

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

*For the Fiscal Year Ending June 30, 2020*



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**IN MEMORY OF THOSE  
WHO HAVE HELD PUBLIC OFFICE**

**In the  
TOWN OF MERRIMAC**



William D. Vance  
Housing Authority

Nancy Perkins  
Teacher  
Merrimac Beautification Committee

Walter Steeves  
Selectman

James Young  
Light Commissioner

Patricia Casey  
Cemetery Trustee

## Town of Merrimac ELECTED OFFICIALS

BOARD OF ASSESSORS		Oath Date	Term End
Elected	JOYCE CLOHECY	5/6/2019	5/6/2022
Elected	EDWARD DAVIS	5/8/2018	5/7/2021
Elected	WILLIAM A. POLLMAN	7/7/2020	5/1/2023
BOARD OF HEALTH		Oath Date	Term End
Elected	CHRISTINE BERUBE	6/22/2020	5/1/2023
Elected	MATHEW KIRK	5/7/2019	5/7/2021
Elected	JASON SARGENT	5/3/2016	5/6/2019
BOARD OF LIGHT COMMISSIONERS		Oath Date	Term End
Elected	NORMAN DENAULT	7/6/2020	5/1/2023
Elected	LARRY FISHER	5/13/2019	5/6/2022
Elected	PAULA HAMEL	5/16/2018	5/7/2021
BOARD OF SELECTMEN		Oath Date	Term End
Member	BENJAMIN S. BEAULIEU	11/5/2020	5/3/2021
Elected	JOEL BREEN	6/22/2020	5/1/2023
CEMETERY COMMISION		Oath Date	Term End
Elected	JAMES MULLEN	6/24/2020	5/1/2023
Elected	MADELAINE THOMPSON-JUDKINS	5/8/2019	5/6/2022
Elected	DAVID J. VANCE	6/23/2020	5/3/2021
CONSTABLES		Oath Date	Term End
Elected	ARTHUR EVANS	5/6/2019	5/6/2022
Elected	RAYMOND FELICE	5/13/2019	5/6/2022
Elected	KEITH POLLMAN	5/13/2019	5/6/2022
HOUSING AUTHORITY		Oath Date	Term End
Elected	CANDIE A BENJAMIN	5/10/2018	5/7/2023
Elected	ARTHUR EVANS	5/10/2018	5/7/2021
Elected	EDWARD LEDWICH	5/7/2019	5/7/2024

<b>LIBRARY BOARD OF TRUSTEES</b>		<b>Oath Date</b>	<b>Term End</b>
Elected	JENNIFER P. BROWN	5/14/2018	5/7/2021
Elected	SUSAN M. COBURN	5/14/2018	5/7/2021
Elected	YVONNE COSGROVE	6/22/2020	5/1/2023
Elected	CONNIE HABERKERN	6/22/2020	5/1/2023
Elected	CONSTANCE WHITING HABERKERN	5/1/2017	5/4/2020
Elected	JEFFREY W. HOYT	5/8/2019	5/2/2022
Elected	ROBERT MICHAUD	8/6/2019	5/2/2022

<b>MODERATOR</b>		<b>Oath Date</b>	<b>Term End</b>
Elected	JOHN SANTAGATE	7/28/2020	5/3/2021

<b>PLANNING BOARD</b>		<b>Oath Date</b>	<b>Term End</b>
Appointed	TOM ABISALIH	9/15/2020	
Elected	DENNIS BRODIE	5/2/2016	5/3/2021
Elected	KAROL FLANNERY	5/4/2015	5/4/2025
Elected	KEITH POLLMAN	5/15/2018	5/8/2023
Elected	SANDRA VENNER	5/7/2019	5/6/2024

<b>SCHOOL COMMITTEE</b>		<b>Oath Date</b>	<b>Term End</b>
Elected	WAYNE P. ADAMS	6/4/2018	5/7/2021
Elected	JOANNA BLANCHARD	5/8/2019	5/6/2022

<b>TOWN CLERK</b>		<b>Oath Date</b>	<b>Term End</b>
Elected	GWENDOLYN LAY SABBAGH	5/8/2019	5/2/2022

## **DIRECTORY OF APPOINTED OFFICERS**

### **Affordable Housing Board of Trustees**

Sandra Venner, Chairperson  
Laura Dillingham-Mailman  
Phillip Parry

Dawne Young  
Colleen Ranshaw-Fiorello  
Holly Moran, Selectmen's Rep.

### **Board of Appeals**

Arthur Amirault  
Joshua Jackson  
Mitch Kostoulakos  
Ralph Spencer

Edward Mills, Chair  
Joel Breen  
Holly Moran

Kathleen Marshall, Administrative Assistant

### **Board of Registrars**

Betty Elliot

Madelaine Thompson Judkins

Kendra Blitz

### **Capital Planning Committee**

Sandra Venner  
Michael Marden, Finance Committee Rep.  
Joel Breen, Selectmen's Rep.

David Cressman  
Andrew Dick  
Marcia Zosack, Alternate

### **Commission on Disabilities**

Chris Gaudet  
Bob Sinibaldi  
Anne Brown  
Charlotte Eileen Stepanian  
Bob Hart

Kathleen Sullivan  
Ann Murphy  
Jack Murphy  
Jeff MacLeod

### **Conservation Commission**

Robert Prokop, Chairman  
Jon Pearson  
Arthur Yarranton  
Jerome Mathieu  
Bill Andrulitis

Janet Terry  
Jay Smith, Agent  
Greg MacLean

### **Council on Aging**

Brienne Walsh, Director  
Colleen Ranshaw-Fiorello, Chairwoman  
Candie Benjamin  
Nancy Bachelder, Food Pantry Coordinator  
Charlotte Eileen Stepanian  
Carol Traynor

Dorothy Lumsden  
James Murphy  
David Vance  
Betty Lou Elliot  
Maryann Mikson

### **Cultural Council**

Gillian Hosman  
Julia Bethmann  
Courtney Breen  
David Cressman

Carole Sokolowski  
Christina Corkery  
Richard Olsen  
Alex Cain  
Eleanor McCarthy

### **Finance Committee**

James Archibald, Co-Chairman  
Greg Kelly  
Tracy Grazio  
Rob Gustison

Marcia Zosack  
Genevieve Donaghue  
Mike Marden  
David Luoma

### **Historical Commission**

Jeffrey W. Hoyt, Chairman

Carl Walden

Yvonne D. Cosgrove

### **Mass Bay Transit Authority Designee**

Bill Andrulitis

### **Merrimack Valley Transit Authority Designee**

Len Bachelder

### **Open Space Committee**

Lucy Abisalih  
Mel Briggles  
Kathleen Milstein  
Susan Simmons

Dawn Ackerman  
Heather Burkett  
Tracy Saitow-Cronin  
Sandra Venner  
Carrie Rennie, Chair

### **Playground Committee**

Laura Costigan  
Rachel Judkins  
DL Hall

Kathleen Philp  
Danielle Grimes  
Kendra Blitz

### **Public Safety Building Committee**

Police Chief Eric Shears  
Chris Gaudet  
Mark Tocci  
Laura Mailman  
Yvonne Bednarz

Fire Chief Larry Fisher  
Carol McLeod  
Robert Sinibaldi  
Ricky Pinciario

**Rent Control Board**

Arthur Evans

Sandy Venner

Joel Breen

**School Building Committee**

Carol McLeod

Joel D. Breen

Gregory Towson

**Building Inspector**

Robert Sinibaldi

**Cable Access Director**

Carol Traynor

**Emergency Management Director**

Larry Fisher, Chief

**Emergency Management Deputy**

Steven Brown

**Finance Director & Treasurer**

Carol A. McLeod

**Fire Department**

Larry Fisher, Chief

**Local Inspector**

David Hovering

**Mechanical Inspector**

Steve Nguyen

**Plumbing & Gas Inspector**

Ronald Caruso

**Police Department**

Eric Shears, Chief

**Department of Public Works**

Robert Sinibaldi

**Selectmen's Executive Assistant**

Jennifer Penney

**Tax Collector**

Michelle Barry



**Town Accountant**

Anne O. Jim

**Town Counsel**

KP Law

**Town Nurse**

Charlotte Eileen Stepanian

**Director of Veterans' Services**

Kevin Hunt

**Associate Director of Veterans' Services**

Jeremiah Murphy

**Wiring Inspector**

William Nutter

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.

**2020**  
**TOWN OF MERRIMAC RETIREES**

Thank you for your dedicated service to the Town of Merrimac.

Harry Ellis  
Fire Department  
18 Years

Kenneth Buzzell  
Light Department  
22 Years

Laura Dillingham Mailman  
Council on Aging Director  
27 Years

William Nutter  
Electrical Inspector  
20 Years

Cathy Hornig  
Library  
30 Years

We wish you the best in your retirement!

# **ANNUAL REPORT OF THE MERRIMAC BOARD OF SELECTMEN**

**For the year ending 2020**

Well what can be said about this year other than COVID-19 has monopolized, impacted and at times challenged our community. However, thanks to the dedicated efforts of our first responders, Town Employees, Educators, all the various Town boards, surrounding communities, and you our residents, we are hopefully over the worst of it, and I am confident we will come through as a stronger community for it. Despite the impact of the pandemic, the business of the Town continued to push forward, albeit very differently, than in the past, employees worked remotely, Boards met over video conference, parents became defacto teachers as our educators had to adapt to remote and hybrid education, and residents had to learn new ways to work from home.

This pandemic certainly tested not just the Town employees, but also all of our residents who had to do their part to help minimize the impact to our Community. Several Town Boards, Committees, citizens and Emergency Services pooled resources continue to coordinate efforts to ensure Merrimac is able to manage the spread of the virus. These efforts help to keep Merrimac safe and ready to emerge from the Pandemic with minimal long lasting impact. Many thanks to our Board of Health, Carol McLeod, Chiefs Fisher and Shears, School Superintendent Dr. Justin Bartholomew, and all members of the Merrimac COVID Response Committee.

In the midst of this challenging time was the resignation of Holly Moran from the Board of Selectmen. Holly was a dedicated and passionate member of the Board who served with honor and distinction, we were sorry to see Holly go but wish her all the best.

We also saw Ralph Spencer resign from the Board, after decades of public and dedicated service to Merrimac as Fire Chief, Ralph stepped forward again to serve as a Selectman. Ralph's departure was a loss to not just the Board but to the Town, and his perspective and insight will be missed.

However, one silver lining was we were able to welcome the youngest Selectman in Merrimac history, Ben Beaulieu, to the Board of Selectmen. Ben has brought professionalism and great perspective as a lifelong resident. Merrimac is lucky to have someone who is so passionate about Merrimac and who is dedicated to helping shape Merrimac's future serving at such a young age.

To say it has been a year would be an understatement. However, here are some highlights of what was happening around town.

We are in the final stages of cleanup of the former Coastal Metals site which has been no small endeavor. Working with several local and federal agencies to ensure safe and proper cleanup has been a long and at times challenging process, but it looks to be finally coming to an end. North Shore Development Coalition continues to plan a proposed 30-unit friendly 40B project on that site once we get the all clear.

In terms of construction projects, the new Police Station was completed and opened to the public this past year. It is a testament to our community that our Police Department has new home ensuring that our Police have the facilities to protect themselves and our citizens is something we should all be proud of.

The Fire Department has made some short-term improvements to their building, but they continue to battle both the deteriorating building, ageing equipment, and increased responsibilities to help manage and support our community during the current pandemic. We cannot continue to kick this particular can down the road without understanding the severe impact to our community if their equipment, that has far outlived its useful lifespan, continues to fail. The Article you will review this spring for the new borrowing for the new Fire vehicle is a necessary step in protecting our community. Also, let us not forget the Department of Public Works facilities, which we need to plan on how to address their aging facilities as well.

The new High/Middle School project is well underway and on time. Dr Bartholomew and his team continue to spearhead that project, which as of today is actually under budget! In addition to the school, we are working as a community to understand what schooling will look like in a post COVID environment. The School District and the town will continue to work in concert with the state to ensure our students are well served and protected as they return to some form of in person schooling.

