



Town of West Newbury
Board of Selectmen
Monday, January 6, 2020 @ 6pm
381 Main Street, Town Office Building
www.wnewbury.org

AGENDA

Executive Session: 6pm in the Town Manager's Office

- ❖ MGL Ch. 30A §21(a) 2: To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel (*Police Union contract; personnel updates*);
- ❖ MGL Ch. 30A §21(a) 7: To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements (*consultation with Town Counsel; draft SRO agreement with Pentucket; Middle Street Bridge updates*).
- ❖ Executive Session meeting minutes: November 25, 2019; November 12, 2019; October 28, 2019; October 15, 2019.

Open Session: 7pm in the First Floor Hearing Room

Announcements:

- This meeting is being broadcast on local cable TV and recorded for rebroadcast on the local cable channels and on the internet.
- Deadline for submittal of CPC proposals for April 2020 Town Meeting: Tuesday, January 7th
- Notification of April 11, 2020 date for unveiling of the Julian D. Steele marker at the Town Hall
- Announcement of local offices on ballot for May 4, 2020 Annual Town Election. Nomination papers for election to Town Offices are available at the Town Clerk's Office.
- Opportunities for FY20 Committee appointments posted online at <https://www.wnewbury.org/volunteer>

Regular Business

- A. Public Hearing on National Grid petition to relocate existing utility pole #14 at 9 Cherry Hill Street
- B. Review of draft proposal to Community Preservation Committee (CPC) for improvements to Page School playground, and request for Board endorsement of application
- C. Review of additional public comments received on adopted Memorial Day Parade policy; consideration of potential revisions
- D. Discussion with Town Accountant/Business Manager Stephanie Frontiera regarding initial observations and priority work items for finance/accounting office in early 2020
- E. Review and adoption of proposed Board of Selectmen policy to authorize Town Manager to establish and enact financial procedures to clarify and standardize routine financial operations
- F. Vote to establish date and hours for early voting for the March 3, 2020 Massachusetts Presidential Primary Election – *request of Town Clerk*
- G. Review of valuation and tax rate changes for other towns in region, provided by Chief Assessor
- H. Discussion of "Congressional Town Hall" with Congressman Seth Moulton, attended earlier this evening at Pentucket Regional Middle School
- I. Preview of known/potential warrant articles for April 27, 2019 Special and Annual Town Meetings
- J. Request for Board authorization for employee lodging and meals expenses to attend MMA Conference
- K. Meeting minutes: December 18, 2019; December 9, 2019.

Town Manager Updates

- L. Update on MS4 Stormwater Management Year 2 (FY20) permit requirements, and notification of public comment period regarding proposed permit changes resulting from recent EPA settlement agreement
- M. Update on final scope of work for Merrimack River District Commission
- N. Notification of additional FY20 Chapter 90 funds (\$21,491) to support additional paving next summer
- O. Updates on active and pending projects
- P. Follow up meeting assignments
- Q. Placing items for future agendas

Town Manager

From:
Sent:
To:

Subject:

Hi all:

The Steele family settled on **Saturday, April 11, 2020** in the afternoon as the best time for the unveiling of the Steele marker--so save the date!

The marker has been made and I will pick it up shortly and get it to you, Wayne, with information about installation location, etc

Annie, I will be in touch with you about formally reserving Town Hall

And thanks and best wishes for the holidays to you all-- I will be in touch as more details develop

--

Elisa J. Grammer

This communication and any accompanying document(s) are confidential and privileged. They are intended for the sole use of the addressee. If you receive this transmission in error, you are advised that any disclosure, copying, distribution, or the taking of any action in reliance upon the communication is strictly prohibited. If you have received this communication in error, please contact me at the Internet address or telephone number provided herewith.

**TOWN OF WEST NEWBURY
OFFICE OF THE TOWN CLERK**

INFORMATION FOR CANDIDATES

2020 TOWN MEETING AND TOWN ELECTION

Nomination Papers Available	January 6, 2020	
Last Day to obtain Nomination Papers	March 11, 2020	5:00 p.m.
Deadline for submitting Nomination Papers for signature certification by Registrars (26 certifiable signatures required)	March 16, 2020	5:00 p.m.
Last day for Registrars to file nomination papers with Town Clerk	March 30, 2020	5:00 p.m.
Deadline for objecting or withdrawing candidacy	April 1, 2020	5:00 p.m.
Last Day to Register to Vote for Town Meeting	April 7, 2020	8 a.m. – 8 p.m.
<p>Note: Voters may register to vote at the Registry of Motor Vehicles and the Secretary of the Commonwealth's website. Voter registration by mail is also permitted. The Board of Registrars will conduct registration in the office of the Town Clerk from 8:00 a.m. to 8:00 p.m. on April 7, 2020.</p>		
Campaign Finance Report M102 Three filings required	April 24, 2020 June 3, 2020 January 20, 2021	
Last Day to Post Warrant	April 10, 2020	
Town Meeting	April 27, 2020	
Town Election	May 4, 2020	

MAY 4, 2020 ANNUAL TOWN ELECTION
LIST OF OFFICES WITH INCUMBENTS
WEST NEWBURY, MASSACHUSETTS

<u>OFFICE</u>	<u>TERM</u>	<u>YEAR ENDING</u>
<u>SELECTMAN</u>	For Three Years	2023
David Archibald		
<u>BOARD OF HEALTH</u>	For Three Years	2023
Blake J. Seale		
<u>BOARD OF HEALTH</u>	For Two Years	2022
Thomas Fahey		
<u>PLANNING BOARD</u>	For Five Years	2025
Timothy Cronin		
<u>HOUSING AUTHORITY</u>	For Five Years	
Susan Babb		2025
<u>HOUSING AUTHORITY</u>	For One Year	2021
<u>TRUSTEES OF THE PUBLIC LIBRARY</u>	For Three Years	2023
Pamela Atwood Sandra Capo Wendy Reed		
<u>TRUSTEES OF THE PUBLIC LIBRARY</u>	For One Year	2021
Thomas Salvo		
<u>ASSESSOR</u>	For Three Years	2023
Richard Baker		

SCHOOL COMMITTEE For Three Years 2023

Christine Reading

WATER COMMISSIONER For Three years 2023

Robert P. Janes

PARK AND RECREATION
COMMISSIONER For Three Years 2023

William Bachrach

CONSTABLE For Three Years 2023

Richard Davies

CONSTABLE For two Years 2022



November 20, 2019

Board of Selectmen of West Newbury, Massachusetts

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID and VERIZON, covering joint NATIONAL GRID-VERIZON pole location(s)

If you have any questions regarding this permit, please contact:



Please notify National Grid's Lisa Ayres of the hearing date / time.

If this petition meets with your approval, please return an executed copy to each of the above-named Companies.



Very truly yours,

Dave Johnson/lla

Dave Johnson
Supervisor, Distribution Design

Enclosures

Questions contact John Butler 978-725-1415

PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS

North Andover, Massachusetts

To the Board of Selectmen
Of West Newbury, Massachusetts

Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England, Inc requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Cherry Hill St. - National Grid to relocate (1) JO pole #14 on Cherry Hill St. beginning at a point approximately 12 feet east of the centerline of Cherry Hill St. approximately 40 feet northeast from existing location.

Location approximately as shown on plan attached.

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked – Cherry Hill St. - West Newbury, Massachusetts.

29061777

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

Massachusetts Electric Company d/b/a

NATIONAL GRID

BY

Engineering Department

Dave Johnson/lla

VERIZON NEW ENGLAND, INC.

BY

Manager / Right of Way

November 20, 2019

W. Newbury



ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

To the Board of Selectmen - West Newbury, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED:

that Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND INC. (formerly known as NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY) be and they are hereby granted joint or identical locations for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Companies may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Companies dated the 20th day of November 2019.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Cherry Hill St. - West Newbury, Massachusetts.

29061777 Filed with this order:

There may be attached to said poles by Massachusetts Electric Company d/b/a NATIONAL GRID and Verizon New England Inc. such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

Cherry Hill St. - National Grid to relocate (1) JO pole #14 on Cherry Hill St. beginning at a point approximately 12 feet east of the centerline of Cherry Hill St. approximately 40 feet northeast from existing location.

Also, for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

I hereby certify that the foregoing order was adopted at a meeting of the
Of the City/Town of _____, Massachusetts held on the _____ day of _____ 20 .

Massachusetts
Received and entered in the records of location orders of the City/Town of _____
City/Town Clerk. _____
20 .

Book

Page

Attest:

City/Town Clerk

I hereby certify that on

20 , at

o'clock, M

At

a public hearing was held on the petition of

Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND, INC. for permission to erect the poles, wires, and fixtures described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to erect Poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

.....
.....
.....
.....

Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of hearing with notice adopted by the of the City of Massachusetts, on the day of 20 and recorded with the records of location orders of the said City, Book , and Page . This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:

City/Town Clerk

Ngrid



ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

To the Board of Selectmen - West Newbury, Massachusetts

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Of the City/Town of _____, Massachusetts held on the _____ day of _____ 20 .

Massachusetts City/Town Clerk.

Received and entered in the records of location orders of the City/Town of _____ 20 .

Book

Page

Attest:

City/Town Clerk

I hereby certify that on _____ 20____, at _____ o'clock, M
 At _____ a public hearing was held on the petition of
 Massachusetts Electric Company d/b/a NATIONAL GRID and VERIZON NEW ENGLAND,
 INC. for permission to erect the poles, wires, and fixtures described in the order herewith recorded,
 and that we mailed at least seven days before said hearing a written notice of the time and place of
 said hearing to each of the owners of real estate (as determined by the last preceding assessment
 for taxation) along the ways or parts of ways upon which the Company is permitted to erect
 Poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

.....

Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of
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 Massachusetts, on the _____ day of 20____ and recorded with the records of location
 orders of the said City, Book _____, and Page _____. This certified copy is made under
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Attest:

City/Town Clerk

Verizon

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

To the Board of Selectmen - West Newbury, Massachusetts

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Of the City/Town of _____, Massachusetts held on the _____ day of _____ 20 .

Massachusetts City/Town Clerk.

Received and entered in the records of location orders of the City/Town of _____ 20 .

Book

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City/Town Clerk.

.....

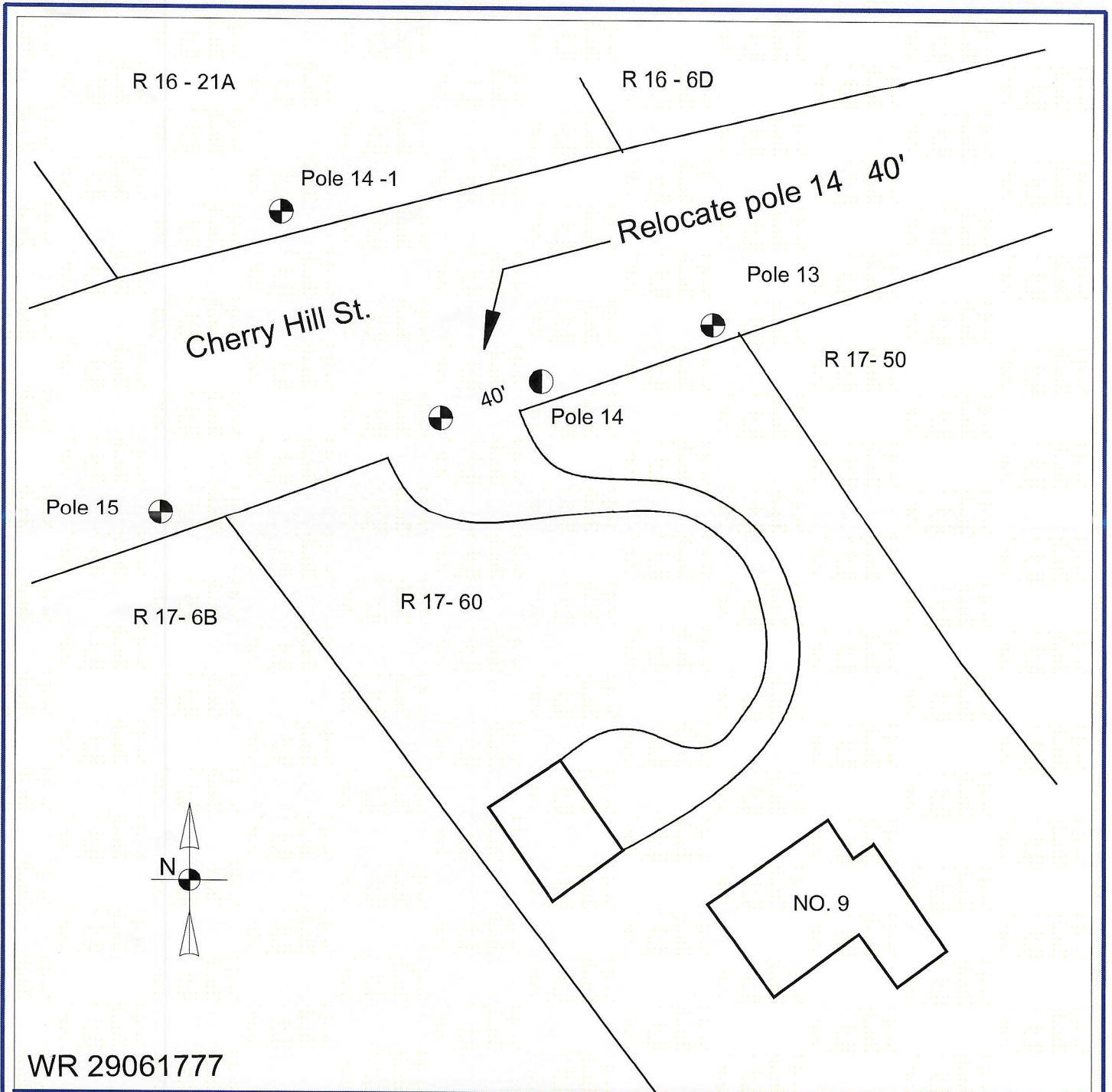
Board or Council of Town or City, Massachusetts

CERTIFICATE



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Attest:

City/Town Clerk



WR 29061777

<p>JOINT OWNED POLE PETITION</p>	<p>nationalgrid And Verizon New England, Inc.</p>
<p>  Proposed J.O. Pole Relocation  Existing J.O. Pole Locations </p>	
<p>Relocate existing pole 14 at the request of resident at 9 Cherry Hill St. to improve safety at driveway entrance.</p>	<p>Date: November 19, 2019</p> <p>Work Request Number: 29061777</p> <p>To Accompany Petition Dated: November 19, 2019</p> <p>To The: Town Of West Newbury</p> <p>For relocation Pole:14 Location: 9 Cherry Hill St.</p>

Town of West Newbury Owner Listing

Parcel ID	Owner1/Owner2	Location	LUC	NBC	Impr. Type	Land Area	Land Value	Yard Value	Building Value	Total Value
WEST NEWBURY										
0160 0000 0006C	AMERICAN KAMMANN INC	26 CHERRY HILL ST	101	EV	9	8.39	280,000	1,000	499,000	780,000
0160 0000 00210	ANGELA P THURLOW TRUST / THURLOW ANGELA P TR	CHERRY HILL ST	017	EV		18.72	295,376	0	0	295,376
0170 0000 00060	CHERRY HILL NOMINEE TRUST / GERRISH MICHAEL TR	9 CHERRY HILL ST	101	EV	97	3.05	305,500	105,000	1,389,200	1,799,700
0170 0000 0006B	CHERRY HILL NOMINEE TRUST / GERRISH MICHAEL TR	7 CHERRY HILL ST	130	EV		1.99	296,200	0	0	296,200
0170 0000 0005A	CITY OF NEWBURYPORT	MOULTON ST	903	EV		2.50	20,400	0	0	20,400
0170 0000 0006A	CITY OF NEWBURYPORT	MOULTON ST	903	EV		5.20	29,500	0	0	29,500
0170 0000 0006C	IVES DAVID W & BURCH PAMELA	5 CHERRY HILL ST	101	EV	5	2.08	297,000	0	882,400	1,179,400
0170 0000 00050	LACROIX. BARRY J & / O'LEARY. ALICE M T/E	31 CHERRY HILL ST	101	EV	5	3.70	298,300	600	328,600	627,500
0160 0000 0021A	MADDEN EDWARD L & CATHY J	10 CHERRY HILL ST	101	EV	5	1.96	269,100	0	384,700	653,800
0160 0000 0006D	MARILY D ARCHIBALD FAMILY TR / ARCHIBALD MARILY	24 CHERRY HILL ST	101	EV	5	3.68	282,800	700	510,500	794,000
0170 0000 0005B	SISTO FRANK M & STEPHANIE R	33 CHERRY HILL ST	101	EV	9	2.80	275,800	28,800	287,300	591,900
0160 0000 00050	THURLOW CHERRY HILL TRUST / THURLOW WINTHRC	6 CHERRY HILL ST	101	EV	96	2.05	269,800	8,700	309,200	587,700
0170 0000 0006F	TOWN OF WEST NEWBURY /	6 MOULTON ST	903	EV		2.64	274,500	0	0	274,500
0170 0000 0006G	TOWN OF WEST NEWBURY /	8 MOULTON ST	903	EV		2.26	271,500	0	0	271,500

