – 9

2021 Graduates – 0

The cost to West Newbury for the school year 2020-2021 was \$197,373.00.

Respectfully yours,

DocuSigned by:



Chip O'Connor

West Newbury Representative

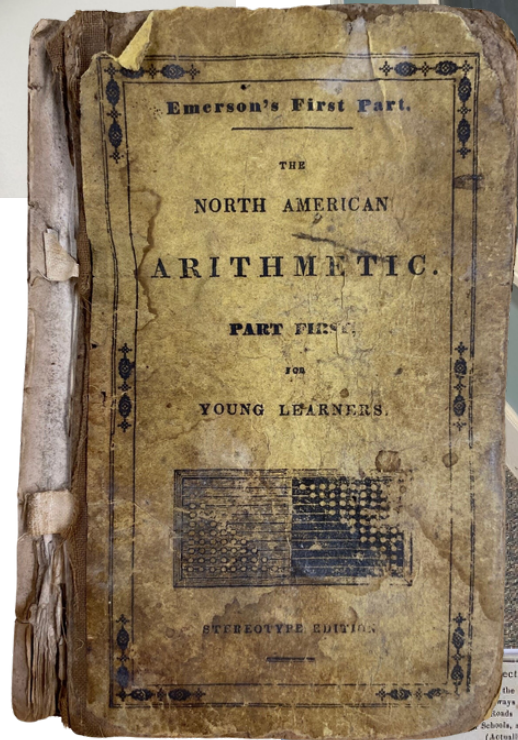


Maureen Lynch
Superintendent

ML/lr



Above: Town Meeting gavel.



Right: Mathematics textbook owned by West Newbury student, and Central School chalkboard.



Below left: West Newbury ballot box c. 1930s?

Below right: Earliest Town Report on file, 1838.



selectmen's Department.

Wages of 1836-7	\$ 207.55
Ways and Bridges	297.3
Roads	817.9
Schools, as reported	600.5
(Actually Expended . . . 209 75)	
Books and Stationary	5.4
School Committee's Services	15.9
Abatement on Taxes for the year 1838	5.9
Do. do. 1837	42.3
Cost of Tax Bills	2.4
Discount on Taxes	111.1
Treasurer and Collector's Services	58.3
Committee's Services in purchasing Farm	30.38
Selectmen and Assessor's Services	63.28
Constable's Services	12.58
Receiving Births and Deaths	2.06
Postage	1.13
Processing Deed of Farm purchased	1.80
Advertising	2.25
Guide Books	6.75
Incidental Expenses	14.52
School Books	22.26
Sums expended in Selectmen's Department . . .	\$ 2292.32
* Of this sum has been refunded . . . 34.55	
Put into the Tin for 1839, about . . . 20.00	
Making . . . 74.55	
Leaving the balance actually paid by the Town, for School Books furnished, about . . . 18.00	

The following Schedule includes all the Bills of the Overseers of Poor's Department, arranged under the following heads, viz:

For the purchase of Stock and Tools for Farm	\$ 319 10
Seed for Farm	17 53
Articles to furnish the House	87 03
Fuel at the House and Supplies out of House	128 27
Meat and Fish at the House	191 09
Bread Stuffs	67 00
Beans and Vegetables	7 04
Cheese and Lard	9 11
Groceries	51 87
Salt Hay	13 03
Soap	8 10
Clothing	43 30
Empty Casks	10 80
Blacksmith's Bill	6 03
Medical Attendance in and out of House	49 84
Wife purchased	2 00
Labour on the Farm	1 00
Advertising	150 00
Salary of Master	65 56
Overseers' Services and Expenses	
Expense of Poor out of House, viz:	
John Greenleaf, 29 25—Jonathan Street, 26 50—	
Thomas Smith, 31 20—Family of Furdice Hills, 7 00—	
Asaas Tibbits, 2 00—Family of Daniel Pierce, 23 88—	
William Pillsbury, 49 29—Abigail Ordway, 9 50—	
Widow Ruth Gould, 23 25—Widow Davis, 30 50—	
Frederick and Abigail Bailey, 32 20—Two Children of Benjamin Cross, 22 00—Moses Bartlett, son of David Bartlett, 69 22—Widow Hanson, 25 48—Juliah Bailey, 23 21—Widow of Nathan Chase, 34 72—Widow of Samuel Osgood, 15 50—Widow Davenport, 8 38—	
Widow of Anthony Durill, 36 86—amounting to . . . 491 33	
Making the sum of . . . 1740 02	
To which may be added the sum expended by the Selectmen, on account of Paupers, before the Board of Overseers was organized . . . 15 87	
The sum will then be . . . 1755 89	
From which sum deduct the cost of Stock and Tools, 319 10	
Seed for Farm . . . 17 53	
Articles to furnish House, 87 69—	434 72
The Balance . . . 1310 77	
may be considered as the sum expended for the Poor for the past year; from which sum deduct—	
Received from the Commonwealth for Support of Paupers . . . 31 10	
" of the Town of Newburyport . . . 34 29	
" for sale of Articles from Town Farm, and for Pasturage and Ox labour . . . 52 23—	137 64
Actual Expense of Poor of the Town the past year . . . 1203 13	
As per Overseers' Account there is on hand, Hay, Wood, Straw, Firewood, &c. estimated worth . . . 240 00	
and as these Articles have been purchased or produced during the year, and were on hand at its close, your Committee are of opinion that it should be deducted from the actual expenses for the past year, to show the real cost to the Town for the Support of Poor. If those the cost will be found to be . . . 203 13	

Treasurer's Department.

