

TOWN of  
**MERRIMAC**  
MASSACHUSETTS



**2008**  
ANNUAL REPORT



INSIDE FRONT COVER

**ANNUAL REPORT**  
*of the*  
**OFFICERS, BOARDS**  
*and*  
**COMMITTEES**  
*of the*  
**TOWN OF MERRIMAC**  
**MASSACHUSETTS**

*For the Year Ending December 31, 2008*



*In Memory  
of those  
Who Have Held  
Public Office  
in the  
Town of Merrimac*



**Harold Arbour**

*Cemetery Trustee, 1972-1993*

**Norman Sande**

*Light and Water Commissioner, 1992-2001*

**Alfred Nichols**

*Sgt Police Department, 1971-1983*

**Jane Rimes**

*Dispatcher Police Department, 1987-1992*

**Harrison Delong**

*Veterans Agent, 1966-1981*

## DIRECTORY OF ELECTED OFFICERS

### **Moderator – One Year**

Robert Bender Term Expires 2009

### **Board of Selectmen – Three Years**

Carol A. Traynor, Chairperson Term Expires 2009

Linda A. Seymour Term Expires 2011

W. Earl Baumgardner Term Expires 2010

### **Board of Assessors – Three Years**

Robert S. Nevins thru July 2008 Term Expires 2010

Sean O'Neil appointed effective August 2008

Joyce E. Clohecy Term Expires 2011

Edward R. Davis, Chairman Term Expires 2009

### **Planning Board – Five Years**

Raymond L. Gingras, Chairman Term Expires 2010

Ronald Barnes Term Expires 2013

Dennis Brodie Term Expires 2011

John Thomas Term Expires 2012

Sandy Venner, Vice Chairperson Term Expires 2009

Patricia True, Secretary

### **Constables – Three Years**

Arthur Evans Term Expires 2010

James Seymour Term Expires 2010

### **Town Clerk – Three Years**

Patricia True Term Expires 2010

### **Board of Health – Three Years**

Eileen Hurley, Chairperson Term Expires 2011

Elle Janelli thru February 2008 Term Expires 2009

Carol A. Traynor appointed effective May 2008

David Libby thru March 2008 Term Expires 2010

Susan Gagnon appointed effective July 2008

### **School Committee – Three Years**

Kathleen Kastrinellis, Chairman Term Expires 2009

Thomas Atwood, Vice Chairman Term Expires 2011

Jack Willett Term Expires 2011

Todd Treado Term Expires 2009

Joseph D'Amore, Assistant Treasurer Term Expires 2010

Heather Conner Term Expires 2010

Jill McGrail Term Expires 2010

Maureen Moran Term Expires 2011

Jill Albert, Secretary Term Expires 2009

**Library Trustees – Three Years**

Susan M. Coburn, Co Chair	Term Expires 2009
Yvonne Cosgrove	Term Expires 2011
Ellen Evans, Co Chair	Term Expires 2010
Linda Getz	Term Expires 2011
Jennifer Brown	Term Expires 2009
Jeffrey W. Hoyt	Term Expires 2010

**Park & Recreation Commissioners – Five Years**

John Lusty, Chairman	Term Expires 2012
Scott Michelle	Term Expires 2011
Erick Kuchar	Term Expires 2009
Susan Marden	Term Expires 2010
Jay Soucy	Term Expires 2013

**Municipal Light Commissioners – Three Years**

Louis Bibeau	Term Expires 2009
Norman R. Denault	Term Expires 2011
Frederick Underwood, Chairman	Term Expires 2010

**Municipal Water Commissioners – Three Years**

Louis Bibeau	Term Expires 2008
Norman R. Denault	Term Expires 2008
Frederick Underwood, Chairman	Term Expires 2008

**Cemetery Trustees – Three Years**

Patricia Casey, Chairperson	Term Expires 2009
Elizabeth L. Emery, Clerk	Term Expires 2011
Gordon Rines	Term Expires 2010

**Sewer Commissioners – Three Years**

John Buzzell	Term Expires 2008
Ed Bradbury, Jr.	Term Expires 2008
Richard Herbert, Chairman	Term Expires 2008

**Merrimac Housing Authority – Five Years**

Bette Elliott	Term Expires 2010
C. Shirley Jones	Term Expires 2011
Altha Ottman	Term Expires 2012
Geraldine Shephard, Vice Chairman & Gov. Appointed	Term Expires 2011
Stephen P. True, Vice Treasurer	Term Expires 2013

## DIRECTORY OF APPOINTED OFFICERS

### Finance Committee

John Cryan, Co-Chairman  
Patricia Dillon, Secretary  
Ann Crowell  
Catherine Gabriel-Heusser, Co-Chairman

Debra Mc Grane  
Victor Quattrini  
Krista Thorton

### Board of Appeals

Arthur Amirault  
Gordon Broz, Alternate  
Ronald Dandurant  
Robert Sinibaldi

Joshua Jackson  
Kathleen Walker, Alternate  
Debra Weinhold, Secretary

### Conservation Commission

Timothy Simmons  
Jon Pearson  
Robert Prokop, Chairman  
Ellis Katz

Jay Smith, Agent  
Janet Terry  
Deborah Woodward  
Arthur Yarranton

### Building Inspector

Philip J. Hagopian

### Plumbing & Gas Inspector

Ronald Caruso

### Wiring Inspector

William Nutter

### Highway Department

Tom Barry, Foreman

### Fire Department

Ralph W. Spencer, Chief

Greg Habgood, Deputy Chief

Larry Fisher, Deputy Chief

### Board of Registrars

Betty Elliot

Natalie Christie

Dorothy Whiting

### Town Counsel

Ashod N. Amirian

### Town Accountant

Anne O. Jim

### Finance Director & Treasurer

Carol A. McLeod

### Tax Collector

Geraldine Gozycki

**Selectmen's Secretary**

Jennifer Penney

**Rent Control Board**

Sandra Venner

Edward Madden

**Animal Care & Control Officer**

Madelyn Cirinna

**Cultural Council**

Gage Cogswell, Treasurer & Co Chair  
Thelma Gibbs  
Eleanor Hope-McCarthy, Secretary  
Helen Koolian  
Candida Journeay

Judy Flynn  
Nancy Perkins  
Hanna Trautmann  
Deborah Webster

**Veteran's Agent**

Kevin Hunt

**Historical Commission**

J. Leonard Bachelder  
Patricia Casey  
Timothy Cavanaugh

Yvonne Cosgrove, Secretary  
Jeffrey W. Hoyt, Chairman  
Robert R. Sargent, Treasurer

**Council on Aging**

Mary Cheney  
Laura Dillingham-Mailman, Director  
Colleen Ranshaw-Fiorello, Chairperson  
Nancy Bachelder  
David Dutton

Dorothy Lumsden  
James Murphy  
Victor Perrault  
Carol Ranshaw, Treasurer

**Emergency Management Director**

Ralph W. Spencer, Chief

**Open Space Committee**

Michelle Carley  
Eleanor Hope-McCarthy  
Deborah Woodward, Chairman

Donna Tierney  
Sandra Venner  
Nancy Perkins

**Town Nurse**

Charlotte Eileen Stepanian

**Capital Planning Committee**

Catherine Gabriel Heusser, Finance Committee  
Janet Bruno  
Edward Madden

Sandra Venner, Chairperson  
Carol A. Traynor, Selectman

*The Board of Selectmen would like to thank all those who have served the town this past year, especially the ones who have retired or moved on.*



**ANNUAL REPORT  
OF THE  
MERRIMAC BOARD OF SELECTMEN  
for the year ending December 31, 2008**

To the Citizens of Merrimac:

The Board of Selectmen dealt with many challenges in 2008 but had a productive year despite those challenges.

The year began with the resignation of our chairman. Since there was insufficient time to hold a special election to determine a replacement, Selectmen Traynor and Baumgardner carried on until the annual town election in May. The board reorganized, electing Selectman Traynor as chairman.

In May, the board welcomed Linda Seymour and she proved to be a dedicated member of the board. We were saddened by her untimely death in February and our prayers continue to be with Jim and the Seymour family.

We successfully negotiated new, three year contracts with the following departments: highway, water, fire/police signal operators (dispatchers), and police. We believe the contracts are fair to both the employees and the residents of Merrimac. Each contract included an agreement to move to bi-weekly payroll and direct deposit of employees pay which will result in a savings to the town. Due to the difficulty in programming time clocks to correspond with the various overtime and call-out categories, we have abandoned that system for now.

Several highway/road projects continued to be a focus in 2008. Many meetings with engineers, Mass Highway, and state legislators helped move forward the reconstruction of the Cobbler's Brook bridge and River Road, both damaged by the Mother's Day storm of 2006. The engineering has been completed and we continue to work with Mass Highway for approval to begin construction. The Town Square reconstruction project was approved by town meeting voters. As with the other projects, we held many meetings with residents, business owners, and engineers. We are waiting for the public hearing to be scheduled by Mass Highway.

A revised article creating a department of public works which also eliminated the water and sewer commission was passed by town meeting voters. The subsequent legislation was filed, approved by the legislature, and signed into law by the governor in December.

It has been our pleasure to serve the residents of Merrimac for another year.

Respectfully Submitted,  
MERRIMAC BOARD OF SELECTMEN

Carol A. Traynor  
W. Earl Baumgardner

## 2008 REPORT OF THE BOARD OF FIRE ENGINEERS

To: The Honorable Board of Selectmen & The Citizens of the Town of Merrimac

The Merrimac Fire Department had its busiest year ever this year with a record of 866 calls. The month of December doing 121 calls alone.

We were awarded a \$77,000 grant for the installation of a vehicle exhaust system to remove the fumes from the trucks while in the building.

At the regular Town Meeting the town's people voted a raise for the firefighters. We wish to again thank the citizens for their support.

We again have 5 Firefighters taking the Fire Academy's Firefighter I II class. This is a 24 week class that goes 2 nights a week and every other Saturday. They are FF Gary Tuck, Keith Sherman, FF/EMT Peter O'Loughlin, Elizabeth Kinch and Robert Fish.

To all the Towns Departments and the Staff at Town Hall: The Board of Engineers wish to thank you for all your hard work and assistance during the Ice Storm on December 12, 2008. It works when we all sit and make a plan to get the Town back up and running in such a short time. Great Job.

To our Firefighter/EMT'S: without your dedication and hard work this department would not be where it is today.

To the Board of Selectmen: the Board of Fire Engineers wishes to thank you for all your support in the projects we have done this past year.

Respectfully Submitted  
The Board of Fire Engineers

Ralph W. Spencer  
Chief

Larry Fisher  
Deputy Chief

Greg Habgood  
Deputy Chief

## MERRIMAC FIRE DEPARTMENT MEMBERS

Chief Ralph W. Spencer\*

Deputy Larry Fisher

Deputy Greg Habgood\*

Captain Mike Sloban

Captain James David

Captain Lester Smith

Captain Mark Soucy\*

Lt. David Owens\*

Lt. Harry Ellis\*

Lt. Tim Carey\*

Lt. Robert Judson Jr.

### FIREFIGHTERS

Arthur Amirault	Wayne Armstrong	Tim Bean	Albert Berard
Steve Brown*	Brandon Cox	Thomas Flinn	Robert Fish*
Jay Fournier	Annette Hagopian*	Robert Heusser*	Richard Holcroft
James Hume	Thomas Jordan	Chris Judson	Mark Judson
Robert Judson, Sr.	Nick Laubner*	Scott Maker*	Susan Marden
Michael McLeieer	Jon Morrill*	Gretchen Nolan	Patrick Noone
Peter O'Loughlin	Brian Peavy Jr.	Dennis Reilly	Jim Sevigny
Keith Sherman	David Sherwood*	Jamie Souliotis	Kathy Spencer*
	Chris Stiles	Lisa Young-Carey	

\* EMT

**MERRIMAC FIRE DEPARTMENT  
INCIDENT REPORT 2008**

<b><u>Incident Type</u></b>	<b><u>Count</u></b>	<b><u>Pct of Incidents</u></b>
<b>1 Fire</b>		
100 Fire, Other	3	0.34%
111 Building fire	11	1.27%
112 Fires in structure other than in a building	1	0.11%
113 Cooking fire, confined to container	19	2.19%
114 Chimney or flue fire, confined to chimney or flue	3	0.34%
116 Fuel burner/boiler malfunction, fire confined	1	0.11%
131 Passenger vehicle fire	1	0.11%
132 Road freight or transport vehicle fire	1	0.11%
140 Natural vegetation fire, Other	2	0.23%
141 Forest, woods or wildland fire	3	0.34%
142 Brush or brush-and-grass mixture fire	5	0.57%
143 Grass fire	1	0.11%
150 Outside rubbish fire, Other	2	0.23%
151 Outside rubbish, trash or waste fire	3	0.34%
153 Construction or demolition landfill fire	1	0.11%
	<b>57</b>	<b>6.58%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>		
321 EMS call, excluding vehicle accident with injury	462	53.34%
3211 EMS call, excluding MVA with injury - 2nd tone	2	0.23%
3212 EMS call, excluding MVA - Aspirin Protocol	1	0.11%
3213 EMS call, excluding MVA - Blood Glucose Monitoring	7	0.80%
3214 EMS call, excluding MVA - Albuterol	1	0.11%
3215 EMS call, excluding MVA - Other medical protocol	2	0.23%
322 Motor vehicle accident with injuries	27	3.11%
323 Motor vehicle/ pedestrian accident (MV ped)	1	0.11%
324 Motor Vehicle Accident with no injuries	41	4.73%
341 Search for person on land	1	0.11%
342 Search for person in water	1	0.11%
353 Removal of victim(s) from stalled elevator	1	0.11%
363 Swift water rescue	1	0.11%
365 Watercraft rescue	1	0.11%
	<b>549</b>	<b>63.39%</b>
<b>4 Hazardous Condition (No Fire)</b>		
411 Gasoline or other flammable liquid spill	1	0.11%
412 Gas leak (natural gas or LPG)	12	1.38%
413 Oil or other combustible liquid spill	3	0.34%
422 Chemical spill or leak	1	0.11%
424 Carbon monoxide incident	10	1.15%
431 Radiation leak, radioactive material	1	0.11%
442 Overheated motor	1	0.11%
444 Power line down	6	0.69%
445 Arcing, shorted electrical equipment	1	0.11%
	<b>36</b>	<b>4.15%</b>

<u>Incident Type</u>	<u>Count</u>	<u>Pct of Incidents</u>
<b>5 Service Call</b>		
500 Service Call, other	1	0.11%
510 Person in distress, other	53	6.12%
511 Lock-out	5	0.57%
522 Water or steam leak	1	0.11%
531 Smoke or odor removal	5	0.57%
542 Animal rescue	2	0.23%
550 Public service assistance, Other	2	0.23%
551 Assist police or other governmental agency	2	0.23%
552 Police matter	1	0.11%
553 Public service	2	0.23%
554 Assist invalid	4	0.46%
561 Unauthorized burning	1	0.11%
571 Cover assignment, standby, moveup	16	1.84%
	<b>95</b>	<b>10.97%</b>
<b>6 Good Intent Call</b>		
600 Good intent call, Other	8	0.92%
611 Dispatched & cancelled en route	31	3.57%
621 Wrong location	1	0.11%
622 No incident found on arrival at dispatch	13	1.50%
652 Steam, vapor, fog or dust thought to be	1	0.11%
	<b>54</b>	<b>6.23%</b>
<b>7 False Alarm &amp; False Call</b>		
710 Malicious, mischievous false call, Other	1	0.11%
730 System malfunction, Other	2	0.23%
733 Smoke detector activation due to malfunction	38	4.38%
734 Heat detector activation due to malfunction	1	0.11%
735 Alarm system sounded due to malfunction	6	0.69%
736 CO detector activation due to malfunction	8	0.92%
740 Unintentional transmission of alarm, Other	1	0.11%
743 Smoke detector activation, no fire-unintentional	3	0.34%
744 Detector activation, no fire-unintentional	1	0.11%
745 Alarm system activation, no fire	2	0.23%
746 Carbon monoxide detector activation, no CO	1	0.11%
	<b>64</b>	<b>7.39%</b>
<b>8 Severe Weather &amp; Natural Disaster</b>		
800 Severe weather or natural disaster, Other	9	1.03%
	<b>9</b>	<b>1.03%</b>
<b>9 Special incident type</b>		
900 Special type of incident, Other	2	0.23%
	<b>2</b>	<b>0.23%</b>
<b>Total Incident Count:</b>	<b>866</b>	

## REPORT OF THE CHIEF OF POLICE

### Chief of Police

James A. Flynn, Jr.

### Sergeant

Eric M. Shears

### Patrolmen

Richard P. Holcroft  
David J. Vance

Stephen M. Ringuette  
Charles W. Sciacca

Daniel A. Ross

### Reserve Police Officers

Stephen E. Beaulieu  
Edward A. Cardone, Jr.  
Benjamin A. Douglas  
Andrew G. Hosman  
James T. Mikson  
David W. Riley  
Edward Syvinski

Jeffrey D. Boisvert  
Michael A. D'Angelo  
Arthur D. Evans  
Chad L. Larson  
Jonathan G. Morrill  
Stephen A. Ringuette  
Adam E. White

Lori D. Buttry  
Anthony V. Deangelo  
Paul M. Hogg  
Michael R. McGrath  
Brain W. Peavey, Sr.  
James M. Seymour

### Fire/Police Signal Operator/Clerk

Linda A. Seymour

### Fire/Police Signal Operator/Dispatchers

Bonnie J. Bishop

Mark E. Sayers

Kathy A. Spencer

### Part Time Fire/Police Signal Operator/Dispatchers

Andrew Hosman  
Michael O. McLeieer

Shara T. Judson  
Brian W. Peavey, Jr.