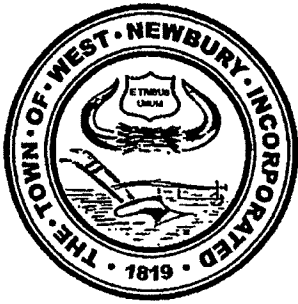
Summary For: WEST NEWBURY

# of Parcels:	14
Land Value:	3,465,776
Yard Value:	144,800
Building Value:	4,590,900
Total Value:	8,201,476

Grand Totals

# of Parcels:	14
Land Value:	3,465,776
Yard Value:	144,800
Building Value:	4,590,900
Total Value:	8,201,476

End of Report



TOWN OF WEST NEWBURY

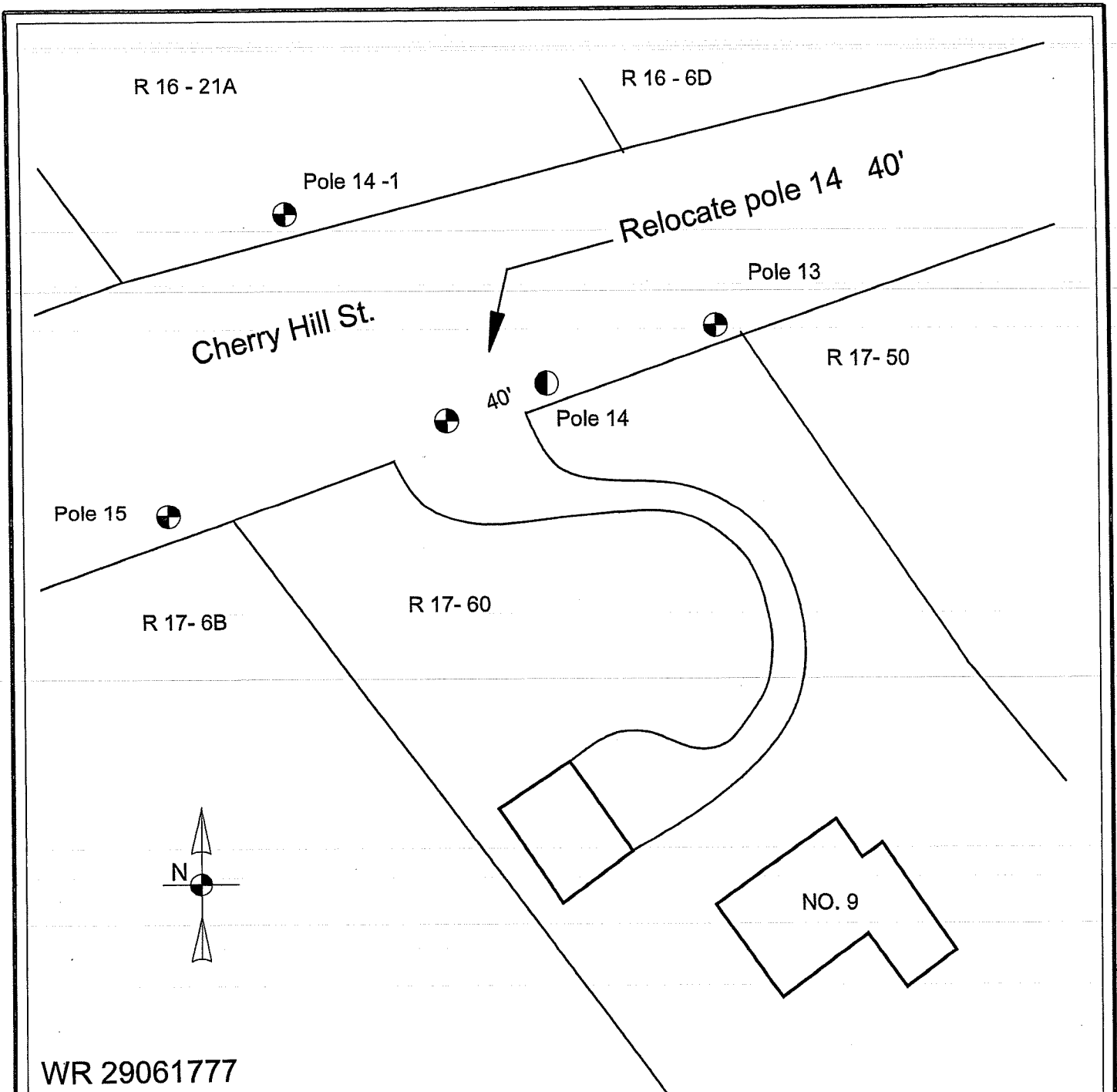
381 Main Street
West Newbury, MA 01985
978-363-1100 ext. 110
978-363-1826 (Fax)

Public Hearing-Pole Relocation

In accordance with the provisions of Massachusetts General Laws Chapter 166, Section 22, a public hearing before the Board of Selectmen of the Town of West Newbury will be held at 7:15 PM on January 6, 2020 at the First Floor Hearing Room, 1910 Office Building, 381 Main Street, West Newbury on the Petition of National Grid for the relocation of a utility pole located at 9 Cherry Hill Street, West Newbury, Massachusetts.

National Grid proposes to relocate (1) JO pole #14 on Cherry Hill St. beginning at a point approximately 12 feet east of the centerline of Cherry Hill St. approximately 40 feet northeast from its existing location. all as shown on the attached plan. The public is invited to attend and hear the petition of National Grid.

Board of Selectmen of the Town of West Newbury



WR 29061777

<p>JOINT OWNED POLE PETITION</p>	<p>nationalgrid And Verizon New England, Inc.</p>
<p>● Proposed J.O. Pole Relocation</p>	
<p>⊕ Existing J.O. Pole Locations</p>	<p>Date: November 19, 2019</p>
<p>Relocate existing pole 14 at the request of resident at 9 Cherry Hill St. to improve safety at driveway entrance.</p>	<p>Work Request Number: 29061777</p>
	<p>To Accompany Petition Dated: November 19, 2019</p>
	<p>To The: Town Of West Newbury</p>
	<p>For relocation Pole:14 Location: 9 Cherry Hill St.</p>

Town Manager

From: Town Manager
Sent: Friday, December 20, 2019 11:09 AM
To: Vanessa Graham
Subject: RE: Memorial Day Rules - Feedback
Attachments: Screenshot of Vanessa Graham submittal 11-24-19.docx

The doc I sent you was downloaded from the Google Doc link you sent on 11/24. I double-checked it before responding to you this morning and just verified it once again. A screen shot of what appears on my screen when I follow that original link is attached, and it doesn't show any of the comments you sent in the screen shot a few minutes ago. It appears that a technological glitch with Google Docs is at fault for the misunderstanding – but there is no doubt that what you thought you submitted did not, in fact, come through the way you intended.

If you would send a Word or PDF doc w your comments/suggested edits I'm sure the Board will be happy to consider further revisions to the policy at their next mtg on 1/6.

Angus Jennings, Town Manager
 Town of West Newbury
 Town Office Building
 381 Main Street
 West Newbury, MA 01985
 (978) 363-1100 x111
townmanager@wnewbury.org

F [REDACTED]
Sent: Friday, December 20, 2019 11:00 AM
To: Town Manager <townmanager@wnewbury.org>
Subject: Re: Memorial Day Rules - Feedback

Hi Angus,

I submitted one document to you with track changes so you could see the changes I made and where I made them: <https://docs.google.com/document/d/1qvOWgx8mPotFLr9Ejan62sDyG1wpazGqNbS5HGvmM3Y/edit> You can see a screenshot attached here. If you go back to my initial email in this thread, you can see that this is the doc I sent. I'm not sure where the one you just attached came from.

Thank you,

Vanessa

On Fri, Dec 20, 2019 at 10:32 AM Town Manager <townmanager@wnewbury.org> wrote:

Vanessa,

All Board and staff members are making a good faith effort to address the community's concerns, and to ensure a framework for the parade that reflects the community's (and the Board's) values. The submittal I received from you on

11/24 via Google Docs is attached, and was taken into account. I do not see that it includes the language that you provide in your email below. At what point did you submit this?

Thanks,

Angus

Angus Jennings, Town Manager

Town of West Newbury

Town Office Building

381 Main Street

West Newbury, MA 01985

(978) 363-1100 x111

townmanager@wnewbury.org

Sent: Friday, December 20, 2019 10:23 AM
To: Town Manager <townmanager@wnewbury.org>
Subject: Re: Memorial Day Rules - Feedback

Hi Angus,

I'm following up on the revised Memorial Day Parade rules that the Board of Selectmen drafted. While I understand that they cannot incorporate everyone's suggestions, I am deeply concerned that no variation of the explicit hate speech text that I suggested was included in the revision:

Any parade entries or participants promoting discrimination based on race, color, ethnicity, sex/gender, religion, sexual orientation/identity, age or disability status, is prohibited and will be promptly removed.

Our last parade displayed a confederate battle flag--a symbol activity used by white supremacists to advance their agenda--yet the new rules use vague, subjective language (i.e, good taste, vulgar) that falls short of addressing hate speech, whether visual or verbal. The community's expectation of this Board, which comprises only white men, is that they think outside their privilege to protect this community and our beloved veterans. As a courtesy to you and an FYI, I am writing to let you know that I am going to bring this issue to the press.

As always, thank you for the excellent and important work you do for West Newbury.

Sincerely,

Vanessa

On Sun, Nov 24, 2019 at 6:03 PM Vanessa Graham <[REDACTED]> wrote:

Sounds good. Thanks very much

Sent from my iPhone

On Nov 24, 2019, at 4:19 PM, Town Manager <townmanager@wnewbury.org> wrote:

Thanks, will provide to the board and add to the file.

Angus Jennings, Town Manager

Town of West Newbury

Town Office Building

381 Main Street

West Newbury, MA 01985

[\(978\) 363-1100 x111](tel:(978)363-1100x111)

townmanager@wnewbury.org

Sent from my mobile device

On Nov 24, 2019, at 9:37 AM, Vanessa Graham <vanessahgraham@gmail.com> wrote:

Hi Angus,

Thanks again for staying with this Memorial Day Parade issue. Not sure if you are looking for feedback on the rules you folks drafted. Here are mine: <https://docs.google.com/document/d/1qvOWgx8mPotFLr9Ejan62sDyG1wpazGqNbS5HGVmM3Y/edit?usp=sharing>

Best,

Vanessa

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When you're moving in the positive, your destination is the brightest star

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When you're moving in the positive, your destination is the brightest star

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When you're moving in the positive, your destination is the brightest star

MEMORIAL DAY PARADE RULES

Entries: The West Newbury Memorial Day Parade is open to many different units, including Pentucket School bands or music groups, color guards, antique cars, military vehicles, scouting organizations ~~and~~ community marching units who wish to honor our veterans with their participation. The Board of Selectmen shall designate a Parade Chairperson to oversee and administer these guidelines, with the support of and in coordination with the Town Manager and designated ~~t~~own personnel.

- All parade entries must be ~~in good taste,~~ suitable for a family event and show respect to other parade participants and the community in general. Improper use of the American flag is strictly prohibited. The Board confers upon the Parade Chairperson the right to reject any entry, at any time, deemed by the Chairperson to be inappropriate or not representative of this community celebration. This includes any ~~and all~~ organized groups that appear to be participating for the purpose of protesting for or against a cause. Any parade entries or participants promoting discrimination based on race, color, ethnicity, sex/gender, religion, sexual orientation/identity, age or disability status, is prohibited and will be promptly removed.
- The use of lewd or vulgar language is not allowed in the parade at any time. Improper language is not to be spoken, nor written on any banners or signs, during the procession of the parade, regardless of intent. Examples of prohibited language includes, but is not limited to:
 - Any signage, regardless of its placement (e.g., floats, clothing) ~~Signs carried or on other items or persons~~ must be specifically related to honoring our veterans. For example, you may say “ABC Company Honors those who Serve” or “XYZ Associates Honors our Fallen Heroes.”
- Elected officials or candidates for public office cannot wear campaign attire, buttons or other advocacy paraphernalia nor can campaign signage be used to decorate any vehicle or other items;

Commented [1]: This is totally subjective and could be problematic when people challenge it

Commented [2]: Why do they need to be organized for this rule to apply? I would say any group or other entity

Commented [3]: Isn't honoring veterans a cause? I think it's more accurate to say "promoting for or against political and/or ideological idea or movement."

Commented [4]: Please provide examples of what you have in mind. Otherwise it's too vague IMO

nor can campaign literature be passed out while marching in the Memorial Day Parade.

- Horses and dog units must clean up after the animals as the parade progresses.
- Each vehicle must be legally registered, insured and road safe.

MEMORIAL DAY PARADE RULES

- All entries must keep moving and in line of march at all times. No exceptions.
- If you wish to hand out items, the items and the method of distribution must be approved by the Parade Chairperson in advance.
- No alcoholic or other intoxicating beverages or controlled substances may be consumed, carried, or possessed by parade participants during the event.

Safety/Security: Due to heightened security awareness, all vehicles are subject to search. No real weapons are permitted. Replica weapons must be noted on the Entry Form and **MUST BE APPROVED** by the Parade Chairperson and the West Newbury Police Chief.

Town Manager

From: DPW Director
Sent: Friday, December 20, 2019 4:17 PM
To: Town Manager
Subject: FW: Memorial Day Parade Policy DRAFT

My thoughts / comments for BOS.

1. Add to; "if you wish to hand out items".

All parade entries distributing candy or gifts, must remove any items that may have fallen onto the ground within 20 minutes after the end of the parade.

2. Add to; Safety / Security section or "Each vehicle must be" section.

Any vehicle or equipment that is deemed unsafe by the Police Chief or Fire Chief may be removed from the parade if directed to do so.

Wayne

From: Town of West Newbury MA <cmsmailer@civicplus.com>
Sent: Monday, December 16, 2019 5:31 PM
To: DPW Director <dpwdirector@wnewbury.org>
Subject: Memorial Day Parade Policy DRAFT

Memorial Day Parade Policy DRAFT

Invitation for Public Comment, Updated Draft

The Board of Selectmen is seeking public comment on the attached Memorial Day Parade policy [here](#).

Following the 2019 Memorial Day Parade, at its September 3rd and September 16th meetings, the Board discussed whether it would recommend adoption of rules to formalize the process for organizing and overseeing this annual Town tradition. Leading up to these meetings, the Board was provided copies of all public comments that had been received by Town personnel, as well as copies of various related discussion threads on social media. At the Board's direction, and based on citizen input and research regarding other communities' practices, the Town Counsel prepared an initial draft of Parade Rules which were reviewed at the Board of Selectmen meeting on November 12th.

The attached DRAFT Rules reflect the Board's discussion that evening, and were circulated for broader public comment. Having received many thoughtful public comments, the Board has placed this item on the December 23rd meeting agenda with the intent to adopt Rules that would take effect leading up to planning for the 2020 Parade.



Town of West Newbury
381 Main Street, West Newbury, MA 01985

Stephanie Frontiera, Town Accountant/Business Manager
978-363-1100, Ext. 112 Fax 978-363-1826
townaccountant@wnewbury.org

TO: Board of Selectmen

FROM: Stephanie Frontiera, Town Accountant/Business Manager

DATE: January 3, 2020

RE: Initial observations and priority work items for finance/accounting office

I would like to take the time to brief the board on my initial tenure and looking ahead what the finance/accounting office focus will be. I have been working with the Town Manager to learn as much as possible in a short time. Unfortunately, there was significant back log of day to day duties and a major software conversion at the start of the fiscal year. Closing out FY19 required learning former Softright software and chart of accounts structure as well as the new software Vadar.

My main focus the last couple months has been to get the town back on track in the finance/accounting office. To date I have completed the following:

- Posting all the backlog of payroll to the general ledger
- Processing all department revenue turnovers
- Completion of Dor Tax Recap
- Completion of Dor Schedule A
- Ensuring all bills are processed in a timely fashion
- Standardizing AP vendor warrants
- Streamlining police detail revenue process
- Extensive work with our new financial software support team Vadar
- On site Harpers training
- Initial meeting with FinCom to review objectives

I am continuing to work on placing the beginning balances into Vadar and ensuring the chart of accounts are linked properly in the back-end of the system. This process is very cumbersome and takes time.

Looking ahead here is what the focus will be for the finance/accounting office.