The Town of West-Newbury in account with J. C. Carr, Treasurer, Da. 1837—May 12—To Cash paid Charles Chase, interest on his Note of 600 Dollars, for 1 year . . . \$ 25 00

" Paid Stephen Adams, in part for Farm . . . 1700 00

Sept. 20— " Elphinst Emery's Note and interest . . . 100 56

" Samuel Noyes' Note and interest . . . 200 00

Leahy Tenney, Militia Money . . . 5 00

Dec. 22— " William Foster Wade, County Tax . . . 435 88

1838—March 23— " 138 Selectmen's Orders, amounting to 2042 22

Bounty on 1 Fox . . . 50

Whole Amount . . . 7580 46

Balance in the Treasury.

Bank Tax	15 83
Chelsea Bank Bills	30 00
Current Bank Bills	154 05—
	199 89
Contram.—Ck.	\$ 7780 35

1837—

March 27—By Amount of Cash in Treasury . . . 249 53

April 12— " Cash received of State Treasurer, interest of School Fund . . . 22 04

" " Received of H. Brewster, expenses of her brother . . . 23 00

" " Borrowed, Treasurer's Note . . . 100 00

15— " Received of State for Support of Paupers . . . 25 24

May 11— " Received 1st & 2d instalment Surplus Rev. 2312 45

" " Received of E. Emery, expended for S. Chase 22 10

July 15— " Received 3d instalment Surplus Revenue . . . 929 95

Aug. 15— " Town and County Tax committee for Collection 2226 98

Dec. 6— " Cash received of Overseers for Apples sold . . . 31 25

12— " Borrowed, Treasurer's Note, S. & P. Emery 600 00

1838— " Received of Overseers for Calf sold . . . 5 25

March 25— " Received of State Treasurer, Militia Money . . . 5 00

" Rec'd of State Treasurer, interest School Fund 41 68

" Refunded for School Books . . . 54 55

" Refunded for School Money overdrawn . . . 50

" Received of Overseers, Rent of Pasture . . . 44 29

" and Support of Paupers . . . 44 29

" Borrowed, Treasurer's Note, E. Emery, Exp. 350 00

Which is respectfully submitted by

JOHN C. CARR, TREASURER.

Your Committee have that the Bricklayers' Bill for 2400 00 was purchased of Stephen Adams, for the amount of \$ 2400 00 Bills of Repairs, purchasing Building Committee's Services . . . 1074 50 Making the investment for Real Estate . . . 3124 09 Bills of Stock and Tools purchased . . . 319 10 Bills of Furniture for House . . . 87 69 Cost of the Establishment . . . 3321 72 The Town have received the first, second and third instalment of the Surplus Revenue, amounting to . . . \$ 3233 40 The Town is indebted on Notes bearing interest . . . \$ 1850 00 Balance of Cash in Treasury on last settlement—

Chelsea Bank Bills . . . 30 00	
Current Bank Bills . . . 159 89—	
	\$ 199 89

We have examined the Accounts of the Town, as to the Paper Expense, since its incorporation in 1819, and find the average expenses for the Support of Poor, after deducting the amount received from the State, up to 1830 will be about \$ 750 — from 1830 to 1837, as follows—

1831 . . . \$ 935 14—Received from State, \$ 285 50 = \$ 649 21
1832 . . . 679 40 " " 137 33 = 816 73
1833 . . . 984 94 " " 70 25 = 1055 38
1834 . . . 722 80 " " 16 75 = 739 10
1835 . . . 723 06 " " 36 40 = 759 46
1836 . . . 1006 47 " " 25 32 = 1031 79
1837 . . . 1169 26 " " 58 24 = 1227 02

In examining the Accounts we make the amount of Bills for Repairs 2 bills 91 cts. more than was reported by the Building Committee.— This discrepancy may be accounted for by the bills for labour on the farm and labour on the house being blended together, and we probably charged some item or items to repairs, which the Overseers or Committee were not aware of.

When the footings of all the Bills of the Overseers and Committee are taken into the account, there is no error except one in the Overseers' account settled with Justin Smith of Newburyport, where a credit of 20 cents is noted upon the bill, and deducted from it, but the order was drawn for the whole amount.

The Selectmen's Accounts, and also the Treasurer's, we find properly vouched and correctly cast.

WEST-NEWBURY, MAY, 1838.

MOSES NEWELL,
DEAN ROBINSON.

JOHN GILMAN, Printer, No. 3, Liberty Street, Newburyport.