Jennifer D. Marsden  
Stephen A. Ringuette

### Matrons

Bonnie J. Bishop  
Jennifer Marsden

Annette Hagopian  
Linda A. Seymour

Shara Judson  
Kathy A. Spencer

### Honorary Police Officers

Robert Adams

Alan Hassig

Richard G. Noone

## POLICE DEPARTMENT ACTIVITIES FOR 2008

General Services . . . . .	1,405
Breaking & Entering . . . . .	28
Larceny . . . . .	28
Stolen Motor Vehicles . . . . .	6
Recovered . . . . .	4
Non-Aggravated Assault . . . . .	3
Forgery/Counterfeiting . . . . .	1
Stalking . . . . .	1
Vandalism . . . . .	30
Weapons Violation . . . . .	3
Drug Law Violation . . . . .	2
Intoxicated Driver Complaints . . . . .	3
Field Investigations . . . . .	73
General Offenses . . . . .	12
Trespassing Complaints . . . . .	10
Civil Complaints . . . . .	10
Juvenile Offenses . . . . .	51
Local Ordinance Violations . . . . .	103
Missing Persons . . . . .	10
Lost & Found . . . . .	57
General Disturbances . . . . .	8
Family Disturbances . . . . .	29
Gathering Disturbances . . . . .	17
Youths in Street . . . . .	13
Noise Complaints . . . . .	45
Annoying Phone Calls . . . . .	14
Suspicious Activity . . . . .	193
Officer Wanted . . . . .	559
Escorts . . . . .	1
Prisoner Transfer . . . . .	19
Assist Citizens . . . . .	308
Tow . . . . .	3
Transports . . . . .	35
Building Checks . . . . .	462
Message Deliveries . . . . .	133
Animal Complaints . . . . .	217
Assist Municipal Agencies . . . . .	431
Highway Department . . . . .	127
Light Department . . . . .	150
Water Department . . . . .	42
Sewer Department . . . . .	106
State Highway Department . . . . .	6
Emergency Services . . . . .	1
Ambulance Calls . . . . .	483
Medical/Mental Calls . . . . .	6
Reported Deaths . . . . .	2
Fire Alarms . . . . .	228
Burglar Alarms . . . . .	179
Assist Other Police Departments . . . . .	200

Traffic Stops . . . . .	1,210
Radar . . . . .	1
Speeding Complaints . . . . .	5
Leaving the Scene of an Accident . . . . .	6
Personal Injury . . . . .	1
Property Damage . . . . .	5
Motor Vehicle Accidents . . . . .	22
Personal Injury . . . . .	22
Motor Vehicle Accidents . . . . .	85
Traffic Control . . . . .	5
Abandoned Motor Vehicles . . . . .	5
Intra-Department Services . . . . .	6
District Court . . . . .	50
Superior Court . . . . .	3
Servicing Cruiser . . . . .	10
Vehicle Pursuits . . . . .	3
Summons Served . . . . .	32
Citations Issued . . . . .	335

**ARRESTS FOR THE YEAR 2008**

Male Residents . . . . .	16
Male Non-Residents . . . . .	26
Female Residents . . . . .	5
Female Non-Residents . . . . .	3

**Juveniles**

Male Residents . . . . .	7
Male Non-Residents . . . . .	1
Female Non-Residents . . . . .	3

**PROTECTIVE CUSTODY FOR THE YEAR 2008**

Male Residents . . . . .	5
Male Non-Residents . . . . .	5
Female Residents . . . . .	1
Female Non-Residents . . . . .	2

The men and women of the Merrimac Police Department wish to thank the citizens of Merrimac for their continued support of the department throughout the past year.

Respectfully Submitted,

James A. Flynn, Jr.  
Chief of Police



## **MERRIMAC DEPARTMENT OF VETERANS' SERVICES 2008 ANNUAL REPORT**

What follows is the annual report from The Department of Veterans' Services.

### **COMMONWEALTH OF MASSACHUSETTS CHAPTER 115 BENEFITS:**

This department was able to assist veterans or family members this past year under Chapter 115. This is emergency financial assistance provided to selected veterans.

### **VETERANS DAY:**

Thanks to the efforts of the Roger Clark and the American Legion of Merrimac, Veterans Day was recognized on November 11, 2008

### **MEMORIAL DAY FLAGS:**

Again, thanks to the efforts of Roger Clark and the American Legion, veterans' graves and memorials were appropriately decorated this year.

### **VA COMPENSATION:**

This department continues to assist and secure various VA benefits -- service connected and non-service connected -- disability compensations and pensions. Last year, the Department of Veterans' Affairs distributed \$594,264 to Merrimac veterans and/or their surviving spouses as compensation or pension. The Veterans' Office assists veterans in applying for these benefits. The Town of Merrimac does not have to pay anything to receive these funds, much of which is spent within the Town.

### **VA HEALTH CARE:**

This department assisted and secured various VA medical benefits for service and non-service connected veterans. These medical benefits included short and long-term medical treatments at the VA Clinic satellite clinic in Haverhill and VA Hospitals in the VISN (Veterans Integrated Service Network) area.

### **SOCIAL SECURITY:**

This department continues to assist and refer veterans seeking benefits from Social Security.

Respectfully submitted,

Kevin Hunt

Director of Veteran's Services

District Administrative Offices

22 Main Street  
West Newbury, MA 01985  
Telephone (978) 363-2280  
Fax (978) 363-1165

Dr. Paul A. Livingston  
Superintendent of Schools

Dr. William I. Hart  
Assistant Superintendent

The Merrimac Annual Report of the School Department activities for FY08 has been developed by the Principals of the Dr. Frederick N. Sweetsir School, Helen R. Donaghue School, Pentucket Regional Middle School and Pentucket Regional High School on behalf of the Superintendent of Schools and the Pentucket Regional School Committee.

Kathleen Kastrinelis, Chairman  
Thomas Atwood, Vice Chairman  
Joseph D'Amore, Assistant Treasurer  
Valerie Corradino, Secretary  
Doreen Blades  
Heather Conner  
Jill Albert  
Maureen Moran  
Todd Treado

## PENTUCKET REGIONAL SCHOOL DISTRICT

Annual Report – Fiscal Year 2007-2008

### **Dr. Frederick N. Sweetsir School • Helen R. Donaghue School**

It is a pleasure to submit our annual report for the Dr. Fredrick N. Sweetsir School and the Helen R. Donaghue School for the 2007-2008 school year.

Our school year began with the seventh annual, “Merrimac Goes Back to School Day” to celebrate the opening of school. Families had an opportunity to visit classrooms, meet teachers and obtain information about the school, community, and PTO. The October 1, 2007 enrollment was 293 students in grades Preschool through grade 2 at the Dr. Sweetsir School and 409 in grades 3 through 6 at the Helen R. Donaghue School.

The School Councils for the Dr. Sweetsir and Helen R. Donaghue Schools continued to pursue the following School Improvement Plan goals as their focus during the 2007-2008 year:

- The students will make continuous improvement throughout the year in reading comprehension and fluency as measured by pre and post teacher-developed assessments.
- All students will make continuous improvement in writing as measured by grade level rubrics.
- All students will make progress from the pre test to the post test as measured by Everyday mathematics assessments. 85% of the students will master grade level secure skills as measured by grade level assessments.
- All students will continuously use technology skills and computer-based applications throughout the year.

New initiatives in the schools this year included developing collaborative professional practice and identifying Elements of Powerful Learning that will be incorporated into teachers’ lessons. The Pentucket Regional School District is committed to continuously improving the work we do with and for students. Toward this end, the district devoted time and resources to take the first steps toward developing a collaborative professional culture. Teachers in each school formed collaborative teams, or Professional Learning Communities, to structure their work. In these groups, they identified specific and measurable goals for improving students’ achievement and put in place action plans to meet these goals. Teachers met regularly both during the school day and after school hours. Developing a culture of professional collaboration continues to be a focus for the schools’ staff.

Students in Grades 3, 4, 5, and 6 again took tests as part of the Massachusetts Comprehensive Assessment System (MCAS). Students in all of these grades took tests in English Language Arts/Reading and Mathematics. Students in Grade 5 also took tests in Science, Engineering, and Technology, and in History and Social Sciences. The percentage of students scoring at the proficient or advanced level increased from the previous year in Grade 4 English Language Arts and Mathematics. The number of students in Grade 3, Grade 5, and Grade 6 scoring in the top two levels decreased in both English Language Arts and Mathematics, and in Grade 5 Science, Engineering and Technology. These test results, along with other assessments of students’ learning, were used by the teachers to set improvement goals in their Professional Learning Teams.

As part of the federal No Child Left Behind (NCLB) education reform initiative, all schools are expected to help their students to become proficient in reading, writing and mathematics by 2014. In Massachusetts, the MCAS results are used to measure each school’s progress toward this goal. The state measures how well the entire student population is progressing toward the goal of 100% proficiency, as well as how well individual subgroups, such as socio-economic groups and students receiving special education services, are progressing toward the performance goal.

The Helen R. Donaghue School again met the state's expectations for Annual Yearly Progress in both English Language Arts and Mathematics for the entire student population. This year, we also met the progress goal for the students in the special education subgroup. The staff will continue to use the MCAS results, in conjunction with other measures of student learning, to identify individual students who need additional instructional support in the schools and to provide them this support so they can learn and perform at a higher level. One such support is free tutoring provided to students who score low on the MCAS exams. This tutoring took place for six weeks prior to the test administration. Staff will also continue to modify units of study and individual lessons to meet students' learning needs.

The PTO purchased a variety of educational resources for the schools. These included: Book Room materials, *Learning A-Z* memberships, recess supplies, *Brain Pop* classroom access, a sound system, Grade 5 classroom libraries, musical instruments, a composting kit, a laptop and presentation cart, and Math Club T-shirts. The PTO also organized After School Exploration programs, presented a graduating senior with a PTO Scholarship, coordinated teacher appreciation events, planned family fun nights, produced a student yearbook, and supported our classroom programs by volunteering in our schools every day. In addition, the PTO sponsored the following cultural arts programs for students:

- Pyramids and Pharaohs
- Plimoth Plantation
- Curious Creatures
- Seacoast Science Center
- Wingmasters
- Museum of Science
- Strawberry Banke
- Discovery Museums
- Historical Perspectives for Children
- Nature's Classroom
- Butterfly Place
- StarLab

We would like to take this opportunity to thank the PTO for their continued commitment to the children of Merrimac. With us, they continue to encourage and foster a strong home-school-community partnership, parent volunteer program, curriculum information nights, sponsor-a-classroom program, and the Holiday Helper Program.

Our Before and After School Program continues to provide tuition-based services to over 80 children daily at the two schools.

We would like to acknowledge the service of the following staff member who retired in June 2008:

**Andrea Kangas**, a long-time third grade teacher and team leader at the Helen R. Donaghue School. The Merrimac school community will long remember the contributions she made to the students of Merrimac through the years. We wish her the best in her retirement years.

In closing, the staff of the Dr. Frederick N. Sweetsir School and the Helen R. Donaghue School wishes to extend its appreciation to members of the Merrimac community for their continued support throughout the year. We value public education and believe it is the cornerstone of our community, a major resource for enhancing the quality of life for our current and future citizens.

Respectfully submitted,

Robert Harrison, Principal Donaghue School  
Patricia Messina, Principal Sweetsir School

## PENTUCKET REGIONAL SCHOOL DISTRICT

Annual Report – Fiscal Year 2007-2008

### Pentucket Regional Middle School

The 2007-2008 school year at Pentucket Regional Middle School was a productive one. Student enrollment was 530 and comprised of 111 from West Newbury, 191 from Groveland, 216 from Merrimac, and 12 students through the school choice program.

At the beginning of SY 2008 we learned that our school was placed in corrective action by the Department of Education due to not meeting annual yearly progress as measured by No Child Left Behind. This designation became the focal point of the work done by the school advisory council, staff, parents and students. I have outlined some of the accomplishments below.

Staff heightened the focus on improving student achievement through literacy as it was identified as a deficit through MCAS data analysis. One measure to address this issue was the inclusion of professional learning community (PLC) time to our schedules. Each week staff members met by department and worked collaboratively on goals to improve student achievement. Having been identified as a school in corrective action by the Department of Education, the PLC collaborative work was instrumental in the development of strategies and corresponding initiatives. Some of the initiatives included incorporating Study Island; a web based interactive math education program that students could access at home and school, after school tutoring in the areas of math and English, and the inclusion of supplemental curriculum targeting areas of weakness as identified by MCAS data. I am pleased to report that the middle school has met the annual yearly progress goal for the 2009 school year, and is one year out of corrective action status. (*Schools in corrective action must make annual yearly progress in the identified area for two consecutive years prior to receiving a cleared status*).

Respectfully submitted,

Robin L. Wilson, Principal

# PENTUCKET REGIONAL SCHOOL DISTRICT

Annual Report – Fiscal Year 2007-2008

## Pentucket Regional High School

Initiatives related to direct instruction include:

1. School wide focus on engaging all students in the learning process
2. Staff are using the 90 minute early release time to work collaboratively on developing specific goals on improving our instructional practices. Staff are writing SMART goals and developing action plans, and are using this time throughout the year to implement these plans and monitor their goals.
3. Other school wide initiatives include increasing student voice in decision making throughout the school, empowering them to have a positive impact on school culture. Strategies include leadership training and small student advisory groups to consult with each academic department in the school.
4. The school council will be leading a review of the graduation requirements which have an important impact on decision making and allocation of resources in the years to come as we define what a PRHS graduate should know and be able to do after 4 years of high school.

Pentucket Regional High School is engaged in an ongoing process of identifying core issues within the school facility and our educational practice, implementing and planning for improvements. Since the end of the school year 07-08 facility the following list of facility related issues have been addressed:

1. Stripping and resurfacing of floors throughout the building, including the gymnasium.
2. Refurbishing of the cafeteria entrance with signage and landscaping
3. Auditorium painting and construction of sound and lighting booth
4. Electronic message board donated by the class of 2008 installed in the main lobby
5. Repairs to the heating system are ongoing with boiler 2 receiving maintenance and repair.
6. Athletic training space is being constructed to create more classroom space.

Respectfully submitted,

Jonathan Seymour, Principal

## 2008 PENTUCKET GRADUATES

Babb, Jamie	Donovan, Katelyn	Lamar, Gwendolyn	Quinn, Amanda
Bigham, Cecily	Elwell, Keith	Lay, Ariel	Roberts, Adam
Bishop, Ian	Francis, Jeffrey	Ledoux, Matthew	Roberts, Alex
Bongo, Gregory	Freeman, Nicole	Lentine, Spencer	Roy, Christine
Bowden, Matthew	Froton, Eric	Lewis, Rachel	Sloban, Michael
Briggle, Lauren	Gould, Kelly	Lyon, Christopher	Smith, Cabot
Bunnell, Nathan	Greene, Nathan	Lyons, Timothy	Soucy, Aaron
Cantone, Daniel	Gregory, Rachel	Macleod, Kayla	Sowick, Joseph
Carleton, Kyle	Harris, Tyler	Macqueen, Meagan	Spurr, Courtney
Carpenter, Timothy	Homan, Laura	Maguire, Robert	Sullivan, David
Carvalho, Ryan	Hoyt, Geoffrey	Mcgoldrick, Colleen	Sullivan, Timothy
Castricone, Rachelle	Hudson, Cody	Miller, Adam	Swartz, Timothy
Cleaver, Cleaver	Huff, Lindsay	Mostyn, Constance	Tarr, Alexander
Cousines, Morgan	Johnson, Keifer	Nett, Patrick	Taylor, Christian
Cox, Elizabeth	Kamberalis, Tyler	Noble, Melissa	Treado, Colleen
Cram, Brittany	Kern, John	O'Neil, Megan	Turgiss, Matthew
Dacey, Daniel	Kitsakos, Cameron	Pearson, Eric	Tyrell, Jennifer
Dandurant, Colin	Kowalewski, Alexandria	Pinciario, Christina	Wallace, Jacob
Debenedetto, Ashley	Kruschwitz, Noah	Pittounicos, Stanley	Watson, Meagan
Deveau, Stephen	Laflamme, Marissa	Pratt, Lauren	Welch, Ashleigh

## ANNUAL REPORT OF WHITTIER REGIONAL VOCATIONAL HIGH SCHOOL

To: The Honorable Board of Selectmen  
From: Paul Tucker, Whittier Representative  
Karen Sarkisian, Superintendent

Whittier offers 21 vocational technical career areas designed to provide the necessary training and skills for further education or work force success.

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

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

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

Whittier Regional Vocational Technical High School is entering its thirty-sixth year. To date we have graduated 8,670 students from the day school.

The enrollment for the Evening School from Merrimac: 10.

The October 1, 2007 Day School Enrollment:

	Boys	Girls
Grade 9	5	3
Grade 10	10	3
Grade 11	5	2
Grade 12	0	5

Total — 33

2008 Graduates—3

The cost to Merrimac for the school year 2007-2008 was \$378,264.00.

Respectfully yours,

Paul M. Tucker  
Merrimac Representative

William P. DeRosa  
Superintendent



**ANNUAL REPORT**  
**BOARD of TRUSTEES**  
**MERRIMAC PUBLIC LIBRARY**  
For the year ending December 31, 2008

To the citizens of Merrimac:

Remarkably, 2008 has been another year of unprecedented growth and activity for Merrimac Public Library. The statistics for patron usage document substantial increases in all categories. Consequently, it is not just a poetic metaphor to say that our library facility continues to be a virtual beehive of community involvement and stimulation.

At the outset, a word or two must be said about the ever-growing national economic downturn and the dynamics of responsible fiscal management. Along with all other town departments, Merrimac Public Library stands ready to do its part to help adjust to the current financial crisis. However, it must be readily acknowledged that for the last several years now, as our usage figures underscore, the library program has absorbed dramatic increased patron activity without a proportionate increase in staff or funding. The credit for this laudable circumstance goes to our talented and hard working library staff.

Empirical data supports the fact that during times of economic recession library usage increases substantially. One specific example would be the increased use of our library during the latter half of this year by individuals who are out of work. They use the library for everything from job searches to resume printing. We caution, therefore, that as difficult budget decisions confront us in the near future that we do not make the mistake of cutting back in areas which may appear at first glance to be non-essential but in reality might have broader and long-term consequences for a significant and growing segment of our society.