Merrimac is a community that continues to focus and deliver on small town values and cares deeply for our friends and neighbors. It is important that we continue to foster those values while also focusing on the needed evolution of our Town, through development and growth. I am excited to continue to work with the dedicated employees, various Board members, and the countless volunteers who dedicate their time and efforts to betterment of the Town. I would encourage all our citizens to seek out the various opportunities to help serve the town. Whether it be on a Board, at the Senior Center or any number of available opportunities. Our Town is better when we work together.

Respectfully Submitted,  
Joel Breen, Chairman  
Ben Beaulieu, Clerk



Merrimac Fire Department  
2020  
Report of the  
Fire Chief  
&  
Emergency Management Director

*Larry S. Fisher*  
*Fire Chief*

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

Once again, it is my pleasure and honor to submit the annual report of the Fire and Emergency Management Departments. This year has been challenging for everyone for sure. COVID-19 stole 2020 from all of us. We closed operations across America in an attempt to save lives and slow, but ultimately trying to stop the spread of the virus. Our community of Merrimac, proved to be pretty sound with its response to guidelines set forth by the Commonwealth and the CDC. As Chief, I organized early with a group of area Chiefs. These communities, Amesbury, Merrimac, Newbury, Newburyport, Salisbury and West Newbury have created a team for problem solving, team building, leadership, tactical responses and a training model that is being used across Essex County. I am proud and fortunate to work with these Chiefs. As we reviewed our challenges as they related to each of our departments, we also addressed regional challenges. This teamwork put us on solid ground as we started to experience the challenges of COVID. We pooled resources, planned staffing models, adjusted response models and supported each other throughout, as we always do. At the Fire Department, we refined our staffing solutions, so we had a level of control over our exposures. Having a per-diem staffing model leaves us open to outside influences from other work spaces.

The first staffing change that we made this year was to hire Assistant Chief Greg Habgood. This opportunity was partly a result of COVID, but also one created by passion to serve our community. Assistant Chief Habgood has been a very dedicated member of our team for years. He is someone that makes us more capable and is well respected by many. He is someone that allows us to grow and someone I am proud to be working alongside with.

We made another staffing change at our station as a result of COVID. This change was required after the challenges of COVID required my Administrative Assistant to leave. I posted and later hired a new Administrative Assistant, Kiersten Cray. Kiersten joined our team after a

rigorous review of over 120 applicants. She is a Merrimac resident, mom of three, and has proven herself to be a solid team player. I have already seen great improvements, as she gets acclimated to the flow of our department and the workings of the Town.

The next three hires are the result of realigning our budget to match our needs. These three individuals, William Howard, Joanne Ricardelli and Candace Peltier, along with Asst. Chief Habgood and myself will address the day to day workload, a high percentage of the calls and continue to prepare trainings and meetings that will assist our On-Call members to be able to meet the standards that the Commonwealth has adopted.

One of the primary roles of these new hires is work toward a consistent higher level of medical care during our daytime hours. One of my goals has been to build a staffing model that addressed our peak hours of service, seven days a week. Part of taking this step will put an Advanced Life Support (ALS) level ambulance service in place during all staffed hours.

The demands of family, job and serving our community have continued to stress our On- Call members continually for decades. They are a great example of the dedication that has been in place for 145 years in our Town. With the increasing number of calls, standards for training and operations, it has become very difficult for anyone to find more time. With the willingness to review and change our processes, I have started to put a solution in place that works. We now are able to lessen the workload during normal daytime working hours.

This year, I worked with primarily our per-diem shifts to make some more useful space and address a couple of major shortfalls in basic services within the department. We were able to renovate an area of our second floor into a locker room, changing rooms and bathroom area. We also gained two bunk areas, if there is a need to stay overnight. We painted offices and installed updated flooring, removed old and outdated wiring systems, added exit signage, emergency lighting and deep cleaned the entire station. This space came as a result of cleaning out, relocating equipment and the moving of the Emergency Operations Center into the new Police Station. We gained a state of the art Command Center with this move. I also donated and installed the first phase of a fire alarm system for our station. Our fire alarm system failed years ago. With the relocation of the police department, we no longer have a 24 hour staffed building, a system needed to be installed to protect our equipment, building and people. We, as a group, worked very hard to put all these services in place. They will provide us with the ability to not bring contaminants home, have a change of clothes and a proper place to change, protect our building, and equipment. It has also created a cleaner and healthier environment for anyone that's in the building.

Our fire apparatus will continue to be create expenses that are hard to predict or forecast. With the exception of the Mini Pump Rescue that we ordered this year, our fire trucks are all from 1994-1998. This equipment has been out of service frequently this past year. We have had two trucks fail completely. One was scrapped because of rot and the other requires more work to it than it has value. It failed its aerial test, has major hydraulic issues and has frame corrosion.

It is important that we develop a realistic, open minded operationally and financially responsible solution. This is a fluid process and one that has me looking deeper into regional grants, our true needs and the best solutions for them. I have a team of people with many different backgrounds that I do and will continue to consult with.

As I reflect back on 2020, as the Fire Chief & Emergency Management Director, I have been challenged like no one before me in this position for Merrimac. Having to respond to a pandemic as it relates to preparing our staff and community, has been no small task. Having a team that shares the same level of passion for our community, like I do, has made the experience life changing. We may be small as a Community and Department, but make no mistake, we share something special. I have a team of people that offers you a service that is unique. I care for my Town and always have. Our team of Firefighters, EMT's, Couplings, Emergency Management Staff along with everyone else connected in any way shape of form with Public Safety care at a level that most don't understand. If you want something positive about 2020, then I ask you to recognize this, we care for you, day and night, good or bad weather, in your worst times, we are there and we care.

I once again thank all community members that support our effort to provide them with a level of care and protection that is not only necessary, but also something that they desire and deserve. Your support is not taken for granted and is always appreciated.

Respectfully,

Larry S. Fisher  
*Fire Chief/EMD*

## **Merrimac Fire 2020**

Larry Fisher - Fire Chief

Kiersten Cray- Administrative Assistant

Greg Habgood – Assistant Chief

Michael Sloban – Deputy Chief

### **Officers**

James David- Captain

Mark Soucy- Captain

Timothy Bean – Lieutenant

James Seigny- Lieutenant

Shane Seigny- Lieutenant

### **Members**

Zachary Brickett- Firefighter, EMT-B

Steven Brown Sr- Firefighter, EMT-B

Bridget Burke- EMT-B

Brandon Cox-- Firefighter

Lisa Eichel- Firefighter, EMT-B

David Forziati- Firefighter, EMT-B

Jay Fournier-Firefighter

Brian Greaney- Firefighter, EMT-B

Robert Heusser- Firefighter, EMT-B

William Howard- Firefighter, EMT-B

Benjamin Jennell - Firefighter, EMT-B

Mark Judson- Firefighter

Matthew McGoldrick - Firefighter, EMT-B

Justin Mercier- Firefighter, EMT-P

Candace Peltier- Firefighter, EMT-B

Joanne Ricardelli- Firefighter, EMT-B

Russell Ricker - Firefighter, EMT-P

Jacklyn Sarette- EMT-B

Nicole Seigny- Firefighter, EMT-P

Keith Sherman - Firefighter, EMT-B

David Sherwood - Firefighter, EMT-P

Chris Stiles - Firefighter, EMT-A

Christian Taylor - Firefighter, EMT-B

Curtis Walton - Firefighter, EMT-B

Duncan Weaver - Firefighter, EMT-B



## **Merrimac Fire Couplings**

Chief- Judy David

Captain- Kathy Judson

Clerk- Julia Fisher

Treasurer- Carolyn Kelly

### **Members**

Ellen Amirault

Nancy Bachelder

Donna Bernard

Deanne Daneau

Betty Elliot

Marcia Hansen

Pat Jordan

Jeanne Judson

Marilyn Judson

Sandy Noone

Alberta Peavey

Jennifer Sevigny

Betty Sloban

Nicole Smith

Sally Smith

Ellen Soucy

# **Merrimac Emergency Management**

## **Personnel Roster**

Emergency Management Director	Larry S. Fisher
Emergency Management Deputy Director	Steven Brown, Sr.
Municipal Official	Selectmen Designee
Police Department Representative	Eric M. Shears
Radiological Officers	Guy Oteri
	Edward Syvinski
	Bridget Burke
Transportation Coordinators	Keith Sherman
	Candace Peltier
	Bridget Burke
	Greg McLean
Communications Personnel	Ann Brown
	Rebecca Armstrong
Staging Area Personnel	Guy Oteri
	Greg McLean
Special Needs Notifier	Rebecca Armstrong
	Candace Peltier
Fire Department Representative	Greg Habgood
DPW Representative	Robert Sinibaldi
	Thomas Barry
EOC Administrative Personnel	Julia Fisher
Police Dispatchers	Mark Sayers
	Rebecca Armstrong
Traffic Management & Municipal Security	Michael McGrath
	Sgt. David J. Vance



Eric M. Shears  
*Chief of Police*

# Merrimac Police Department

2 Jana Way  
Merrimac, Massachusetts 01860

Tel: 978-346-8321  
Fax: 978-346-0592



## REPORT OF THE CHIEF OF POLICE

**2020**

To: The Honorable Board of Selectmen and the Citizens of the Town of Merrimac, Massachusetts;

The Merrimac Police Department is committed to providing quality police services to this community. I am very proud of my staff. They are well-trained, hard-working and dedicated to the citizens of Merrimac.

2020 was quite a year! In early March, we were forced to deal with the ramifications of the world-wide pandemic. In a matter of days, COVID-19 completely changed the way in which our society operates. Schools and businesses shut down, severe travel restrictions, stay at home advisories were the norm and meetings were virtual. PPE, sanitizer and face masks were mandated. Toilet paper was in short supply. Birthday and other celebratory parades, instead of in-person activities, were the newest way to connect.

Hundreds of thousands of lives were lost in the United States – a few in our community. Our thoughts to the families of those who are no longer with us.

Our thanks to all the doctors, nurses, first responders and other essential workers who helped us through the pandemic. These folks went above and beyond in uncertain times to help us all through. As far as the pandemic goes, 2021 is looking much better as vaccinations are rolling out.

The men and women of this department continue to put forth tremendous efforts to keep up with increased workload, many times, as the sole officer responding. Working alone certainly presents a risk to both the officer and our community. When looking at comparably sized communities, even those without a major highway running through, we are understaffed and will need to address this issue.

In 2020, I requested funding for two additional full-time police officers. Because our community could not find the funds in our existing budget, the request went to an override vote. The override passed at Town Meeting but failed at the Town election. This was unfortunate but, at the same time, understandable based upon the recent tax increases for the new police station project and new middle / high school project in the district. I will continue to bring the staffing matter forward until this department is adequately staffed.

Despite the pandemic, we moved into the new police station building in August of 2020. We are very proud of this amazing facility and welcome you to visit when you can. When we can, we will host an open house for our community to take a look at the building.

The building project mostly remained on schedule. With COVID-19 we had some minor delays that held up some portions of the project. In the end, the Public Safety Building Committee, the Designer, Owners Project Manager and Contractor delivered a building with two of the alternates (Metal Roof and Car Port) under budget.

We are working through some minor warranty issues that are to be expected with any new building. Thank you! We could not have done this without the support of our community.

Thank you to all those involved in the construction and design of this project.

We would like to thank our residents, the Board of Selectmen, the Finance Committee, Capital Planning and the entire staff at Town Hall for their continued support. We are also thankful for the public safety partnerships we enjoy with our Fire Department, Emergency Management, Department of Public Works, Light Department and the Pentucket Regional School District. Working together, we continue to provide for the safety and security of our “little” town.

In closing, I would like to take a moment to recognize Fire Chief / Emergency Management Director Chief Larry Fisher for his long hours, partnership, dedication and excellence in 2020. Thank you for your leadership through the pandemic.

It is truly an honor and a pleasure to serve as the Chief of Police in Merrimac.

The men and women of the Merrimac Police Department remain dedicated to our community.