- Optimizing software use in Harpers to show employee accruals and orgs/object codes
- Attend municipal human resource trainings
- Chart of Account set-up
- Financial policies and procedures
- Supporting Fy21 budget process including adding new elements to FinCom booklet

Filter by: Segment 1: 01

Parameters: Fiscal Year: 2020 Start Date: 7/1/2019 end: 6/30/2020

Ledger History - Allocated Summary - Expenditure Ledger

Account Number	Name	Allocated	Expended	Ending	% Var.
01-114-5111-000000	Moderators Salary	200.00	-200.00	0.00	100.00
01-114-5400-000000	Moderators Expenses	60.00	-55.00	5.00	91.67
01-122-5300-000000	Professional & Tech Services	13,600.00	-1,459.00	12,141.00	10.73
01-122-5301-000000	Salary and Wages	0.00	0.00	0.00	0.00
01-122-5400-000000	Selectmens Operating Expenses	7,000.00	-4,151.85	2,848.15	59.31
01-123-5110-000000	Town Manager Salary	147,900.00	-75,640.32	72,259.68	51.14
01-123-5112-000000	Salary and Wages	77,870.00	-6,594.66	71,275.34	8.47
01-123-5306-000000	Technology Expense	39,000.00	-28,244.08	10,755.92	72.42
01-123-5340-000000	Telephone Expenses	0.00	0.00	0.00	0.00
01-123-5400-000000	Town Manager Expenses	20,100.00	-6,330.42	13,769.58	31.49
01-123-5710-000000	Vehicle Allowance	3,600.00	-600.00	3,000.00	16.67
01-131-5400-000000	Finance Committee Expenses	1,500.00	-384.00	1,116.00	25.60
01-132-5780-000000	Reserve Fund	42,386.00	0.00	42,386.00	0.00
01-135-5112-000000	Finance Dept Salaries & Wages	183,390.00	-129,295.31	54,094.69	70.50
01-135-5201-000000	Annual Audit	20,500.00	0.00	20,500.00	0.00
01-135-5300-000000	Tax Title And Foreclosure	1,000.00	-75.00	925.00	7.50
01-135-5341-000000	Postage Expenses	15,000.00	-7,537.36	7,462.64	50.25
01-135-5400-000000	Finance Dept Expenses	29,100.00	-22,468.58	6,631.42	77.21
01-135-5710-000000	Travel	2,200.00	-140.24	2,059.76	6.37
01-141-5111-000000	Assessors Salaries	125,180.00	-63,961.99	61,218.01	51.10
01-141-5112-000000	Assessors Apptd Pers Salaries	0.00	0.00	0.00	0.00
01-141-5400-000000	Assessors Expenses	46,900.00	-40,672.44	6,227.56	86.72
01-141-5710-000000	Assessor Vehicle Allowance	2,400.00	-1,279.86	1,120.14	53.33
01-141-5711-000000	Board & Clerk Mileage	1,500.00	0.00	1,500.00	0.00
01-151-5200-000000	Legal Fees	15,000.00	-3,852.30	11,147.70	25.68
01-161-5112-000000	Town Clerk Salary & Wages	116,657.00	-57,334.76	59,322.24	49.15
01-161-5340-000000	Operation Of Fax/Copier Machine	5,650.00	-2,254.96	3,395.04	39.91
01-161-5400-000000	Town Clerks Expenses	6,450.00	-763.02	5,686.98	11.83
01-162-5111-000000	Town Clerk Compensation	150.00	-75.00	75.00	50.00
01-162-5112-000000	Bd of Registrars Salary & Wages	4,400.00	-250.00	4,150.00	5.68
01-162-5400-000000	Bd Of Registrars Expenses	7,500.00	-123.90	7,376.10	1.65
01-171-5112-000000	Conservation Com Salary & Wages	29,440.00	-12,982.49	16,457.51	44.10
01-171-5400-000000	Conservation Com Expenses	2,410.00	-503.00	1,907.00	20.87
01-171-5710-000000	Con Com Vehicle Allowance	600.00	0.00	600.00	0.00
01-175-5112-000000	Planning Bd Salary & Wages	55,390.00	-26,110.06	29,279.94	47.14
01-175-5400-000000	Planning Board Expenses	6,600.00	-2,744.55	3,855.45	41.58

Ledger History - Allocated Summary - Expenditure Ledger

Account Number	Name	Allocated	Expended	Ending	% Var.
01-175-5690-000000	MVPC Assessment	1,623.00	-1,622.88	0.12	99.99
01-176-5112-000000	ZBA Salary & Wages	1,000.00	-500.00	500.00	50.00
01-176-5400-000000	ZBA Expenses	400.00	0.00	400.00	0.00
01-179-5400-000000	Open Space Expenses	750.00	0.00	750.00	0.00
01-210-5111-000000	School Resource Officer	65,537.00	-28,248.75	37,288.25	43.10
01-210-5112-000000	Police Salaries & Wages	902,049.00	-441,558.48	460,490.52	48.95
01-210-5113-000000	Police OT Wages	55,487.00	-26,307.52	29,179.48	47.41
01-210-5400-000000	Police Expenses	104,229.00	-46,606.44	57,622.56	44.72
01-210-5853-000000	Police Cruiser	37,000.00	-37,000.00	0.00	100.00
01-220-5112-000000	Fire Alarm Wages	89,000.00	-26,507.68	62,492.32	29.78
01-220-5113-000000	Fire Drills	26,284.00	-7,604.56	18,679.44	28.93
01-220-5114-000000	Fire Dept Other Wages	25,000.00	-17,099.23	7,900.77	68.40
01-220-5115-000000	Fire Administration Wages	25,730.00	-7,354.06	18,375.94	28.58
01-220-5200-000000	Fire Dpt - Medical Exam	5,000.00	-564.00	4,436.00	11.28
01-220-5240-000000	Hydrant Mapping Maint/Repair	77,207.00	-77,207.00	0.00	100.00
01-220-5340-000000	Fire Alarm & Communications	11,000.00	-2,502.98	8,497.02	22.75
01-220-5400-000000	Fire Expenses	46,000.00	-31,313.03	14,686.97	68.07
01-230-5112-000000	Municipal Dispatch Salaries & Wages	267,006.00	-117,552.43	149,453.57	44.03
01-230-5113-000000	Municipal Dispatch OT Wages	24,229.00	-10,231.47	13,997.53	42.23
01-230-5400-000000	Municipal Dispatch Expenses	26,370.00	-15,070.61	11,299.39	57.15
01-240-5112-000000	Inspectors Salaries & Wages	125,910.00	-62,837.88	63,072.12	49.91
01-240-5400-000000	Inspectors Expenses	9,270.00	-5,135.45	4,134.55	55.40
01-240-5710-000000	Inspectors Vehicle Allowance	4,980.00	-2,490.00	2,490.00	50.00
01-291-5112-000000	Emergency Mgmt Salary & Wages	8,059.00	-7,041.09	1,017.91	87.37
01-291-5400-000000	Emergency Mgmt Expenses	3,265.00	-445.87	2,819.13	13.66
01-292-5112-000000	Animal Control Professional Services	24,050.00	-12,025.00	12,025.00	50.00
01-295-5112-000000	Harbormaster Salary and Wages	2,000.00	0.00	2,000.00	0.00
01-304-5690-000000	Pentucket Regional Sch Assessm	7,372,813.00	-3,686,406.49	3,686,406.51	50.00
01-304-5692-000000	Pentucket Capital Assessment	58,227.00	-29,113.50	29,113.50	50.00
01-304-5693-000000	Pentucket Asmnt Page Phase II	509,538.00	-254,769.00	254,769.00	50.00
01-305-5690-000000	Whittier Minimum Contribution	225,975.00	-112,987.50	112,987.50	50.00
01-305-5691-000000	Whittier Other Assessments	40,443.00	-20,221.50	20,221.50	50.00
01-305-5692-000000	Whittier Debt/Capital Assess	21,993.00	-10,997.00	10,996.00	50.00
01-310-5690-000000	Essex North Shore Agricultural Tech	17,200.00	-16,822.00	378.00	97.80
01-420-5112-000000	DPW Salary & Wages	461,589.00	-222,568.41	239,020.59	48.22
01-420-5113-000000	DPW Overtime Wages	10,404.00	-8,351.36	2,052.64	80.27
01-420-5200-000000	Snow & Ice Removal	150,000.00	-84,382.86	65,617.14	56.26

Ledger History - Allocated Summary - Expenditure Ledger

Account Number	Name	Allocated	Expended	Ending	% Var.
01-420-5210-000000	Town Bldgs Operating Expenses	96,400.00	-70,658.64	25,741.36	73.30
01-420-5240-000000	Town Bldgs Improvements	68,614.00	-39,615.61	28,998.39	57.74
01-420-5243-000000	Street Paving/Repairs	70,000.00	-7,412.00	62,588.00	10.59
01-420-5380-000000	Highway Sidewalk & Trees	140,000.00	-50,364.54	89,635.46	35.97
01-420-5385-000000	Stormwater Management	10,000.00	-2,000.00	8,000.00	20.00
01-420-5400-000000	DPW Expenses	9,132.00	-8,633.37	498.63	94.54
01-420-5405-000000	Parks Expenses	15,000.00	0.00	15,000.00	0.00
01-420-5415-000000	Electricity	70,000.00	-26,653.82	43,346.18	38.08
01-420-5530-000000	Road Machinery Op Expenses	49,000.00	-15,951.06	33,048.94	32.55
01-420-5710-000000	DPW Vehicle Allowance	6,000.00	-1,500.00	4,500.00	25.00
01-424-5410-000000	Public Street Lights	7,000.00	-3,005.41	3,994.59	42.93
01-510-5111-000000	Board of Health Salary & Wages	122,620.00	-60,271.80	62,348.20	49.15
01-510-5200-000000	Public Health Nurse	3,840.00	-1,600.00	2,240.00	41.67
01-510-5290-000000	Waste Collection	325,080.00	-130,380.70	194,699.30	40.11
01-510-5291-000000	Recycling	50,000.00	-14,565.98	35,434.02	29.13
01-510-5292-000000	Hazardous Waste Expenses	2,000.00	-1,039.09	960.91	51.95
01-510-5293-000000	Steele Landfill Monitoring	22,646.00	-10,975.00	11,671.00	48.46
01-510-5400-000000	Bd of Health Expenses	6,500.00	-3,815.34	2,684.66	58.70
01-541-5112-000000	Council On Aging Salary & Wages	72,950.00	-35,564.58	37,385.42	48.75
01-541-5400-000000	Council On Aging Expenses	19,500.00	-10,373.52	9,126.48	53.20
01-543-5460-000000	Solders Grave Expenses	2,600.00	-415.00	2,185.00	15.96
01-543-5499-000000	Memorial Day Expenses	600.00	0.00	600.00	0.00
01-543-5770-000000	Northern Essex Veterans Services	30,357.00	-23,769.84	6,587.16	78.30
01-610-5112-000000	Library Salaries & Wages	263,813.00	-131,502.70	132,310.30	49.85
01-610-5400-000000	Library Expenses	33,000.00	-25,532.80	7,467.20	77.37
01-610-5580-000000	Library Books & Periodicals	67,000.00	-40,015.29	26,984.71	59.72
01-630-5112-000000	Recreation Dept Salaries & Wages	1,800.00	0.00	1,800.00	0.00
01-630-5400-000000	Recreation Expenses	5,500.00	-1,155.00	4,345.00	21.00
01-631-5400-000000	Mill Pond Operating Expenses	2,100.00	0.00	2,100.00	0.00
01-635-5200-000000	Bandstand Expenses	6,000.00	-4,849.00	1,151.00	80.82
01-637-5400-000000	Action Cove Expenses	3,000.00	0.00	3,000.00	0.00
01-691-5400-000000	Historical Commission Expenses	500.00	-458.08	41.92	91.62
01-695-5400-000000	Cultural Council Expenses	100.00	0.00	100.00	0.00
01-710-5910-000000	Maturing Debt	350,614.00	-435,000.00	-84,386.00	124.07
01-750-5915-000000	Interst & Paydowns on Debt	22,200.00	-13,750.00	8,450.00	61.94
01-820-5639-000000	Mosquito Contrl C.S.	0.00	-22,538.00	-22,538.00	0.00
01-820-5640-000000	Air Pollution Control District	0.00	-845.00	-845.00	0.00

Parameters: Fiscal Year: 2020 Start Date: 7/1/2019 end: 6/30/2020

Ledger History - Allocated Summary - Expenditure Ledger

Account Number	Name	Allocated	Expended	Ending	% Var.
01-820-5646-000000	M. V. Excise Tax Bills	0.00	-668.00	-668.00	0.00
01-820-5661-000000	Ma Bay Trnsprtn Auth Assessmt	0.00	-12,443.00	-12,443.00	0.00
01-820-5663-000000	C.S. Regional Transit Authorit	0.00	-3,026.00	-3,026.00	0.00
01-911-5170-000000	Essex Regnl Retirement Assess	660,171.00	-707,316.00	-47,145.00	107.14
01-913-5171-000000	Unemployment Insurance	1.00	-10,300.97	-10,299.97	1,030,097.00
01-914-5172-000000	Group Insurance	465,397.00	-174,294.25	291,102.75	37.45
01-916-5173-000000	F.I.C.A. Insurance	48,279.00	-21,473.75	26,805.25	44.48
01-919-5174-000000	OPEB Contribution (xfr out)	1.00	0.00	1.00	0.00
01-945-5740-000000	Insurance & Bonds	172,832.00	-146,777.90	26,054.10	84.93
01-992-5960-000000	Transfers Out - To Stabilization	500,000.00	0.00	500,000.00	0.00
01-993-5972-000000		0.00	0.00	0.00	0.00
	121 Account(s) totaling:	15,669,397.00	-8,198,041.22	7,471,355.78	52.32

TOWN CLERK MEMO

TO: Board of Selectmen
FROM: Michael P. McCarron
SUBJECT: Early Voting
DATE: December 18, 2019
CC: Town Manager

The early voting period for the Presidential Primary Election shall run from February 24 to February 28, 2020

In preparation, I am requesting that the Board allow me to use the lobby area of the Town Office Building as the Early Voting Site. The plan would be to temporarily remove the furniture there and replace it with voting booths and a registration table. The table will be manned by election workers during the time that the Town Office Building is open. The advantages are in case where there is a question as to an individual's registration status, he could be directed to the Town Clerk's office for review and determination. Additionally, having the early voting situated by the door will cut down on the number of individuals walking the hallways looking for the early voting site. This worked very well in the 2018 election.

I would request that the Board vote to designate the Town Office Building Lobby as the Early Voting Location for the Town for the Presidential Primary and the Presidential Election in November.

If you have any questions, please let me know.

WEST NEWBURY
EARLY VOTING NOTICE
MARCH 3, 2020

In accordance with the provisions of Massachusetts General Law c. 51 and 950 CMR 47.00, the Town of West Newbury hereby designates the location for early voting for the March 3, 2020 Massachusetts Presidential Primary Election.

The Early Voting Location shall be the Lobby located on the Ground Floor of the 1910 Office Building, 381 Main Street, West Newbury, MA 01985. Said location shall be equipped with voting booths and is handicap accessible. The regular hours of operation shall be Monday thru Thursday from 8:00 AM until 4:30 PM and Friday from 8:00 AM to Noon commencing on February 24, 2020 and ending on February 28, 2020 at Noon.

Town Manager

From: Town Manager
Sent: Thursday, December 26, 2019 11:37 AM
To: Meredith Stone; Selectmen; Tom Atwood; Jenn Poliseno; Richard A. Baker, Jr.
Cc: Assistant Assessor; Michael McCarron
Subject: RE: Copy of Area Adjustments FY 2020 12 24 19 (001).xls

Meredith,

This is good info, thanks. I'd like to place this on the Jan 6 BOS agenda as a routine update/info sharing. No need for you/BOA to attend but wanted to make you aware that I'll be suggesting to Chair that we put this on agenda.

Thanks,
Angus

Angus Jennings, Town Manager
 Town of West Newbury
 Town Office Building
 381 Main Street
 West Newbury, MA 01985
 (978) 363-1100 x111
townmanager@wnewbury.org

From: Meredith Stone <chief.assessor@wnewbury.org>
Sent: Tuesday, December 24, 2019 9:50 AM

Cc: Assistant Assessor <asst.assessor@wnewbury.org>; Michael McCarron <mmccarron@wnewbury.org>
Subject: Copy of Area Adjustments FY 2020 12 24 19 (001).xls

Hi Everyone,

Attached is a copy of last year's assessments and tax rate to FY20. I have highlighted West Newbury's, Groveland, & Merrimac's increase in tax bills.