The list of new, expanded, and enriched library programs provided during the past year is presented in the report of our efficient and conscientious Library Director, Martina Follansbee. Again, the trustees are pleased to be able to accommodate the needs and interests of every age group within our clientele.

In addition to these accomplishments, the library staff made a concerted effort this year to reduce energy consumption with impressive results—a reduction in our electricity usage of 18% at a savings to the town of more than \$4,000 dollars. Because of the popularity and extensive use of our computer stations, application is being made, through the Cable Grant of the town, to replenish and upgrade our computer inventory on a staggered schedule to optimize efficiency and minimize budgetary overload.

We regret to report the retirement this year of Special Collections librarian Susan Gagnon. She has done a wonderful job of organizing and establishing our special collections room. We thank her for her years of service and wish her a long and healthy retirement.

The town's finance director has brought forward the issue of proper sidewalks for our new library facility. This undertaking has been included on a list to the Commonwealth of "shovel ready" projects to be considered for funding within the federal economic stimulus package outlined by the Obama administration.

This year, the Friends of the Merrimac Public Library purchased a new laser color copy/printer for the library staff in addition to their traditional enrichment purchases for the library. This action has also made available a more serviceable copy machine for the use of the general public. We sincerely thank the Friends for their continued generosity and unflagging support.

Finally, two other support groups need to be acknowledged. The library now has fourteen regular volunteers. Five of the volunteers are high school students and the remainder are retirees. Their valuable assistance helps maintain a smooth running library and greatly assists the regular staff. Likewise, we are appreciative of those who have loaned materials or created exhibits for our display cases throughout the year. Their contributions have greatly enhanced the aesthetic environment within the library.

Respectfully Submitted,

Susan M. Coburn, Co-Chair

Ellen Evans, Co-Chair

Jennifer Brown

Yvonne D. Cosgrove

Linda Getz

Jeffrey W. Hoyt

## DIRECTOR'S REPORT

Do come to the Library! Check out what's new in books, CDs, DVDs, audio books, downloadable books and museum passes. Browse the nearly 100 magazines and newspapers. While you're in the Periodical Room, stop by the puzzle table and put a few pieces in.

We've tried to target various age groups and interests. The theme of our Summer Reading Program was "Wild Reads at Your Library" and we had programs such as *Mountain Musers*, *Wild About Weather* and *Safari Story Hour*. The Teen Reading Program was popular and we hope to have even more sign-ups next year. We had a cozy knitting program this winter that appealed to young girls and grandmothers alike. A talk on Japanese Internment and Women, Irish Music for St. Patrick's Day and the Higgins Armory rounded out our programs. The Library also houses a "Supplementary Collection" that contains hundreds of large print books and books on tape and CD; a boon to anyone with eyesight issues or folks who prefer to listen to books, particularly while they drive or exercise.

Circulation continues to grow each year. In 2008, the Library logged 65,550 check-outs. That is 42% more than the 46,075 check-outs for the first year we were open, beginning July, 2004. One patron recently pointed out that the town was "getting its money's worth out of the library!" The library staff is pleased that our services are so useful and appreciated by the residents of Merrimac.

Respectfully submitted,

Martina Follansbee

Library Director

**TOWN OF MERRIMAC**  
**INSPECTIONAL SERVICES**  
 2 SCHOOL STREET • MERRIMAC, MA 01860  
 PH. (978) 346-0525 FAX (978) 346-0522

**2008 ANNUAL REPORT**

BUILDING PERMITS ISSUED	CALENDAR YEAR		+/-	
	2008	2007		
New 1+2 Family Dwellings (R4)	4	8	-4	
Residential: Addition/Remodel (R4)	163	166	-3	
Accessory Building/Barn/Detached Garage	5	2	3	
Fireplace & Wood/Coal/Pellet Stove (independent)	20	6	14	
Swimming Pools: In-ground + Above-ground	2	9	-7	
New/Replacement Manufactured Housing (M.H.)	1	2	-1	
Permit for Temporary Housing Unit	0	1	-1	
Commercial: New/Addition/Remodel	16	17	-1	
Multi-family Dwelling: R3, R2, R1 (Building, not dwelling units)	0	1	-1	
Municipal Project	5	0	5	
Demolition Permit (independent)	2	4	-2	% Change
<b>NUMBER OF BUILDING PERMITS ISSUED</b>	<b>218</b>	<b>216</b>	<b>2</b>	<b>1%</b>
Amount collected from building permits issued	\$36,033.00	\$78,032.72		
Addendum to open building permit, fees collected	\$475.00	\$496.00		
Plan review/building permit transfer, fees collected	\$200.00	\$7,532.13		
Request for Zoning Bylaw opinion, fees collected	\$150.00	\$200.00		
Copy and miscellaneous fees collected	\$207.10	\$84.00		
Non-residential Occupancy and Use	\$1,290.00	\$240.00		
Inspections: 780CMR, §106 and Acts of 2004, Ch. 304	\$160.00	\$40.00	+/-	% Change
<b>Total Building Permit Fees</b>	<b>\$38,515.10</b>	<b>\$86,624.85</b>	<b>-\$48,109.75</b>	<b>-56%</b>
<b>Total Wiring Permit Fees</b>	<b>\$11,193.00</b>	<b>\$11,911.00</b>	<b>-\$718.00</b>	<b>-6%</b>
<b>Total Plumbing Permit Fees</b>	<b>\$5,925.00</b>	<b>\$11,750.00</b>	<b>-\$5,825.00</b>	<b>-50%</b>
<b>Total Gas Permit Fees</b>	<b>\$5,150.00</b>	<b>\$5,500.00</b>	<b>-\$350.00</b>	<b>-6%</b>
<b>Total Enforcement Action Fees Collected</b>	<b>\$1,105.00</b>	<b>\$435.00</b>	<b>\$670.00</b>	<b>154%</b>
<b>TOTAL DEPARTMENT FEES</b>	<b>\$61,888.10</b>	<b>\$116,220.85</b>	<b>-\$54,332.75</b>	<b>-47%</b>
<b>Fees Waived by Selectmen</b>	<b>\$751.00</b>	<b>\$395.00</b>		
<b>TOTAL COLLECTED REVENUE</b>	<b>\$61,137.10</b>	<b>\$115,825.85</b>	<b>-\$54,688.75</b>	<b>-47%</b>

Respectfully Submitted,  
 Philip J. Hagopian  
 Building Commissioner / Zoning Enforcement Officer

## ANNUAL REPORT OF THE MERRIMAC WATER DEPARTMENT FOR THE YEAR ENDING JULY 31, 2008

The Board of Water Commissioners and Manager are pleased to submit the Annual Report of the Merrimac Water Department for the year FY2008.

**NEW CONNECTIONS:** During FY2008 there were 10 new homes connected to the town's water system, bringing the total number of connections to 1,776. Most of these new services were in an over 55 housing development.

**PRIVILEGE FEE:** \$37,600.00 was collected during FY2008 from individuals and developers for new service connections and deposited to the Water Department Privilege Fee account. MWD utilizes this funding for various improvements to our distribution system.

**SURPLUS FUNDS:** MWD ended FY08 with a surplus of \$4,026.46. Those funds will be transferred at the annual town meeting to our Water Capital account which is used for capital improvements.

**SYSTEM IMPROVEMENTS:** The Merrimac Water Department is constantly looking for ways to upgrade the water distribution system, but due to limited funding it is a slow process.

Wells at both East Main and Bear Hill well fields were cleaned. The well cleaning, completed by F.G. Sullivan Co. is performed to improve pumping capacity and water quality.

We are in the process of a Master Plan for the Water Department. This plan will give the Water Department a direction to apply our limited resources. This plan is necessary in order to make sure that our limited resources are applied for the best possible outcome.

### **ANNUAL PUMPING STATISTICS:**

Gallons pumped from Bear Hill and East Main	129,273,500	a decrease of 48,300 from 2007
Gallons sold to customers	116,305,936	a decrease of 5,118,966 from 2007
Gallons plant backwash	2,710,100	
Gallons unaccounted for	10,257,464	– 8% of all water pumped could not be accounted for. Causes: Fire protection, flushing, inaccurate meters, water theft and minor leaks not detectable

**IN THE FUTURE:** At the annual town meeting we appropriated \$64,000 out of our capital fund for maintenance work at the East Main Street pumping station. The repairs will include new windows, new entry doors, and the pointing up of the exterior brick work. We have replaced the garage doors and had a new roof installed last year. The pumping station serves as a garage and storage area for equipment. The building was built in 1904 and is in dire need of some TLC but with a little time and some money, we can keep the aesthetics of the building intact.

**CONSERVATION:** I would like to thank the residents of Merrimac for showing their ability to conserve water. The decrease in the total gallons sold indicates that there was a decrease of 4.4% from 2007. This decrease is also the result of leak detection surveys to make sure we are finding and fixing any leaks that are detectable.

The governing rules of the EPA and DEP are always changing and to keep up we have to implement new rules and procedures to comply. Without the support of the employees of the Water Department, this would not be possible. My sincere thanks to all employees for their efforts and commitment to water quality throughout the year.

Respectfully Submitted,

Daniel Folding, Manager

Board of Water Commissioners

Louis Bibeau	Term Expires 2008
Frederick Underwood	Term Expires 2008
Norman Denault	Term Expires 2008

**MERRIMAC WATER DEPARTMENT  
INCOME STATEMENT  
JULY 1, 2007-JUNE 30, 2008**

**REVENUE**

Residential, Commercial, Municipal Rates .....	698,612.55
Water Sprinklers .....	3,705.00
Water Miscellaneous .....	25,182.01
Fiscal Year Liens .....	7,201.18
Interest .....	2,478.29
<b>TOTAL REVENUE COLLECTED .....</b>	<b>737,179.03</b>

**EXPENSES**

Managers Salary .....	19,836.00
Office Salary .....	25,891.20
Water Dept. Wages .....	187,939.36
Overtime .....	29,463.78
Longevity Pay .....	922.78
Clothing/Boot Allowance .....	2,700.00
Benefit Reimbursement .....	85,706.33
In Lieu of Taxes (Direct Overhead) .....	5,028.00
Stock .....	40,593.63
Real Estate Taxes (NH) .....	3,405.00
Engineering .....	14,229.65
Transportation .....	10,864.38
Fuel Heat .....	14,323.05
Purchased Power .....	34,366.94
Office Supplies .....	28,562.57
Chemicals .....	35,119.52
Water Testing .....	7,010.53
Testing Supplies .....	2,415.05
Well Cleaning .....	21,861.00
Cross Connection .....	930.00
Water Conservation .....	-
Building Maintenance .....	16,500.89
Roadway & Excavation .....	16,183.69
Commissioners Salary .....	-
<b>TOTAL DIRECT EXPENSES .....</b>	<b>603,852.57</b>
<b>TOTAL WATER BOND EXPENSE .....</b>	<b>129,300.00</b>
<b>TOTAL DIRECT AND BOND EXPENSE .....</b>	<b>733,152.57</b>
<b>GROSS PROFIT .....</b>	<b>4,026.46</b>

## ANNUAL REPORT OF THE BOARD OF SEWER COMMISSIONERS

In 2008, thirty permits were issued.

An overflow pipe was installed at the plant from the head works to the oxidation ditches to prevent flooding during heavy rains.

Inspection of basements for sump pump discharge, revealed three illegal hook-ups. Sump pumps cannot discharge to the sanitary sewer system. These inspections will continue until all buildings connected to the sanitary sewer system have been inspected per MassDEP.

### REVENUE FISCAL YEAR 2008

INVOICED USER FEES	\$ 950,390.08	*(\$ 75,874.23)
--------------------	---------------	-----------------

Collected:

User Fees	933,575.10	
Liens	14,047.05	
Betterments	63,154.79	
Misc. Revenue	5,244.52	
Balance from FY07	398,102.76	
Rate Relief	16,278.00	
Interest	12,812.78	
<b>Total Collected</b>		<b>\$ 1,443,215.01</b>

### EXPENDITURES FISCAL YEAR 2008

O&M	\$ 793,945.25	
Debt Service	372,727.49	
<b>Total Spent</b>		<b>1,166,672.74</b>
<b>Gain</b>		<b>\$ 276,542.27</b>

### DEVELOPMENT FUND

Balance end of Fiscal Year 2007	\$ 170,097.47	
Collected Fiscal Year 2008	80,597.48	
<b>Total Collected</b>		<b>250,694.95</b>
<b>Expended</b>		<b>151,837.28</b>
<b>Balance End of Fiscal Year 2008</b>		<b>\$ 98,857.67</b>

*\*Uncollected user fees*

Respectfully Submitted,  
BOARD OF SEWER COMMISSIONERS

RICHARD L. HERBERT, CHAIRMAN	Term Expires 2008
JOHN G. BUZZELL, SR., CLERK	Term Expires 2008
EDWARD G. BRADBURY, JR., MEMBER	Term Expires 2008

## ANNUAL REPORT OF THE MERRIMAC LIGHT DEPARTMENT YEAR ENDING DECEMBER 31, 2008

The Board of Light Commissioners and Manager are pleased to submit the Annual Report of the Merrimac Light Department for the year 2008.

**NEW SERVICES:** During 2008 there were a total of 33 new electrical services added to the town's electric distribution system. The total number of electric meters in service at year's end was 2,777.

**SYSTEM UPGRADES:** In the year 2008 we finished our meter upgrade program. The upgrade which was finished in August has saved 2 weeks in the meter reading process. It has also saved in the billing process. We can now read all of your meters in about 15 minutes where it took about 10 days before depending on weather. This allows us to keep the amount of days in the billing cycle within a day or two of 30 days every month.

We are in the process of upgrading our Mill St substation to a larger capacity to account for load growth. We could not have predicted the downturn in the economy but the upgrade is not only for the next year but for at least 30 years into the future.

We are looking to replace one of our aging vehicles. The line truck which is 10 years old is due to be replaced in 2009. The line truck is one of our vehicles that we use daily. We replace these trucks on a 10 year rotating schedule as they have to be kept up in order to maintain the distribution system.

**WINTER STORMS:** In 2008 we saw an event that most of us will remember for years to come. We saw an ice storm that left most of us without power for a day or so. We at the Merrimac Light Department pride ourselves on the fact that most of the 1400 customers that lost power in storm had power by the end of the next day. We believe that our tree trimming and maintenance programs were the reason that the damage was reduced. The reason your power was restored so quickly is the dedication of the people that work for our municipal light department.

**IN THE FUTURE:** At the end of 2008 our 10 year fixed energy contract will end. Since signing that contract in 1998, the electric industry has changed dramatically. Deregulation has come into play along with the high cost of fuel to produce electricity. These two factors have caused the price of power to increase dramatically. The price has risen from \$.045/kwh in 1998 to around \$.08/kwh in 2008. We have been putting money away in a rate stabilization account to reduce the shock to our customers when our contract finally comes to an end. We will still need to have an increase to electric rates, but it will be less of an impact with use of the stabilization account.

### CONTRIBUTIONS TO THE TOWN:

<b>In Lieu of Tax Payment:</b>	<b>\$13,900.00</b>
<b>Unbilled Streetlight Usage:</b>	<b>\$18,261.18</b>

**COMMUNITY:** The Merrimac Light Department is a Public Utility, that means it is owned by its rate payers and not by a board of directors like the investor owned utilities. That means that when you call or come into the office you get to talk to a person. Someone who will help you with questions that you may have about your bill or your electric service. We at the Merrimac Light and Water Department are here to serve the community.

The people who make this utility work for you - the employees and Commissioners - are the people who made this year work for all of us. They deserve our praise and my gratitude.