Respectfully submitted,

Eric M. Shears  
Chief of Police

# Merrimac Police Department 2020

**Eric M. Shears**  
Chief of Police

**Richard P. Holcroft**  
Operations /  
Investigations Sergeant

**Joelle Mather**  
Administrative  
Assistant

**David J. Vance**  
Operations /  
Investigations Sergeant

## ***Patrol Officers***

**Stephen A. Ringuette**  
Patrol Officer

**Robert F. Coppola**  
Patrol Officer

**Stephen E. Beaulieu**  
Patrol Officer

**Brett Remon**  
Patrol Officer

**Jonathan Hewey**  
Patrol Officer

## ***Reserve Officers***

**Michael R. McGrath**  
Reserve Officer

**Mark E. Sayers**  
Reserve Officer

**Adam E. White**  
Reserve Officer

**Scott LaValley**  
Reserve Officer

**Anthony Harris**  
Reserve Officer

**Larry Mittica**  
Reserve Officer

**Stephen M.  
Ringuette**  
Special Officer

**Michael A. D'Angelo**  
Special Officer

## ***Police & Fire Signal Operators***

**Mark E. Sayers**  
Dispatch Supervisor

**Kathy A. Spencer**  
Dispatcher

**James Stoner**  
Dispatcher

**Rebecca Armstrong**  
Dispatcher

## ***Part-Time Police & Fire Signal Operators***

**Tenley Goodwin**  
Reserve Dispatcher

**Joelle Mather**  
Reserve Dispatcher

**Joseph Brent**  
Reserve Dispatcher

**Gabriel Ricker**  
Reserve Dispatcher

**Lorna Morgan**  
Reserve Dispatcher

**James Killelea**  
Reserve Dispatcher

**Mikara Crowley**  
Reserve Dispatcher

### 2020 Calls by Dispatch Reason

Intelligence	148
Rape / Sexual Assault	0
Robbery (Unarmed)	1
Assault & Battery	2
B & E (Attempted)	1
B&E Building	2
B&E Boat	0
B&E Motor Vehicle	0
Larceny / Personal Property	17
Larceny by Check	8
Larceny of Motor Vehicle	5
Kidnapping (Parental)	0
Assault (Threats / No Battery)	4
Forgery & Counterfeiting	0
Stalking	1
Vandalism Complaint	12
Weapons Violation	0
Sex Offenses	2
Drug Law Violations	0
Gaming Law Violation	0
Offenses Against Family/Child	0
Intoxicated Driver Complaint	2
Disorderly Conduct	2
209A Violation	2
209A Order Received	13
Officer Investigation	44
Warrant Arrest	6
Larceny of a Bicycle	1
General Offenses	11
Trespass Complaint	2
Civil Complaint	8
Town Bylaw Violations	2
Juvenile Offense	0
Recovered Stolen MV	0
Missing Person	9
Lost / Found Property	76
Disturbance (General)	28
Domestic Disturbance	48
Disturbance (School)	0
Disturbance (Group)	7
Hazard / Youths in Street	75
Disturbance (Noise)	94
Annoying Harassing Phone Calls	13
Suspicious Activity	109
Boating Complaint	1
ATV / Dirt bike Complaint	3
General Services	288
General Services/ Directions	6

Welfare Check	84
Officer Wanted	359
Officer Wanted / Detail	182
Prisoner Transport	6
Assist Citizen	423
Assist Citizen/ Lock Out	22
Assist Citizen / Transport	3
Building Check	2097
Message Delivery	7
Animal Incident (ACO)	232
Assist Municipal Agencies	190
Utility Alarm / Emergency	170
Medical Emergency	502
Mental Health Emergency	18
Intoxicated Person	2
FIRE ALARM - Street Box	26
FIRE ALARM - Brush Fire	10
FIRE ALARM - Car Fire	6
FIRE ALARM - Structure Fire	6
FIRE ALARM - Investigation	205
FIRE ALARM - Mutual Aid	35
Burglar Alarm	100
Confer with other PD	0
Assist Other Police Department	110
Motor Vehicle Stop	505
Motor Vehicle Listing	14
Parking Violation	38
RADAR Assignment	205
Motor Vehicle Complaint (Speed)	58
Motor Vehicle Accidents	111
Traffic Control	93
Abandoned MV Complaint	11
Disabled MV Complaint	79
Car Seat Assist	11
Assist Schools	47
Community Policing	79
Inter - Department Services	0
Court (On Duty)	33
911 Calls -Abandoned, Hangup, Silent, Wrong	176
Servicing Cruiser	641
Community Service	1
Radio Communications Maint.	0
Pursuit (MV or Foot)	0
Service of Legal Process	52
TOTAL	8003

### **ADULT ARRESTS**

Male Arrests	<b>22</b>
Female Arrests	<b>7</b>

### **JUVENILE ARRESTS**

Male Juvenile Arrests	<b>1</b>
Female Juvenile Arrests	<b>0</b>

### **PROTECTIVE CUSTODY**

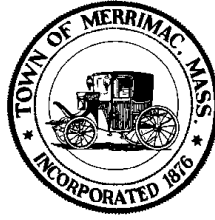
Male PC	<b>1</b>
Female PC	<b>0</b>

### **CRIMINAL COMPLAINT APPLICATIONS**

Various Criminal Offenses	<b>31</b>
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### **TRAFFIC ENFORCEMENT**

Total Motor Vehicle Stops	<b>505</b>
Verbal Warnings	<b>363</b>
Written Warnings	<b>109</b>
Civil Citations	<b>14</b>
Criminal Complaints/Arrest	<b>19</b>



# Merrimac Department of Veterans' Services

Kevin Hunt  
Director

Telephone: 978 388-8136  
Email: [veterans@cityofnewburyport.com](mailto:veterans@cityofnewburyport.com)

TOWN OF MERRIMAC  
OFFICE OF THE BOARD OF SELECTMEN  
MERRIMAC, MA 01860

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 M.G.L. Chapter 115. This is emergency financial assistance provided to financially qualified veterans or their surviving spouses. Any money expended to these veterans under Chapter 115 is returned to the Town by the State at the rate of \$.75 to the dollar expended. In 2020/2021, approximately \$138,997.00 was expended to eligible veterans and their families, of which \$104,248.00 will be returned to the Town..

## **VETERANS DAY:**

Thanks to the efforts of Commander Roger Clark and the members of Post 134 of the American Legion, a small ceremony was held at the Veteran Cemetery on Veterans Day November 11, 2020.. COVID restrictions prevented a larger commemoration of this day.

## **MEMORIAL DAY FLAGS:**

Again, thanks to the efforts of Commander Clark and the members of Post 134 of the American Legion, veterans' graves and memorials were appropriately decorated with American Flags by May 25<sup>th</sup>, Memorial Day.

## **VA COMPENSATION AND PENSIONS:**

This department continues to assist and secure various VA benefits -- service connected and non-service connected -- disability compensations and pensions. Last year, the Federal Department of Veterans' Affairs distributed nearly \$110,000.00 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 satellite Clinic in Haverhill and VA Hospitals in the surrounding area. Arranging for COVID vaccinations commanded a large part of the Departments' efforts in the latter part of the fiscal year.

**SOCIAL SECURITY :**

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

Respectfully submitted,

Kevin Hunt  
Director of Veterans' Services  
Town of Merrimac

Jeremiah Murphy  
Associate Director  
Town of Merrimac

**DISTRICT ADMINISTRATIVE OFFICES**

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

Dr. Jeffrey J. Mulqueen  
Superintendent of Schools

Greg Labrecque  
Business Manager

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The Merrimac Annual Report of the School Department activities for FY20 has been developed by the Principal of the Helen R. Donaghue School and Dr. Frederick N. Sweetsir School on behalf of the Superintendent of Schools and the Pentucket Regional School Committee.

Lisa O'Connor, Chairwoman  
Dena Trotta, Vice Chairman  
Bill Buell  
Joanna Blanchard  
Christine Reading  
Dick Hodges  
Emily Dwyer  
Marie Felzani

**HELEN R. DONAGHUE ELEMENTARY SCHOOL DR. FREDERICK N. SWEETSIR  
ELEMENTARY SCHOOL  
ANNUAL REPORT FISCAL YEAR 2019-2020**

**Demographic Information**

The Donaghue and Sweetsir Schools are located in the town of Merrimac, Massachusetts, and serves the students in grades PK-6. The Sweetsir (enrollment 206) serves PK-2, and students transition to the Donaghue (enrollment 233) for grades 3-6. Students from the Donaghue continue their education in grade 7 at Pentucket Regional Middle School in West Newbury, Massachusetts.

Below is a summary of activities at Sweetsir and Donaghue that took place in the areas of curriculum, instruction, assessment, and community service. The school year was interrupted and impacted by the pandemic closure that began on March 13, 2020. School staff worked very hard to maintain remote connections with students during the closure.

Curriculum

- The Eureka math program continued into year 3 of full implementation. This curriculum aligns with MA State standards and frameworks.
- A comprehensive literacy program review was initiated to explore a more comprehensive curriculum. This work will continue next year.
- Schedule designed to include core academics, and enrichment specialist classes in the areas of music, art, and PE

Instruction

- Per the PRSD strategic plan, all professional staff focused on aligning their planning and instruction to Universal Design for Learning (UDL) strategies.

Assessment

- Teachers K-2 are using DIBELS and a district-wide literacy tracker to monitor literacy skills, and iReady math and reading in grades 2-6.
- Educators used curriculum, Lexile, and Quantile assessments to inform instruction.
- A goal for next year is to increase the use of data.
- Due to the pandemic, there was no MCAS testing in MA this year.

Community

- Students and staff participated in the Holiday Helper food and mitten drives.
- Students performed in winter concerts and rehearsed for a spring play that was impacted by the pandemic.
- Merrimac PTO was active and supportive of school programming.
- Merrimac Police and Fire Departments continue to be highly supportive and visible at both schools.

Respectfully submitted,  
Kenneth Kelley Principal  
Sweetsir and Donaghue

**PENTUCKET REGIONAL MIDDLE SCHOOL  
ANNUAL REPORT FISCAL YEAR 2019 - 2020**

The 2019-2020 school year certainly presented challenges for us all. From the educational perspective, students, staff and families had to make changes overnight. The way that teachers had to shift and deliver curriculum in a different way was certainly challenging for us all, but has allowed us to change education in a lot of ways for the better as we continue to move through this difficult time.

Student enrollment was 390 and consisted of 91 students from West Newbury, 152 from Groveland, 139 from Merrimac, and 8 school choice students. 185 students matriculated to the high school level.

The fall began with the implementation of a new student information system, Infinite Campus. This platform allows for a main streamline approach to communication for students and families. Campus allows for staff to post grades and provide updates via email to both individuals and groups of students. The school administration can also use these features to send important information to families as well. The school's technology coordinators help facilitate training and troubleshoot concerns as they arose.

The Team model at PRMS was also implemented during the 2019-2020 school year. This allowed for a greater student-centered approach as groups of teachers all share the same students. Staff could now collaborate with one another to discuss the RTI process and develop strategies to assist struggling students. This also allows for a more effective process for parent communication. Most importantly, the Team model has provided students with a greater sense of community as they begin their 7-12 education at Pentucket.

The 2019-2020 school year also brought some additional curriculum supports for students and staff. This included the Eureka Math program in both grades 7 and 8. This provided a bridge from elementary school to middle as students are familiar with this program from previous years. Also in the area of Math, the grade 8 Math staff worked collaboratively with the high school staff to assure that the Algebra 1 curriculum aligns at both levels. Progress monitoring in the areas of Math and literacy through the implementation of the i-Ready platform. This allows staff to assess student progress through the implementation of benchmark assessments throughout the school year. Students who are identified as needing support have the opportunity to be enrolled in a "Lab" course using interventions from the i-Ready platform.

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

Sincerely  
Terrence Conant PRMS Principal

**PENTUCKET REGIONAL HIGH SCHOOL  
ANNUAL REPORT FISCAL YEAR 2019 - 2020**

The 2019 - 2020 school year was a year like no other. Student enrollment was 689 and consisted of 190 students from West Newbury, 254 from Groveland, 245 from Merrimac, and 34 school choice students. 182 students graduated in the class of 2020.