Sincerely,
Meredith

Meredith Stone, MAA
 Chief Assessor
 Town of West Newbury
 381 Main Street
 West Newbury, MA 01985
 1-978-363-1100 ex.117

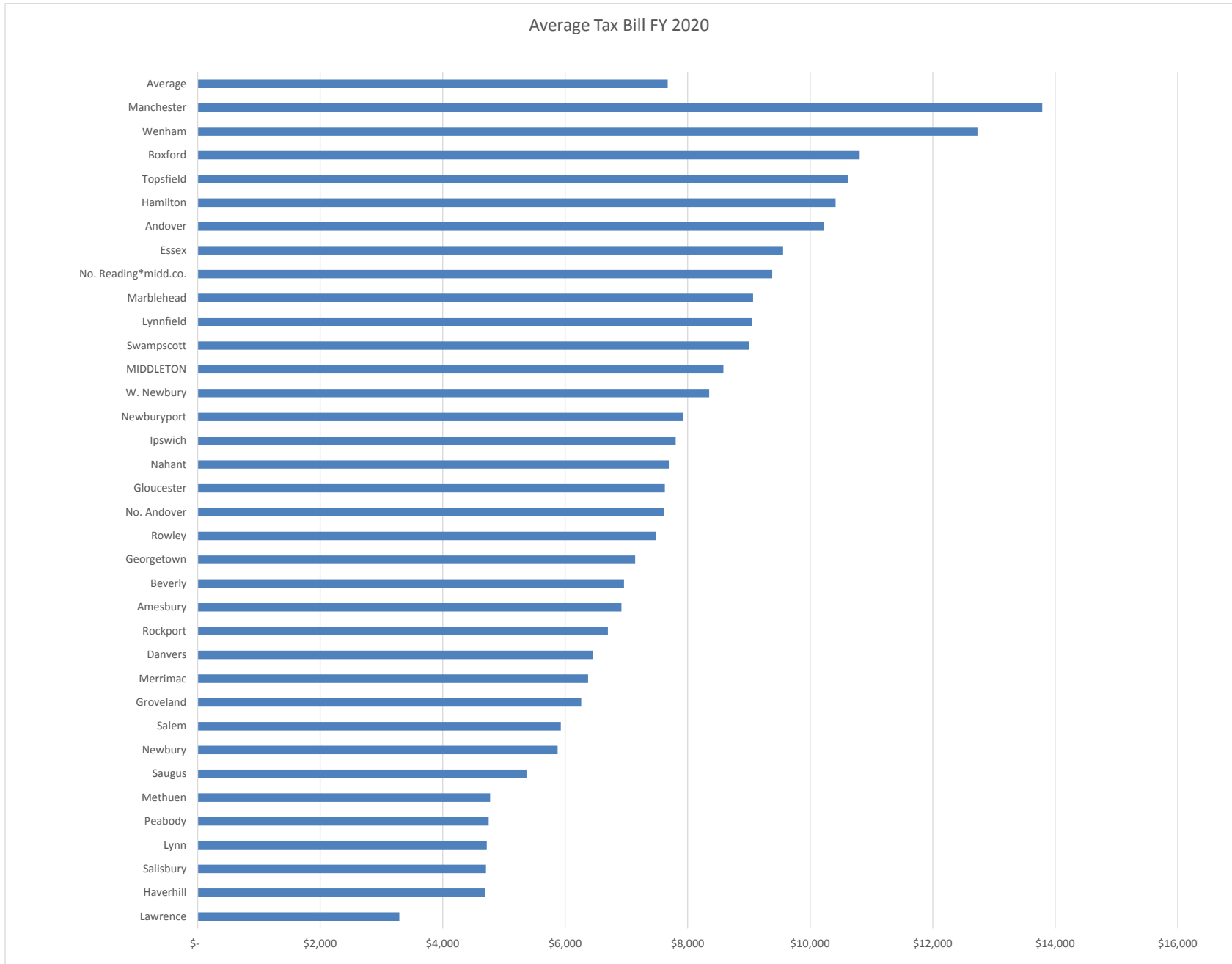
It has been determined by the Commonwealth of Massachusetts Office of the Secretary of State that emails are a public record. When writing or responding to email, please keep this in mind.

Notice: [MGL: Chpt.66, Sec.10 Public Records Law.](#)

Average Tax Bills
In Essex County

<u>Essex County</u>	<u>Average</u>	<u>Average</u>	<u>Average</u>	<u>% change</u>	<u>FY19</u>	<u>FY20</u>	<u>% Change</u>	<u>Net result</u>	<u>Average Tax</u>	<u>Average Tax</u>	<u>Average Tax Bill</u>
	<u>Single Family</u>	<u>Tax Bill</u>	<u>Single Family</u>							<u>Bill %</u>	
<u>Community</u>	<u>Home 19</u>	<u>2019</u>	<u>Home 2020</u>	<u>valuation</u>	<u>tax rate</u>	<u>tax rate</u>	<u>tax rate</u>		<u>Bill FY 2020</u>	<u>change</u>	<u>change</u>
Lawrence	\$ 240,280	\$ 3,287	\$ 264,893	10.24%	\$ 13.68	\$ 12.43	-9.14%	1.11%	\$ 3,293	0.17%	\$ 5.59
Haverhill	\$ 328,320	\$ 4,580	\$ 345,418	5.21%	\$ 13.95	\$ 13.60	-2.51%	2.70%	\$ 4,698	2.57%	\$ 117.62
Salisbury	\$ 385,127	\$ 4,568	\$ 410,660	6.63%	\$ 11.86	\$ 11.46	-3.37%	3.26%	\$ 4,706	3.03%	\$ 138.56
Lynn	\$ 325,600	\$ 4,656	\$ 352,253	8.19%	\$ 14.30	\$ 13.40	-6.29%	1.89%	\$ 4,720	1.38%	\$ 64.11
Peabody	\$ 413,221	\$ 4,550	\$ 442,351	7.05%	\$ 11.01	\$ 10.74	-2.45%	4.60%	\$ 4,751	4.42%	\$ 201.29
Methuen	\$ 323,249	\$ 4,587	\$ 355,280	9.91%	\$ 14.19	\$ 13.44	-5.29%	4.62%	\$ 4,775	4.10%	\$ 188.06
Saugus	\$ 426,142	\$ 5,190	\$ 450,316	5.67%	\$ 12.18	\$ 11.92	-2.13%	3.54%	\$ 5,368	3.42%	\$ 177.36
Newbury	\$ 523,025	\$ 5,654	\$ 534,711	2.23%	\$ 10.81	\$ 10.99	1.67%	3.90%	\$ 5,876	3.94%	\$ 222.57
Salem	\$ 387,558	\$ 5,852	\$ 410,200	5.84%	\$ 15.10	\$ 14.45	-4.30%	1.54%	\$ 5,927	1.29%	\$ 75.26
Groveland	\$ 426,323	\$ 6,118	\$ 445,719	4.55%	\$ 14.35	\$ 14.05	-2.09%	2.46%	\$ 6,262	2.36%	\$ 144.62
Merrimac	\$ 385,690	\$ 6,098	\$ 428,434	11.08%	\$ 15.81	\$ 14.88	-5.88%	5.20%	\$ 6,375	4.55%	\$ 277.34
Danvers	\$ 468,307	\$ 6,219	\$ 493,913	5.47%	\$ 13.28	\$ 13.06	-1.66%	3.81%	\$ 6,451	3.72%	\$ 231.39
Rockport	\$ 647,257	\$ 6,382	\$ 663,018	2.44%	\$ 9.86	\$ 10.10	2.43%	4.87%	\$ 6,696	4.93%	\$ 314.53
Amesbury	\$ 374,757	\$ 6,884	\$ 402,729	7.46%	\$ 18.37	\$ 17.18	-6.48%	0.99%	\$ 6,919	0.50%	\$ 34.60
Beverly	\$ 511,822	\$ 6,761	\$ 542,517	6.00%	\$ 13.21	\$ 12.83	-2.88%	3.12%	\$ 6,960	2.95%	\$ 199.32
Georgetown	\$ 438,992	\$ 6,927	\$ 448,618	2.19%	\$ 15.78	\$ 15.92	0.89%	3.08%	\$ 7,142	3.10%	\$ 214.70
Rowley	\$ 456,584	\$ 6,703	\$ 479,796	5.08%	\$ 14.68	\$ 15.58	6.13%	11.21%	\$ 7,475	11.53%	\$ 772.57
No. Andover	\$ 553,130	\$ 7,417	\$ 553,731	0.11%	\$ 13.41	\$ 13.74	2.46%	2.57%	\$ 7,608	2.57%	\$ 190.79
Gloucester	\$ 585,945	\$ 7,436	\$ 618,553	5.57%	\$ 12.69	\$ 12.33	-2.84%	2.73%	\$ 7,627	2.57%	\$ 191.12
Nahant	\$ 647,034	\$ 7,059	\$ 701,165	8.37%	\$ 10.91	\$ 10.97	0.55%	8.92%	\$ 7,692	8.96%	\$ 632.64
Ipswich	\$ 542,308	\$ 7,641	\$ 556,663	2.65%	\$ 14.09	\$ 14.02	-0.50%	2.15%	\$ 7,804	2.14%	\$ 163.30
Newburyport	\$ 595,038	\$ 7,783	\$ 617,539	3.78%	\$ 13.08	\$ 12.84	-1.83%	1.95%	\$ 7,929	1.88%	\$ 146.10
W. Newbury	\$ 569,716	\$ 8,301	\$ 579,142	1.65%	\$ 14.57	\$ 14.42	-1.03%	0.62%	\$ 8,351	0.61%	\$ 50.47
MIDDLETON	\$ 608,116	\$ 8,325	\$ 630,279	3.64%	\$ 13.69	\$ 13.62	-0.51%	3.13%	\$ 8,584	3.11%	\$ 259.29
Swampscott	\$ 593,524	\$ 9,022	\$ 629,266	6.02%	\$ 15.20	\$ 14.30	-5.92%	0.10%	\$ 8,999	-0.26%	\$ (23.06)
Lynnfield	\$ 636,622	\$ 8,855	\$ 650,497	2.18%	\$ 13.91	\$ 13.92	0.07%	2.25%	\$ 9,055	2.25%	\$ 199.51
Marblehead	\$ 820,901	\$ 8,816	\$ 872,800	6.32%	\$ 10.74	\$ 10.39	-3.26%	3.06%	\$ 9,068	2.86%	\$ 251.92
No. Reading* <small>midd.co.</small>	\$ 587,300	\$ 9,150	\$ 601,334	2.39%	\$ 15.58	\$ 15.60	0.13%	2.52%	\$ 9,381	2.52%	\$ 230.68
Essex	\$ 571,264	\$ 8,969	\$ 586,763	2.71%	\$ 15.70	\$ 16.29	3.76%	6.47%	\$ 9,558	6.57%	\$ 589.52
Andover	\$ 653,104	\$ 9,973	\$ 681,094	4.29%	\$ 15.27	\$ 15.01	-1.70%	2.58%	\$ 10,223	2.51%	\$ 250.32
Hamilton	\$ 600,400	\$ 9,895	\$ 613,412	2.17%	\$ 16.48	\$ 16.98	3.03%	5.20%	\$ 10,416	5.27%	\$ 521.14
Topsfield	\$ 599,950	\$ 10,199	\$ 609,298	1.56%	\$ 17.00	\$ 17.42	2.47%	4.03%	\$ 10,614	4.07%	\$ 414.82
Boxford	\$ 643,408	\$ 10,475	\$ 668,394	3.88%	\$ 16.28	\$ 16.17	-0.68%	3.21%	\$ 10,808	3.18%	\$ 333.24
Wenham	\$ 672,624	\$ 12,121	\$ 672,210	-0.06%	\$ 18.02	\$ 18.94	5.11%	5.04%	\$ 12,732	5.04%	\$ 610.97
Manchester	\$ 1,145,064	\$ 12,859	\$ 1,178,600	2.93%	\$ 11.23	\$ 11.70	4.19%	7.11%	\$ 13,790	7.24%	\$ 930.55
Average	\$ 533,934	\$ 7,409	\$ 556,902	4.73%	\$ 14.01	\$ 13.85	-1.14%	3.59%	\$ 7,675	3.46%	\$ 266.37
Median	\$ 553,130	\$ 7,059.14	\$ 556,663	2.93%					\$ 12,731.66		\$ 610.97

Average Tax Bills
In Essex County



Town Manager

From: [REDACTED]
Sent: Thursday, January 2, 2020 10:57 AM
To: Town Manager
Cc: Finance Admin; Michael McCarron
Subject: Re: Pentucket -- Congressional Town Hall and Local Leaders Meeting

Hi Angus,
 That's great news. Will you be attending as well?

We currently have confirmed for the meeting:

- Rep. Lenny Mirra
- Bill O'Neil, Chair, Groveland Board of Selectmen
- Kathleen Kastrinelis, Member, Groveland Board of Selectmen
- Joel Breen, Chair, Merrimac Board of Selectmen

With the Pentucket Town Hall beginning at 6:00 p.m., we will look to wrap-up this discussion by 5:45 at the latest. Please let me know if you have any other questions.

Happy New Year!
 Kelly

From: Town Manager <townmanager@wnewbury.org>
Date: Friday, December 27, 2019 at 2:56 PM
To: [REDACTED]
Subject: RE: Pentucket -- Congressional Town Hall and Local Leaders Meeting

Hi Kelly,

We have confirmed that all three West Newbury Selectmen will attend the meeting with Congressman Moulton on Monday, Jan 6 at 5pm. As the date approaches, if you can give us an idea of who you expect may attend from Merrimac and Groveland, that would be great.

A topic of major interest to the Board is CSOs. Another topic that may or may not be something the Congressman is engaged with is solid waste and recycling costs. So far, these are the two major topics that have emerged as areas the Board would like to discuss.

Thanks, and very best wishes for this holiday season!
 Angus

Angus Jennings, Town Manager
 Town of West Newbury
 Town Office Building
 381 Main Street
 West Newbury, MA 01985
 (978) 363-1100 x111
townmanager@wnewbury.org

From: Town Manager

Sent: Tuesday, December 24, 2019 8:49 AM

Subject: RE: Pentucket -- Congressional Town Hall and Local Leaders Meeting

Hi Kelly,

I received your vmail. I do believe that members of the Board of Selectmen plan to attend the 5pm portion of the meeting on Jan 6. I'll pin down who will/won't be there; the three Board members are:

David Archibald, Chair
Glenn Kemper
Rick Parker

Their meeting will begin at 6pm that night so those who attend will only have about 45 min.

Thanks,
Angus

Angus Jennings, Town Manager
Town of West Newbury
Town Office Building
381 Main Street
West Newbury, MA 01985
(978) 363-1100 x111
townmanager@wnewbury.org

Sent: Thursday, December 12, 2019 1:46 PM

To: Town Manager <townmanager@wnewbury.org>

Subject: Pentucket -- Congressional Town Hall and Local Leaders Meeting

Hi Angus,

Happy Holidays!

I am writing to let you know that Congressman Moulton will be holding a Congressional Town Hall at Pentucket Regional Middle School on Monday, January 6, at 6:00 p.m. Immediately preceding the town hall, from 5:00 to 5:30, Seth would like to meet with local leaders from West Newbury, Groveland and Merrimac to discuss issues of importance to you.

I believe you had indicated that the Board of Selectmen will be meeting in West Newbury that evening at 7:00. We hope you're able to stop by the local leaders meeting beforehand as we would love to have you join us. Please let me know if you are able to attend.

Best,
Kelly

--



K

**Town of West Newbury
Board of Selectmen
Monday, December 9, 2019 @ 6pm
381 Main Street, Town Office Building**

Minutes of Meeting - DRAFT

The Meeting was called to order at 7:12 p.m. by Chairman Archibald.

Attendance: Board of Selectman: Full Board
Town Manager, Angus Jennings
Asst. To Town Manger & Finance Dept. Jenny Walsh
Town Clerk/Counsel & Procurement Michael McCarron
Ashley Davis
Police Chief Jeffrey Durand
Emmanuel Terrero & Family

Announcements:

- This meeting is being broadcast on local cable TV and recorded for rebroadcast on the local cable channels and on the internet.
- Tree Lighting, this Thursday December 12th, 6:30 PM, Training Field - singing, cocoa, cookies - all are welcome!
- Planning Board public hearing on proposed Pentucket Middle/High School: Tuesday, Dec. 17 at 7 PM in Town Annex
- Draft Memorial Day Parade policy posted to Town website - invitation for public comment - Board of Selectmen review to takeplace on December 23, 2019
- Opportunities for FY20 Committee appointments posted online at <https://www.wnewbury.org/board-selectmen/pages/2019-20-volunteer-opportunities>

Regular Business

- A. Request for appointment of Emmanuel Terrero as Reserve Police Officer - *Police Chief Durand*

Chief Jeffrey Durand introduced Emmanuel to the Board of Selectman and recommends his appointment as a Reserve Police Officer.

Motion by Selectman Glenn Kemper, seconded by Richard Parker to approve the appointment.

Yes 3, No 0.

- B. Notification of appointment of Samantha Holt as part-time Dispatcher and request to waive 15-day waiting period

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to approve appointment and waive the 15-day waiting period.

Yes 3, No 0.

- C. Request for appointment of Susan Babb to Council on Aging Board

Motion made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to appoint Susan Babb to fulfill the remainder of Mary Harada's term effective 12/6/2019.

Yes 3, No 0.

- D. Consideration of candidates for appointment to School Building Committee

After discussion with the Ashley Davis and Tom Atwood two candidates interested in filling this Committee vacancy the following motion was made:

Motion by Selectman Richard Parker, seconded by Selectman Glenn Kemper to appoint Ashley Davis to the School Building Committee.

Yes 3, No 0.

Angus Jennings, Town Manger will notify the Pentucket Regional School of this appointment.