Respectfully Submitted,                      Board of Light Commissioners

Daniel Folding, Manager	Louis Bibeau	Term Expires 2009
	Frederick Underwood	Term Expires 2010
	Norman Denault	Term Expires 2011

**MERRIMAC ELECTRIC LIGHT DEPARTMENT  
COMPARATIVE BALANCE SHEET 2008**

	Balance Beginning of Year	Balance End of Year	Increase or (Decrease)
<b><u>ASSETS</u></b>			
<b>UTILITY PLANT</b>			
101 Utility Plant — Electric .....	2,770,307.83	4,537,376.38	1,767,068.55
<b>FUND ACCOUNTS</b>			
125 Sinking Funds .....	719.17	719.17	-
126 Depreciation Fund .....	1,308,234.52	1,303,157.49	(5,077.03)
126 Rate Stabilization Fund .....	729,754.29	799,412.32	69,658.03
126 Bond Fund .....	-	318,103.89	318,103.89
<b>CURRENT AND ACCRUED ASSETS</b>			
131 Cash .....	314,664.66	134,426.65	(180,238.01)
132 Special Deposits .....	46,799.28	51,724.28	4,925.00
132 Working Funds .....	200.00	200.00	-
142 Customer Accounts Receivable .....	220,743.33	200,105.70	(20,637.63)
143 Other Accounts Receivable .....	-	25,114.76	25,114.76
146 Receivables from Municipality .....			
151 Materials and Supplies .....	15,001.94	15,001.94	-
165 Prepayments .....	19,617.00	29,787.00	10,170.00
165 Prepayments ENE .....	-	400,000.00	400,000.00
<b>DEFERRED DEBITS</b>			
183 Other Deferred Debits .....	1,646.56	451.41	(1,195.15)
<b>Total Assets and Other Debits .....</b>	<b>5,427,688.58</b>	<b>7,815,580.99</b>	<b>2,387,892.41</b>
<b><u>LIABILITIES</u></b>			
<b>SURPLUS</b>			
206 Loans Repayments .....	1,126,207.96	1,126,207.96	-
207 Appropriations for Construction Repayments .....	8,889.05	8,889.05	-
208 Unappropriated Earned Surplus .....	3,206,637.35	4,111,548.87	904,911.52
<b>LONG TERM DEBT</b>			
221 Bonds .....		1,425,000.00	1,425,000.00
231 Notes Payable .....	-	-	-
<b>CURRENT AND ACCRUED LIABILITIES</b>			
232 Accounts Payable .....	164,338.73	163,364.93	(973.80)
235 Customer Deposits .....	46,799.28	51,724.28	4,925.00
242 Miscellaneous Current and Accrued Liabilities .....	1,646.56	451.41	(1,195.15)
<b>DEFERRED CREDITS</b>			
252 Customer Advances for Construction .....	1,220.67	1,220.67	-
<b>RESERVES</b>			
260 Reserves for Uncollectible Accounts .....	9,151.86	19,151.86	10,000.00
<b>CONTRIBUTIONS IN AID OF CONSTRUCTION</b>			
271 Contributions in Aid of Construction .....	772,297.12	817,521.96	45,224.84
<b>Total Liabilities and Other Credits .....</b>	<b>5,427,688.58</b>	<b>7,815,580.99</b>	<b>2,387,892.41</b>



**MERRIMAC ELECTRIC LIGHT DEPARTMENT  
STATEMENT OF INCOME FOR THE YEAR 2008**

	Current Year	Increase or (Decrease) from Preceding Year
<b>OPERATING INCOME</b>		
400 Operating Revenue .....	3,698,323.98	17,321.67
<b>OPERATING EXPENSES</b>		
401 Operation Expense .....	2,286,621.88	(70,176.34)
402 Maintenance Expense .....	171,699.39	(13,893.86)
403 Depreciation Expense .....	190,924.42	10,314.22
<b>Total Operating Expenses .....</b>	<b>2,649,245.69</b>	<b>(73,755.98)</b>
<b>Operating Income.....</b>	<b>1,049,078.29</b>	<b>91,077.65</b>
<b>OTHER INCOME</b>		
415 Income from Merchandising, Jobbing and Contract Work .....		
419 Interest Income .....	(66,205.60)	(129,867.94)
421 Miscellaneous Nonoperating Income .....		
<b>Total Income .....</b>	<b>982,872.69</b>	<b>(38,790.29)</b>
<b>INTEREST CHARGES</b>		
427 Interest on Bonds and Notes .....	46,000.00	41,388.04
431 Other Interest Expense .....		
<b>Total Interest Charges .....</b>	<b>46,000.00</b>	<b>41,388.04</b>
<b>NET INCOME.....</b>	<b><u>936,872.69</u></b>	<b><u>(80,178.33)</u></b>

	Debits	Credits
208 Unappropriated Earned Surplus (at beginning of period) .....		3,206,637.35
433 Balance Transferred from Income .....		936,872.69
434 Miscellaneous Credits to Surplus.....		
435 Miscellaneous Debits to Surplus .....	18,261.17	
436 Appropriations of Surplus.....	13,700.00	
437 Surplus Applied to Depreciation .....		
208 Unappropriated Earned Surplus (at end of period) .....	<b><u>4,111,548.87</u></b>	
	<b><u>4,143,510.04</u></b>	<b><u>4,143,510.04</u></b>

**TOWN OF MERRIMAC  
FINANCE DIRECTOR**

4 School Street

Merrimac, MA 01860

Phone (978) 346-0524

Fax (978) 346-8863

E-Mail: [cmcleod@townofmerrimac.com](mailto:cmcleod@townofmerrimac.com)

**Honorable Board of Selectmen  
Town of Merrimac  
Massachusetts, 01860**

Honorable Selectmen:

In accordance with the requirements of the Massachusetts General Laws, the Annual Financial Report of the Town Accountant for the Town of Merrimac, for the fiscal year ended June 30, 2008 is herewith submitted.

The data represents a fair and accurate presentation in all material aspects of the Town's financial position and the results of its operations. Disclosures necessary to enable the reader to gain an understanding of the Town's financial affairs have been presented. Included are schedules on debt issue and servicing, a detailed listing of revenues and expenditures, a balance sheet for all fund types and account groups, and a combined statement of cash flows.

The reports are based on information recorded using the Uniform Municipal Accounting System (UMAS) of the Massachusetts Department of Revenue. The same information was used to prepare the Schedule A.

An audit of the Town's financial records by Bill Fraher, C.P.A., has been completed and the results of this audit are available in my office for public inspection. The books of the Town are also open for public inspection during normal business hours.

Respectfully Submitted,

Carol A. McLeod  
Finance Director

**TOWN OF MERRIMAC  
STATEMENT OF REVENUES AND EXPENDITURES  
BUDGETARY BASIS - GENERAL FUND  
FOR FISCAL YEAR ENDING JUNE 30, 2008**

	<u>Final Budget</u>	<u>Actual</u>	Variance Favorable <u>(Unfavorable)</u>
<b>REVENUES</b>			
Property Taxes	\$ 8,558,285	\$ 8,524,998	\$ (33,287)
Excise Taxes	725,918	764,168	38,250
Payment in Lieu of Taxes	1,300	1,052	(248)
Departmental Charges for Services	312,500	298,811	(13,689)
Licenses and Permit	115,000	94,999	(20,001)
Intergovernmental	1,420,305	1,418,864	(1,441)
Fines	75,000	75,023	23
Investment Income	45,000	56,813	11,813
Other		68,298	68,298
Transfers from other funds	<u>106,197</u>	<u>170,668</u>	<u>64,471</u>
Total Revenue	<u>\$ 11,359,505</u>	<u>\$ 11,473,694</u>	<u>\$ 114,189</u>
<b>EXPENDITURES</b>			
General Government	\$ 620,044	\$ 585,341	\$ 34,703
Public Safety	1,336,232	1,315,027	21,205
Education	6,132,994	6,132,994	-
Public Works	931,895	914,094	17,801
Human Services	243,760	240,477	3,283
Culture and Recreation	334,674	334,673	1
Debt Service	1,218,000	1,217,796	204
State and County Assessments	123,576	123,643	(67)
Employee Benefits	483,762	471,854	11,908
Insurance	135,000	134,464	536
Transfers to other funds	<u>28,908</u>	<u>28,908</u>	<u>-</u>
Total Expenditures	<u>\$ 11,588,845</u>	<u>\$ 11,499,271</u>	<u>\$ 89,574</u>
<b>Excess (Deficiency) of Revenue over Expenditures</b>	<b>\$ (229,340)</b>	<b>\$ (25,577)</b>	<b>\$ 203,763</b>
<b>Fund balance allocation</b>	<b>229,340</b>		

**TOWN OF MERRIMAC**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**NON-MAJOR GOVERNMENTAL FUNDS**  
**FOR FISCAL YEAR ENDED JUNE 30, 2008**

	Governmental Fund Types			Fiduciary Fund Types			Total
	Special Revenue	Capital Projects	Stabilization Fund	Other Trust and Agency Funds			
<b>Revenues:</b>							
Department Charges for Services	\$ 125,770		\$	\$	\$ -	\$	\$ 125,770
Intergovernmental	\$ 400		\$	\$ 7,558	\$	\$	\$ 24,516
Investment Income	\$ 437,482	\$	\$	\$ 70,639	\$	\$	\$ 508,121
Other							
<b>Total Revenue</b>	<b>\$ 563,652</b>	<b>\$ -</b>	<b>\$ 16,558</b>	<b>\$ 78,197</b>	<b>\$</b>	<b>\$</b>	<b>\$ 658,407</b>
<b>Expenditures:</b>							
<b>Current</b>							
General Government	\$ 6,833	\$ 6,226	\$	\$ 47,803	\$	\$	\$ 60,862
Public Safety	\$ 49,927		\$	\$ 49,154	\$	\$	\$ 99,081
Public Works	\$ 4,834		\$	\$ 5,000	\$	\$	\$ 17,460
Human Services	\$ 44,224				\$	\$	\$ 44,224
Recreation and Culture	\$ 37,785	\$ 11,100			\$	\$	\$ 48,885
Capital Outlay	\$ 43,214	\$ 6,963			\$	\$	\$ 50,177
<b>Total Expenditure</b>	<b>\$ 186,817</b>	<b>\$ 24,289</b>	<b>\$ 54,154</b>	<b>\$ 55,429</b>	<b>\$</b>	<b>\$</b>	<b>\$ 320,689</b>
<b>Excess (Deficiency) of Revenues over Expenditure</b>	<b>\$ 376,835</b>	<b>\$ (24,289)</b>	<b>\$ (37,596)</b>	<b>\$ 22,768</b>	<b>\$</b>	<b>\$</b>	<b>\$ 337,718</b>
<b>Other Financing Sources (Uses)</b>							
Proceeds from Bonds Issues				\$			\$ 28,908
Operating Transfers In	\$ (80,146)	(182)	\$	28,908			\$ (80,328)
Operating Transfer Out	\$ (80,146)	(182)	\$	28,908	\$ -	\$	\$ (51,420)
<b>Total Other Financing Sources (Uses)</b>	<b>\$ 296,689</b>	<b>\$ (24,471)</b>	<b>\$ (8,688)</b>	<b>\$ 22,768</b>	<b>\$</b>	<b>\$</b>	<b>\$ 286,298</b>
<b>Net Changes in Fund Balances</b>	<b>\$ 406,987</b>	<b>\$ 204,192</b>	<b>\$ 551,075</b>	<b>\$ 423,240</b>	<b>\$</b>	<b>\$</b>	<b>\$ 1,541,720</b>
<b>Fund Balance, Beginning of Year</b>	<b>\$ 703,676</b>	<b>\$ 179,721</b>	<b>\$ 542,387</b>	<b>\$ 446,008</b>	<b>\$</b>	<b>\$</b>	<b>\$ 1,828,018</b>

## 2008 MERRIMAC PLANNING BOARD ANNUAL REPORT

The Merrimac Planning Board's 2008 calendar year experienced a slow down in applications from developers. We took this time to focus on areas of improvement for the town. Specifically, the Planning Board (PB) issued an RFP for engineering services over a three year period. Eleven proposals were received from engineering firms as far south as Foxboro and north to Nashua and Stratham, NH. A review committee was organized to review and grade the proposals. We then selected to interview the top three firms and by unanimous vote we chose to contract with Cammett Engineering of Amesbury.

Our second task was to craft language in order to pass a by-law that created an Affordable Housing Trust Fund. The primary goals are to preserve low and moderate income housing for the benefit of households in Merrimac. The trust was immediately funded with \$103,916.00 collected by agreement with John Cormier/BC Realty Trust in connection with affordable homes constructed on Mill Street.

There are three current subdivisions currently under construction in Merrimac: Madison Way, Quail Ridge and Lakewoods Drive. The PB continues to monitor these through their various construction phases. The downturn in the U.S. housing industry and economy has significantly impacted the completion of these subdivisions. In addition, two special permits were approved in 2008 for 128 West Main Street and 16 & 20 Birch Meadow Road and one Approval not Required (ANR) was approved on 31 Highland Road. The PB collected \$400 in application fees and \$607 in Zoning By-Law booklets.

Annual elections in April resulted in the welcoming of Ron Barnes as the new member of the PB. Ron ran unopposed in the election as we said farewell to retiring Chairman, Rick Pinciario. Rick completed his eighth year as a member of the PB including the last three years as Chairman. I would like to personally thank Rick for his many years of service and leadership to the PB. We were pleased to later have Rick appointed by the selectmen as an alternate member of the PB to assist in special permit hearings.

The PB reorganized in May after town elections and voted John Thomas as MVPC Commissioner, Dennis Brodie as Merrimac Housing Authority representative, Sandra Venner as Vice-Chairman and Ray Gingras as Chairman. I would like to thank Vice-Chairman Sandra Venner for her key roles in the Engineering RFP process and creation of the Affordable Housing Trust Fund, John Thomas for his active role as MVPC commissioner and Ron Barnes for his valuable insights and contributions to project reviews. And of course, many thanks to our secretary, Pat True, for her dedication, professionalism and support throughout the year.

Raymond L. Gingras  
Chairman, Merrimac Planning Board

**TOWN OF MERRIMAC  
COMBINED BALANCE SHEET – ALL FUNDS  
FOR FISCAL YEAR ENDED JUNE 30, 2008**

	Governmental Fund Types			Propriety Fund Types
	General Fund	Special Revenue	Capital Projects	Enterprises
<b>Assets</b>				
Cash and Investments	576,712	701,846	179,721	3,952,203
Accounts Receivable	604,478			827,776
Due From Other Governments		74,504		
Amount to be Provided for Payment of Bonds				
Total Assets	<u>\$ 1,181,190</u>	<u>\$ 776,350</u>	<u>\$ 179,721</u>	<u>\$ 4,779,979</u>
<b>Liabilities and Fund Equity</b>				
<b>Liabilities</b>				
Warrants, Accounts, and Bonds Payable	880			
Short Term Notes Payable				
Deferred Revenue, Other Liabilities	603,128			827,776
Total Liabilities	<u>\$ 604,008</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 827,776</u>
<b>Fund Balances</b>				
Reserved for Specific Purposes	362,344	776,350	179,721	2,614,372
Unreserved	214,838			1,337,831
Total Fund Balances	<u>\$ 577,182</u>	<u>\$ 776,350</u>	<u>\$ 179,721</u>	<u>\$ 3,952,203</u>
Total Liabilities and Fund Equity	<u><u>\$ 1,181,190</u></u>	<u><u>\$ 776,350</u></u>	<u><u>\$ 179,721</u></u>	<u><u>\$ 4,779,979</u></u>

Fiduciary Fund Types		Account Group
Stabilization Projects	Other Trust and Agency Fund	General Long-Term Projects
542,387	446,008	
		11,438,037
<u>\$ 542,387</u>	<u>\$ 446,008</u>	<u>\$ 11,438,037</u>
		11,438,037
<u>\$ -</u>	<u>\$ -</u>	<u>\$ 11,438,037</u>
542,387	446,008	
<u>\$ 542,387</u>	<u>\$ 446,008</u>	<u>\$ -</u>
<u>\$ 542,387</u>	<u>\$ 446,008</u>	<u>\$ 11,438,037</u>

**TOWN OF MERRIMAC  
GENERAL LONG TERM DEBT ACTIVITY  
FISCAL YEAR 2008**

Issue	Issue Date	Interest Rate	Original Amount	Balance 7/1/07	Additions	Retired	Balance 6/30/08	Interest Paid 7/1/07-6/30/08
Title V	4/29/1999	0%	\$ 200,000.00	\$ 111,003.84	\$ -	\$ 11,100.36	\$ 99,903.48	\$ -
Multi-Purpose Loan	12/15/1999	5.125% - 6.5%	\$ 1,910,000.00	\$ 1,125,000.00	\$ -	\$ 925,000.00	\$ 200,000.00	\$ 35,171.23
Multi-Purpose Loan	12/15/2000	5.10%	\$ 999,000.00	\$ 124,000.00	\$ -	\$ 124,000.00	\$ -	\$ 3,162.00
River Road MWPAT	10/6/1999		\$ 149,856.00	\$ 109,444.00	\$ -	\$ 6,130.00	\$ 103,134.00	\$ 1,563.90
Multi-Purpose Loan	6/28/2001	5.5% - 5.75%	\$ 310,000.00	\$ 80,000.00	\$ -	\$ 20,000.00	\$ 60,000.00	\$ 4,510.00
Multi-Purpose Loan	4/5/2002	3.79%	\$ 356,000.00	\$ 75,000.00	\$ -	\$ 15,000.00	\$ 60,000.00	\$ 2,842.50
Refunded	10/15/2002	2.5% - 4.6%	\$ 4,820,000.00	\$ 2,995,000.00	\$ -	\$ 535,000.00	\$ 2,460,000.00	\$ 103,800.00
Town Hall	10/15/2002	2.5% - 4.6%	\$ 2,850,000.00	\$ 2,270,000.00	\$ -	\$ 145,000.00	\$ 2,125,000.00	\$ 91,070.00
Sewer	10/15/2002	2.5% - 4.6%	\$ 100,000.00	\$ 80,000.00	\$ -	\$ 5,000.00	\$ 75,000.00	\$ 3,215.00
Multi-Purpose Loan	11/15/2003	2% - 4.5%	\$ 4,231,000.00	\$ 3,540,000.00	\$ -	\$ 225,000.00	\$ 3,315,000.00	\$ 138,802.50
Multi-Purpose Loan	4/15/2004	3.75%	\$ 405,000.00	\$ 160,000.00	\$ -	\$ 80,000.00	\$ 80,000.00	\$ 6,000.00
Multi-Purpose Loan	4/15/2007	4.95%	\$ 378,000.00	\$ 378,000.00	\$ -	\$ 78,000.00	\$ 300,000.00	\$ 18,711.00
Sewer	6/20/2007	4.9%	\$ 225,000.00	\$ 225,000.00	\$ -	\$ 45,000.00	\$ 180,000.00	\$ 11,025.00
Multi-Purpose Loan	2/15/2008	2.87% - 3.62%	\$ 2,380,000.00	\$ -	\$ 2,380,000.00	\$ -	\$ 2,380,000.00	\$ 0.00
<b>Total All</b>				<b>\$11,272,447.84</b>	<b>\$ 2,380,000.00</b>	<b>\$ 2,214,410.36</b>	<b>\$11,438,037.48</b>	<b>\$ 419,873.13</b>
<b>Less: Electric</b>	<b>2/15/2008</b>	<b>2.87% - 3.62%</b>	<b>\$ 640,000.00</b>	<b>\$ (90,430.00)</b>	<b>\$(1,500,000.00)</b>	<b>\$ (90,430.00)</b>	<b>\$(1,500,000.00)</b>	<b>\$ (2,305.96)</b>
<b>Total Excluding Electric</b>				<b>\$11,182,017.84</b>	<b>\$ 880,000.00</b>	<b>\$ 2,123,980.36</b>	<b>\$ 9,938,037.48</b>	<b>\$ 417,567.17</b>



## ANNUAL REPORT OF THE BOARD OF ASSESSORS

The Board of Assessors respectfully submits the following report for the calendar year 2008.

The Board would like to thank the citizens of Merrimac for their continued cooperation during our cyclical and permit inspections. Cyclical inspections are done over a 10 year period for data quality. Property cards may be obtained at any time by property owners to view the data the Assessors have. Permit inspections are done for the previous years building permits.