After a great fall and winter of school and student activities we made an abrupt shift to remote learning that spanned from March until the summer break. This was a drastic change for students at Pentucket, as well as students across the state and nation. As the remote learning scenario evolved and the length of time out of school increased, the expectations for students and teachers also changed. Students, parents and staff did a remarkable job adjusting to a very different learning environment and expectations.

One of the great successes of this challenging year was how the class of 2020 worked together with the school administration and community to orchestrate several significant culminating events. Students, staff and community members worked with student council co-president, Ben Beaulieu, to record and submit a video senior awards celebration. This virtual ceremony was a fitting tribute to the accomplishments of the class. Students also collaborated with administration to host a unique and festive graduation ceremony on the grass field in front of the school. With the high school as it's backdrop, the class gathered in their vehicles with family for graduation. The air conditioning in their vehicle kept everyone cool, and horns were used to congratulate classmates, and when the time arrived students got out of their vehicles and walked across the stage to accept their diploma. Despite all of the challenges, The Class of 2020 graduated from high school in style like no class ever did before.

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

Respectfully submitted, Jonathan Seymour, Principal

## MERRIMAC GRADUATES:

Attwood, Benjamin	Matsell, Isabelle
Bean, Meghan	Miller, Emily
Beaulieu, Benjamin	Mitchell, Zachary
Bennett, Andrew	Murphy, Hannah
Berube, Brandon	Neth, William
Bissitt, Samuel	Normandie, Gage
Blake, Sophie	Novick, Kaylind
Borzi, Alex	O'Keefe, Keegan
Buchanan, Dylan	Paszko, Ethan
Burak, Megan	Peterson, Maggie
Cahalane, Adam	Piecewicz, Cameron
Cameron, Colby	Reade, Ashlynn
Cane, Jordan	Rossi, Julia Sanford,
Comeau, Keegan	Rachael Satkus,
Conway, Nathan	Alexander Senese,
Correnti, Jake	Henry Seymour,
Croteau, Allyson	Sage Sisson, Olivia
Curtis, Matthew	Slevoski, Jake
D'Agostino, Gina	Smith, Aidan
Davis, Sasha	Smith, James
Drescher, Owen	Smith, Joshua
Etter, Jake	Spaulding, Zachary
Flannery, Kyle	Spurr, Chloe
Gangemi, David	Stamateas, Venetsianos
Graham, Chloe	Stewart, Kylie
Graham, Kyle	Thistlewood, Layne
Graninger, Sydnor	Thistlewood, Mia
Guerra, Rodrigo	Tierney, Grace
Hogan, Timothy	Teineo, Matthew
Janelli-Fowler, Alexandria	Willis, Paige
Kelly, Cailin	
Kiley, Ryan	
King, Kayla	
Kolifraith, Jessica	
Kolvek, Christian	
Krohto, Madelyn	
Lacroix, Elizabeth	
Leclerc, Jack	
Maceachern, Connor	
Marcantonio, Jodianne	



## WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

Alana Gilbert  
Chairperson School Committee  
Maureen Lynch,  
Superintendent

115 Amesbury Line Road  
Haverhill, MA 01830-1898  
978-373-4101  
Fax: 978-521-0260  
[www.whittiertech.org](http://www.whittiertech.org)

July 27, 2020

### ANNUAL OPERATIONAL REPORT

TO: The Honorable Board of Selectmen

FROM: Paul Tucker, Whittier Representative Maureen Lynch, Superintendent

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

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

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

Since all programs are open to both females and males, we encourage our students to explore and to specialize in non-stereotyped, non-traditional vocational-technical areas and to strive for the maximum realization of their goals and potential. Whittier Regional Vocational Technical High School is entering its forty seventh year. To date we have graduated 12,198 students from the day school.

The enrollment for the Evening School from Merrimac: 35

Honorable Board of Selectmen July 27, 2020

#### **The October 1, 2019 Day School Enrollment:**

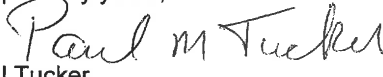
	Boys	Girls
Grade 9	5	2
Grade 10	7	5
Grade 11	7	8
Grade 12	15	9

Total - 58

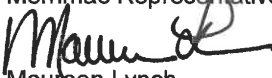
2020 Graduates - 24

The cost to Merrimac for the school year 2019-2020 was \$998,951.00

Respectfully yours,



Paul Tucker  
Merrimac Representative

  
Maureen Lynch  
Superintendent

ML/lr



**TOWN OF MERRIMAC**  
**INSPECTIONAL SERVICES**  
2 School Street. Merrimac, MA 01860  
978-346-0525

## 2020 ANNUAL REPORT

### *Calendar Year 2020 Total Receipts*

Permit Type	Qty	Estimated Construction Cost	Permit Fees Paid
MA Building Permit Commercial	5	\$ 1,038,800.00	\$ 6,444.75
MA Building Permit Residential	255	\$ 7,146,321.10	\$ 99,402.48
MA Electrical Permit	173	\$ 823,690.31	\$ 26,924.00
MA Gasfitting Permit	129	\$ 580,681.15	\$ 8,915.00
MA Plumbing Permit	118	\$ 665,099.00	\$ 16,675.00
MA Sheet Metal Permit	30	\$ 396,110.00	\$ 2,525.00
Grand Totals	710	\$ 10,650,701.56	\$ 160,886.23

### *Permit Accessibility*

In late 2016 the Inspectional Services Department transitioned to PermitLink, an online permitting system. PermitLink is available via a Public Access Portal at [www.townofmerrimac.com](http://www.townofmerrimac.com). Permits can be easily searched for by location, permit number or permit type. From here you can view attachments, inspections and the permit application.

In late 2020 the Inspectional Services Department contracted with a documents management company to begin scanning in all archival documents, plans and maps in the Department's files. This will be integrated into the Town's existing MIMAP Software making all permit history for the life of the building easily accessible.

*Annual Report Submitted By:*  
*Robert Sinibaldi, Building Commissioner/Zoning Enforcement Officer*  
*Alyssa Sexton, Admin*





**TOWN OF MERRIMAC  
DEPARTMENT OF PUBLIC WORKS  
WATER DEPARTMENT  
4 School St.  
Merrimac, MA 01860  
978-346-0525**

Jimmy Clark – Water Foreman  
978-346-8147

Robert Sinibaldi – DPW Director  
978-346-0612

**ANNUAL REPORT OF THE MERRIMAC WATER DEPARTMENT  
FOR THE FISCAL YEAR ENDING JUNE 30, 2020**

**NEW CONNECTIONS:** During the year 2020 there were 16 new homes connected to the town's water system and 1 Fire Sprinkler, bringing the total number of connections to 1926.

**PRIVILEGE FEE:** \$26,800 was collected during FY20 from individuals and developers for new service connections, apartment unit fees, and fire services and deposited to Water Department Privilege Fee account. MWD utilizes this funding for various improvements to our distribution system. We used these funds to support the special articles to provide new water meters and necessary upgrades to wells at Bear Hill/Sargent wellfield. Our Balance at the end of FY19 was \$28,416.35

**RETAINED EARNINGS FUNDS:** MWD ended FY20 with a surplus of \$132,689.10. Those funds will be added to our Water Retained Earnings account which is used for capital improvements.

**WELL CLEANING and REPLACEMENT:** Wells at both East Main and Bear Hill well fields were cleaned in November 2019. The well cleaning, completed by F.G. Sullivan Co. is performed to improve pumping capacity and water quality. In addition work has begun on laying the ground work on the wells for replacement in the future.

**ANNUAL PUMPING STATISTICS:**

Gallons pumped from Bear Hill and East Main	137,442,000	FY 20 showed an increase of 12,361,300 from FY19
Gallons sold to customers	104,648,260	FY 20 showed a decrease of 4,834,499 from FY19
Gallons plant backwash	1,763,000	
Gallons unaccounted for	31,030,740	22% of all water pumped could not be accounted for. This is an INCREASE from 11% last year. Causes: Fire protection, hydrant flushing, inaccurate meters, water theft and minor leaks not detectable, water main breaks and meter placement at the plants which are not billed.

**NOTABLE HAPPENINGS:**

We are continuing with our water meter replacement program to ensure both accurate readings and safe water along with a method to reduce the man hours it takes to obtain quarterly readings. Due to COVID restrictions we only replaced 24 meters in 2020. This brings our meters to replace number to 408. This will lead to a cost saving to the consumer. The meter replacement program has also significantly reduced our unaccounted for water ratio.

Regency Village development – The 2nd Building is online and occupied as well as the Office Building and Clubhouse. The third Booster station is online and functioning to support the increase in flows. Leak Detection company Hydro Tech came in June and performed leak detection surveys to help identify unaccounted for water.

There were employee changes this year. Jimmy Clark took the position of Water Supervisor and has been doing a remarkable job running the department and implementing changes for better efficiency and work flow. During this time the Water plant has been upgraded with underground electrical, driveway paving, and fencing. Bear Hill has received new equipment and communications via cable to improve software usability. In addition, the department welcomed two new employees: Cameron Short and Bobby Barry. Both have settled in and are an asset to the department.

**IN THE FUTURE:**

We continue to perform leak detection and look for new water sources. This will lower our unaccounted for water, improve efficiency of existing supply, and examine current capacity of existing wells. Working with DEP for an increase water pumping capacity that was originally set in 1974. Also working with DEP for permits to start replacing our 40+ year old wells at the Bear Hill location that would increase them from 8" to 12" wells.

Without the support of the employees of the Water Department this would not be possible, and I would like to extend my sincere thanks to all employees for their efforts and commitment to water quality throughout the year.

I would also like to thank all the water customers for their part in water conservation efforts. Water bans are here to stay and with everyone's help in conserving water we can try to make them as short as possible. But even then we can't abandoned our conservation habits.

Sincerely,

Robert Sinibaldi

Building Commissioner / Zoning Compliance Officer/DPW Director

**Respectfully submitted**



**TOWN OF MERRIMAC  
DEPARTMENT OF PUBLIC WORKS  
SEWER DEPARTMENT  
4 School St.  
Merrimac, MA 01860  
978-346-0525**

Mike Buzzell – Superintendent  
978-346-7857

Robert Sinibaldi – DPW Director  
978-346-0612

**ANNUAL REPORT OF THE MERRIMAC WASTE WATER DEPARTMENT  
FOR FISCAL YEAR ENDING JUNE 30<sup>TH</sup> 2020**

**NEW CONNECTIONS:** During FY19 there were 8 new homes, 1 Apartment Building, 1 Police Station, and 1 office connected to the town's sewer system. This brings the total number of connections to 2083.

**Capital Fund:** \$64,550 was collected during FY20 from individuals and developers for new service connections and deposited to Sewer Capital account. MWWD utilizes this funding for various improvements to our wastewater services system.

**Retained Earnings Fund:** MWWD ended FY20 with a surplus of \$83,642.35. Those funds will be added to our Waste Water Retained Earnings account which is used for capital improvements.

**NOTABLE PROJECTS:** Our ongoing work for I & I (Inflow & Infiltration) fixes throughout the town continues. All generators were serviced. We de-watered 76.25 dry metric tons of sludge and sent it to Agresource in Ipswich to make compost; and completed Dig Safes throughout the year.

- Getting quotes for the Plant generator & working with Mike Roy, SME Engineers with Plant upgrade
- Completed sewer lines for the new Regency Village apartments and Olde Glory Way
- Ongoing I & I repairs throughout the town working with Scherborn Co. and EcoClean.
- Working on New EPA & DEP requirements for flows, I & I, capacity etc., and Wastewater Management Plan
- Started looking into Feasibility Study for sewer extension on Red Oak and Harriman Road. Inquiry letter was sent to residents. We have gotten back a preliminary cost and will get together with residents to discuss.
- Replaced pump #2 @Lakewoods Station, PLC on Centrifuge, and 4 RAS/WAS pumps, valves, and pipes
- Unclog Pumps (ongoing) at station, Emergency repairs on oxidation ditches (Scherbon Co.)
- Birchmeadow Estates Pump station was rebuilt by Defelice Company, and went online in February 2021!