- E. Update on prospective designer open house today (Dec. 9th) for Soldiers & Sailors Memorial Building

Angus Jennings, Town Manager reported that there were 8 design firms at the open house for this project. There were addendum questions asked which were then sent out to all design firms that afternoon by Michael McCarron Procurement Officer. Michael will conduct interviews with 3 firms when qualifications have been reviewed.

- F. Review and approval of draft updated Committee Charge, Carr Post Building Committee (Soldiers & Sailors Building)

- G. Review of public comments received to date on draft Memorial Day Parade policy; recommended revisions for continued Board review at meeting on December 23, 2019

David Archibald thanked the public for their input and comments. The Board wishes to address the subject of banners in the parade. Identifying information is allowed.

- H. FY21 budget process and timeline

Chairman Archibald expressed concern that closing the warrant in mid-February is too late. For the Special Town Meeting and the Annual Town Meeting the end of January is preferable.

Motion was made by Selectman David Archibald, seconded by Selectman Glenn Kemper to close the Warrant on January 31, 2020 at 12:00 p.m. for the Special Town Meeting and Annual Town Meeting.

Yes 3, No 0.

I. Continued discussion of FY21 budget policy direction

Angus Jennings, Town Manager gave a draft to the Board regarding known cost drivers. He reported that the School Debt is \$651,000.00 less School Stabilization offset, Trash Collection \$60,000.00, Health Insurance with a 7% estimated increase, Pentucket Regional High School Assessment \$190,000.00 and Essex Agricultural School with two students where one student was budgeted for in the current year. The Board also requested that Angus run Cost of Living Allowance as he did last year.

J. Request for Board direction regarding potential extension of Animal Control Officer contract with Newburyport for FY21

Chairman David Archibald stated that he had no negative feedback on this contractual arrangement. Other Board members agreed. The Board supports maintaining this contract.

K. Request for comment on Massachusetts Rural Policy Plan

Informational. Memorandum contained in Agenda Packets.

L. Meeting minutes: November 12, 2019.

Motion was made by Chairman David Archibald, seconded by Selectman Richard Parker to approve the minutes of Meeting for November 12, 2019.

Yes 3, No 0.

Town Manager Updates

M. Update on petitions to MassDOT for speed limit changes on Church Street and Bridge Street

The Church Street request was referred to the State by Mass Department of Transportation. Angus expects the requests to be approved and reported that these items just need to proceed through the process. Both Angus and the Board wish to recognize the work of Wayne Amaral, DPW director for his work as a traffic engineer on this project.

N. Update on work toward adoption of remaining Community Compact Financial Policies

Angus reported that the Finance Department was still working on the adoption of these policies as time allows.

O. Update on actuary preparation of OPEB Financial Reporting and Disclosures; final report to be presented at Investment Policy Committee meeting on December 17, 2019

Angus reported that there are fewer people this year than last. This is a liability this year but the Actuarial is not concerned. Because of the small number of employees a small change can cause a big swing. He is expecting the final report December 10, 2019 and will bring the report

forward to the Board and the Finance Committee when it is received.

P. Follow up meeting assignments

- 1.) The next meeting date was set for December 18, 2019 at 7:00 p.m.
- 2.) The Page School Playground is requesting a letter of support for the Community Preservation Committee proposal.
- 3.) A resident expressed concern regarding parking restrictions at Sullivan's Court and Whetstone. The Board felt that they had already addressed this issue and at this point it is not a Board issue and had been taken care of previously. It was suggested that perhaps enforcement such as ticketing or warning prior to ticketing was in order.

Q. Placing items for future agendas

Motion was made by Selectman Glenn Kemper, seconded by Selectman Richard Parker to adjourn the meeting at 8:28 p.m.

Yes 3, No 0.

Respectfully submitted, Mary DiPinto



Town of West Newbury
Board of Selectmen
Wednesday, December 18, 2019 @ 7pm
381 Main Street, Town Office Building
www.wnewbury.org
Minutes of Meeting

Open Session: 7pm in the First Floor Hearing Room

The meeting was called to order at 7:04 p.m. by Chairman David Archibald.

Announcements:

- This meeting is being broadcast on local cable TV and recorded for rebroadcast on the local cable channels and on the internet.
- Pentucket Music Conservatory Winter Concert, Wednesday, December 18th at 7pm, PRHS auditorium
- Pentucket Class of 2020 Senior Celebration raffle for 4 Bruins tickets (and parking) on Tuesday, January 2 P.¹ Tickets for sale at www.pentucketsseniorcelebration.org. Winner will be chosen on January 13th
- Town Offices and Library will be closing at noon on December 24th and will be closed on Christmas Day and New Year's Day.
- Congressman Seth Moulton hosting " Congressional Town Hall" - Pentucket Regional Middle School, Monday, January 6th at 6pm
- Deadline for submittal of CPC proposals for April 2020 Town Meeting: Tuesday, January 7th
- Opportunities for FY20 Committee appointments posted online at <http://www.wnewbury.org/volunteer>

Regular Business

- A. Request for Special Event Permit - Road Race: Town and Country Half Marathon proposed on June 14, 2020 - *Yukan Sport LLC*

Discussion took place regarding the race with Rick Morell. All appropriate paperwork including application, race map route, request for Public Property Use/Special Permit application and Certificate of Insurance were provided in the Agenda Packets. The Board requested a donation to Charity be made. Rick stated that last year a donation was made to the Food Pantry. It was suggested that a donation to the Page School Playground project would be another option. The Board stated that a donation to either Charity would be appreciated.

Motion was made by Selectman Glenn Kemper to approve the application, seconded by Selectman Richard Parker.

Yes 3, No 0.

- B. Request for letter of support for citizens' group anticipated proposal for CPC funding to support accessibility and functional improvements to Page School playground - *Tricia Sabulis*

Tricia Sabulis provided the Board with an update of the progress and issues related to the Playground at the Page School with related lack of access and proper equipment for Handicapped students. Related Memorandums and photos of the playground area are contained in the Agenda Packets. Tricia informed the Board that the school is for K-6 students. There are 365 students for 2 hours per day. Discussion took place regarding the ability to replace broken equipment and maintenance costs for this project moving forward. The Board supports this project.

C. Review of Mass DOT response to petition to change posted speed limits on Chase Street

The communication from Mass DOT and the Special Speed Regulation for Chase Street have been received by Board and copies are contained in the Agenda Packets. Although the speed limit was not reduced as the Board had hoped it was reduced by 5 miles per hour.

Motion was made by Selectman Richard Parker, seconded by Selectman Glenn Kemper to adjust the Speed limit as per Mass DOT specifications on Chase Street.

Yes 3, No 0.

D. Update on designer selection process for Soldiers & Sailors Memorial Building

Michael McCarron, Procurement Officer reported that as of the deadline for the responses for this Project he had received 4 responses. These responses will be reviewed and evaluated. When the top Candidate for the project is selected price would be negotiated. If there is no agreement reached on Price with the top candidate, negotiations would then begin with the second candidate and so on until The designer was selected and a price agreed upon.

E. Review of proposed Memorial Day Parade policy

A draft copy of the Memorial Day Parade Guidelines was contained in the Agenda Packets.

Motion was made by Chairman David Archibald, seconded by Selectman Richard Parker to accept the guidelines as written for the Memorial Day Parade.

Yes 3, No 0.

F. Discussion of fees and administration of burn *permits* – request of Chief Dwyer

Fire Chief Dwyer expressed his opinion regarding the burn permits and the time Dispatchers need to devote to this task. Related memorandums are contained in the Agenda Packets. Discussion took place with the Board regarding these permits and the fees charged. Other fees issued by the Fire Department and the ability to collect the fees in the Finance Department will be discussed with staff and will be brought up at a future Board meeting.

Selectman Richard Parker made a motion to set the Burn Permit Fees at \$5.00 for online request and \$20.00 for in person request. He later withdrew his motion.

Selectman Glenn Kemper made a motion to set the Burn Permit Fee at \$5.00 for online request and \$10.00 for in person request.

Yes 2, No 1 (David Archibald opposed)

F1 .Class II Used Car Dealership License Renewals: RTI Enterprises, Inc. DBA Main Street Auto; James Pearson DBA Pearson's Automotive; Crane Neck Auto, LLC

Motion was made by Chairman David Archibald, seconded by Glenn Kemper to approve this License Renewal.

Yes 2, No 0, Abstain 1 (Richard Parker)

G. Request for authorization to submit grant application with National Grid to support the installation of one or more electric vehicle charging stations

Information is contained in the Agenda Packets regarding this grant application. The Board also wants to select Wayne Amaral, DPW Director as the grants contact person. Discussion took place regarding this grant and the future costs associated with administering it.

Motion was made by Selectman Glenn Kemper, seconded by Chairman David Archibald to apply for this grant.

Yes 3, No 0.

H. Continued discussion of FY21 budget policy direction

Angus Jennings, Town Manager provided the Board with Board of Selectman FY '21 Budget Policy Direction Memorandum Draft, a spreadsheet for the known/projected increases, Expense Budget Breakdown and Expense Budget Estimate of Per Department Household Tax Impact. These items are Contained in the Agenda Packets. The Board discussed these items as well as the offsets of the School Stabilization Fund and the School Debt Exclusion.

I. Request for early closure at Library on Tuesday, December 31st

Memorandum from the Library Director is contained in the Agenda Packets. Normally the Library Would be open until 8:00 p.m. on Wednesday. The Board felt that the Library Board should make this decision but that part time employees should not be paid for any hours not worked.

J. Meeting minutes: November 25, 2019.

Motion was made by Chairman David Archibald, seconded by Selectman Glenn Kemper to Approve the minutes.

Yes 3, No 0.

Town Manager Updates

K. Construction updates : water capital projects (Brake's Hill Tank; wellfield chemical building)

Angus Jennings, Town Manager provided photos to the Board taken that day of current progress on the Tank and Chemical Building and reviewed the future construction tasks on these two projects.

- L. Update on proposed financing of water capital projects (Brake's Hill Tank; wellfield chemical building); anticipated request for authorization of sale of Bond Anticipation Notes (BANs) on January 21, 2019

Tentative Financing Schedule related to the Bond Anticipation Note sale are contained in the Agenda Packets.

- M. Updates on active projects
- N. Follow up meeting assignments
- O. Placing items for future agendas

Selectman Glenn Kemper made a motion which was seconded by Chairman David Archibald to Adjourn to Executive Session at 9:19 p.m.

Yes 3, No 0.

Respectfully submitted, Mary DiPinto

Town Manager

From: Jennifer Hughes <jhughes@mvpc.org>
Sent: Thursday, January 2, 2020 10:42 AM
To: MVPC Stormwater Collaborative
Subject: FW: Important information about the MS4 permit

Good morning and Happy New Year. Please see the email below for an important update regarding the MS4 Permit. Let me know if you have any questions.

Jennifer Hughes

Environmental Program Manager
160 Main Street, Haverhill, MA 01830
Jhughes@mvpc.org

Subject: Important information about the MS4 permit

Statewide Stormwater Coalition members,

Important information about the MS4 permit below.

News Release: EPA Reaches Negotiated Settlements Regarding MS4 Water Permits in Massachusetts and New Hampshire:

<https://www.epa.gov/newsreleases/epa-reaches-negotiated-settlements-regarding-ms4-water-permits-massachusetts-and-new>

The settlement documents, which include proposed red-line strike-out version of the permit, are available at: <https://www.regulations.gov/document?D=EPA-HQ-OGC-2019-0685-0002>

Here are some highlights are the proposed revisions:

- Local ordinance/bylaw deadline extended to 3 years (i.e. June 2021);
- TMDL (Appendix H) requirements have allowance for alternative schedules;
- Clarification to construction site plan reviews & inspections and post-construction standards for new & redevelopment; and
- Additional changes for MS4s & non-traditional MS4s discharging to Charles River.

We are now in the 30-day comment period for the settlement (which is different from the public comment period for the revised permit language). After that, EPA will post the permit modifications for public comment and will alert all permit holders (i.e. you should get an email from EPA). Comments on the permit modifications should be held until the public comment period for the permit modification itself and not submitted during the public comment period for the settlement agreement.

We will have an opportunity to discuss the settlement & proposed changes at our next meeting.

Kerry

Kerry Reed, P.E., LEED AP
Senior Stormwater & Environmental Engineer

Framingham Department of Public Works
100 Western Avenue



Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Kathleen A. Theoharides
Secretary

Martin Suuberg
Commissioner

MS4 Permit: Summary of Major Requirements

Updated September 2018

July 1, 2018 – Effective Date of the MS4 permit

October 1, 2018 - 90 days after effective date

- Notice of Intent (NOI) is due
- Public review of the NOIs (at least 30 days)
- Then EPA sends authorization letter, extends public review period or denies authorization

June 30, 2019 - One Year after effective date

- Submit written Stormwater Management Program (SWMP)
 - Describes how permittee will meet requirements of the permit
 - Includes names of persons responsible for every action required for the 6 minimum control measures¹
- Sanitary Sewer Overflow inventory and report
- Written Illicit Discharge Detection and Elimination (IDDE) program description and procedures
- Written procedures for construction project sediment and erosion control actions
 - This may include changing local bylaws to enact this requirement

June 30, 2020 - Two Years after effective date

- Report on receiving waters, including impairments, pollutants of concern, TMDL status and number of outfalls that discharge to each waterbody
- Written procedures for as-built drawings and long-term O&M for developments and redevelopments
- Local ordinance or equivalent to enact new stormwater retention requirements for developments and redevelopments
 - This will include changing local bylaws

¹ The Six Minimum Control Measures are:

- 1- Public Education and Outreach
- 2- Public Involvement and Participation
- 3- Illicit Discharge Detection and Elimination (IDDE)
- 4- Construction Site Stormwater Runoff Control
- 5- Stormwater Management for New Developments and Redevelopments (Post Construction Stormwater Management)
- 6- Good Housekeeping and Pollution Prevention for Permittee Owned Operations

This information is available in alternate format. Contact Michelle Waters-Ekanem, Director of Diversity/Civil Rights at 617-292-5751.

TTY# MassRelay Service 1-800-439-2370

MassDEP Website: www.mass.gov/dep

Printed on Recycled Paper

- Written O&M procedures for municipal properties and activities
 - Includes parks and open spaces; police, fire, school and other municipal buildings
 - Vehicle and equipment operations
- Written procedures for maintaining the Town storm drain infrastructure
 - Street sweeping, catch basin inspection and cleaning
 - Winter road salt storage and use
 - O&M of all stormwater BMPs (e.g., detention basins; water quality swales, and the like)
- Develop and implement a Stormwater Pollution Prevention Plan for waste-handling facilities
- Complete initial map of the stormwater system
- Towns must start IDDE work on the highest priority catchments (“Problem Outfalls”)

June 30, 2021 - Three Years after effective date

- Towns must have completed all dry weather field sampling at all outfalls

June 30, 2022 – Four Years after effective date

- Report assessing current street design and parking lot guidelines that affect the creation of impervious cover
- Report assessing local regulations to allow green roofs, green infrastructure and stormwater harvesting
- Identify a minimum of 5 Town-owned sites suitable for retrofitting with stormwater BMPs

June 30, 2023 - Five Years after effective Date

- All requirements of the Six Minimum Control Measures to be completed
- MS4 Towns subject to the Charles River Watershed Phosphorus TMDL complete Phase I of their Phosphorus Control Plan
 - Includes plan for achieving reductions, analysis of how to fund it and implementation schedule
- MS4 Towns subject to the Lake and Pond Phosphorus TMDL complete their Lake and Pond Control Plan
 - Includes plan for achieving reductions, analysis of how to fund it and implementation schedule
- MS4 Towns subject to the Bacteria and Pathogen TMDL complete their Enhanced BMPs
 - Includes additional Public Education requirements
- MS4 Towns subject to the Cape Cod Nitrogen TMDL complete their Enhanced BMPs
 - Includes enhanced Public Education, Post-Construction and Good Housekeeping requirements
- MS4 Towns subject to the Assabet River Phosphorus TMDL complete their Enhanced BMPs
 - Includes enhanced Public Education, Post-Construction and Good Housekeeping
- MS4 Towns subject to Out-of-State TMDLs – includes Long Island Sound for Nitrogen and Rhode Island for Phosphorus – complete their Enhanced BMPs, Source Identification and Structural BMP requirements
 - Includes enhanced Public Education, Post-Construction, Good Housekeeping, Source Report and potential structural BMPs
- MS4 Towns subject to impaired waters requirements for Nitrogen or Phosphorus
 - Includes enhanced Public Education, Post-Construction, Good Housekeeping, Nitrogen and/or Phosphorus Source Report and potential structural BMPs
- Towns must complete all highest priority IDDE field investigations (for “Problem Outfalls”)
- Public Outreach Program must already have been completed
 - 2 messages to each of four audiences (Residents; Business/Commercial/Institutional; Developers and Construction; Industrial)
 - Effectiveness of messages evaluated and modified

Detailed Information about the 2016 MS4 permit:

- Final Permit Documents: https://www3.epa.gov/region1/npdes/stormwater/MS4_MA.html
- Maps of Urbanized Area for each MA town: <https://www3.epa.gov/region1/npdes/stormwater/ma.html>
- MassDEP’s MS4 Public Education Documents: <https://goo.gl/XwdcVF>

For additional information contact MassDEP’s Stormwater Coordinator
617-556-1157 Laura.Schifman@mass.gov

MS4 Year 2 Requirements

From the MS4 Annual Report

MS4 Requirements Due by the End of Year 2 (June 30, 2020)

- Complete system mapping Phase I
- Begin investigations of catchments associated with Problem Outfalls
- Develop or modify an ordinance or other regulatory mechanism for post-construction stormwater from new development and redevelopment
- Establish and implement written procedures to require the submission of as-built drawings no later two years after the completion of construction projects
- Develop, if not already developed, written operations and maintenance procedures
- Develop an inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; review annually and update as necessary
- Establish a written program detailing the activities and procedures the permittee will implement so the MS4 infrastructure is maintained in a timely manner
- Develop and implement a written SWPPP for maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater
- Enclose or cover storage piles of salt or piles containing salt used for deicing or other purposes
- Develop, if not already developed, written procedures for sweeping streets and municipal-owned lots
- Develop, if not already developed, written procedures for winter road maintenance including storage salt and sand
- Develop, if not already developed, a schedule for catch basin cleaning
- Develop, if not already developed, a written procedure for stormwater treatment structure maintenance
- Develop a written catchment investigation procedure (due at 18 months)

Annual MS4 Requirements that must be reported at the end of Year 2

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge receiving waters
- Annual training to employees involved in IDDE program
- Update inventory of all known locations where SSOs have discharged to the MS4 in the last 5 years
- Continue public education and outreach program
- Update outfall and interconnection inventory and priority ranking and include data collected in
- connection with the dry weather screening and other relevant inspections conducted
- Implement IDDE program
- Review site plans of construction sites as part of the construction stormwater runoff control · Conduct site inspection of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected
- Sweep all uncurbed streets at least annually

Year 1 Requirements not yet met

- Varies Town-by-Town; see your Town's 2019 MS4 Annual Report

Impaired Waters and TMDL Requirements - See Appendices H and F

- <https://www3.epa.gov/region1/npdes/stormwater/ma/2014AppendixH.pdf>
- <https://www3.epa.gov/region1/npdes/stormwater/ma/2014AppendixF.pdf>

Laura.Schifman@mass.gov

SETTLEMENT AGREEMENT

This Settlement Agreement is entered into by and among the Center for Regulatory Reasonableness (“CRR”), the Massachusetts Coalition for Water Resources Stewardship, Inc. (“MCWRS”), the Town of Franklin, Massachusetts, (“Franklin”), the National Association of Home Builders (“NAHB”), the Home Builders and Remodelers Association of Massachusetts, Inc. (“HBRAMA”), the Conservation Law Foundation (“CLF”), the Charles River Watershed Association (“CRWA”), and the U.S. Environmental Protection Agency and its Administrator, Andrew Wheeler (collectively, “the Parties”).

WHEREAS, on April 4, 2016, the United States Environmental Protection Agency (“EPA” or “Agency”) issued the National Pollutant Discharge Elimination System (“NPDES”) General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems in Massachusetts (“Massachusetts Small MS4 General Permit”);

WHEREAS, CRR, MCWRS, Franklin, HBRAMA, NAHB, CLF, and CRWA (collectively, “Petitioner Parties”), timely filed petitions for review of the Massachusetts Small MS4 General Permit, which were consolidated in the United States Court of Appeals for the District of Columbia Circuit (Lead Case No. 16-1246, and Member Case Nos. 16-1359, 16-1360, 16-1361, and 16-1362) (referred to herein as the “Massachusetts Small MS4 Litigation”);

WHEREAS, on June 29, 2017, EPA granted a request from MCWRS, the Town of Franklin, and the City of Lowell (“Massachusetts Petitioners”) to postpone the July 1, 2017 effective date of the Massachusetts Small MS4 General Permit for one year pending judicial review pursuant to Section 705 of the Administrative Procedure Act, 5 U.S.C. § 705;

WHEREAS, on October 19, 2017, the Court notified the parties that the Massachusetts Small MS4 Litigation had been entered into the D.C. Circuit Mediation Program;

WHEREAS, on November 8, 2017, the Court granted Massachusetts Petitioners' and EPA's joint motion to govern and entered an order holding the Massachusetts Small MS4 Litigation in abeyance and directing the parties to file motions to govern future proceedings within 90 days;

WHEREAS, following a process of alternative dispute resolution, the Parties wish to implement this Settlement Agreement resolving the Massachusetts Small MS4 Litigation, and thereby avoid protracted and costly litigation and to preserve judicial resources, without any admission or adjudication of fact or law.

NOW, THEREFORE, the Parties hereby agree as follows:

1. No later than seven days after this Settlement Agreement is executed, the Parties shall file a joint status report notifying the Court of this Settlement Agreement and requesting that the Massachusetts Small MS4 Litigation remain in abeyance pending completion of the process described in Paragraphs 2 of this Settlement Agreement.

2. No later than 60 days after execution of this Settlement Agreement, EPA will send the Parties a notice that it has submitted a draft proposed modification of the Massachusetts Small MS4 General Permit to the Office of Management and Budget ("OMB"). Following OMB review, if any, EPA will promptly transmit for publication in the Federal Register a Notice of Availability ("NOA") of the proposed modification to the Massachusetts Small MS4 General Permit ("Draft Permit Modification") that is the same as Exhibit A, excepting non-substantive or typographical corrections. EPA will post the Draft Permit Modification and an accompanying fact sheet, *see* 40 C.F.R. 124.8, that includes the language attached as Exhibit B, on EPA Region 1's website. The NOA will explain that EPA is reopening and reexamining parts 2.0; 2.1; 2.1.1; 2.1.2.a; 2.2.; 2.2.2; 2.3.3; 2.3.5; 2.3.6; 2.3.7.a; 2.3.7.b; 4.1; 4.4; Appendix F part A.I; Appendix F

part A.II; Appendix F Attachments 2 and 3; and Appendix H of the permits that became effective on July 1, 2018. EPA will email notifications of the Draft Permit Modification to regulated parties, the parties to this mediation, and the other interested parties on EPA Region 1's NPDES permit mailing list. The NOA will provide for at least a 30-day public comment period that may, in EPA's discretion, be extended. Pursuant to 40 C.F.R. § 124.12(a), if EPA determines that there is a significant degree of public interest in the Draft Permit Modification, EPA may schedule a public hearing and publish a notice of hearing on the same webpage as the NOA. In addition, at the time EPA submits the NOA for publication, EPA will ask Massachusetts to provide a water quality certification pursuant to Section 401 of the Clean Water Act, 33 U.S.C. § 1341. After considering any public comments, EPA will take final action on the Draft Permit Modification ("Final Agency Action") within nine months of the Agency's posting of the NOA of the Draft Permit Modification on its website.

3. If EPA takes the actions described in Paragraph 2, and EPA's Final Agency Action substantively modifies the Massachusetts Small MS4 General Permit, then Petitioner Parties and EPA agree to file within 14 days of EPA's Final Agency Action a joint motion to dismiss the Massachusetts Small MS4 Litigation with prejudice except as specifically provided below in paragraph 4(c). Such motion shall be filed pursuant to Rule 42 of the Federal Rules of Appellate Procedure, with each party to bear its own costs and attorneys' fees.

4. (a) Except as otherwise provided below in paragraphs 4(b) and (c), any challenge to EPA's Final Agency Action must be brought in a new action, and Petitioner Parties reserve whatever rights they may have to bring such a challenge, except as specifically provided below.

(b) Notwithstanding paragraph 4(a), if EPA issues a final permit modification (“Final Permit Modification”) that is substantially similar to Exhibit A, Petitioner Parties agree that they will not seek judicial review of the Final Permit Modification as to any permit parts that are modified in a manner that is substantially similar to Exhibit A.

(c) Notwithstanding paragraphs 3 and 4(a), nothing in this Settlement Agreement shall be construed to limit or modify the rights of Petitioner Parties to seek judicial review of any aspect of the Final Agency Action that is not substantially similar to the agreed proposed changes set forth in Exhibit A and consistent with Exhibit B, including by moving to lift the abeyance and reactivate the Massachusetts Small MS4 Litigation currently pending before the D.C. Circuit. EPA does not waive any defenses it may have in either a reactivated suit or a new challenge to the Final Agency Action.

5. If EPA does not take the actions described in Paragraph 2, then Petitioner Parties’ sole remedy is to move to reactivate the Massachusetts Small MS4 Litigation. Petitioner Parties agree to give EPA thirty days’ notice prior to exercising their rights under this paragraph.

6. Nothing in the terms of this Settlement Agreement shall be construed to limit or modify the discretion accorded EPA by the Clean Water Act or general principles of administrative law, nor shall it in any way be deemed to limit EPA’s discretion in issuing or declining to issue any permit modification.

7. EPA’s obligations under this Settlement Agreement are subject to the availability of appropriated funds applicable for such purpose. No provision of this Settlement Agreement shall be interpreted as or constitute a commitment or requirement that EPA obligate or pay funds in contravention of the Anti-Deficiency Act, 31 U.S.C. § 1341, or any other provision of law.

8. The Parties recognize that the possibility exists that circumstances outside the reasonable control of EPA could delay compliance with the commitments contained in this Settlement Agreement. Such situations include, but are not limited to, a government shut-down such as occurred in 1995, 1996, 2013, and 2018-2019, or catastrophic environmental events requiring immediate and/or time-consuming response by EPA. Should a delay occur due to such circumstances, any resulting failure to meet the commitments set forth herein shall not constitute a failure to comply with the terms of this Settlement Agreement, and the Parties will meet and confer about the extension of any deadlines. EPA will provide Petitioner Parties with notice as soon as is reasonably possible under the circumstances in the event that EPA invokes this term of the Settlement Agreement and will provide Petitioner Parties with an explanation of EPA's basis for invoking this term.

9. Any term set forth in this Settlement Agreement may be modified by written agreement of the Parties.

10. This is the entire Settlement Agreement between the parties with respect to the Massachusetts Small MS4 General Permit and Massachusetts Small MS4 Litigation. All prior conversations, meetings, discussions, drafts, and writings of any kind are superseded by this Settlement Agreement, and may not be used by the Parties to vary or contest the terms of this Settlement Agreement or as evidence of the Parties' intent in entering into this Settlement Agreement.

11. Nothing in this Settlement Agreement shall bind, obligate, or otherwise create any rights or duties applicable to or enforceable by, or impose any conditions or limitations upon, any person or entity that has not signed the Settlement Agreement, nor shall the Settlement

Agreement be construed to make any such persons or entity a third-party beneficiary of the Settlement Agreement.

12. Except as provided in this Settlement Agreement, none of the Parties hereto waives or relinquishes any legal rights, claims, or defenses it may have.

13. Each undersigned representative of the Parties certifies that he or she is fully authorized by the Party to enter into this Settlement Agreement and to bind such Party to comply with the terms and conditions herein.

For CRR:

Date: _____

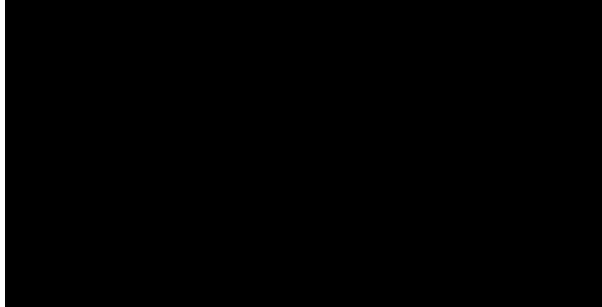
John C. Hall, Esq.
Hall & Associates

(signatures continued on following page)

For NAHB and HBRAMA:

Date: _____

Jeffrey S. Longworth



(signatures continued on following page)

For MCWRS:

Date: _____

Christopher D. Pomeroy
Justin W. Curtis

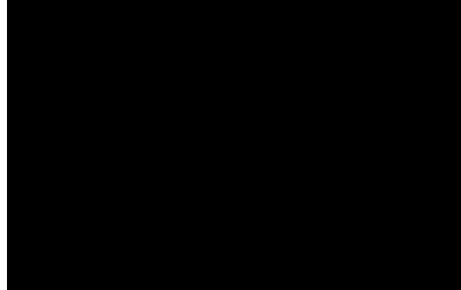


(signatures continued on following page)

For Franklin:

Date: _____

Mark G. Cerel
Town of Franklin

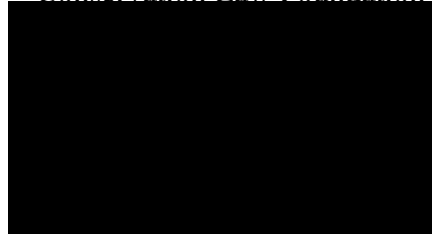


(signatures continued on following page)

For CLF and CRWA:

Date: _____

Heather A. Govern
Conservation Law Foundation

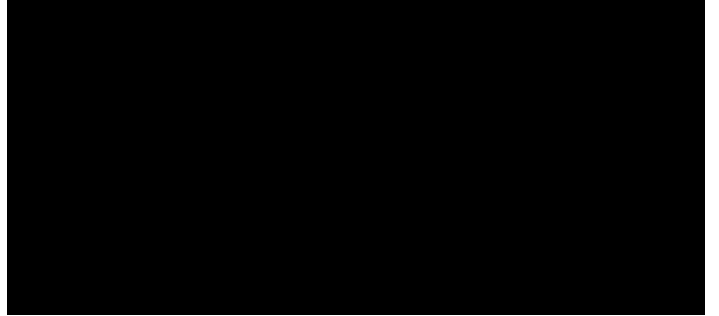


(signatures continued on following page)

For EPA:

Date: _____

Kate R. Bowers
Sarah A. Buckley



Fact Sheet/Statement of Basis for Proposed Permit Modification: NPDES General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4s) to Certain Waters in the Commonwealth of Massachusetts

In consultation with various parties, EPA is proposing to make the following modifications to the Clean Water Act (CWA) National Pollutant Discharge Elimination System (NPDES) general permit for stormwater discharges from small Municipal Separate Storm Sewer Systems (MS4s) to certain waters of the Commonwealth of Massachusetts (Massachusetts Small MS4 General Permit), as modified on November 7, 2018.

EPA has received input during settlement negotiations arising from litigation brought by the multiple parties challenging this permit (and the New Hampshire Small MS4 General Permit).¹ It is EPA's view that the proposed modifications are consistent with the Clean Water Act (CWA) and 40 C.F.R. § 122, including 40 C.F.R. § 122.62, and based on the causes for modification specified in 40 C.F.R. § 122.62(a)(2).

These proposed modifications would be consistent with the CWA and implementing regulations. A comprehensive summary of the basis of all permit conditions, including all applicable statutory and regulatory authorities, is included in the original Massachusetts Small

¹ *Center for Regulatory Reasonableness, et al. v. EPA*, No. 16-1246 (D.C. Circuit) (2016 Massachusetts Small MS4 General Permit consolidated cases); *Center for Regulatory Reasonableness et. al v. EPA, Conservation Law Foundation, Intervenor* No. 17-1060 (D.C. Circuit) (2017 New Hampshire Small MS4 General Permit consolidated cases).

MS4 General Permit fact sheet,² responses to comments for the final permit,³ and as described below. Any proposed modifications relating to 40 C.F.R. § 122.34 reflect the requirements of that regulatory section as revised by EPA in January 2017.

In accordance with 40 C.F.R. § 122.62, EPA is only reopening for public comment the conditions subject to these proposed modifications to the Final 2016 Massachusetts Small MS4 General Permit. The proposed modifications also include corrections of typographical errors and omissions throughout. These modifications were done in accordance with 40 C.F.R. § 122.63. All persons, including permittees, who believe any of these proposed permit modifications are inappropriate must raise all issues and submit all available arguments and all supporting material for their arguments in full by the close of the public comment period, to Newton Tedder, U.S. EPA, Water Division, Stormwater and Construction Permits Section, 5 Post Office Square, Suite 100, Boston, Massachusetts 02109-3912 or tedder.newton@epa.gov. Any person, prior to such date, may submit a request in writing for a public hearing to consider the Draft Permit to EPA. Such requests shall state the nature of the issues proposed to be raised in the hearing. A public hearing may be held if the criteria stated in 40 C.F.R. § 124.12 are satisfied. In reaching a final decision on the Draft Permit, the EPA will respond to all significant comments and make these responses available to the public at EPA's Boston office and online.

Following the close of the comment period, and after any public hearings, if any such hearing(s) is (are) held, the EPA will issue a final permit decision and forward a copy of the final

² “Fact Sheet: Draft General Permits for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems in Massachusetts,” Sept. 30, 2014. Available at <https://www3.epa.gov/region1/npdes/stormwater/ma/2014FactSheet.pdf>.