The Town continues with the Senior Work-off program. Our seniors have been a great help assisting with various tasks in town departments.

New construction is still less than many previous years. We have had construction at the Merrimac Commons site and some construction has begun at the Madison Way development. There are a few new homes around town and a duplex being built on Woodland Street. Many of the new permits taken out are for home maintenance and additions to existing homes.

### Board of Assessors

Edward R. Davis, Chairman	Term expires 2009
Joyce E. Clohecy	Term expires 2011
Sean O'Neil	Term expires 2009

Joyce E. Clohecy, Clerk  
Jill Taylor, Assistant Clerk

### Tax Rate Recapitulation Fiscal 2009

#### 1. Tax Rate Summary

A. Total Amount to be Raised	\$14,375,327.95
B. Total Estimated Receipts/Revenue	5,517,500.43
C. Net Amount to re Raised by Taxation (Levy)	8,857,827.52
D. Classified Tax Levies	
1. Residential	95.3172%
2. Open Space	0
3. Commercial	2.5882
4. Industrial	1.1585
5. Personal	0.9361

#### 2. Amounts to be Raised

A. Appropriation	\$14,160,064.39
B. Prior year Overlay Deficit	5,279.58
C. Total Cherry Sheet Offsets	9,414.00
D. State & County Cherry Sheet Charges	131,568.00
E. Allowance for Abatement/exemptions	69,001.98
<b>Total Amount to be Raised</b>	<b>\$14,375,327.95</b>

3. Estimated Receipts and other Revenue

A. State	\$1,427,148.00
B. Local	3,552,508.00
C. Revenue Sources Appropriated	513,724.39
D. Other Revenues to Reduce Tax Rate	13,900.00

Total Estimated Receipts \$5,517,500.43

Number of Taxable Accounts

Residential Single Family	1,574
Residential Two Family	106
Residential Three Family	8
Residential Apt. Bldg./Misc.	16
Residential Land	193
Condominiums	221
Commercial	52
Industrial	21
Commercial Other	56
Personal Property	119

**ANNUAL REPORT- OFFICE OF THE TOWN CLERK**

To the Honorable Board of Selectmen:

As the Town Clerk of the Town of Merrimac, I hereby submit my annual report for the year 2008.

**BIRTHS**

Number of Births Recorded . . . . . 39  
    Males . . . . . 22  
    Female . . . . . 17  
Father, Native Born . . . . . 35  
Mother, Native Born . . . . . 37  
Both Parents Native Born . . . . . 34  
Both Parents Foreign Born . . . . . 2  
Mixed Parentage . . . . . 4

**MARRIAGES**

Number of Marriages Recorded . . . . . 11  
First Marriage, Male . . . . . 6  
First Marriage, Female . . . . . 7  
Male Native Born . . . . . 11  
Female Native Born . . . . . 11  
Average Age, Male . . . . . 39 yrs  
Average Age, Female . . . . . 35 yrs

**DEATHS**

Number of Deaths Recorded . . . . . 45  
    Males . . . . . 28  
    Females . . . . . 17  
Under 5 years . . . . . --  
Males, Native Born . . . . . 27  
Females, Native Born . . . . . 15  
Parents, Native Born . . . . . 27  
Parents, Foreign Born . . . . . 9  
Mixed Parentage . . . . . 8  
Average Age . . . . . 76 yrs  
Oldest Person . . . . . 97

**LICENSES**

Total Dog Licenses . . . . . 636  
    Male . . . . . 23  
    Female . . . . . 21  
    Spayed . . . . . 300  
    Neutered . . . . . 292  
Kennel Licenses . . . . . --  
Sporting Licenses . . . . . 131  
Minor's Sporting Licenses . . . . . 2

Respectfully submitted,

Patricia E. True  
Town Clerk

## ANNUAL REPORT OF THE ANIMAL CARE AND CONTROL OFFICER

To the Honorable Board of Selectmen: Activities from Jan 1, 2008 to Dec 31, 2008

The number of dogs licensed for the license year of April 1, 2008 to March 31, 2009 was 636. Under MA General Law Ch 140 Sec 137 all dogs over six months are required to be licensed.

Sixteen dogs were picked up running at large. The fines paid to the Merrimac General Fund for leash law violations was \$295. Three dogs were hit by cars and taken to the vet by their owners. There were several complaints concerning dogs outside in the cold lacking adequate shelter, outside too long for the temperature (hot or cold) or chained to close to passers-by.

Three adult cats were picked up. One black cat was adopted, and two were euthanized (one wild and one very sick). Nine kittens were picked up and adopted. Many lost cats were reported and never returned home. Keeping cats in doors is the safest for them, with cars and wildlife a great threat to their lives. One cat was injured because of getting into the engine compartment of a pick up truck. One cat was known to be killed by a car and one cat was mauled and killed by dogs when cornered in the dogs' fenced yard.

Quarantined for 10 days for biting humans were 2 cats and 8 dogs - MinPin, Bloodhound, Boxer, 2 Lab Mixes, Great Pyrenees, MultiPoo, and an Aussie. All dog or cat bites are by Law to be reported, and all are required to be Quarantined for 10 days. A Quarantine is done at the animal's home in almost all cases. Three cats were quarantined for six months due to wounds of unknown origin and not having a current rabies vaccination and one cat was quarantined for 45 days with a current rabies vaccination and a wound of unknown origin. Rabies vaccination is required by MA General Law Ch 140Sec145 for the protection of pets and people.

There were 14 barking complaints. There were 37 nuisance complaints concerning dogs. There were four reported dog fights. There were two reported incidents of dogs chasing joggers or walkers.

Sick wildlife included fox, raccoons, skunks, and two cats. One fox attacked dogs, but ran off. A Rabies test was done on a skunk which was negative and a Rabies test was done on a bat which was positive. Injured wildlife included a snow goose, a seagull, and a hawk. A skunk had a yogurt container stuck on its head. The usual wildlife was sighted in town, and more unusual visitors were a black bear and a moose. Food and shelter attract wildlife to your yard and property, so remove outside food sources and limit access to areas under decks, porches, garages, out buildings, and chimneys.

Respectfully Submitted,

Madelyn Cirinna  
Animal Care and Control Officer

## 2008 ANNUAL REPORT OF CAPITAL PLANNING COMMITTEE

As in other years, departments were asked to submit forms documenting their capital requests for FY'09 and the next five years. Capital items included on the request forms and on the inventory forms maintained by the departments must have life duration of at least five years and initial cost of \$5,000 or more. In February and March the committee met with the departments and reviewed supporting documents to determine its recommendations. The criteria applied for developing recommendations in order of priority are: a.) necessary to respond to state or federal mandate; b.) public health and/or safety consideration; or c.) operational necessity.

At the Special Town Meeting on April 28, 2008, the CPC recommended transfers from certified Free Cash for capital expenditures totaling \$73,000 for general Town departments and \$68,500 for the Sweetsir and Donaghue Schools. At the Annual Town Meeting that same night, CPC recommended a transfer of \$101,168 from funds remaining from the library construction project to replace the Donaghue School roof. All of these transfers were voted affirmatively. Also, voted were transfers from Water and Wastewater reserve funds totaling \$212,429 for systems upgrades and equipment. The CPC also asked the Town to vote changes to the Town By-Laws to update the section pertaining to the Committee to reflect changes in the economy and in Town government. The most significant change was increasing the minimum cost limit from \$5,000 to \$10,000 for capital items to be reviewed by the CPC.

A report from the CPC was distributed to Town Meeting voters. The report included an analysis of the multi-year property tax impact of recently voted debt exclusions for major capital projects, and recently voted general overrides. It also included a summary of the recommendations for articles appearing on the warrants, a six-year history of the Stabilization Fund, and a listing of departments' requested capital expenditures through FY'12.

At a Special Town Meeting on October 20, 2008, the CPC recommended support for a transfer from the Stabilization Fund for up to \$43,000 for repairs to the Fire Department ladder truck and to transfer a portion of the funds voted in the spring to replace asbestos tiles at the Sweetsir School, instead, to be used to repair and replace the heating and ventilation unit. These were voted affirmatively.

Respectfully submitted,

Janet Bruno  
Catherine Gabriel-Heusser, Representing Finance Committee  
Ed Madden  
Carol Traynor, Representing Board of Selectmen  
Sandra Venner, Chairperson

## MERRIMAC CONSERVATION COMMISSION 2008 ANNUAL REPORT

The primary function of the Conservation Commission is to protect and preserve wetland resource areas as defined in the Massachusetts Wetland Protection Act and the Merrimac Wetland Protection Bylaw. Since Colonial times, Massachusetts has lost nearly one third of its wetlands to development. The loss of wetlands means the loss of the vital benefits they provide. These benefits include the protection of water quality for Merrimac's surface and ground waters, stormwater and flood damage protection, and the protection of wildlife and plant habitat.

The Commission works to protect the Town's natural resources in accordance with the Act and the Town Bylaw. The Conservation Commission is composed of seven members who serve as unpaid volunteers, who are assisted by a part-time Wetland Agent. The Commission generally meets once a month on the second Wednesday of the month to conduct regular business and public hearings on proposed projects under the Commission's jurisdiction. When necessary, the Commission schedules special meetings and site visits to review projects. During the course of this year twelve regular meetings were held, six site visits were conducted, and the Commission held one special meeting. There were fifteen projects filed with the Commission, primarily involving construction of subdivision roads and utilities, new single-family homes, and additions to existing buildings throughout Merrimac. In addition to reviewing proposed projects submitted by property owners, the Commission addresses work that affects wetlands conducted without the required permits. In 2008 several enforcement orders were issued to property owners regarding work undertaken in violation of the Act.

This year the Commission continued to implement the additional protection measures provided in the Merrimac Wetland Protection Bylaw and the Merrimac Wetland Protection Regulations when considering proposed projects in Town. The Bylaw was adopted at Town Meeting in the fall of 2003, and it became effective in late 2003. During 2004, the Commission expended considerable effort to draft the Merrimac Wetlands Protection Regulations which were subsequently adopted in August 2004. The regulations include a number of provisions to strengthen protection of Merrimac's wetlands including:

1. Provide added protection to wetlands with no or limited protection by state law such as isolated wetlands and vernal pools--wetlands that hold water in the spring long enough to provide critical breeding habitat for frogs, salamanders and other aquatic life and most dry up by mid-summer. Vernal pools are rare in the landscape. Many vernal pools are small, isolated wetlands that have little or no protection under the Massachusetts Wetland Protection Act.
2. Establish a no-disturb zone surrounding wetlands to protect wetlands from new development and encroachment from existing development.
3. Allow the Commission to issue fines to irresponsible property owners who ignore orders issued by the Commission and damage wetland resources.
4. Allow the town to charge reasonable application fees to defray the cost of administering the Bylaw.

The Commission is now applying the requirements of the new [4+years old] regulations to any project in town. **If you are contemplating any work within 100 feet of a wetland or within 200 feet of any river or stream that flows year-round (such as the Merrimack River and Cobblers Brook), you need to consult with the Commission prior to undertaking any work.**

Wetlands are an important resource to Merrimac. They protect, filter, and provide the high quality of water in our wells. They protect and support fish and wildlife in Lake Attitash, the Merrimack River, and other water bodies in town. They provide habitat and food sources for the birds, reptiles, amphibians and other animals that make Merrimac a unique place to live. They provide large tracts of open and undeveloped land that make up the quality of life we all enjoy in Merrimac. The Commission is eager to assist landowners in their decisions about whether and how to proceed with a project near wetlands. We encourage all residents to contact us regarding any questions or concerns related to the Towns wetland resources. The Commission is always looking for interested citizens that may want to become involved in working to protect the valuable wetland resources we all share in Merrimac. If you have an interest or expertise in protecting wetlands please contact any of the Commission members, or just attend one of the meetings, to get involved.

Respectfully submitted,

Merrimac Conservation Commission

Robert Prokop, Chairman

Ellis Katz

Jon Pearson

Tim Simmons

Janet Terry

Deborah Woodward

Arthur Yarranton

## 2008 ANNUAL REPORT OF THE BOARD OF HEALTH

The Board of Health meetings are scheduled at 6:30 PM on the first and third Thursdays of each month. We may be contacted at 978-346-4066 or at BOH@townofmerrimac.com. The office is staffed on Tuesdays and Thursdays from 9:00 AM to 4:00 PM.

During 2008, the Board of Health has continued to participate in Homeland Security, the Emergency Preparedness Plan, Pandemic Flu Plan and Regional Coalition. Deborah Ketchen, Health Agent, and Charlotte E. Stepanian, Public Health Nurse, are our primary representatives and contacts in this program.

**Deborah Ketchen** has been our Health Inspector since March 2006. She inspects food establishments, schools, rental units and disposal system installations, reviews septic designs, witnesses percolation and deep hole tests, responds to health-related complaints, and performs many other Title V and health-related duties. Deborah also attends meetings regarding Homeland Security, Emergency Preparedness and Pandemic Flu Plan and attends numerous seminars related to septic and well criteria, and updates on food regulations, etc. Conditions in restaurants and rental units have improved, and complaints have lessened because owners and landlords have maintained compliance with the health regulations. In the fall of 2008, Debbie was selected as one of fifteen selected applicants from the Mass. Coalition who were invited to attend the Federal program on Homeland Security Training at their conference in Anniston, Alabama. The trip is fully paid for by the federal program, including air fare and hotel. This is quite an honor for Debbie, and the credential for taking part supports Merrimac's requirements for further federal funding.

**Eileen Hurley**, Chairperson of the Board and Office Administrator, is MAHB Certified, and assists contractors and the general public by responding to their questions and requirements. She also oversees the Title V Program and maintains central records and minutes of meetings.

**Carol Traynor** has been a Board member since May 2008, filling a one-year unexpired term. She has a background and training in many aspects of the health-related field, including emergency preparedness programs. Carol has been a selectman for the past six years, during which time she has become well acquainted with the various town departments and their responsibilities and interaction with each other.

**Susan Gagnon** has been a Board member since May 2008, having been temporarily appointed to serve until May 2009. She expects to be a candidate in 2009, to complete the one-year unexpired term at that time. Sue had formerly been employed at the Merrimac Library and has a genuine interest in the town and in assisting with researching health-related responsibilities and regulations so that we would be able to keep current and informed.

We are continuing to add application forms and regulations to the Merrimac web site, and hope to have all application forms available on line for the 2010 licenses. This will save postage costs.

During 2008, the Board responded to multiple complaints relating to odors, dumpsters, septic conditions, and other private matters. In the summer of 2008 the lake water at Indian Head Park Beach was not tested for E-coli. Testing lake water has been terminated because the DEP ordered that vehicles can no longer drive near the well fields to get to the beach. As a result, the public beach has been closed.



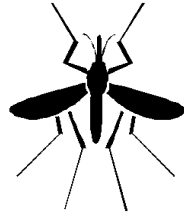
BUSINESS PERMITS			WORK PERMITS		
Qty.	Category	Fee	Qty.	Category	Fee
15	Restaurant	\$ 770	6	Disposal System Permit	\$ 2,050
1	Non-PHF Food	100	5	Deep Hole Test & Perc.	2,000
4	Common Victualler	200	1	Well & Pump Permit	150
1	Mobile Food Service	50	4		<u>\$ 4,050</u>
1	Catering Service	65			
5	Milk Products	50	59	Rental Inspections	\$ 2,360
1	Peddler	30	30	Complaints	0
	Temp. Food Service	20			<u>\$ 2,600</u>
20	Installers	2,760			
6	Haulers	300			
2	Tanning	100			
4	Tobacco Sales	200			
2	Mfrd. Home Park	100			
<b>Total:</b>		<b>\$ 4,745</b>	<b>Total:</b>		<b>\$ 6,650</b>

Respectfully Submitted,

Merrimac Board of Health

Eileen Hurley Term expires 2011  
Susan Gagnon Term expires 2010  
Carol Traynor Term expires 2009

## MOSQUITO CONTROL PROGRAM INFORMATION



**SURVEILLANCE** and **LARVICIDING** are of the utmost importance, and they comprise the greatest portion of the program cost. This is the regular testing of mosquitoes and birds for the virus, and the application of larvicides to mosquito breeding areas to kill or inhibit the growth of mosquito larvae (the early stage of the mosquito) from developing into the adult form. Continued annual surveillance is an early intervention or preemptive action to prevent a potential mosquito breeding site from becoming an actual mosquito breeding site.

**ADULTICIDING** is a term used by mosquito control to describe spraying for adult or flying mosquitoes. There are two kinds of adulticiding: Aerial, done by aircraft only in the event of a public health emergency; and Ground, sprayed from trucks selectively in accordance with the individual municipality's Best Management Practice Plan (BMP).

Ground Adulticiding is used in today's programs to control the mosquito populations in their aquatic or larval stages. This is accomplished by means of a truck-mounted Ultra Low Volume (ULV) aerosol sprayer. ULV sprays up to six ounces of insecticide per acre, creating a 300- to 400-foot swath. Depending on wind direction this swath will drift off the road; and tiny droplets will impinge on mosquitoes, effectively controlling the mosquitoes in the area.

**Insecticide:** The District uses Anvil (EPA Reg. No. 1021-1688-8329) for ULV applications. The active ingredient, Sumithrin, has a very low toxicity to mammals. This product is registered for use by the US EPA and the Mass. Pesticide Bureau. All District personnel are certified applicators and annually attend seminars to obtain recertification credits.

Most people are not expected to experience any adverse health effects after pesticide spraying for adult mosquito control. This includes pregnant women and unborn children. If a person has any concerns, the Board of Health may be contacted to request that spraying be excluded from the specific property.

Ground sprays do not pose an unreasonable risk to birds or mammals. Since spraying is done in the late evening, the bees and other flying insects are not foraging at that hour and will not be affected.