**OPERATION AND MAPPING PLAN:**

As required by our National Pollutant Discharge Elimination System Permit, in 2016 the wastewater department began to prepare a Wastewater Collection system Operation and Maintenance Plan. The plan was to be completed and implemented by October 2017, however it was extended and now the plan has shifted to include the comprehensive upgrade to the plant. The O & M plan shall include a preventative maintenance and monitoring program, a description of staffing necessary to properly operate and maintain the collection system, a description of funding provisions to implement the plan, a description of programs for preventing I & I related effluent violations, and educational public outreach program for I & I control, and an Overflow Emergency Response Plan.

**UPCOMING PROJECTS:**

The proposal of two new sewer extension in two existing neighborhoods, one is extremely environmental sensitive, the other covered in bedrock. These options will be presented to the homeowner this year for discussion and the possibility of moving forward.

Working with DEP and EPA on our Waste Water Comprehensive Plan to increase our discharge permit, any change in our discharge permit is going to result in a significant plant upgrade, which is sorely need just in the terms of new technology as well as capacity.

In closing I would just like to remind everyone to never place anything that is flammable in to the drainage system. This did result in a loss at the plant (substation) that had the potential of having not only the property loss, but a loss of life as well. The property damage which incurred as a result of this action has surpassed one million dollars in losses.

As well as we all navigate through this pandemic do not through any wipes, even though they say that they are flushable, they are not and only cause serious damage to the pumps that are located throughout the town. Pump replacement cost are in the tens of thousands of dollars, so please do not flush any of those products. Please think before you flush.

Thank you and stay safe.

Sincerely,

Robert Sinibaldi

Building Commissioner / Zoning Compliance Officer/DPW Director

## MERRIMAC MUNICIPAL LIGHT DEPARTMENT



### ANNUAL REPORT OF THE YEAR ENDING DECEMBER 31, 2020

The Board of Light Commissioners and staff are pleased to submit the Annual Report of the Merrimac Municipal Light Department (“MMLD” or “Department”) for the year 2020.

#### MMLD MISSION STATEMENT

“The Merrimac Municipal Light Department (“MMLD”) exists to provide its owner, the Town of Merrimac’s ratepayers, safe and reliable electricity at a reasonable and competitive rate that sustains the healthy operations of the department, and the maintenance, expansion, and modernization of the electrical distribution system. This mission will be accomplished by a staff of responsible, dedicated and customer-oriented employees with superior work ethics, skills, and professionalism.”

#### NEW SERVICES

During 2020, there were a total of 76 new electrical services added to the MMLD's electric distribution system. The total number of electric meters in service at year's end was 3,059.

#### SYSTEM RELIABILITY

The MMLD takes pride in providing the best electricity service possible to the Town of Merrimac residents and businesses. MMLD strives to provide safe and reliable power, by continuing capital improvements of the system, which reduce industry-accepted indexes used to track the reliability of electric systems.

During 2020, the MMLD’s system experienced a total of 19 power outages, which affected a total of 4,159 customers, compared to 25 outages affecting 673 in 2019. Weather, trees, and animal-related issues accounted for 79% of the total number of outages during the year. These types of events are hard to prevent, but the Department continues to work on tree trimming and other ways to reduce their impact.

The System Average Interruption Duration Index (SAIDI) measures the number of minutes, on average, a Merrimac customer is without power. The System Average Frequency Index (SAIFI) measures the average frequency of interruptions for a Merrimac customer. The Customer Average Interruption Duration Index (CAIDI) identifies the average length of time, in minutes, that a customer who is interrupted can expect that interruption to last. All the indices’ results, for both the combination of equipment and non-equipment related outages, are found in Table 1 below.

SAIDI	SAIFI	CAIDI	TOTAL NUMBER OF OUTAGES
90.5	1.36	67	19

*Table 1*

#### CAPITAL PROJECTS

During 2020, the Department worked on several customer related projects as well as multiple capital projects that focused on improving the distribution system reliability, incremental replacement of equipment near the end of its useful life, and safety-related projects. In an electrical distribution system, targeting these projects will reduce duration and the number of outages that could be experienced in major weather events such as those events we have experienced in past years.

### **Old Glory Way**

A development constructed on 114 East Main Street with a total of 8 units. Underground cables were pulled in and 9 meters were installed at this location. There were also streetlights and poles added to accommodate this project. This project was completed in December of 2020.

### **Regency Village Way and New Police Station**

The underground distribution system was installed for the second building of Regency Office Park. There was a total of 53 meters installed, including five three phase meters. All the work for building two has been completed. Additionally, all the work for the New Police Station was completed in March of 2020.

### **River Road Area Reconductoring and Conversion**

The work in this area included eliminating the three-phase bare wire and installing spacer cable. Aged and damaged poles were replaced and a disconnect switch was installed. The entire circuit has been upgraded to 13.8 kv and is fed from the Mill Street Substation. This project was completed in August of 2020.

### **River Road, Middle Road and North St Area Conversion**

This area of River Road was upgraded and prepared for conversion. As part of this project poles beyond their useful life were replaced and the bare primary was removed and replaced with new covered wire. Transformers rated for 13.8 kv were added to the area. This project was completed in August of 2020.

## **OTHER PROJECTS**

### **City of Haverhill Streetlight Maintenance**

During 2020, the Department was able to continue doing the streetlight maintenance for the City of Haverhill on the lights they purchased from National Grid. This agreement has been beneficial for the MMLD since it provided a profit which was utilized to maintain MMLD's low electric rates.

## **POWER SUPPLY**

The MMLD continues to work with Energy New England ("ENE"), who manages the MMLD's energy portfolio, to ensure energy contracts are in place to cover the Town's current and future energy needs. This is a challenging task as a result of the congested energy load-zone the Town of Merrimac is part of. Transmission congestion in Northeast Massachusetts ("NEMA") and the retirement of old power plants have had a negative cost impact on all ISO New England customers and passed onto electric ratepayers. For 2020, the Department spent \$3,292,562 in power supply expenses. The goal of the Department has been to maintain electric rates stable and affordable electric rates for all our customers, even during the volatile times in the Capacity and Transmission market.

The Department has a good portion of renewable energy in its energy portfolio, which includes the local 1.5 MW solar farm, hydropower from the Brown Bear II Hydro Plant, and wind power from the Canton Mountain, Spruce Mountain, and Saddleback Ridge projects. During 2020, the Department also added hydro energy from Stevenson and Shepaug projects, located in Connecticut and wind energy from the Granite Wind. The Department has made a commitment to purchase a combination of solar and nuclear energy from NextEra starting in 2021. Additional solar energy was contracted to start in 2024 from the Chariot Solar and energy from the Palmer Biomass Plant in 2023.

At this point, the Department has secured power from different sources and has hedged close to 90% of its energy through 2023. The year 2024 is hedged at around 53.5%. Energy hedging, for future years, allows the Department to better budget costs and maintain rate stability.

## **AUDITED FINANCIALS**

The Department used the outside accounting services of Powers & Sullivan, LLC to audit the 2020 financial statements. The audit determined the Department finances and procedures are in order and conform to accounting principles generally accepted in the United States of America.

## **CONTRIBUTIONS TO THE TOWN**

In 2020, the Municipal Light Board of Commissioners, approved a **\$15,000** Payment in Lieu of Taxes to the Town. In addition to this cash payment, the MMLD had **\$5,576.16** of unbilled streetlight usage that was absorbed by the Department.

The Municipal Light Department offers a reduced electric rate for all the municipal buildings in Town. Those buildings include the schools, water, and sewer plants, and all other buildings used by Town departments. The MMLD continues to contribute **\$3,000** annually for the Town's Code Red System which is a great asset to the Town.

## **COMMUNITY**

The Municipal Light Department is a municipally owned utility, which means that it is owned by its ratepayers and not by shareholders like Investor-Owned Utilities (IOUs). One of the great advantages of a local municipal light department is that when people call or come into the office they get to talk to a person, someone who will help them with questions that they may have about billing or the services the Department provides. The Municipal Light Department Board and staff are here to serve the community.

The MMLD celebrated Public Power Week during the first full week in October. During that week, the Department gave away items in celebration of being a non-profit, community-owned utility. The raffle for this year's Public Power Week celebration was a free month of electricity, which was excitedly received by one of the residents.

To promote energy conservation, the Municipal Light Department continued making available the Appliance Rebate Program and sponsored a free Residential Energy Audit program for the community. During 2020, the MMLD spent \$2,300 in appliance rebates and \$5,730 in the Residential Energy Audit program. The Appliance Rebate Program allows residential customers to obtain a rebate for qualified energy-efficient appliances, while the Residential Energy Audit program provides an energy expert to conduct a free home energy audit and for customers to identify ways to reduce energy consumption and lower their monthly electric bill.

During 2018, the Department opted to participate in a solar rebate program with the Department of Energy Resources ("DOER"). The program allocates a fund made up by a contribution of the MMLD, which is then matched by the DOER. This fund is used to provide rebates to residential customers that want to install solar arrays on their homes. The program was launched in 2019, and since the start of the program, a number of customers enrolled to take advantage of this program.

## **GENERAL MANAGER, STAFF AND COMMISSIONERS**

Both the MMLD's staff and Commissioners continue to be dedicated to having a municipal light department that provides safe and reliable electricity to the Town while maintaining stable electric rates, in a volatile energy market where costs are periodically changing.

The MMLD's employees under the direction of the Municipal Light Board are dedicated to making the Department's Mission Statement a reality in every aspect of the day-to-day operations.

Respectfully submitted,

- Richard F. Joyce, Interim General Manager

Board of Light Commissioners

Norman Denault  
Larry Fisher  
Paula Hamel

Term Expires 2023  
Term Expires 2022  
Term Expires 2021

## 2020 MERRIMAC PLANNING BOARD ANNUAL REPORT

In calendar year 2020 several developments in the town under the authority of the Planning Board were newly approved or completed while others are still in process. The Board also continues to attend to other aspects of its role soliciting citizen input for perspective land use and development.

The end of year status of ongoing projects previously approved by the Board and subject to continued construction oversight are as follows:

Abbey Road (22-32 Bear Hill Road) – Work is currently halted at this Open Space Residential Development (OSRD) of the 13 single family homes with ten homes completed. The developer is addressing financial issues. The town's interests are protected by a Tripartite Agreement for \$250,000.

Regency Village (106 W. Main) – Both buildings are completed and occupied in this dual development of a total of 96 apartments for residents over-55. The work on the club house is at or near completion. The Board is awaiting the As Builts to review and conclude this project.

Lily Village Plaza (118 E. Main St.) – Construction has not begun on a 12,450 sq. ft. commercial building in front with two buildings consisting of a total of nine two-bedroom condo units in back. The Board has been approached by an interested party considering seeking a new Special Permit for an over-55 development.

Regency Office Park (108 W. Main St.) – The first of three buildings granted a Special Permit in this commercial development is completed and occupied. Work has not begun on the other two buildings.

Over-55 Development 114 E. Main St. – Four of the five duplexes in this over-55 development of 10 units are completed and occupied. Work is near completion on the final duplex.

Police Headquarters (Jana Way) – Site work completed and station occupied during the summer. The Board's role in this project was limited to Site Plan Review (SPR) and oversight of infrastructure development.

Special Permit project completed and escrow released for Be Well Organic, 19 Broad Street and Quail Ridge development on Battis Road.

In other planning activities, the Board granted five Approval Not Required (ANR) requested for properties at 7 Alnette Road, 8-10 Pleasant Street and 3 Vale Street, 18 Nichols Street, 12 Emery Street, and 1 High Street/School Street extension. The Board had pre-conceptual discussions with developers for 5 E. main Street and 118 E. Main Street. The Board collected \$600.00 in filing fees for its review activities in 2019 and purchased a laptop for the planning office.