³ “EPA’s Response to Comments on the National Pollutant Discharge Elimination System (NPDES) General Permits for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems in Massachusetts,” April 4, 2016. Available at <https://www3.epa.gov/region1/npdes/stormwater/ma/2016fpd/rtc-2016-ma-sms4-gp.pdf>.

decision to the permittees and each person who has submitted written comments or requested notice. Under section 509(b) of the Clean Water Act, judicial review of any modification of the final general permit can be requested by filing a petition for review in the United States Court of Appeals within 120 days after the permit modification is considered issued. Under section 509(b)(2) of the Clean Water Act, the requirements in this permit may not be challenged later in civil or criminal proceedings to enforce these requirements. In addition, this permit may not be challenged in other agency proceedings.

EPA may not issue a permit unless the Massachusetts Department of Environmental Protection (MassDEP) either certifies that the permit conditions are stringent enough to assure that the discharge will not cause the receiving water to exceed State Water Quality Standards or it is deemed that the state has waived its right to such certification. Regulations governing state certification are set forth in 40 CFR § 124.53 and §124.55. EPA has requested permit certification by the State pursuant to 40 CFR § 124.53 and expects that the State will certify the draft permit.

Part 1.3

EPA is not proposing to modify this permit Part. That said, EPA includes it here to note that certain infiltration practices that may be used for permit compliance may be classified as Class V Underground Injection Control (UIC) Wells and subject to 310 CMR 27.00. In general, these circumstances will be limited to subsurface infiltration practices, such as dry wells. When an infiltration practice is considered a Class V UIC well, the party installing the infiltration practice will need to register the well with MassDEP, per Massachusetts law. MassDEP has developed a specific technical registration compliance document for stormwater infiltration

practices to streamline the registration process. That technical compliance form can be found here: <https://www.mass.gov/service-details/underground-injection-control-uic-technical-compliance-forms> (retrieved October 2, 2019). For additional information regarding UIC Well registration, please contact MassDEP at ask.uic@state.ma.us.

Part 2.0

EPA proposes slight modifications to Part 2.0 to clarify that it is the foundation for the subsequent water quality-based effluent limitations (WQBELs) in Part 2.1.1 but is not grounds for a separate permit violation.

Part 2.1

EPA proposes to replace “includes provisions to ensure that discharges from the permittee’s small MS4 do not cause or contribute to an exceedance of water quality standards, in addition to requirements to reduce the discharge of pollutants to the maximum extent practicable” with “this permit includes provisions to ensure that discharges from the permittee’s small MS4 meet applicable water quality standards as set forth in part 2.1.1. below.” The proposed modified Part 2.1 would set up the specific WQBELs in Part 2.1.1 and would not be grounds for a separate permit violation. CWA section 402(p)(3)(B)(iii) and 40 C.F.R. § 122.34(a) authorize including these permit requirements.

Part 2.1.1

EPA is proposing various modifications to Part 2.1.1 consistent with the modification EPA is proposing for Part 2.0 above.

EPA also proposes including a footnote to clarify the meaning of “applicable water quality standards” for the purposes of this permit. The footnote would clarify that applicable water quality standards are the state standards that have been federally approved or promulgated as of the effective date of this permit. EPA has compiled those standards at <http://www.epa.gov/waterscience/standards/wqslibrary/>.

EPA would specify, as it did with the requirements of the 2016 permit, that permittees meet appropriate water quality standards by complying with Part 2.1.1.b (and Appendix F) or 2.1.1.c (and Appendix H), as appropriate. For requirements to meet water quality standards that are not covered by Parts 2.1.1.b or 2.1.1.c, compliance would be determined instream after mixing, as applicable.

EPA proposes to require that any other discharge of a pollutant that: (i) is not addressed by Part 2.1.1.b, Part 2.1.1.c, Part 2.2.1, and/or Part 2.2.2, (ii) is not the result of an illicit discharge subject to Part 2.3.4, and (iii) does not meet applicable water quality standards, either independently or in conjunction with other discharges, shall comply with Part 2.1.1.d. Part 2.1.1.d would require the permittee to address such discharges within 60 days or establish a schedule of actions to achieve a remedy or elimination of the discharge in the shortest time that is not impracticable.

EPA proposes to clarify this Part to make clear that an MS4’s compliance with this Part would be judged solely by its compliance with relevant permit requirements. Thus, for Parts 2.1.1.b and 2.1.1.c, EPA would judge compliance based upon the requirements contained in Appendices F and H, respectively. As such, a permittee’s non-compliance with Appendices F and H would constitute non-compliance with 2.1.1.a, and such non-compliance would not also constitute an additional or separate violation of the permit’s WQBELs.

Compliance with Part 2.1.1.d would be judged by whether the permittee complies with the text of 2.1.1.d itself, which would specify what a permittee must do if EPA or MassDEP notifies the permittee that its discharge exceeds applicable water quality standards in the receiving water after any applicable mixing and the discharge of that pollutant is not subject to Part 2.2.1, Part 2.2.2 and/or Part 2.3.4. EPA does not expect the scenario described above, which would result in a discharge of a pollutant being subject to Part 2.1.1.d, to arise often (if ever), but would include this provision as a reasonable approach for the permittee to take to address any such discharge.

All modified provisions in this Part would be authorized by CWA section 402(p)(3)(B)(iii) and 40 C.F.R. § 122.34(a).

Part 2.1.2

Stakeholders requested that EPA clarify part 2.1.2. EPA is proposing to modify part 2.1.2.a to clarify that if an applicable MassDEP approval specifies conditions or requirements related to the increased discharge, such conditions may be independently enforceable under state law and may be adopted into a future permit. EPA is not proposing to modify part 2.1.2.b. For discharges to impaired waters, permit part 2.1.2.b contemplates area-wide pollutant reductions for compliance.

Part 2.2

EPA is proposing to modify this Part to make it explicit that dischargers to certain water quality-limited waters shall be subject to the applicable requirements in Part 2.2.1, Appendix F, or an approved alternative structural control implementation schedule, and/or the applicable

requirements in Part 2.2.2 or Appendix H. These proposed modifications would account for the proposed new concept of alternative structural control implementation schedules, explained in the Appendix F portion of this Statement of Basis. Permittees may implement TMDL requirements in the permit as part of an integrated plan.

Part 2.2.2

EPA proposes targeted modifications to this Part, which requires permittees to take certain actions if they discharge into certain water quality-limited waters.

First, EPA proposes to clarify that if there is a discharge from the MS4 to a water quality-limited waterbody where pollutants typically found in stormwater (specifically nutrients (Total Nitrogen or Total Phosphorus), solids (TSS or Turbidity), bacteria/pathogens (E. Coli, Enterococcus or Fecal Coliform), chloride (Chloride), metals (Cadmium, Copper, Iron, Lead or Zinc) and oil and grease (Petroleum Hydrocarbons or Oil and Grease)) are the cause of the impairment and is not subject to Part 2.1.1.b for those pollutants or the MS4 is located in a town listed in Part 2.2.2.a.-b, the permittee shall comply with the provisions in Appendix H applicable to it.

Second, EPA is proposing to add the following language to this Part to clarify that permittees' discharges may become subject to Appendix H requirements during the permit term under certain circumstances: "Permittees notified by EPA or MassDEP during the permit term that they are discharging to a water quality-limited water shall update their SWMP in accordance with Appendix H."

Finally, EPA is proposing to specify that Part 2.2.2 and Appendix H apply where no approved TMDL has been established "as of the issuance date of this permit." For this purpose,

“the issuance date of this permit” means the date that the permit was originally issued, that is, April 4, 2016.

Part 2.3.3

EPA is proposing to modify permit Part 2.3.3.a as follows, adding the underlined language: “All public involvement activities shall comply with state public notice requirements (MGL Chapter 30A, Sections 18 – 25 – effective 7/10/2010). The SWMP, all documents submitted to EPA in accordance with Appendix F, and all annual reports shall be available to the public utilizing the permittee’s website, other website, or other means.” These proposed modifications would further EPA’s goal of making all documents submitted to EPA under the proposed Alternative Schedule Request mechanism in Appendix F available to the public.

Part 2.3.5

EPA is proposing to modify Part 2.3.5 to more clearly organize the permit requirements for construction activity. In this proposal, EPA has rewritten and reorganized many of this Part’s provisions to clearly delineate permittees’ responsibilities. The substantive requirements of this Part have not been changed.

As proposed, this Part would clarify that permittees may rely on Stormwater Pollution Prevention Plans (SWPPPs) prepared by construction operators developed in accordance with EPA’s 2017 Construction General Permit as part of the actions necessary to meet the requirements of Part 2.3.5, so long as those SWPPPs also meet local requirements.

EPA is proposing to define the term “infeasible” in Appendix A and is used in this Part to clarify when Low Impact Development (LID) strategies should be incorporated into site plans. This definition is from 40 C.F.R. § 450.11(b), the Construction and Development Effluent Limitations Guidelines and New Source Performance Standards. While small MS4s are not subject to 40 C.F.R. § 450, the definition of “infeasible” in the Construction and Development Effluent Limitations Guidelines and New Source Performance Standards is suitable for the Construction Site Stormwater Control Minimum Control Measure in this Permit, due to the similar nature of the discharges and for consistency with EPA’s 2017 Construction General Permit.

EPA also proposes to add dates for all manuals referenced in this Part and elsewhere in the permit.

Part 2.3.6

EPA is proposing to modify Part 2.3.6 to remove references to specific parts of the Massachusetts Stormwater Standards contained in the Massachusetts Stormwater Handbook and instead would require that permittees’ ordinance or other regulatory mechanism (ordinance or bylaw) be at least as stringent as the 2008 Stormwater Handbook for stormwater management system design. The Permit would retain the requirement that permittees’ ordinance for new and re-development contain the same pollution reduction requirements specified in the original Permit but provides clarity regarding the available options for meeting those requirements.

EPA proposes to clarify that permittees’ ordinance must implement the use of Low Impact Development (LID) to reduce the discharge of stormwater from development on all sites, unless the use of LID is infeasible on that site.

As proposed, this Part would clarify that permittees' ordinance must require stormwater management systems be designed to meet average annual pollutant removal requirements for total suspended solids and total phosphorus. The permittees may choose one of four methods to achieve these average annual pollutant removal requirements: 1) installing BMPs that meet the pollutant removal requirements based on EPA guidance, 2) retaining the volume of runoff equivalent to one inch multiplied by the total post-construction impervious surface area, 3) a combination of method 1 (treatment) or method 2 (retention), or 4) utilizing offsite mitigation that meets the above standards within the same USGS HUC12 watershed as the development site.

As described in method 4 above, EPA proposes to add the option to meet pollution reduction requirements for new development sites using offsite mitigation, so long as the offsite mitigation is within the same HUC-12 watershed. This provision is proposed as an option that permittees could choose to include in their ordinance to meet the pollution removal requirements for new development. The flexibility proposed in this permit for new development is intended to allow municipalities, through their stormwater management plans and policies, to consider various factors, including circumstances where constructing BMPs on-site is infeasible, when deciding where to require mitigation. For new development, specifically, retention or treatment on-site is generally considered to be a key tool for maximizing stormwater pollution mitigation and creating retention or treatment systems on-site during construction is often the most cost effective tool.. Local watershed characteristics are often the most determinative factors for consideration of where the most effective stormwater mitigation is placed. Where, for example, local block-by-block flooding is of concern to a municipality, on-site mitigation (or mitigation in the immediate vicinity of a development project) may be in the best interests of the municipality.

In other cases, such as where municipalities may be consolidating green infrastructure projects (e.g., in a town park) in areas that may be more flood-prone or more effective at treating stormwater before it is discharged into a receiving water, offsite mitigation may be in the best interests of the municipality. A mix of onsite and offsite mitigation may also be in the interests of a municipality and site developers.

EPA proposes to retain the offsite mitigation option to meet the pollution reduction requirements for redevelopment in the original permit. EPA proposes to require that any offsite mitigation be within the HUC -12 watershed consistent with the proposed option for new development, described above, instead of the HUC-10 watershed specified in the original permit.

EPA proposes to add dates for all manuals referenced in this Part (as well as elsewhere in the permit) and is updating all links.

Part 2.3.7

Consistent with the proposed modification for Part 2.0 above, EPA proposes to replace “includes provisions to ensure that discharges from the permittee’s small MS4 do not cause or contribute to an exceedance of water quality standards, in addition to requirements to reduce the discharge of pollutants to the maximum extent practicable” with “this permit includes provisions to ensure that discharges from the permittee’s small MS4 meet applicable water quality standards.”

Part 4.1

EPA is proposing to clarify that EPA or MassDEP may request specific changes to the SWMP based on annual report review as needed to satisfy the conditions of the permit. Once the

permit is issued, EPA or MassDEP may not require additional actions or measures not already required by the permit but may request that permittees change their SWMP to ensure that they are satisfying the requirements of the permit.

Part 4.4

Consistent with the modification EPA is proposing in Part 2.0 above, EPA proposes to replace “includes provisions to ensure that discharges from the permittee’s small MS4 do not cause or contribute to an exceedance of water quality standards, in addition to requirements to reduce the discharge of pollutants to the maximum extent practicable” with “this permit includes provisions to ensure that discharges from the permittee’s small MS4 meet applicable water quality standards as set forth in part 2.1.1. below.”

Part 5.1.5

EPA is proposing to add this Part to the permit to specify permit requirements for non-traditional MS4s located in the Charles River Watershed.

Part 6.5

EPA is proposing to add this Part to the permit to specify permit requirements for transportation MS4s located in the Charles River Watershed

Appendix A

EPA is proposing to add the term “infeasible” as defined at 40 CFR § 450.11(b):

Infeasible. Infeasible means not technologically possible, or not economically practicable and achievable in light of best industry practices.

Appendix F

EPA is proposing to modify Appendix F Part I to allow permittees to submit information to EPA to request an alternative schedule to meet the phosphorus reduction requirements for permittees in the Charles River Watershed in circumstances that warrant a schedule change. While the schedules to meet phosphorus reductions in each phase of the phosphorus control plan (PCP) contained in the original permit are assumed to represent a schedule achievable by all permittees, EPA has become aware that there may be extenuating circumstances that make meeting the schedules in Appendix F Part I impracticable, even when the permittee is working to meet the original phosphorus reduction milestones. EPA expects that the need to request an alternative schedule would happen rarely, especially during Phase 1 of PCP implementation. However, EPA would evaluate each request when local circumstances warrant extended schedules to meet phosphorus reduction requirements in Appendix F Part I. The proposed permit modification describes the process for a permittee to request a change to the Appendix F Part I schedules and begins with the permittee submitting an Alternative Schedule Request (ASR) package in cases where meeting the schedules in Appendix F Part I are impracticable. . Each Charles River PCP phase in Appendix F Part I contains specific information that permittees seeking an alternative schedule must submit as part of the ASR package and the term “impracticable” would be interpreted based on the required information to be submitted with each ASR package.

For Phase 1, permittees would only be able to submit an ASR when the milestones in Table F-1 are unaffordable, and the ASR could only include an alternative schedule to meet the milestones of Table 1 numbers 1-11 through 1-14. The submittal would need to include information on permittee PCP implementation to date, including information demonstrating the applicant's efforts and extent of progress made to meet the applicable phosphorus reduction milestones, a narrative of the reasons why an alternative schedule is being sought, detailed cost information for planned structural controls to meet the Phase I milestones on the requested schedule, a detailed affordability analysis including information related to funding mechanisms, and a requested schedule to meet all phosphorus reduction milestones in Phase 1.

Phase 2 and Phase 3 Alternative Schedule Requests would need to contain all the information above, as well as information on any other conditions concerning capital improvement project scaling, permitting and land acquisition impediments and other practicability information supporting the need for an alternative schedule.. An ASR would need to include an affordability assessment and planning document detailing the reasons an alternative schedule is warranted and must include a plan to meet the phosphorus reduction requirements of the phase from which relief is sought.

The proposed modification would require that when a permittee submits an ASR to EPA, the permittee must make all documents available to the public utilizing their website, another website or other means consistent with the proposed modification to Part 2.3.3. EPA would also notify a list of interested parties via email upon the receipt of any Alternative Schedule Request package and EPA plans to provide a link on its website to allow interested parties to be added to the email notification list.

Under the proposed permit modifications, EPA would review the ASR package for completeness and may request more information from the permittee to determine that the request is complete. If EPA were to not act to determine that the ASR package is complete within 30 days of receipt or did not request additional information within 30 days of receipt, the ASR would be deemed complete. If EPA were to find the ASR to be complete (or automatically deemed complete), EPA would post the ASR package on its website for 30 days and take public comment on the ASR.

Following the 30-day public comment period, EPA would take action in writing to approve or deny an Alternative Schedule Request to meet the phosphorus reduction milestones for the phase in which relief is sought within 90 days of the close of the public comment period. EPA would address all relevant comments received during the comment period during the approval or denial process and may change the Alternative Schedule requested by the permittee prior to approval, with the permittee's consent. If EPA were to fail to take action on the ASR within 90 days of the close of the public comment period, the request would be deemed approved automatically. EPA would retain discretion to deny a permittee's request based on permit non-compliance and use enforcement mechanisms where appropriate for those permittees. Any action by EPA approving or denying an ASR (or automatic approval after 90 days of inaction after the close of public comment period) would be a final agency action subject to judicial review in federal district court.