**West Nile Virus:** The primary mosquito carrier of WNV, *Culex Pipiens*, usually breeds in artificial containers such as catch basins, storm water structures, industrial parks and commercial or agricultural livestock facilities. Regularly empty any water-holding containers on your property such as garbage cans, flower pots, swimming pool covers, watering troughs and birdbaths, and dispose of old tires.

**Information about EEE** and reports of EEE activity in Massachusetts during 2008 can be found on the MDPH website at [www.mass.gov/dph/wnv/wnvl.htm](http://www.mass.gov/dph/wnv/wnvl.htm). Merrimac will continue to work closely with the MDPH Arbovirus Surveillance Program and the NE Massachusetts Mosquito Control Agency on mosquito control and surveillance efforts. Decisions regarding spraying will be made by the Board of Health in cooperation with the Mosquito Control Agency. As long as this program is continued annually, we remain protected from severe outbreaks.

Respectfully submitted,

Merrimac Board of Health

Eileen Hurley Term expires 2011  
Susan Gagnon Term expires 2010  
Carol Traynor Term expires 2009

## 2008 PUBLIC HEALTH NURSE REPORT

The past calendar year has continued with the many challenges to meet the expectations and requirements for emergency preparedness at both the local and regional level. Merrimac continues as a member of a fourteen (14) community coalition comprised of cities and towns in the northeast corner of Massachusetts within the frame work of the coastline on the East, the New Hampshire border on the North, Haverhill on the West and Ipswich and Middleton on the South. The many small communities within this quadrant remain responsible individually and collectively for themselves and each other.

Human resources in the form of volunteers for a functional Medical Reserve Corps (MRC) across the area have been scarce. The local MRC had been inactive in the past year but has now been reactivated on a mainly regional basis. Trainings and regular meetings have been restored and additional medical professional volunteers are invited to join. Recent natural weather related disasters have required MRCs to operate and maintain emergency shelters in many communities for several days.

The regional concept for providing necessary and augmented public health services remains as the driving force for the proposed legislation that would allow the creation of health regions or districts. The existing state laws allowed only towns to form such entities that delivered public health services. Chapter 529 of the General Laws of 2008 passed and signed in early January 2009 now allows cities as well as towns to enter in regional agreements. Unfortunately, the intent has been lost in the current economic crisis in many communities with resulting compromised delivery of essential services.

Flu vaccine was administered at the Senior Center at four separate clinics. Flu vaccine administration becomes more of a marketing challenge each year with additional providers entering the administration scene. This year saw fewer people utilizing public venues at all public clinics settings including Merrimac.

Town employees requiring specific immunizations for their positions were assisted in meeting their requirements. Adult immunizations continue to be available for the time being. State provisions for adult immunizations have now become limited because of budget constraints.

As in years past, Lyme disease continues to be the most frequent of the required reportable diseases. *I again remind all resident that prevention is the most important factor—personal “tick checks”, recommended clothing attire and the use of repellents is essential for prevention. This applies to all ages—both young and old!*

My office remains on the first floor of the Senior Center, 100 E. Main Street where I am available in person or by phone at 978-346-9549 X 14. Weekly blood pressure clinics are held each Tuesday at 12:30 PM and on Wednesdays at 1 PM at Merri Village.

Respectfully submitted,

Charlotte Eileen Stepanian, MSN, RN-BC

## MERRIMAC COUNCIL ON AGING Annual Report 2008

The COA was able to continue serving congregate meals in FY08 thanks to the support of the Town who voted to hire a cook for the Senior Center nutrition program at Town Meeting and by voting in favor of the override to fund the program in May of 2008. This enabled the program to continue seamlessly. The nutrition program had been provided through Harbor Schools, Inc. until January of 2008 when funding suddenly ended. The Friends of Merrimac COA funded the program to the end of the fiscal year, with the hopes that the Town would agree to support the program. This program has been a cornerstone of services provided, serving on average 35 to 50 seniors; while special events or holiday meals serve between 85 and up (to maximum seating capacity). We are also able to do "take-out" meals for those who are not able to eat in; as they are caretakers for family members who are not able to leave their homes. This has provided our seniors with another choice. There are many seniors who no longer cook for themselves, but do not qualify for Meals on Wheels. This program has increased the number of seniors coming for lunch on a regular basis, totaling 271 unduplicated participants.

In September 2007, the COA officially entered into partnership with Essex County Sheriff's Department TRIAD with local officials. The first program they undertook was "File of Life", which is a magnet type folder containing medication information that is placed on the refrigerator and is intended to alert emergency responders; and picture ID's from the Sheriff's Dept. The TRIAD committee also began plans to do "Grab & Go" bags that will be offered in the fall of '08. "Grab and Go" bags are designed to be used in the event of an emergency and are filled with items that one might need if forced to leave your home.

The Senior Food Pantry team has worked tirelessly to organize and provide food bags twice a month to 52 unduplicated seniors, averaging 96 bags monthly. On average, 25 bags are delivered to the frail and homebound. Thanks to the support of the Boy Scout and Girl Scout Troops, the Merrimac Post Office, local churches, Merrimac Police Department, Merrimac Savings Bank, and local citizens, the pantry is able to continue to meet the demands of our seniors in need. We would also like to acknowledge the support of West Newbury Food Mart and DeMoulas Market.

In February 2008, the COA Directors from the Lower Merrimack Valley held a Legislative Breakfast & Round Table Discussion at the Merrimac Senior Center that proved to be very productive. One of the major issues for many of the towns has been in regards to problems with the MVRTA. As a result of the discussion, Senator Baddour held a joint Formal Hearing at the Merrimac Senior Center with Rep. Harriett Stanley the following week to address these issues.

Although the Senior Center was opened in the fall of 2001, it is becoming evident that we frequently run out of space. The Council on Aging served 491 unduplicated women and 247 unduplicated men this year, of which 52.85% are 75 or older. There are over 30 on going programs and activities offered weekly and frequently there is a problem finding a room to add a special program or add a new activity. Although we have a fairly good sized parking lot for 55, we actually run out of parking space. Another issue is that those who have mobility handicaps often find that they can't park close to the building. This is a problem of success! The COA also provided 1200 duplicated family services to non-seniors (under 60).

The senior Property Tax Work Off Program successfully completed the third year, with 17 seniors participating volunteering at the Donaghue School, Light & Water, Parks & Recreation, Library, Town Clerk's Office, Tax Collectors Office, Fire Station, Senior Center, and Highway Department providing a total of 6,540 volunteer hours to the Town of Merrimac.

Transportation for seniors who need rides to medical appointments, grocery shopping, the senior center, etc. is provided through a combination of the part time use of the COA van (M/W/F) and Northern Essex Elder Transport (NEET) volunteers.

Seniors were thrilled to have the 2nd grade choristers from Sweetsir School perform a holiday concert at Senior Center in December. Each year the students amaze our members with their talent and enthusiasm under the direction of Mary Ellen Ramsey. A new intergenerational activity was introduced with a Penpal program with 5th grade students of the Stanley School in Swampscott, MA. The senior penpals were treated to a pizza luncheon in May to meet their student penpals, held at their school.

The Council on Aging was awarded an Executive Office of Transportation and Public Works Mobility Assistance Round 31 Grant for an 8 passenger Handicap Van which arrived in February '08. The EOTPW grant provided 80% of the funding (\$37,656 for the base vehicle), and The Friends of the Merrimac COA provided the local 20% match on behalf of the Town of Merrimac (\$9,414).

In addition to meals and transportation, one of the most important services provided by the COA is information and assistance with Prescription Advantage and health insurance information, assistance with referrals, and outreach services.

The Friends of the COA have continued to support the activities and programs at the Senior Center through generous funding, thereby keeping costs reasonable. They also purchased a "Wii" and many other items for classes, activities and special events. Every month they provide financial support towards for the Nutrition Program to help keep the cost of the meals affordable for our seniors. Without their support, our programming would be severely limited.

Senior Center Volunteers play a key role in the operation of the Senior Center since there are only two full time staffers. Volunteers filling the positions of receptionist, dispatcher, kitchen assistants, food pantry organizers, drivers, instructors, and group leaders, web page, newsletter, tax assistance, reassurance calls, cooking, craft fair, and general help make up the team vital to the success of our program. Volunteers provided well over 4200 hours working at the Senior Center.

As Past President of Massachusetts Councils on Aging, I have continued to advocate on behalf of elders at the state and federal level. Looking ahead there are many elder issues that require vigilance by advocates, some of which, but not limited to, are the economic well-being and security of Older Americans, Housing, Transportation, Behavioral Health Services, Nutritional Services, Long Term Care, Home Care, Medicare and Medicaid Coverage. It is estimated that by 2020, one in four Americans will be over the age of 60. The impact of this staggering number must be addressed by all of us with thoughtful planning.

Respectfully Submitted,

Laura Dillingham-Mailman  
Director

Council on Aging Board of Directors:

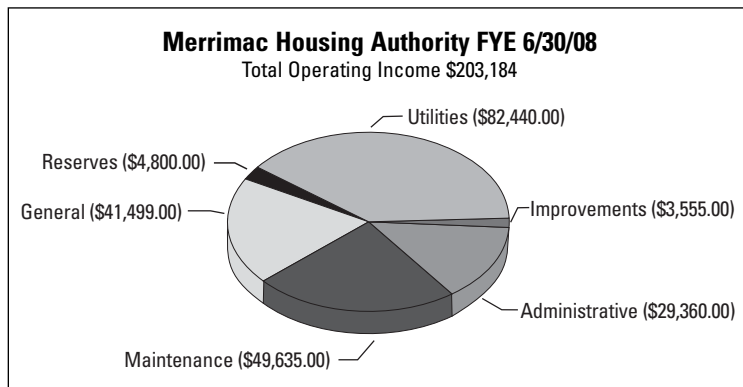
Colleen Ranshaw-Fiorello, Chairwoman	(June '10)	Irene Kimbrell	(June '08)
Carol Ranshaw, Secretary/Treasurer	(June '10)	Dorothy Lumsden	(June '08)
Nancy Bachelder	(June '09)	James Murphy	(June '08)
Mary Cheney	(June '10)	Victor Perreault	(June '10)
David Dutton	(June '09)		

**MERRIMAC HOUSING AUTHORITY**  
 52 MERRI VILLAGE • MERRIMAC, MASSACHUSETTS 01860  
 TELEPHONE: (978) 346-8231

**Annual Report of the Merrimac Housing Authority  
 to the Merrimac Board of Selectmen for  
 The Year Ending December 31, 2008**

To the Honorable Members of the Merrimac Board of Selectmen:

The Merrimac Housing Authority owns and manages 52 units of housing in the Town of Merrimac. The Merri-Village project located on Middle Street contains forty-eight units of one bedroom housing funded under the Chapter 667 program. This program serves individuals and couples who are elderly or disabled. In addition to the 48 onebedroom units, the MHA owns and manages two duplex units. These are multi-bedroom units, intended for families. Merrimac residents receive a priority for occupancy into these programs. The Merrimac Housing Authority collected \$208,972 in rental and other income during the Fiscal Year ending June 30, 2008 for the 52 units under management. Annual expenses amounted to \$203,184. The Commonwealth of Massachusetts provided \$10,000 in operating subsidy during this 12 month operating period through the Department of Housing and Community Development. Average monthly rent for the Merrimac Authority Housing units is \$310. The average monthly cost of operation is \$330 per unit month.



The Merrimac Housing Authority also administers a 22 unit program of Housing Choice Vouchers (formerly known as the Section 8 Existing Housing Certificate Program). This is a federally subsidized housing program administered by the Department of Housing and Urban Development (HUD). The Housing Choice Voucher Program is not unlike its predecessor with the exception of allowing the recipients to pay more than 30% of their monthly adjusted income toward housing costs.

The Merrimac Housing Authority had three vacancies during the 2008 calendar year. Those vacant units are filled by utilizing a waiting list that has been developed and managed using protocols established by the Commonwealth of Massachusetts Department of Housing and Community Development (DHCD). The average waiting list time can vary from three months to three years for a one-bedroom unit.

**Changes to family program**

The family units waiting list can range from 3 to 8 years. The MHA Board has decided to close the four family units and allow them to be managed for veteran’s and their families in partnership with the North East Veteran’s Center in Haverhill.

**Merrimac Housing Authority Board of Commissioners as of Dec. 31, 2008**

Name	Position
Betty Lou Elliott	Chairman
Shirley Jones	Treasurer

<b>Name</b>	<b>Position</b>
Stephen True	Vice Treasurer
Altha E. Ottman	Member at Large
State Appointee	vacant

**Management Summary:**

The Merrimac Housing Authority operates three separate housing programs, which account for 74 units of affordable housing for Merrimac Residents. In addition, the Authority staff administer 9 separate housing programs for the Amesbury Housing Authority for a combined total of 315 units of public housing and 108 units of federal subsidy. The agency also monitors all modernization work and is charged with applying for additional capital improvement funds when they are available.

The Merrimac Housing Authority has pledged to work closely with the Merrimac Board of Selectmen and the Town Planning Board in their attempts to bring more local control to affordable housing development in Merrimac and to be in closer compliance with the housing development goals contained in MGL Ch 40B and Executive Order 418.

The Merrimac Housing Authority holds regular meetings are currently held the 3rd Wednesday of every month at 52 Merri Village at 4:00pm. Merrimac Housing Authority’s annual meeting schedule is posted at Merrimac Town Hall at the Town Clerk’s Office. The Annual Meeting is held on the 3rd Wednesday in June.

Residents at the 48-unit State Aided Merri Village Project on Middle Street pay 30% of their monthly income for rent; all utilities are included and the units are heated electrically. Residents pay for telephone and any cable TV.

Residents at State Aided Family Housing pay approximately 27% of their monthly income for rent: Utilities are not included. This standard applies to the residents of the two duplexes owned by the MHA in Merrimac.

**Modernization Goals**

The MHA hopes to replace 96 exterior storm doors in the near future (contingent upon available state modernization funds). Attic insulation will also need to be upgraded in the near future to reduce increasing heating expenses.

**Housing Authority Personnel**

Mr. Robert J. Mazzone	Executive Director (part-time)	employed 2/01/2000
Ms. Jeanne Koch	Administrative Asst. (part-time)	employed 4/18/1995
Ms. Ruth Simon	Leased Housing Admin. (part-time)	employed 5/01/2004
Ms. Mary Beth Damon	Leasing Clerk (part-time)	employed 11/05/2005
Mr. Kenneth Murray	Maintenance Mechanic (part-time)	employed 01/05/2004

Respectfully Submitted,

Robert J. Mazzone  
 Executive Secretary to The Merrimac Housing Authority Board

## ANNUAL REPORT OF THE TRUSTEES OF CEMETERIES

### TO THE HONORABLE BOARD OF SELECTMEN:

The Trustees meet the second Thursday of each month at the Cemetery Office, 2 Locust Grove Road. Officers for the past year: Chairman-Pat Casey, Clerk-Elizabeth Emery and member Gordon Rines. At the annual election, Elizabeth Emery was elected to fill the three-year Trustee position.

Road work at Locust Grove Cemetery has been completed. The Trustees would like to thank the Highway Department for their assistance in preparing the dirt road for asphalt. The newly paved section of road provides service to an area that formerly was closed in the springtime. Now all the roads on the outer perimeter are paved.

During the December ice storm Locust Grove Cemetery and the Church Street Cemetery experienced damage. Locust Grove Cemetery had a portion of a tree fall, as well as many branches, sticks and debris. Snow cover followed the ice storm. Clean-up has not been done. Church Street Cemetery had fallen branches and sticks also. The Church Street Cemetery is closed in the winter and the clean-up there will not be done until spring.

Discussion on repairs to the Church Street Cemetery stonewall continues.

A new sign for the entrance to Locust Grove Cemetery has been purchased. It is a new design and will be installed in the spring.

There were 31 burials at Locust Grove Cemetery.

Lower Corner Cemetery, Church Street and Locust Grove Cemetery were all kept well mowed and maintained throughout the past year.

The Trustees would like to thank employee Harold White III for his dependable service to the department and to thank the Highway Department for their co-operation and assistance during the year. We were very fortunate to have seasonal part time employees this past year.

Members:	Patricia Casey	Term expires 2009
	Gordon A. Rines	Term expires 2010
	Elizabeth L. Emery	Term expires 2011

Respectfully Submitted,  
Elizabeth L. Emery, Clerk



# WARRANT FOR ANNUAL TOWN MEETING

4/28/2008

Essex, ss.

To one of the Constables of the Town of Merrimac:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the voters of the Town of Merrimac to meet in the Frederick N. Sweetsir School in Merrimac on April 28, 2008 at 7:30 PM to act on the following articles, namely:

## GREETINGS,

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the voters of the Town of Merrimac to meet in the Frederick N. Sweetsir School in Merrimac on April 28, 2008 at 7:30 PM to act on the following articles, namely:

**ARTICLE 1.** To see if the Town will vote to fix the salary and compensation of all elective officers of the Town as provided by Massachusetts General Laws, Chapter 41, Section 108 as amended: Moderator, Town Clerk, Three Selectmen, Three Assessors, Three Commissioner of Municipal Light, Three Water Commissioners, Three Sewer Commissioners, and raise, appropriate or transfer sums of money therefore and to determine sums of money raised to transferred to defray the necessary and usual charges and expenses of the Town for the Fiscal Year commencing July 1, 2008 and make appropriations for the same, said sums of money so raised, appropriated or transferred to be expended for specific purposes to be voted; or take any other action relative thereto.

**Rationale:** This article approves the Town's Operating Budget as specified in the attached breakdown.

**Selectmen Recommendation:** 2-0  
**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 2.** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to operate the Wastewater (Sewer) Department Enterprise; or take any other action relative thereto.

Salaries:	\$ 328,601
Expenses:	\$ 494,743
<u>Debt Service:</u>	\$ <u>363,408</u>
<b>Total</b>	<b>\$ 1,186,752</b>

And that \$1,186,752 be raised as follows:

Departmental Receipts:	\$ 1,106,752
Wastewater Betterment Fund:	\$ 80,000

**Rationale:** To set FY2009 Budget for the Wastewater Department as an Enterprise Fund (Ch 44, S 53F 1/2).

**Selectmen Recommendation:** 2-0  
**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 3.** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to operate the Water Department Enterprise; or take any other action relative thereto.