In other business, on October 6, 2020 the Board held a public hearing and recommended that Town Meeting support amending the Zoning Bylaws to allow for the development of 40B qualified affordable housing on former hazardous material sites and in former municipal buildings. The bylaw change was passed unanimously at Town Meeting on October 19, 2020. When the Board reorganized in May, Sandra Venner was voted to continue to serve as Chair and Karol Flannery to serve as Vice Chair. During the year, John Thomas replaced Thomas Abisalih as Alternate for Special Permits and Robert Bender replaced John Thomas as MVPC Commissioner. Sandra Venner continues to serve as the representative to the Affordable Housing Board of Trustees.

As always, the Board is grateful for the professionalism and dedication of its administrative assistant, Patricia True, whose expertise and historical knowledge is of great benefit to the Board.

Respectfully submitted by  
Sandra Venner, Chairperson

Sandra Venner	Term expires 2024
Karol Flannery	Term expires 2025
Dennis Brodie	Term expires 2021
Keith Pollman	Term expires 2022
Arthur Amirault	Term expires 2023 (resigned in August 2020)
Thomas Abisalih	Term expires 2021 (appointed to replaced Mr. Amirault in Sept. 2020)
John Thomas	Alternate for Special Permits (appointed December 2020)





**TOWN OF MERRIMAC  
FINANCE DIRECTOR**

4 School Street  
Merrimac, MA 01860  
Phone (978) 346-0524  
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, 2020 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 is used to prepare the Schedule A.

An audit of the Town's financial records by Bill Fraher, C.P.A., is in process and the results of this audit will be available in my office for public inspection as soon as it is complete. 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**

**General Long Term Debt Activity**

**Fiscal Year 2020**

<b>Issue</b>	<b>Issue Date</b>	<b>Interest Rate</b>	<b>Original Amount</b>	<b>Balance 7/1/19</b>	<b>Additions</b>	<b>Retired</b>	<b>Balance 6/30/20</b>	<b>Interest Paid 7/1/19-6/30/20</b>
River Road MW/PAT	10/6/1999		\$ 149,856.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -
Multi-Purpose Loan	11/15/2003	2%-4.5%	\$ 4,231,000.00	\$ 440,000.00	\$ -	\$ 90,000.00	\$ 350,000.00	\$ 17,215.01
Multi-Purpose Loan	2/15/2008	3.56%	\$ 2,380,000.00	\$ 750,000.00	\$ -	\$ 150,000.00	\$ 600,000.00	\$ 25,950.00
Sewer - Ridgefield Rd.	8/23/2010	3.97%	\$ 132,080.00	\$ 20,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 637.50
Multi-Purpose Loan	12/3/2013	1.92%	\$ 3,971,000.00	\$ 1,775,000.00	\$ -	\$ 410,000.00	\$ 1,365,000.00	\$ 45,075.00
MW/PAT - Water Mains	2/11/2016	2.00%	\$ 860,000.00	\$ 753,352.00	\$ -	\$ 37,106.00	\$ 716,246.00	\$ 15,067.04
MW/PAT - Water Mains	9/12/2018	2.40%	\$ 1,600,000.00	\$ 1,600,000.00	\$ -	\$ 35,965.00	\$ 1,564,035.00	\$ 37,968.42
Multi-Purpose Loan	9/24/2019	2.37%	\$ 7,985,000.00	\$ -	\$ 7,985,000.00	\$ -	\$ 7,985,000.00	\$ 130,717.63
<b>Total All</b>				<b>\$ 5,348,352.00</b>	<b>\$ 7,985,000.00</b>	<b>\$ 743,071.00</b>	<b>\$ 12,590,281.00</b>	<b>\$ 272,630.60</b>
<b>Less: Electric</b>	2/15/2008	<b>3.60%</b>	<b>\$1,500,000.00</b>	<b>\$600,000.00</b>		<b>\$75,000.00</b>	<b>\$ 525,000.00</b>	<b>\$24,600.00</b>
<b>Total Excluding Electric</b>				<b>\$ 4,748,352.00</b>	<b>\$ 7,985,000.00</b>	<b>\$ 668,071.00</b>	<b>\$ 12,065,281.00</b>	<b>\$ 248,030.60</b>

**TOWN OF MERRIMAC**  
**BALANCE SHEET**  
June 30, 2020

<b>FUND/ACCOUNT #</b>	<b>ACCOUNT TITLE</b>	<b>DEBIT</b>	<b>CREDIT</b>
<b>ASSETS</b>			
01-000-1020-000000	Petty cash	1,325.00	
01-000-1040-000000	Cash unrestricted checking	1,559,110.41	
	<b>Total cash and cash equivalents</b>	<b>1,560,435.41</b>	
<b>Receivables</b>			
01-000-1210-202000	Personal property-2020	850.33	
01-000-1210-201900	Personal property-2019	484.75	
01-000-1210-201800	Personal property-2018	363.99	
01-000-1210-201700	Personal property-2017	99.45	
01-000-1210-000000	Personal property-prior years	193.41	
01-000-1220-201900	Real estate-2020	322,278.83	
	<b>Property taxes receivable</b>	<b>324,270.76</b>	
01-000-1220-000000	Supplemental real estate	7,566.26	
	<b>Misc. non-reoccurring receivable</b>	<b>7,566.26</b>	
<b>Overlay</b>			
01-000-1230-000000	Allowance for abatements & exemptions		92,268.17
	<b>Total allowance for abate &amp; exemptions</b>		<b>92,268.17</b>
01-000-1240-000000	Tax liens receivable	372,112.32	
01-000-1880-000000	Tax foreclosures	358,591.68	
	<b>Total tax liens and foreclosures</b>	<b>730,704.00</b>	
01-000-1260-202000	Motor vehicles excise-2020	74,366.53	
01-000-1260-201900	Motor vehicles excise-2019	21,267.62	
01-000-1260-201800	Motor vehicles excise-2018	7,610.12	
01-000-1260-201700	Motor vehicles excise-2017	5,307.52	
01-000-1260-000000	Motor vehicles excise-prior years	7,573.74	
	<b>Total motor vehicle excise</b>	<b>116,125.53</b>	
01-000-1340-000000	Departmental A/R-ambulance	94,081.38	
	<b>Total user charges</b>	<b>94,081.38</b>	
01-000-1420-013303	Title V-interest receivable	195.80	
01-000-1720-000000	Due from Commonwealth	308,209.00	
Total Asset		<b>3,141,588.14</b>	<b>92,268.17</b>

**TOWN OF MERRIMAC  
BALANCE SHEET  
June 30, 2020**

<b>FUND/ACCOUNT #</b>	<b>ACCOUNT TITLE</b>	<b>DEBIT</b>	<b>CREDIT</b>
<b>LIABILITIES</b>			
<b>DEFERRED REVENUE</b>			
01-000-2610-000000	Real & personal property		239,568.85
01-000-2622-000000	Tax liens & litigation		372,112.32
01-000-2623-000000	Tax foreclosures		358,591.68
01-000-2630-000000	Motor vehicle excise		116,125.53
01-000-2654-000000	Departmental-ambulance		94,081.38
01-000-2660-013303	Title V-interest repayments		195.80
	<b>Total deferred revenue</b>		<b>1,180,675.56</b>
<b>FUND BALANCES</b>			
01-000-3211-000000	Reserve for encumbrances		6,043.04
01-000-3250-000000	Reserved for other-petty cash		1,325.00
01-000-3295-000000	Reserved for continued appropriation		1,354,452.33
	<b>Total reserved</b>		<b>1,361,820.37</b>
01-000-3590-000000	Unrestricted/undesignated fund balance		<b>506,824.04</b>
	<b>Total Fund Balance</b>		<b>1,868,644.41</b>
<b>TOTAL</b>		<b>3,141,588.14</b>	<b>3,141,588.14</b>

<b>FUND # 20</b>	<b>RECEIPTS RESERVED - OTHER</b>		
20-000-1040-000000	Cash unrestricted	58,282.84	
20-000-1060-000000	Cash restricted	372,516.93	
20-000-1420-203303	A/R Title V - pricipal repayments	1,305.36	
20-000-2660-203303	D/R Title V - principal repayments		1,305.36
20-000-3580-203303	F/B Title V repayments principal only		21,017.08
20-000-3590-203301	F/B Sale of bond premiums		366,116.93
20-000-3590-203316	F/B Sale of real estate		18,084.00
20-171-3590-203307	F/B Conservation		2,502.58
20-172-3590-203302	F/B Open Space preservation		16,004.88
20-241-3590-203309	F/B Code enforcement/municipal hearings		100.00
20-420-3590-203304	F/B Highway transportation Infrastructure		574.30
20-491-3580-203300	F/B Sale of cemetery lots		6,400.00
	<b>Total Other Receipts Reserved</b>	<b>432,105.13</b>	<b>432,105.13</b>

**TOWN OF MERRIMAC**  
**BALANCE SHEET**  
June 30, 2020

<b>FUND/ACCOUNT #</b>	<b>ACCOUNT TITLE</b>	<b>DEBIT</b>	<b>CREDIT</b>
<b>FUND # 21</b>	<b>RECEIPTS RESERVED - CABLE ACCESS</b>		
21-000-1040-000000	Cash unrestricted	458,165.89	
21-000-3211-000000	F/B Cable reserve for encumbrances		89.20
21-199-3590-213301	F/B Cable TV grant old		7,599.37
21-199-3590-213312	F/B Cable PEG Access		15,000.00
21-199-3590-213313	F/B Cable TV grant		435,477.32
	<b>Total Receipts Reserved - Cable TV</b>	<b>458,165.89</b>	<b>458,165.89</b>
<b>FUND # 23</b>	<b>GIFTS</b>		
23-000-1040-000000	Cash unrestricted	134,612.87	
23-000-3590-233584	F/B Old Home Days		417.77
23-000-3590-233588	F/B Monument		9,320.88
23-146-3590-233586	F/B Elder/disabled		2,733.45
23-171-3590-233588	F/B Conservation		5,000.00
23-210-3590-233583	F/B Police		153.59
23-220-3590-233589	F/B Fire		1,821.64
23-422-3590-233588	F/B Highway paving		42,985.60
23-450-3590-233588	F/B Water infrastructure		41,521.40
23-491-3590-233588	F/B Cemetery		200.00
23-541-3590-233581	F/B Council on Aging		17,590.66
23-610-3590-233587	F/B Library		4,033.01
23-630-3590-233588	F/B Playground		7,834.87
23-650-3590-233588	F/B Parks		1,000.00
	<b>Total Gifts</b>	<b>134,612.87</b>	<b>134,612.87</b>
<b>FUND # 24</b>	<b>REVOLVING 53E 1/2</b>		
24-000-1040-000000	Cash unrestricted	191,097.30	
24-145-3590-243577	F/B Tax title		4,528.78
24-176-3590-243569	F/B Zoning Board of Appeals		10,951.49
24-241-3590-243573	F/B Zoning/Building code enforcement		49,445.70
24-241-3590-243578	F/B Inspectional services		117,388.31
24-510-3590-243574	F/B Board of Health projects		2,228.66
24-510-3590-243579	F/B Board of Health code enforcement		5,849.62
24-522-3590-243570	F/B Town nurse		704.74
	<b>Total 53E 1/2 Revolving</b>	<b>191,097.30</b>	<b>191,097.30</b>