Upon approval of an Alternative Schedule, the permittee would be required to update its PCP to include the approved alternative schedule milestones and implement their PCP according to the new approved schedule. Until ASR approval, permittees would remain subject to the original schedules and milestones contained in Appendix F Part I. Under the proposed

modifications, permittees would submit separate ASRs for each PCP phase and EPA would treat each submittal as distinct from any previous request.

EPA is proposing to update the required phosphorus reductions contained in Table F-2 and Table F-3 of Appendix F Part I. The proposed increase in required phosphorus reduction target represents the removal of the presumptive watershed-wide IDDE phosphorus reduction applied to each permittee's required phosphorus reduction target. EPA would recalculate the watershed wide phosphorus reduction due to IDDE implementation by all permittees following completion of each permittee's IDDE program (10 years after the permit effective date). The watershed wide phosphorus reduction realized through IDDE implementation would then be distributed among the permittees to reduce each permittee specific required phosphorus reduction target following IDDE program completion. This proposed approach would more accurately reflect the phosphorus load reduced watershed wide from removal of illicit discharges.

Consistent with the proposed modification to Appendix F Part I described above, EPA is proposing to modify Appendix F Part II to allow permittees to submit an Alternative Schedule Request (ASR) when compliance with the Part II phosphorus reduction milestones are determined to be impracticable. Unlike the requirements in Appendix F Part I, there are no Phases in Lake and Pond Phosphorus Control Plan implementation. Therefore, the ASR for Appendix F Part II would be an affordability assessment and planning document detailing the reasons an alternative schedule is warranted and would be required to include a plan to meet the full phosphorus reduction requirements of Table F-6 of Appendix F Part II. In addition, each ASR package would need to contain the elements discussed above and the review process would be the same as the ASR process discussed above.

EPA is proposing to update Appendix F Attachment 2 to fix typographical and formatting errors and to include estimated nitrogen reductions from non-structural controls to be consistent with the most recent information applicable to non-structural controls implemented in New England.

EPA is proposing to update Appendix F Attachment 2 to fix typographical and formatting errors and to include estimated nitrogen reductions from non-structural controls based on data gathered and modeling conducted since 2016.

EPA is proposing to completely replace Appendix F Attachment 3 to fix typographical and formatting errors and to include estimated nitrogen reductions from structural controls based on data gathered and modeling conducted since 2016. In addition, based on additional modeling, EPA is proposing to update the biofilter, sand filter, and dry extended detention point pollutant removal estimates to be consistent with the most recent information applicable to structural controls implemented in New England. Appendix F, Attachment 3 does not impose any requirements on permittees. It describes the types of structural stormwater controls for which EPA currently has quantifiable pollutant removal information and how to determine the resulting load reductions for pollutants. Permittees could choose, but are not required, to install the specific stormwater controls described in Appendix F, Attachment 3.

Appendix H

Consistent with the proposed modification to Part 2.2.2., EPA proposes to modify Appendix H Part I, II, III and IV to specify that if a permittee becomes aware that it is discharging to an impaired water that is impaired due to a pollutant addressed by Appendix H

during the permit term, the permittee has 90 days to update its SWMP to be consistent with the requirements in Appendix H associated with the identified pollutant. All deadlines in Appendix H for the identified pollutant would be extended and based off the date of identification instead of the effective date of the permit. For example, if EPA were to approve a new 303(d) impaired waters list during the permit term, all permittees would be given 90 days to update their SWMPs as necessary to address any new listed waterbodies where the impairment would cause the permittee to be subject to the requirements in Appendix H.

Consistent with the proposed modification to Part 2.0, EPA is proposing edits to one of the metrics for discontinuing Appendix H requirements for certain pollutants. In several places in Appendix H, the permittee would be relieved of Appendix H requirements for specific pollutants when the discharge is determined to meet applicable water quality standards, rather than applicable water quality criteria.

EPA also proposes to edit several footnotes in Appendix H to read that applicable water quality standards are the state standards that have been federally approved or promulgated as of the issuance date of the permit rather than the effective date. EPA has compiled those standards at <http://www.epa.gov/waterscience/standards/wqslibrary/>. For this purpose, “the issuance date of this permit” means the date that the permit was originally issued, that is, April 4, 2016.

Town Manager

From: Jennifer Hughes <jhughes@mvpc.org>
Sent: Monday, December 23, 2019 3:06 PM
To:



Cc: [Redacted]
Subject: Merrimack River District Commission - Update
Attachments: Merrimack River District Commission Scope of Work Press Release 2019.pdf

Good Afternoon—

I am writing to share some updates about the progress of the Merrimack River District Commission (MRDC).

As the Merrimack Valley Planning Commission seeks to appoint its new Executive Director, following our good friend Karen Conard’s move to become the City Manager of Portsmouth, New Hampshire, I will be temporarily chairing the work of this group, with the assistance of MVPC Environmental Program Manager Jennifer Hughes.

Attached, please find a press release from Senator DiZoglio’s office announcing a finalized scope of work for the MRDC, which includes engaging with Andover-based environmental engineering and consulting firm Brown and Caldwell to assemble a compendium of available data and studies, convene groups of stakeholders as a steering committee and technical advisory committee, and develop a framework for decision-making and establishing short- and long-term goals and priorities for the Merrimack Basin region.

Note also the reference to funding for a pilot flagging program, targeted to begin in 2020, to alert swimmers and boaters to CSO’s in the Merrimack.

Please watch for an invitation to a meeting sometime in late January-early February, at which Kirk Westphal from Brown and Caldwell will explain the details of the work that is getting underway, and begin the process of assembling the steering committee and technical advisory committee.

Many thanks for your continued support for this important work. If you have questions, please let us know. Thanks—and Happy Holidays!

--Lane Glenn (lglen@necc.mass.edu)

--Jennifer Hughes (jhughes@mvpc.org)

Lane A. Glenn

President

Northern Essex Community College

(978) 556-3855

Check out “Running the Campus,” my blog featuring stories and perspectives on leadership, higher education, and going the extra mile: <http://president.necc.mass.edu>



State Senator Diana DiZoglio
1st Essex District
State House Room 416-B
(617) 722-1604

Wednesday, December 18, 2019

DiZoglio, MVPC Announce Scope of Work for Merrimack River District Commission

(BOSTON) – State Senator Diana DiZoglio (D-Methuen) and the Merrimack Valley Planning Commission have announced the finalization of a scope of work for the Merrimack River District Commission (MRDC).

The MRDC, which will be funded through monies secured by DiZoglio through the Fiscal Year 2020 State Budget, is an inclusive commission of local stakeholders — from sewage management professionals to environmentalists to elected officials — as well as representatives from state agencies, charged with assessing the current health of the Merrimack River and mapping out strategies to ensure the health and safety of the Merrimack moving forward.

The Commission’s scope of work, prepared by the Andover-based environmental engineering and consulting firm Brown and Caldwell, outlines the development of a framework for decision-making and funding priorities associated with the MRDC, including a unified vision and statement of regional goals. The framework will consolidate the pertinent information, encourage communication and support regional objectives for stakeholders along the Merrimack.

While there have been studies of the Merrimack River in recent decades, including reports from the U.S. Army Corps of Engineers, EPA and New Hampshire Department of Environmental Services, there is sentiment among stakeholders that such data is difficult to access, focused on very specific issues and not helpful toward making informed decisions regarding future improvements to the river.

“This scope of work is essential to moving the commission forward, as we bring together experts from all along the Merrimack to address issues around pollution, including discharge from combined sewer overflows (CSOs),” said DiZoglio. “The group has already met a couple of times to hear from experts and discuss strategy. Due to a lag time in receiving funds that were appropriated to them during the budget process, however, it has lacked the structure needed to ensure results are produced from those discussions. Now that the funds have been allocated, they

can get into the meat and potatoes of strategic planning. This is a hugely important step needed to set both short and long-term goals for keeping our river clean, healthy, safe and beautiful.”

Included in the scope of work are six specific tasks toward establishing the MRDC framework, with an estimated completion of four to six months in total:

- A needs assessment, compiling all relevant studies on the Merrimack River from the past two decades and identifying any data gaps, data quality inconsistencies and objectives not addressed, among other issues. At this stage, all regulatory requirements for communities and utilities along the river will also be compiled.
- The establishment of guidelines for a consolidated data clearinghouse for the Merrimack River, with data types including river uses, water quality data and pollution source data, among others. Guidelines will also be established for a Quality Assurance Project Plan (QAPP), a document designed to govern the field, laboratory and procedures for ongoing and future data collection.
- The formation of a steering committee and technical advisory group to help ensure the right data is being developed and applied to support regional decisions and to help prioritize and advocate for funding based on identified needs. Pertinent stakeholders, including environmental groups, elected officials, public health officials and other experts will have roles in these groups.
- The facilitating of workshops to help craft the framework, articulating consensus goals for the Merrimack River and determining the roles and responsibilities of participating stakeholders moving forward.
- Developing the framework with four principal goals in mind: consistent integration of regional priorities, unified advocacy for funding and research, data-driven decisions, and a focus on uses of the Merrimack River.
- The presentation of the framework.

“A clean, healthy Merrimack River is vital to me both professionally and personally,” said Lane Glenn, president of Northern Essex Community College. “Nearly 700,000 people live in the cities and towns along its banks in Massachusetts and New Hampshire, including more than 25,000 NECC alumni, all contributing to the region’s workforce and economy - and I’m a recreational kayaker who enjoys paddling along the beautiful river shoreline. I appreciate Senator DiZoglio’s championing of this effort, and am excited about the work of this commission, bringing together partners in both states to look at the best scientific research available and create strategies to clean up and preserve this incredible natural resource for future generations.”

“The Merrimack River is integral to the regional economy and overall welfare of many of our Merrimack Valley communities, including providing drinking water for the cities of Methuen and Lawrence,” said Jennifer Hughes, environmental program manager at the Merrimack Valley

Planning Commission. “MVPC looks forward to assisting Senator DiZoglio and the District Commission in their efforts to make informed decisions on the best investments to sustain the Merrimack’s economic and environmental health.”

As the MRDC moves forward, it will be alongside another project of DiZoglio’s and the MVPC’s regarding a pilot program, funded through \$100,000 secured by the senator in the FY20 Budget, to notify swimmers and boaters of CSOs in the Merrimack. The program will utilize physical and virtual means to notify residents of potential CSO concerns, in the form of flagging and through a mobile app and website alerts.

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Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Stephanie Pollack, Secretary & CEO
Jonathan L. Gulliver, Highway Administrator



December 20, 2019

To: District 4 Municipal Contacts

Re: Additional Chapter 90 Apportionment – FY 2020

I am pleased to inform you that the recent Supplemental Budget provides an additional \$20 million for Chapter 90 local transportation aid funding for FY 2020. The attached communication from Governor Baker and Lieutenant Governor Polito provides additional details regarding the status of the funds and a spreadsheet listing the specific awards for each community within District 4.

We look forward to working with our local partners to continue the success of this important program.

If you have any questions or need any assistance regarding the Chapter 90 program, please contact our District State Aid Engineer Walter Kubik at (781) 862-1640 or Assistant District State Aid Engineer Karyn Ramshaw at (781) 862-1560.

Sincerely,

Paul D. Stedman
District Highway Director

December 19, 2019

To Whom It May Concern:

We are pleased to inform you that Chapter 90 local transportation aid funding for Fiscal Year 2020 was awarded an additional \$20 million from the Commonwealth's supplemental budget which will be distributed to all cities and towns to enhance your community's transportation infrastructure.

In advance of your award letter that will be sent in the coming weeks, we are happy to notify you that your additional apportionment for Fiscal Year 2020 will automatically be incorporated into your existing 10-year Chapter 90 contract. Please open the attached worksheet to view the additional award for your respective city or town.

The Chapter 90 program is an integral part of maintaining and improving transportation networks within your community and demonstrates the Commonwealth's commitment to our state-local partnership. We look forward to working with you in the coming year to continue the success of this program.

Thank you for all that you do to make the Commonwealth of Massachusetts a great place to live, work and raise a family.

Sincerely,



Charles D. Baker
Governor



Karyn E. Polito
Lieutenant Governor

Chapter 90

FY 2020 Apportionment - Alphabetical
District 4

APPORTIONMENT:
\$ 20,000,000

CITY OR TOWN	DISTRICT	MILES 2018	POP 2010	EMP 2018	FY 2020 Apportionment
AMESBURY	4	59.99	16,283	4,946	\$ 39,714
ANDOVER	4	189.41	33,201	35,247	\$ 137,084
ARLINGTON	4	102.96	42,844	9,569	\$ 78,921
BEDFORD	4	69.68	13,320	23,360	\$ 63,463
BELMONT	4	74.75	24,729	7,686	\$ 54,113
BEVERLY	4	129.90	39,502	24,157	\$ 104,642
BILLERICA	4	189.49	40,243	24,926	\$ 129,353
BOXFORD	4	89.66	7,965	1,102	\$ 41,471
BURLINGTON	4	102.13	24,498	44,347	\$ 108,177
CARLISLE	4	54.34	4,852	773	\$ 25,274
CHELMSFORD	4	172.01	33,802	22,444	\$ 115,469
CONCORD	4	105.47	17,668	12,801	\$ 67,715
DANVERS	4	105.25	26,493	26,498	\$ 89,494
DRACUT	4	136.31	29,457	5,987	\$ 79,203
ESSEX	4	23.08	3,504	1,443	\$ 12,975
EVERETT	4	58.03	41,667	12,162	\$ 63,659
GEORGETOWN	4	55.86	8,183	2,745	\$ 30,329
GLOUCESTER	4	88.15	28,789	11,458	\$ 66,418
GROVELAND	4	39.74	6,459	1,208	\$ 21,100
HAMILTON	4	44.81	7,764	1,470	\$ 24,226
HAVERHILL	4	229.00	60,879	21,225	\$ 153,561
IPSWICH	4	72.77	13,175	6,039	\$ 44,034
LAWRENCE	4	123.36	76,377	29,518	\$ 131,908
LEXINGTON	4	129.78	31,394	22,537	\$ 97,516
LINCOLN	4	52.10	6,362	1,892	\$ 26,686
LOWELL	4	188.16	106,519	39,083	\$ 187,802
LYNN	4	160.26	90,329	24,858	\$ 149,703
LYNNFIELD	4	67.95	11,596	5,875	\$ 40,948
MALDEN	4	94.36	59,450	13,627	\$ 90,933
MANCHESTER	4	22.90	5,136	1,619	\$ 14,154
MARBLEHEAD	4	68.63	19,808	5,237	\$ 45,681
MEDFORD	4	91.72	56,173	21,199	\$ 96,799
MELROSE	4	71.69	26,983	6,332	\$ 52,743
MERRIMAC	4	37.41	6,338	886	\$ 19,728
METHUEN	4	174.77	47,255	16,483	\$ 118,039
MIDDLETON	4	48.04	8,987	5,294	\$ 30,802
NAHANT	4	16.56	3,410	396	\$ 9,121
NEWBURY	4	53.07	6,666	1,665	\$ 26,989
NEWBURYPORT	4	68.29	17,416	11,688	\$ 51,679
NORTH ANDOVER	4	117.63	28,352	14,820	\$ 81,668
NORTH READING	4	79.69	14,892	9,219	\$ 51,607
PEABODY	4	161.41	51,251	24,461	\$ 124,814
READING	4	89.17	24,747	7,302	\$ 59,316
REVERE	4	83.75	51,755	10,221	\$ 77,842
ROCKPORT	4	33.03	6,952	1,320	\$ 18,920
ROWLEY	4	41.90	5,856	2,881	\$ 23,547
SALEM	4	90.20	41,340	19,632	\$ 84,906
SALISBURY	4	34.94	8,283	3,464	\$ 23,058
SAUGUS	4	85.02	26,628	10,867	\$ 63,116
SOMERVILLE	4	89.77	75,754	31,112	\$ 120,256
STONEHAM	4	63.58	21,437	7,514	\$ 47,442
SWAMPSCOTT	4	42.88	13,787	3,303	\$ 29,477
TEWKSBURY	4	138.78	28,961	16,340	\$ 92,139
TOPSFIELD	4	49.91	6,085	2,588	\$ 26,478
TYNGSBOROUGH	4	77.42	11,292	4,846	\$ 43,239
WAKEFIELD	4	84.99	24,932	15,366	\$ 67,362
WALTHAM	4	113.22	60,632	64,741	\$ 159,708
WENHAM	4	27.37	4,875	1,116	\$ 15,140
WEST NEWBURY	4	45.87	4,235	707	\$ 21,491
WILMINGTON	4	95.15	22,325	21,370	\$ 76,805
WINCHESTER	4	73.12	21,374	8,098	\$ 51,831
WOBBURN	4	129.25	38,120	43,793	\$ 126,803
TOTAL DISTRICT 4		5509.89	1,699,341	834,863	\$ 4,228,592