Salaries:	\$	274,385
Expenses:	\$	370,762
<u>Debt Service:</u>	\$	<u>130,309</u>
<b>Total</b>	<b>\$</b>	<b>775,456</b>

And that \$ 775,456 be raised as follows:

Departmental Receipts:               **\$ 775,456**

**Rationale:** To set FY2009 Budget for Water Department as an Enterprise Fund (Ch 44, S 53F1/2).

**Selectmen Recommendation:**               **2-0**  
**FinCom Recommendation:**               **5-0**

*Passed*

**ARTICLE 4.** To see if the Town will vote to appropriate a sum of money from the Electric Light Operating Balance, said money to be used by the Assessors to reduce the Tax Rate for the Fiscal Year commencing July 1, 2008; or take any other action relative thereto.

**Rationale:** This is treated as an "In Lieu of Tax Payment" from the Electric Light to offset some indirect overhead costs shared with the Town.

**Selectmen Recommendation:**               **2-0**  
**FinCom Recommendation:**               **5-0**

*Passed*

**ARTICLE 5.** To see if the Town will vote to raise and appropriate, or transfer from available funds a sum of money in the amount of \$9,000 to be expended by the Board of Assessors to perform duties and incur expenses relating to any equalization or revaluation of the Town; to authorize the Board of Assessors to hire themselves at the rate of \$20.00 per hour and to hire such necessary assistance as the Board of Assessors may deem necessary and convenient; or take any other action relative thereto.

**Rationale:** This article allows the Board of Assessors the funds needed to measure and list new properties to establish "new growth" for the Town. This is listed as a special article because of the varying amount of building in the Town. This article remains open until all the funds are spent. By request of the Board of Assessors.

**Selectmen Recommendation:**               **2-0**  
**FinCom Recommendation:**               **5-0**

*Passed*

**ARTICLE 6.** To see if the Town will vote to raise and appropriate, or transfer from available funds a sum of money in the amount of \$10,740 for revaluation to Assessors' Reserve Account; or take any other action relative thereto.

**Rationale:** This article allows the Board of Assessors to hire an outside consultant to perform an independent revaluation of the entire town, every three years, as required by the State. This is listed as a special article in order to raise 1/3 of the amount needed yearly, instead of raising the entire amount in one year. By request of the Board of Assessors.

**Selectmen Recommendation:**               **2-0**  
**FinCom Recommendation:**               **5-0**

*Passed*

**ARTICLE 7.** To see if the Town will vote to accept the State Grant of Chapter 90 Highway Funds and authorize the Board of Selectmen to expend said funds for Highway purposes in accordance with the terms of said grants; or take any other action relative thereto.

**Rationale:** This article allows the Town to accept State Transportation Aide to help maintain Town roadways.

**Selectmen Recommendation:** 2-0

**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 8.** To see if the Town will vote to raise and appropriate, or transfer from available funds a sum of money in the amount of \$200,000 for Solid Waste Recycling and Disposal; or take any other action relative thereto.

**Rationale:** This article is the portion of solid waste, recycling and disposal that is supported by the tax rate. This is listed as a special article because of the variability in disposal costs. The article remains open until all funds are spent.

**Selectmen Recommendation:** 2-0

**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 9.** To see if the Town will vote to appropriate from Trash Offset Receipts, a sum of money in the amount of \$105,000 for Solid Waste Recycling and Disposal; or take any other action relative thereto.

**Rationale:** This article allows the Town to use the money collected through the sale of Trash Stickers to offset the cost for solid waste, recycling and disposal.

**Selectmen Recommendation:** 2-0

**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 10.** To see if the Town will vote to appropriate from Trash Offset Receipts, a sum of money in the amount of \$7,500 for collection of Household Hazardous Waste and Leaf Collection; or take any other action relative thereto.

**Rationale:** This article allows the Town to use the money collected through the sale of Trash Stickers to offset the cost for Household Hazardous Waste and Leaf Collection.

**Selectmen Recommendation:** 2-0

**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 11.** To see if the Town will vote pursuant to M.G.L., Chapter 44, Section 53E ½, to establish revolving funds for the following departments for the specific purpose outlined below for the fiscal year beginning July 1, 2008 and ending June 30, 2009; or take any other action relative thereto.

**Rationale:** By M.G.L. all 53E ½ Revolving Accounts must be reauthorized annually. This article allows for the reauthorization of all existing 53E ½ Revolving Accounts.

**Selectmen Recommendation:** 2-0

**FinCom Recommendation:** 5-0

**a. Police Firearms Revolving Fund**

Fees received for firearms licenses and permit fees to be used to pay the state share of such fees and similar departmental needs, said expenditures to be approved by the Police Chief; and not to exceed \$5,000 during the Fiscal Year 2009.

- b. Zoning Board of Appeal Revolving Fund**  
Fees received for applicants requesting appeal of zoning decisions to be used to pay for advertising, mailings, legal and administrative costs, said expenditures to be approved by the Zoning Board of Appeals; not to exceed \$4,000 during the Fiscal Year 2009.
- c. Board of Health Town Nurse Revolving Fund**  
Fees received for nursing programs and services to be used by the Town Nurse to pay for materials and technical services for nursing programs and health promotion programs, said expenditures to be approved by the Board of Health; not to exceed \$5,000 during Fiscal Year 2009.
- d. Parks and recreation Revolving Fund**  
Fees received for Summer Playground Program and Fundraising Events to be used to pay seasonal staff and related costs associated with the summer playground program and costs associated with the maintenance and enhancement of the Town's parks and fields, said expenditures to be approved by the Playground Commissioners; not to exceed \$32,000 during the Fiscal Year 2009.
- e. Zoning Bylaw and Building Code Compliance Enforcement Revolving Fund**  
5% of all fees received from building, wiring, plumbing and gas permits plus 100% of all fines and monetary judgments received as a result of Inspectional Services Department compliance enforcement actions to be used by Inspectional Services Department for legal fees and administrative costs relative to Zoning Bylaw and Building Code compliance enforcement actions; said expenditures to be approved by the Building Commissioner, not to exceed \$5,000 during Fiscal Year 2009.
- f. Board of Health Project Revolving Fund**  
50% of all permit fees received for the Bear Hill Road and Quail Ridge/Battis Road Subdivisions to be used by the Board of Health to pay for tests and inspections for these two projects; said expenditures to be approved by the Board of Health; not to exceed \$2,500 during the fiscal year 2009.
- g. Assessor's Map Update Revolving Fund**  
Fees received from the creation of new lots to be used by the Assessors to pay for updates of the Town maps; said expenditures to be approved by the Board of Assessors; not to exceed \$5,000 during the fiscal year 2009.
- h. Village of Merrimac 40B Project Revolving Fund**  
Fees received from developers for the Village of Merrimac Chapter 40B applications to be used to pay for plan reviews, inspections and related legal and administrative costs, said expenditures to be approved by the Board of Selectmen; not to exceed \$50,000 during the fiscal year 2009.
- i. Merrimac Commons Project Revolving Fund**  
Fees received from developers for the Merrimac Commons applications to be used to pay for plan reviews, inspections and related legal and administrative costs, said expenditures to be approved by the Board of Selectmen; not to exceed \$50,000 during the fiscal year 2009.
- j. Board of Health Revolving Fund**  
80% of fees received from pre-rental inspections to be used to pay for the Health Agent's inspections, the remaining 20% of fees, and 100% of all fines and monetary judgments received as a result of Board of Health compliance enforcement actions to be used by the Board of Health for legal fees and administrative costs relative to the Board of Health Regulations and Health Code compliance and enforcement actions. Expenditures are to be approved by the Board of Health and are not to exceed \$4,000 during the fiscal year 2009.

*Passed*

**ARTICLE 12.** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money in the amount of \$63,429.41 for the repair of the East Main Street Pump Station; funding for said appropriation to be as follows:

- a. \$33,429.41 to be transferred from Special Article 11 of the October 27, 2003 Special Town Meeting, Bear Hill Water Source. **(This will require a 2/3 Vote)**
- b. \$30,000 to be appropriated from the Water Capital Fund.  
or take any other action relative thereto.

**Rationale:** This article will allow the Water Department to repair the building that was built in 1904. Repairs will include:

- a. Replacement of windows and entry doors for savings in heating bills.
- b. Repointing of the original brickwork inside and out.
- c. Repair of concrete floor inside the building.
- d. Removal and disposal of old electrical equipment.

**Selectmen Recommendation: 2-0**  
**FinCom Recommendation: 5-0**

*Passed*

**ARTICLE 13.** To see if the Town will vote to transfer a sum of money in the amount of \$101,167.64 from Article 4 of the May 7, 2001 Special Town Meeting, Library Construction, to replace the roof at the Donaghue School; or take any other action relative thereto.

**Rationale:** This article will allow the Town to transfer the balance of the Library Construction borrowing to replace the roof at the Donaghue School. **(This will require a 2/3 Vote)**

**Selectmen Recommendation: 2-0**  
**FinCom Recommendation: 5-0**

*Passed*

**ARTICLE 14.** To see if the Town will vote to transfer the balance of Article 8 of the April 30, 2007 Special Town Meeting, Bisson Lane, the amount of \$33,836.89, for all costs associated with the design and installation of an overflow pipe from the screw lift pumps to the oxidation ditches; or take any other action relative thereto.

**Rationale:** This article will allow the wastewater Department to transfer funds remaining on the Bisson Lane project to be used to install an overflow pipe. During heavy rains the headworks flood, this will prevent this from happening. Per the request of the Wastewater Department.

**Selectmen Recommendation: 2-0**  
**FinCom Recommendation: 5-0**

*Passed*

**ARTICLE 15.** To see if the Town will vote to appropriate from the Wastewater Department Retained Earnings, a sum of money in the amount of \$170,000 for the specific purposes identified below:

- a. \$30,000 to purchase and installation of a new generator.

**Selectmen Recommendation: 2-0**  
**FinCom Recommendation: 5-0**

- b. \$30,000 to purchase a new tractor and associated items.

**Selectmen Recommendation: 0-2**  
**FinCom Recommendation: 0-5**

c. \$10,000 for salaries to make house inspections per the DEP ACO.

**Selectmen Recommendation:** 2-0  
**FinCom Recommendation:** 5-0

d. \$100,000 for engineering, design and construction to upgrade the port lift station.

**Selectmen Recommendation:** 2-0  
**FinCom Recommendation:** 4-1

or take any other action relative thereto.

**Rationale:** This article will allow the Wastewater Department to use their retained earnings to pay for one-time costs within their department. The rationale for each request is as follows:

- a. The generator is needed at the Attitash lift station, as the current generator is worn out, and parts are difficult to obtain.
- b. The current tractor is 26 years old, and the department needs a tractor with more power to lift things at the plant.
- c. The money needed for salaries is due to a mandate from the DEP. This must be done after hours,, when most homeowners are home.
- d. The Port Lift Station is original equipment, and needs replacement.

Per the request of the Wastewater Department.

*Passed*

**ARTICLE 16.** To see if the Town will vote to amend the Town By-Laws, Article III: Finance Committee and Capital Planning Committee, as follows:

Delete from the second sentence of Section XI the words "Town Treasurer, Town Accountant" and insert there the words "Finance Director" so to read, "The Committee shall be composed of one member of the Board of Selectmen, one member from and appointed by the Finance Committee, the Finance Director, and three members at large."

Delete from the fourth sentence of Section XI the words "Treasurer and Town Accountant shall serve during the term of his/her office" and insert there the words "Finance Director shall serve" so to read, "The Finance Director shall serve as an ex officio member with voting authority limited to administrative and procedural questions and during discussions prior to final votes."

Delete from the second sentence of Section XII the words "five thousand" and insert there the words "ten thousand" so to read, "Only assets which have a useful life greater than five years, costing over ten thousand dollars and/or for which the Town is authorized to borrow funds are items which fall under the purview of the Capital Planning Committee."

Delete from the first sentence of Section XIII the word "December" and insert there the word "February" so to read, "All departments heads, boards and committees, school committee included, shall submit their anticipated capital requests for the next fiscal year and subsequent five years on the forms supplied to them by the Capital Planning Committee, on or before February first prior to the next fiscal year, or forty-five (45) days before a Special Town Meeting."

Delete from the first sentence of Section XIV the word "February" and insert there the word "March" so to read, "The Capital Planning Committee shall prepare and submit to the Selectmen and Finance Committee by March 15th an annual Budget Report for the ensuing fiscal year.

or take any other action relative thereto.

**Rationale:** This article updates the sections of the Town By-Laws pertaining to the Capital Planning Committee to reflect changes in the economy and Town government since the committee was established in 1996. Per the request of the Capital Planning Committee. **(This will require a 2/3 Vote)**

**Selectmen Recommendation:** 2-0  
**FinCom Recommendation:** N/A

*Passed*

**ARTICLE 17.** To see if the Town will vote to amend the Town By-Laws, Article IV, Section X, Personnel By-Law, to add the following:

### **Weather Related Closure Policy**

In extreme cases, the Finance Director may order the closing, late opening or early closing of non-essential buildings. Every effort will be made to contact employees directly. In such instances, employees will not be charged for the time off, but neither will employees who had already arranged for paid time off be credited with that time. In cases of severe weather and driving conditions, the Town will exercise flexibility in arrival and leaving times, so long as the time is made up or charged to vacation or floating holiday leave.

In cases where an employee feels personally at risk due to extreme weather conditions, or other extreme emergency, and an office closing has not been ordered, the employee may make up the time or take accrued vacation or floating holiday leave for that day or part of a day that he/she chooses not to come to work or chooses to leave early. It is the responsibility of the Department Head to ensure that there is adequate office coverage at all times when Town buildings are open for business.

or take any other action relative thereto.

**Rationale:** This article will define the procedure for the closure of non-essential buildings in the Town of Merrimac. Per the request of the Board of Selectmen. **(This will require a 2/3 Vote)**

**Selectmen Recommendation:** 2-0  
**FinCom Recommendation:** N/A

*Passed*

**ARTICLE 18.** To see if the Town will vote to authorize the Selectmen to file a petition with the Great and General Court of the Commonwealth of Massachusetts in compliance with the Constitution of the Commonwealth for enactment of an act to establish a Department of Public Works that will include in part or in whole the Highway Department, Cemetery Department, Parks and Recreation Department, Solid Waste and Recycling, Wastewater Department and Water Department; provided that the Legislation may reasonably vary the form and substance of the requested legislation within the scope of the general public objectives of the petition; or take any other action relative thereto.

### **Town of Merrimac - Department of Public Works**

An Act establishing a Department of Public Works in the Town of Merrimac.

**Section 1.** There is hereby established in the Town of Merrimac a Department of Public Works under the jurisdiction of the Board of Selectmen. The Department shall have charge of and responsibility for the management of public works operations of the town not assigned to other departments of the town, including, but not limited to, the following: Highway Department, Parks and Recreation Department, Solid Waste and Recycling, Wastewater Department, Water Department; and all other related construction and operations as may be assigned from time to time by the Board of Selectmen when deemed necessary or desirable.

The Board of Selectmen may make all policy decisions relating to the Department of Public Works except as may be reserved to the Parks and Recreation Commissioners.

**Section 2.** The Board of Selectmen shall appoint a Director of Public Works, who shall recommend to the Board of Selectmen all employees of the Department of Public Works. The compensation of such employees shall be set in the same manner as for other employees of the town, except as provided in section 5.

**Section 3.** The Director of Public Works shall supervise and direct the operations and employees of the Department of Public Works in accordance with the town's personnel by-law and any applicable collective bargaining agreements. The Director of Public Works shall be especially qualified by education, training and experience to perform the duties of the office and shall have such other qualifications as the town may require from time to time. While employed by the town, the Department of Public Works Director shall hold no other elective office, nor engage in any other business or occupation, relating to public works unless approved in advance by the Board of Selectmen. Nothing in this section shall prevent the Director of Public Works from serving on special ad hoc committees in order to represent the Department of Public Works.

**Section 4.** On the effective date of this act, the Wastewater Commissioners and the Water Commissioners abolished, and the appointed position of Water Manager shall be abolished, and its powers, duties, responsibilities, and compensation shall be transferred to the Director of Public Works.

Section 5. No person in the regular permanent full time or part time service or employment of the town shall forfeit rate of compensation, grade, step, or time of service on account of the establishment of the Department of Public Works. Each person shall retain in a capacity as similar to the person's former capacity as practical. No collective bargaining agreement, contract, or liability in force on the effective date of this act shall be affected by this act.

This act shall take effect on July 1, 2009, or upon passage of the legislation.

Rationale: The Board of Selectmen has reexamined the original legislation and after careful consideration has determined that the DPW Department could not function properly without the abolishment of the Wastewater and Water Commissioners. This will authorize the Selectmen to petition the Legislature to file the revised act for the establishment of a Department of Public Works in the Town of Merrimac. Per the request of Board of Selectmen. (This will require a 2/3 vote.)

**Selectmen Recommendation:** 2-0  
**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 19.** To see if the Town will vote to amend the Town By-Law by the addition of Article XXIV "Department of Public Works" as follows:

### Town of Merrimac - Department of Public Works

**Section 1.** There is hereby established in the Town of Merrimac a Department of Public Works under the jurisdiction of the Board of Selectmen. The Department shall have charge of and responsibility for the management of public works operations of the town not assigned to other departments of the town, including, but not limited to, the following: Highway Department, Parks and Recreation Department, Solid Waste and Recycling, Wastewater Department, Water Department; and all other related construction and operations as may be assigned from time to time by the Board of Selectmen when deemed necessary or desirable.



The Board of Selectmen may make all policy decisions relating to the Department of Public Works except as may be reserved to the Parks and Recreation Commissioners.

**Section 2.** The Board of Selectmen shall appoint a Director of Public Works, who shall recommend to the Board of Selectmen all employees of the Department of Public Works. The compensation of such employees shall be set in the same manner as for other employees of the town, except as provided in section 5.