**TOWN OF MERRIMAC  
BALANCE SHEET  
June 30, 2020**

<b>FUND/ACCOUNT #</b>	<b>ACCOUNT TITLE</b>	<b>DEBIT</b>	<b>CREDIT</b>
<b>FUND # 25</b>	<b>REVOLVING - OTHER</b>		
25-000-1040-000000	Cash unrestricted	104,850.24	
25-000-3590-253565	F/B Insurance <\$150K		24,301.70
25-171-3590-253567	F/B Wetlands		19,986.44
25-210-3590-253562	F/B Police firearms \$5K	2,711.56	
25-302-3590-253536	F/B Pentucket grounds \$50K		63,273.66
	<b>Total Other Revolving</b>	<b>107,561.80</b>	<b>107,561.80</b>
<b>FUND # 28</b>	<b>GRANTS - STATE</b>		
28-000-1040-000000	Cash unrestricted		9,082.81
28-122-3590-283544	F/B Recycling (RDP)		3,399.09
28-124-3590-280005	F/B Self-evaluation and transition plan grant		39,000.00
28-161-3590-283527	F/B Clerk extended polling hours		4,511.55
28-161-3590-283583	F/B Clerk SHRAB grant		475.90
28-192-3590-280002	F/B Green community energy conservation grant		54.87
28-192-3590-280004	F/B Town Hall door opener grant	9,758.68	
28-210-3590-280003	F/B Police MED project grant		1,950.00
28-210-3590-283516	F/B Police Advanced Law Enforcement Rapid Response (AERRT)	385.31	
28-210-3590-283554	F/B Police 911 tranining/ EMD	5,487.26	
28-210-3590-283555	F/B Police 911 support & incentive	77,663.79	
28-220-3590-283533	F/B Fire safety		5,318.36
28-220-3590-283545	F/B Firefighters charitable trust		508.77
28-220-3590-283546	F/B Fire emergency management EOP		345.00
28-220-3590-283549	F/B Fire forestry		30.15
28-220-3590-283550	F/B Fire local preparedness		422.38
28-512-3590-283593	F/B BOH MAPC grant		3,760.16
28-510-3590-283547	F/B Town nurse/BOH emergency preparedness		710.20
28-543-3590-283590	F/B Veteran Heritage		2,420.00
28-610-3590-283532	F/B Library MEGLIG		21,058.10
28-699-3590-283524	F/B Cultural arts		247.70
	<b>Total State Grants</b>	<b>93,295.04</b>	<b>93,295.04</b>
<b>FUND # 29</b>	<b>GRANTS - FEDERAL</b>		
29-000-1040-000000	Cash unrestricted		40,096.47
29-000-3590-293519	F/B FEMA COVID-19	79,744.28	
29-000-3590-293520	F/B CARES Act (CvRF)		39,647.81
	<b>Total Federal Grants</b>	<b>79,744.28</b>	<b>79,744.28</b>
<b>FUND # 30</b>	<b>CHAPTER 90</b>		
30-000-1040-000000	Cash unrestricted		
30-000-1720-000000	Due from Comm of Mass-Chapter 90		
30-422-3590-000000	F/B-Chapter 90 Highway		0.00
	<b>Total Chapter 90</b>	<b>0.00</b>	<b>0.00</b>

**TOWN OF MERRIMAC  
BALANCE SHEET  
June 30, 2020**

<b>FUND/ACCOUNT #</b>	<b>ACCOUNT TITLE</b>	<b>DEBIT</b>	<b>CREDIT</b>
<b>FUND # 35</b>	<b>CAPITAL PROJECTS</b>		
35-000-1040-000000	Cash Unrestricted Checking	1,491,718.70	
35-000-2720-000000	General bond anticipation notes payable		
35-192-3590-353426	F/B Police station construction		671,850.97
35-192-3590-353431	F/B Town Hall Exteriors repairs		818,894.49
35-610-3590-353428	F/B Library roof replacement		973.24
	<b>Total Capital Projects</b>	<b>1,491,718.70</b>	<b>1,491,718.70</b>
<b>FUND # 40</b>	<b>WATER CAPITAL PROJECTS</b>		
40-000-1040-000000	Cash unrestricted	48,156.73	
40-450-3590-403402	F/B Water E Main St station repair ATM04/08 A12		18,754.50
40-450-3590-403431	F/B Water Bear Hill well replacement STM10/18 A6		29,402.23
	<b>Total Water Capital Projects</b>	<b>48,156.73</b>	<b>48,156.73</b>
<b>FUND # 60</b>	<b>WATER ENTERPRISE</b>		
60-000-1020-000000	Cash petty	50.00	
60-000-1040-000000	Cash unrestricted	477,002.32	
60-000-1310-000000	Water user charges receivable	83,087.21	
60-000-1331-000000	Water liens receivable	3,315.17	
60-000-2651-000000	Water user charges deferred revenue		83,087.21
60-000-2653-000000	Water liens deferred revenue		3,315.17
60-000-3211-000000	Water reserved for encumbrances		
60-000-3250-000000	Water reserved for petty cash		50.00
60-000-3295-000000	Water reserved for continued appropriation		315,896.86
60-000-3590-000000	Water retained earnings		161,105.46
	<b>Total Water Enterprise</b>	<b>563,454.70</b>	<b>563,454.70</b>

**TOWN OF MERRIMAC**  
**BALANCE SHEET**  
June 30, 2020

<b>FUND/ACCOUNT #</b>	<b>ACCOUNT TITLE</b>	<b>DEBIT</b>	<b>CREDIT</b>
<b>FUND # 61</b>	<b>WASTEWATER ENTERPRISE</b>		
61-000-1020-000000	Cash petty	50.00	
61-000-1040-000000	Cash unrestricted	1,507,131.67	
61-000-1310-000000	Wastewater user charges receivable	77,035.10	
61-000-1332-000000	Wastewater liens receivable	3,896.77	
61-000-1410-000000	Wastewater betterment unapportioned receivable	123,149.57	
61-000-1420-000000	Wastewater betterment apportioned receivable-prin	3,381.02	
61-000-1430-000000	Wastewater betterment apportioned receivable-int	63.36	
61-000-2651-000000	Wastewater user charges deferred revenue		77,035.10
61-000-2653-000000	Wastewater liens deferred revenue		3,896.77
61-000-2660-000000	Wastewater special assessment deferred revenue		126,593.95
61-000-3211-000000	Wastewater reserved for encumbrances		0.00
61-000-3240-000000	Wastewater reserved for expenditures		55,000.00
61-000-3250-000000	Wastewater reserved for petty cash		50.00
61-000-3295-000000	Wastewater reserved for continued appropriation		1,224,257.80
61-000-3300-000000	Wastewater reserved for betterments		85,859.91
61-000-3590-000000	Wastewater retained earnings		142,013.96
	<b>Total Wastewater Enterprise</b>	<b>1,714,707.49</b>	<b>1,714,707.49</b>
<b>FUND # 67</b>	<b>ELECTRIC ENTERPRISE</b>		
67-000-1040-000000	Cash unrestricted	5,096,174.23	
67-000-1310-000000	Electric user charges receivable	229,457.74	
67-000-1330-000000	Electric liens receivable	279.91	
67-000-2651-000000	Electric user charges deferred revenue		229,457.74
67-000-2653-000000	Electric liens deferred revenue		279.91
67-000-3295-000000	Electric reserved for continued appropriation		3,364,058.57
67-000-3590-000000	Electric retained earnings		1,732,115.66
	<b>Total Light Enterprise</b>	<b>5,325,911.88</b>	<b>5,325,911.88</b>



**TOWN OF MERRIMAC**  
**BALANCE SHEET**  
**June 30, 2020**

<b>FUND/ACCOUNT #</b>	<b>ACCOUNT TITLE</b>	<b>DEBIT</b>	<b>CREDIT</b>
<b>FUND # 75</b>	<b>OTHER POST EMPLOYMENT BENEFITS TRUST (OPEB)</b>		
75-000-1060-000000	Cash restricted	1,798,110.85	
75-000-3580-753375	Electric OPEB		372,197.11
75-000-3580-753377	General OPEB		1,114,299.01
75-000-3580-753378	Water OPEB		115,943.46
75-000-3580-753379	Wastewater OPEB		195,671.27
	<b>Total OPEB Trust</b>	<b>1,798,110.85</b>	<b>1,798,110.85</b>
<b>FUND # 80</b>	<b>TRUSTS</b>		
80-000-1040-000000	Cash unrestricted - expendable	277,675.75	
80-000-1060-000000	Cash restricted - non-expendable	367,116.71	
80-000-3590-803311	Affordable housing		120,356.10
80-491-3580-803352	Cemetery perpetual care Armstrong/McGinnis - non-expendable		5,000.00
80-491-3580-803353	Cemetery perpetual Sweetsir - non-expendable		5,000.00
80-491-3580-803358	Cemetery perpetual Harry Robinson - non-expendable		1,500.00
80-491-3580-803370	Cemetery perpetual - non-expendable		327,816.71
80-491-3580-803376	Cemetery Amos Weed Kimball Park - non-expendable		2,000.00
80-491-3590-803352	Cemetery Armstrong McGinnis perpetual care expendable		59.04
80-491-3590-803353	Cemetery perpetual Sweetsir expendable		1,529.78
80-491-3590-803358	Cemetery perpetual Harry Robinson expendable		2,233.84
80-491-3590-803370	Cemetery perpetual care expendable		147,074.12
80-610-3580-803354	Library Albert Wadleigh - non-expendable		2,000.00
80-610-3580-803355	Library Thomas Hoyt - non-expendable		16,000.00
80-610-3580-803357	Library books - non-expendable		6,800.00
80-610-3590-803354	Library Albert Wadleigh expendable		2,401.13
80-610-3590-803355	Library Thomas Hoyt expendable		1,971.11
80-610-3590-803357	Library books expendable		1,803.42
80-650-3580-803371	Judith Kimball park - non-expendable		1,000.00
80-650-3590-803371	Judith Kimball park - expendable		93.92
80-650-3590-803376	Amos Weed Kimball park expendable		153.29
	<b>Total Trusts</b>	<b>644,792.46</b>	<b>644,792.46</b>
<b>FUND # 82</b>	<b>STABILIZATION</b>		
82-000-1060-000000	Cash restricted	1,389,627.21	
82-000-3580-823380	Stabilization		933,667.05
82-000-3580-823381	Ambulance stabilization		49,589.73
82-000-3580-823382	Capital stabilization		406,370.43
	<b>Total Stabilization</b>	<b>1,389,627.21</b>	<b>1,389,627.21</b>

**TOWN OF MERRIMAC  
BALANCE SHEET  
June 30, 2020**

<b>FUND/ACCOUNT #</b>	<b>ACCOUNT TITLE</b>	<b>DEBIT</b>	<b>CREDIT</b>
<b>FUND # 90</b>	<b>AGENCY</b>		
90-000-1040-000000	Cash unrestricted		8,682.46
90-161-2580-903564	Clerk dog licenses		411.00
90-210-2580-903561	Police details	9,593.46	
90-220-2580-903523	Fire details		500.00
	<b>Total Agency</b>	<b>9,593.46</b>	<b>9,593.46</b>
<b>FUND # 91</b>	<b>ESCROWS</b>		
91-000-1040-000000	Cash unrestricted	111,572.73	
91-175-2550-913600	Plan Board - Quail Ridge Infrastructure Surety		29,074.24
91-175-2550-913601	Plan Board - Bozek/Equestrian Estates		385.72
91-175-2550-913604	Plan Board - CDL/Deer Crossing		4,612.50
91-175-2550-913608	Plan Board - Quail/Waterhouse/Battis & Huse		1.06
91-175-2550-913609	Plan Board - Poplar Hill / Midde & North		506.70
91-175-2550-913616	Plan Board - Birchmeadow Estates		3,489.07
91-175-2550-913617	Plan Board - Lakewood/Boyle/Bear Hill/West Parish		2,167.64
91-175-2550-913625	Plan Board - Poplar Hill Circle		4,427.55
91-175-2550-913629	Plan Board - Groden / 22 Bear Hill		6,835.62
91-175-2550-913633	Plan Board - Regency Village / 106 W Main (residential)		21,523.29
91-175-2550-913636	Plan Board - Pondelli / MJS Trust / Emery / Sunset Terr		5,000.00
91-175-2550-913647	Plan Board - Regency Village / 108 W Main (commercial)		1,595.73
91-175-2550-913650	Plan Board - BeWell Organic Medicine		21,789.52
91-175-2550-913652	Plan Board - Sammy's Realty/114 E Main St		6,487.68
91-176-2550-913648	Appeals Board - Ram's Head LLC		3,508.41
91-176-2550-913651	Appeals Board - Police station		168.00
	<b>Total Escrows</b>	<b>111,572.73</b>	<b>111,572.73</b>
<b>FUND # 92</b>	<b>AGENCY-PAYROLL WITHHOLDINGS</b>		
92-000-1040-000000	Cash restricted	27,339.08	
92-000-2150-000000	Payroll Withholding - MIIA health insurance		19,027.82
92-000-2151-000000	Payroll Withholding - Boston Mutual life insurance		4,522.05
92-000-2152-000000	Payroll Withholding - MIIA dental insurance		1,025.53
92-000-2153-000000	Payroll Withholding - AFLAC insurance		1,014.96
92-000-2170-000000	Payroll Withholding - Union 170 & 939		1,748.72
	<b>Total Payroll Withholdings</b>	<b>27,339.08</b>	<b>27,339.08</b>
<b>FUND # 99</b>	<b>LONG-TERM DEBT</b>		
90-000-1996-000000	Amounts to be provided for long-term debt	12,585,281.00	
99-000-2900-610902	\$132.08K Ridgfield Inside FY21		10,000.00
99-000-2900-610904	\$4.231M Inside FY24		350,000.00
99-000-2900-992923	\$3.971M Inside FY23-FY24		940,000.00
99-000-2900-992929	\$7.8951M Inside FY38-FY44		7,985,000.00
99-000-2940-601004	\$1.6M Outside FY49		1,564,035.00
99-000-2940-992920	\$2.38M Outside FY20-FY28		600,000.00
99-000-2940-992923	\$3.971M Outside FY23-FY24		420,000.00
99-000-2940-992924	\$860K Outside FY23		716,246.00
	<b>Total Long-Term Debt</b>	<b>12,585,281.00</b>	<b>12,585,281.00</b>