**Section 3.** The Director of Public Works shall supervise and direct the operations and employees of the Department of Public Works in accordance with the town's personnel by-law and any applicable collective bargaining agreements. The Director of Public Works shall be especially qualified by education, training and experience to perform the duties of the office and shall have such other qualifications as the town may require from time to time. While employed by the town, the Department of Public Works Director shall hold no other elective office, nor engage in any other business or occupation, relating to public works unless approved in advance by the Board of Selectmen. Nothing in this section shall prevent the Director of Public Works from serving on special ad hoc committees in order to represent the Department of Public Works.

**Section 4.** On the effective date of this act, the Wastewater Commissioners and the Water Commissioners abolished, and the appointed position of Water Manager shall be abolished, and its powers, duties, responsibilities, and compensation shall be transferred to the Director of Public Works.

**Section 5.** No person in the regular permanent full time or part time service or employment of the town shall forfeit rate of compensation, grade, step, or time of service on account of the establishment of the Department of Public Works. Each person shall retain in a capacity as similar to the person's former capacity as practical. No collective bargaining agreement, contract, or liability in force on the effective date of this act shall be affected by this act.

This By-Law shall become effective as of the effective date of the enabling Legislation proposed in Article 20 of the Annual Town Meeting Warrant.

or take any other action relative thereto.

**Rationale:** This article revises the article passed at the FY08 Annual Town Meeting. This will create a new By-Law to for the creation of a Department of Public Works in the Town of Merrimac, as recommended in the Town's Master Plan. Per the request of Board of Selectmen. **(This will require a 2/3 vote.)**

**Selectmen Recommendation:** 2-0  
**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 20.** To see if the Town will vote to rescind Article 22 and Article 23 of the FY2008 Annual Town Meeting, or take any other action relative thereto.

**Rationale:** This article will rescind the articles passed at the last year's Annual Town Meeting regarding the creation of the DPW. Per the request of Board of Selectmen. **(This will require a 2/3 vote.)**

**Selectmen Recommendation:** 2-0  
**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 21.** To see if the Town will vote to accept the property identified as Map 86, Block 1, Lot 2.B in the Assessor’s Office, as conservation land per M.G.L. Chapter 40, Section 8C in consideration of past due taxes; and name the land “Kelly’s Folly Conservation Area”; or take any other action relative thereto.

**Rationale:** This article will allow the Town to accept the land identified in the article, Birchmeadow Rd, as conservation land in consideration of past due taxes. (This will require a 2/3 Vote)

**Selectmen Recommendation:** 2-0  
**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 22.** To see if the Town will vote to approve the plans prepared by Traffic Solutions and approved by the Board of Selectmen, for the Town Center Project, which is to be funded by the State; or take any other action relative thereto. A true copy of the plans is available for viewing at the Selectmen’s office.

**Rationale:** This article will approve the plans submitted by Traffic Solutions for the Town Center Project, and allow the project to progress to the final engineered plans. Per the request of the Board of Selectmen.

**Selectmen Recommendation:** 2-0  
**FinCom Recommendation:** N/A

*Passed*

## WARRANT FOR SPECIAL TOWN MEETING

4/28/2008

Essex, ss.

To one of the Constables of the Town of Merrimac:

GREETINGS,

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the voters of the Town of Merrimac to meet in the Frederick N. Sweetsir School in Merrimac on April 28, 2008 at 7:30 PM to act on the following articles, namely:

**ARTICLE 1.** To see if the Town will vote to transfer various sums of money to supplement various departmental expense accounts in the FY2008 Omnibus Budget; or take any other action relative thereto.

**Rationale:** This article is a housekeeping article, to allow for the transfer of balances between appropriations. Per request of the Finance Director.

**Selectmen Recommendation:** 2-0

**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 2.** To see if the Town will vote to raise and appropriate a sum of money in the amount of \$50,000 to fund an increase to the On Call Firefighter/EMT Stipends for the fiscal year 2009, provided that a levy limit override question in the amount of \$50,000 is approved on May 5, 2008 under M.G.L. Chapter 59, Section 21C; or take any other action relative thereto.

**Rationale:** This article would approve the appropriation for an increase to the On Call Firefighter/EMT Stipends. The Board of Fire Engineers for the hose company are requesting an increase in the amount of \$75,112 for the On Call Firefighters and EMTs, of which the \$25,112 is being sought through the omnibus budget, the balance of \$50,000 is being requested as an override. Contingent upon the successful passage of the override vote on May 5th. Per the request of the Fire Engineers.

**Selectmen Recommendation:** 2-0

**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 3.** To see if the Town will vote appropriate from Free Cash, a sum of money in the amount of \$ 229,158, for the following specific purpose outlined below; or take any other action relative thereto.

- a. \$ 5,000 for the replacement of tires on the fire apparatus.
- b. \$14,000 for the replacement of 2 airpaks for the Fire Department.
- c. \$36,000 for the purchase of a ¾ ton truck and plow for the Highway Department.
- d. \$18,000 for the purchase of a utility tractor for the Parks and Rec. Department.
- e. \$ 8,000 for the replacement of bathroom floor tiles at the Donaghue School.
- f. \$10,000 for the replacement of exterior classroom doors at the Sweetsir School.
- g. \$40,000 for the replacement of asbestos tiles at the Sweetsir School.
- h. \$10,500 for the replacement of carpet with tile at the Sweetsir School.
- i. \$58,750 to be transferred to Line # 89 of Article 1 of the April 30, 2007 Annual Town Meeting Article, Snow & Washout, to reduce the deficit.
- j. \$28,908 to be transferred to the Town's Stabilization Fund. **(This will require a 2/3 Vote)**

**Rationale:** This article allows the Town to transfer funds from Free Cash to various one-time expenses within the Town budget, and put the remaining balance in the Stabilization Fund. Per request of the Finance Director.

**Selectmen Recommendation:** 2-0  
**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 4.** To see if the Town will vote to appropriate from the Wastewater Department Retained Earnings, a sum of money in the amount of \$ 120,000 to offset the projected deficit for Fiscal Year 2008; or take any other action relative thereto.

**Rationale:** The Sewer Department became an enterprise fund for the first time in FY2008, and as a result of learning the new accounting procedures and timelines, there is a projected deficit in FY2008, which this article will cover. Per the request of the Wastewater Department.

**Selectmen Recommendation:** 2-0  
**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 5.** To see if the Town will vote to rescind the following:

- a. Article 5 of the September 25, 2006 Special Town meeting, the balance of \$2,500.
- b. Article 14 of the FY06 Annual Town Meeting, the balance of \$ 480.00.
- c. Article 17 of the FY1999 Annual Town Meeting, the balance of \$2,205.00.

**Rationale:** This is a housekeeping article that allows the Town to cleanup small balances remaining in special articles. These amounts will fall to Free Cash or the appropriate Fund balance. Per the request of the Finance Director.

**Selectmen Recommendation:** 2-0  
**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 6.** To see if the Town will vote to transfer the balance of \$182.45 in Article 25 of the FY06 Annual Town Meeting to Line Item 8 of Article 1 of the FY08 Annual Town Meeting; or take any other action relative thereto:

**Rationale:** This is a housekeeping article that allows the Town to cleanup small balances remaining in special articles. This amount will be applied to the debt principal for the ambulance. Per the request of the Finance Director. **(This will require a 2/3 Vote)**

**Selectmen Recommendation:** 2-0  
**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 7.** To see if the Town will vote to accept MGL Chapter 44: Section 55C. Municipal Affordable Housing Trust Fund, and to amend the Town of Merrimac By-Laws by the addition of Article XVIII to read:

#### Article XVIII: AFFORDABLE HOUSING TRUST FUND

**Section I:** The Merrimac Affordable Housing Trust Fund, hereby called the trust, is established to provide for the creation and preservation of affordable housing for the benefit of low and moderate income households in Merrimac, as defined in Article 2 of the Merrimac Zoning By-Laws.

**Section II:** There shall be a board of trustees, hereby called the board, which shall include no less than 5 and not more than 7 trustees, including the chief executive officer to be represented by one

(1) member of the Board of Selectmen. Trustees shall be appointed by the Board of Selectmen, serve for a term not to exceed two (2) years, and are designated as public agents for purposes of the constitution of the commonwealth.

**Section III:** The powers of the board shall include the following:

(1) to accept and receive real property, personal property or money, by gift, grant, contribution, devise or transfer from any person, firm, corporation or other public or private entity, including but not limited to money, grants of funds or other property tendered to the trust in connection with any ordinance or by-law or any general or special law or any other source, including money from chapter 44B;

(2) to purchase and retain real or personal property, including without restriction investments that yield a high rate of income or no income;

(3) to sell, lease, exchange, transfer or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to trust property as the board deems advisable notwithstanding the length of any such lease or contract;

(4) to execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the board engages for the accomplishment of the purposes of the trust and approved by the Board of Selectmen;

(5) to employ advisors and agents, such as accountants, appraisers and lawyers as the board deems necessary;

(6) to pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the board deems advisable;

(7) to apportion receipts and charges between incomes and principal as the board deems advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;

(8) to participate in any reorganization, recapitalization, merger or similar transactions; and to give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person;

(9) to deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the board may deem proper and to pay, out of trust property, such portion of expenses and compensation of such committee as the board may deem necessary and appropriate;

(10) to carry property for accounting purposes other than acquisition date values;

(11) to make distributions or divisions of principal in kind;

(12) to comprise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of this act, to continue to hold the same for such period of time as the board may deem appropriate;

(13) to manage or improve real property; and to abandon any property which the board determined not to be worth retaining;

(14) to hold all or part of the trust property uninvested for such purposes and for such time as the board may deem appropriate; and

(15) to extend the time for payment of any obligation to the trust.

**Section IV:** Notwithstanding any general or special law to the contrary, all moneys paid to the trust in accordance with any zoning ordinance or by-law, exaction fee, or private contributions shall be paid directly into the trust and need not be appropriated or accepted and approved into the trust. General revenues appropriated into the trust become trust property and to be expended these funds need not be further appropriated. All moneys remaining in the trust at the end of any fiscal year, whether or not expended by the board within 1 year of the date they were appropriated into the trust, remain trust property.

**Section V:** The trust is a public employer and the members of the board are public employees for purposes of chapter 258.

**Section VI:** The trust shall be deemed a municipal agency and the trustees special municipal employees, for purposes of chapter 268A.

**Section VII:** The trust is exempt from chapters 59 and 62, and from any other provisions concerning payment of taxes based upon or measured by property or income imposed by the commonwealth or any political subdivision thereof.

**Section VIII:** The books and records of the trust shall be audited annually by an independent auditor in accordance with accepted accounting practices.

**Section IX:** The trust is a governmental body for purposes of sections 23A, 23B and 23C of chapter 39.

**Section X:** The trust is a board of the city or town for purposes of chapter 30B and section 15A of chapter 40; but agreements and conveyances between the trust and agencies, boards, commissions, authorities, departments and public instrumentalities of the city or town shall be exempt from said chapter 30B.

Or take any other action relative thereto.

**Rationale:** This article establishes an Affordable Housing Trust Fund in accordance with M.G.L. The Board of Trustees will have the authority to accept payment or property into the trust from land developers following provisions of the Town Zoning By-Laws, and from others. The trust holdings are to be used to create or preserve affordable housing for the benefit of low and moderate income households in Merrimac. Per the request of the Planning Board and the Board of Selectmen. (This will require a 2/3 Vote)

*Passed*

## WARRANT FOR SPECIAL TOWN MEETING

10/20/2008

Essex, ss.

To one of the Constables of the Town of Merrimac:

GREETINGS,

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the voters of the Town of Merrimac to meet in the Frederick N. Sweetsir School in Merrimac on October 20, 2008 at 7:30 PM to act on the following articles, namely:

**ARTICLE 1.** To see if the Town will vote to raise and appropriate or transfer a sum of money in the amount of \$5,100 from available funds known as "Sale of Cemetery Lots", such sum or part thereof, to be expended under the direction of the Cemetery Trustees for the care, improvement and embellishment of said cemeteries, in accordance with M.G.L. Chapter 114, Section 15 and Section 25; or take any other action relative thereto.

**Rationale:** This appropriation authorizes the transfer of funds collected from the previous fiscal year to be used by the Cemetery Trustees for the upkeep of the said cemeteries. Per request of the Cemetery Trustees.

**Selectmen Recommendation:** 3-0

**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 2.** To see if the Town will vote to raise and appropriate a sum of money in the amount of \$2,500 for the purchase and installation of two computers for the Police Department; or take any other action relative thereto.

**Rationale:** This article will allow the Police Department to replace 2 computers that are six years old. Per the request of the Police Chief.

**Selectmen Recommendation:** 2-0-1

**FinCom Recommendation:** 0-5

*Passed*

**ARTICLE 3.** To see if the Town will vote to raise and appropriate a sum of money in the amount of \$4,000 for Tax Title costs; or take any other action relative thereto.

**Rationale:** This article will allow for the legal fees and costs associated with tax title accounts that need filings to complete withdrawals at the Land Court, and also to file with the Department of Revenue for Land of Low Value. Per request of the Finance Director.

**Selectmen Recommendation:** 3-0

**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 4.** To see if the Town will vote to raise and appropriate a sum of money in the amount of \$2,000 to provide for the matching funds for a Forestry Grant for the Fire Department; or take any other action relative thereto.

**Rationale:** This article will provide the Fire Department with the matching funds needed for a Forestry Grant. Per the request of the Fire Chief.

**Selectmen Recommendation:** 3-0

**FinCom Recommendation:** 0-5

*Passed*

**ARTICLE 5.** To see if the Town will vote to raise and appropriate a sum of money in the amount of \$43,000 for the repairs to the ladder truck and to the pumper trucks pumps; or take any other action relative thereto.  
**(Requires a 2/3 Vote)**

**Rationale:** This article will fund the repairs necessary to the ladder truck, and if any additional funds remain, they will be used to repair the pumper truck pumps. Per the request of the Fire Chief.

**Selectmen Recommendation:** 3-0  
**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 6:** To see if the Town will vote to appropriate a sum of money in the amount of \$20,500 for the repairs necessary for the replacement of the Heating and Ventilation Unit at the Sweetsir School, to fund said appropriation the Town will transfer the \$20,500 from Article 3 of the April 28, 2008 Special Town Meeting; or take any other action relative thereto.

**Rationale:** This article will transfer a portion of the money appropriated for the replacement of asbestos tiles at the Sweetsir School, and use the funds to repair and replace the heating and ventilation unit at the Sweetsir School. The School Department has determined that the emergency replacement of the unit is more of a safety concern, with the winter months approaching. Per the request of the School Department.

**Selectmen Recommendation:** 3-0  
**FinCom Recommendation:** 5-0

*Passed*

**ARTICLE 7:** To see if the Town will vote to rescind the following in the amount of \$12,020.04, and of that amount \$10,220.04 will be used as an available revenue source to offset the fiscal year 2009 budget, and \$1,800 will be transferred to the Sewer Capital account; or take any other action relative thereto:

- a. Article 9 of the September 10, 1980 Special Town meeting, "Handicap Dial-A Ride", the balance of \$1,640.
- b. Article 5 of the October 21, 1997 Special Town Meeting, "Take eminent domain land on River Road", the balance of \$ 1,800.
- c. Article 23 of the FY2006 Annual Town Meeting, "Two microphones and mixer for Town Meeting", the balance of \$1,070.16.
- d. Article 19 of the FY2006 Annual Town Meeting, "Voting booths for the Board of Registrars", the balance of \$205.
- e. Article 8 of the October 15, 2007 Special Town Meeting, "Ambulance Replacement", the balance of \$152.
- f. Article 6 of the April 30, 2007 Special Town Meeting, "Full-Time EMT/Firefighter Salary and Health Insurance", the balance of \$5,195.94.
- g. Article 7 of the April 30, 2007 Special Town Meeting, "COA Nutrition Program Salary and Health Insurance", the balance of \$1,956.94.

**Rationale:** This is a housekeeping article that allows the Town to cleanup balances remaining in special articles. These amounts will be an additional revenue source to offset the FY2009 budget or the appropriate Fund balance. Per the request of the Finance Director.

**Selectmen Recommendation:** 3-0  
**FinCom Recommendation:** 5-0

*Passed*



**ARTICLE 8.** To see if the Town will vote to amend Article 3 of the September 25, 2006 Special Town Meeting to change the specification “repair stonewall at Church St. Cemetery”, to read “removal of existing stonewall and purchase and installation of fencing at the Church St. Cemetery”; or take any other action relative thereto:

**Rationale:** This article will allow the Cemetery Trustees the option of installing fencing, instead of repairing the existing stonewall. Per the request of the Cemetery Trustees.

**Selectmen Recommendation:** 3-0  
**FinCom Recommendation:** N/A

*Passed*

**ARTICLE 9.** To see if the Town will vote to amend Article 11 of the FY2006 Annual Town Meeting to change the specification “Purchase of police and fire base radios” to include “and any necessary installation costs, furniture and equipment to house the radios”; or take any other action relative thereto:

**Rationale:** This article will correct the intent of the original article, allowing for all costs associated with the purchase and installation of the base radios, including any furniture necessary to house the units. Per the request of the Police Chief.

**Selectmen Recommendation:** 3-0  
**FinCom Recommendation:** N/A

*Passed*

**ARTICLE 10.** To see if the Town will, pursuant to M.G.L. Chapter 82A, Section 2, vote to designate the Board of Selectmen as the means by which the Town shall designate the Board or Officer to issue permits for the purpose of creating a trench as that term is defined by M.G.L. Chapter 82A, Section 4 and 520 CMR 12.; or take any other action relative thereto:

**Rationale:** This article will authorize the Board of Selectmen to designate a permitting authority, as required by the new Excavation and Trench Safety regulations required by M.G.L. Chapter 82A. Per the request of the Board of Selectmen.

**Selectmen Recommendation:** 3-0  
**FinCom Recommendation:** N/A

*Passed*

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