**TOWN OF MERRIMAC**  
**STATEMENT OF REVENUES AND EXPENDITURES**  
**BUDGETARY BASIS - GENERAL FUND**  
**FOR FISCAL YEAR ENDING JUNE 30, 2020**

	<b>Final Budget</b>	<b>Actual</b>	<b>Variance Favorable (Unfavorable)</b>
<b>Revenues:</b>			
Property Taxes	\$ 13,614,041	\$ 13,336,439	\$ (277,602)
Excise Taxes	\$ 990,000	\$ 925,361	\$ (64,639)
Penalties and Interest	\$ 27,000	\$ 26,107	\$ (893)
Payments in Lieu of Tax	\$ 1,200	\$ 1,289	\$ 89
Departmental Charges for Services	\$ 454,000	\$ 433,192	\$ (20,808)
Fees	\$ 50,000	\$ 48,227	\$ (1,773)
Rentals	\$ 129,000	\$ 122,556	\$ (6,444)
Licenses and Permits	\$ 80,000	\$ 70,805	\$ (9,195)
Fines	\$ 35,000	\$ 21,009	\$ (13,991)
Investment Income	\$ 65,000	\$ 100,801	\$ 35,801
Other	\$ 112,000	\$ 207,447	\$ 95,447
Intergovernmental	\$ 1,032,915	\$ 1,027,084	\$ (5,831)
 Total Revenue	 \$ 16,590,156	 \$ 16,320,317	 \$ (269,839)
<b>Expenditures:</b>			
General Government	\$ 905,167	\$ 845,493	\$ 59,674
Public Safety	\$ 2,156,674	\$ 1,920,228	\$ 236,446
Education	\$ 9,521,724	\$ 9,504,710	\$ 17,014
Public Works	\$ 660,856	\$ 624,568	\$ 36,288
Human Services	\$ 503,825	\$ 490,963	\$ 12,862
Culture and Recreation	\$ 313,075	\$ 299,100	\$ 13,975
Debt Service	\$ 512,279	\$ 505,313	\$ 6,966
Lease	\$ 152,907	\$ 133,991	\$ 18,916
State and County Assessments	\$ 103,363	\$ 104,602	\$ (1,239)
Employee Benefits	\$ 575,068	\$ 550,694	\$ 24,374
Insurance	\$ 474,000	\$ 436,177	\$ 37,823
 Total Expenditures	 \$ 15,878,938	 \$ 15,415,839	 \$ 463,099
 <b>Excess(Deficiency) of Revenue over Expenditures</b>	 \$ 711,218	 \$ 904,478	 \$ 193,260
<b>Other Financing Sources (Uses):</b>			
Special Articles/Other Sources (Uses)	\$ (956,414)	\$ (797,451)	\$ 158,963
Operating Transfers In	\$ 420,938	\$ 420,938	\$ -
Operating Transfers (Out)	\$ (175,742)	\$ (175,742)	\$ -
 <b>Excess(Deficiency) of Revenue over Expenditures and other Financing Sources (Uses)</b>	  <b>\$ -</b>	  <b>\$ 352,223</b>	  <b>\$ 352,223</b>

**TOWN OF MERRIMAC, MASSACHUSETTS**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Proprietary Funds**  
**For the Year Ended June 30, 2020**

	Enterprise			
	Water	Sewer	Electric	Total
Operating revenues:				
User fees, penalty & interest	\$ 1,110,615	\$ 1,076,123	\$ 5,495,345	\$ 7,682,083
Miscellaneous	\$ 21,016		\$ 14,579	\$ 35,595
Liens	\$ 16,832	\$ 11,777		\$ 28,609
Special assessments	-	71,663	-	\$ 71,663
Other operating revenues			4,791	\$ 4,791
Interest income				
Total operating revenues	1,148,463	1,159,563	5,514,715	7,822,741
Transfers in	-	-	-	\$ -
Reserve for encumbrance		1,916		1,916
Reserve for expenditures		40,000		40,000
Total reserves	-	41,916	-	41,916
Total revenues, transfers and reserves	1,148,463	1,201,479	5,514,715	7,864,657
Operating expenditures:				
Salaries, benefits, In lieu	722,170	854,747	5,153,777	6,730,694
Lease	4,194	24,953		29,147
Debt service	259,807	170,098	99,600	529,505
Total operating expenditures	986,171	1,049,798	5,253,377	7,289,346
Transfers out	5,600	12,000	51,000	68,600
Reserve for projects	325,000	267,000		-
Total expenditures, transfers and reserves	1,316,771	1,328,798	5,304,377	7,357,946
Fund balance beginning of year	329,413	269,332	4,885,836	5,484,581
Fund balance end of year	161,105	142,013	5,096,174	5,991,292

**TOWN OF MERRIMAC**  
**COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**NON-MAJOR GOVERNMENTAL FUNDS**  
**FOR FISCAL YEAR ENDED JUNE 30, 2020**

	<u>Governmental Fund Types</u>		<u>Fiduciary Fund Types</u>		
	Special Revenue	Capital Projects	Stabilization Fund	Other Trust and Agency Funds	Total
Revenues:					
Department Charges for Services					\$ -
Intergovernmental	\$ 884,866			\$ -	\$ 884,866
Investment Income	\$ 21		\$ 71,070	\$ 55,814	\$ 126,905
Other	\$ 1,250,605			\$ 510,078	\$ 1,760,683
<b>Total Revenues</b>	<b>\$ 2,135,492</b>	<b>\$ -</b>	<b>\$ 71,070</b>	<b>\$ 565,892</b>	<b>\$ 2,772,454</b>
Expenditures:					
Current					
General Government	\$ 323,887			\$ 344,150	\$ 668,037
Public Safety	\$ 271,847			\$ 133,670	\$ 405,517
Public Works	\$ 427,986			\$ -	\$ 427,986
Human Services	\$ 63,986			\$ -	\$ 63,986
Recreation and Culture	\$ 34,047			\$ -	\$ 34,047
Other	\$ 410,207			\$ -	\$ 410,207
Capital Outlay		\$ 5,417,727		\$ 44,255	\$ 5,461,982
<b>Total Expenditures</b>	<b>\$ 1,531,960</b>	<b>\$ 5,417,727</b>	<b>\$ -</b>	<b>\$ 522,075</b>	<b>\$ 7,471,762</b>
Excess (Deficiency) of Revenues over Expenditures	\$ 603,532	\$ (5,417,727)	\$ 71,070	\$ 43,817	\$ (4,699,308)
Other Financing Sources (Uses)					
Proceeds from Bond Issues		\$ 7,985,000		\$ -	\$ 7,985,000
Operating Transfers In			\$ 75,742	\$ 153,600	\$ 229,342
Operating Transfers Out	\$ (405,938)	\$ (3,100,000)		\$ -	\$ (3,505,938)
<b>Total Other Financing Sources (Uses)</b>	<b>\$ (405,938)</b>	<b>\$ 4,885,000</b>	<b>\$ 75,742</b>	<b>\$ 153,600</b>	<b>\$ 4,708,404</b>
<b>Net Changes in Fund Balances</b>	<b>\$ 197,594</b>	<b>\$ (532,727)</b>	<b>\$ 146,812</b>	<b>\$ 197,417</b>	<b>\$ 9,096</b>
Fund Balances, Beginning of Year	\$ 1,072,753	\$ 2,024,445	\$ 1,289,195	\$ 2,375,717	\$ 6,762,110
Fund Balances, End of Year	<u>\$ 1,270,347</u>	<u>\$ 1,491,718</u>	<u>\$ 1,436,007</u>	<u>\$ 2,573,134</u>	<u>\$ 6,771,206</u>



## TOWN OF MERRIMAC

Board of Assessors  
6 School St.  
Merrimac, MA 01860  
978-346-9022

### ANNUAL REPORT OF THE BOARD OF ASSESSORS

The Board of Assessors respectfully submits the following report for the calendar year 2020.

The Board continues to be busy visiting homes in Merrimac. They are completing Permit inspections which are done for the previous years building permits as well as Occupancy inspections for new homes that are occupied after July 1st. They are also completing Cyclical inspections which are required by the Department of Revenue and dictates that we must inspect every home in town once every nine years for data quality. The Board would like to thank the citizens of Merrimac for their continued cooperation during these inspections.

The tax rate for fiscal year 2021 is \$16.30 per thousand. Property cards may be obtained on line by property owners to view their data. <http://www.merrimac01860.info/171/Assessors>

#### BOARD OF ASSESSORS

Edward R. Davis - Chairman

Term expires 2021

William Pollman - Secretary

Term expires 2023

Joyce Clohecy - Member

Term expires 2022

Heather Roche, Clerk

## FISCAL YEAR 2021 RECAPITULATION

### 1. Tax Rate Summary

A. Total Amount to be Raised		\$	22,047,860.98
B. Total Estimated Receipts/Revenue		\$	6,790,529.18
C. Net Amount to be Raised by Taxation (Levy)		\$	15,257,331.80
D. Classified Tax Levies			
1. Residential	95.7393%	\$	14,607,268.13
2. Open Space	0	\$	0
3. Commercial	2.3980%	\$	365,870.94
4. Industrial	0.8776%	\$	133,900.10
5. Personal	0.9851%	\$	150,292.63

### 2. Amounts to be Raised

A. Appropriation	\$	21,850,971.18
B. Total Cherry Sheets Offsets	\$	12,662.00
C. State and County Cherry Sheet Charges	\$	106,566.00
D. Allowance for Abatements/Exemptions	\$	7,661.80

Total Amount to be Raised	\$	22,047,860.98
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### 3. Estimated Receipts and other Revenue

A. State	\$	1,045,184.00
B. Local	\$	1,931,300.00
C. Enterprise Funds	\$	2,751,134.00
D. Free Cash	\$	438,192.00
E. Other Available Funds	\$	609,719.18
F. Municipal Light Source	\$	15,000.00

Total Estimated Receipts	\$	6,790,529.18
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#### Number of Taxable Accounts

1. Residential Single Family	1,655
2. Residential Two Family	98
3. Residential Three Family	8
4. Residential Apt. Bldg. / Misc.	18
5. Residential Land	143
6. Condominiums	296
7. Commercial	46
8. Industrial	18
9. Commercial Other	28
10. Personal Property	43
11. Chapter 61	7

Respectfully submitted,

Heather Roche, Clerk  
On behalf of the Board of Assessors

## **ANNUAL REPORT OF THE ANIMAL CARE AND CONTROL OFFICER**

To: The Honorable Board of Selectmen

Re: Activities from January 2020 to December 2020

### **Dogs**

Six Hundred and Seventeen (617) dogs were licensed in 2020. As you know, under Mass. Gen. Laws Ch. 140 sec. 137 all dogs over six months of age are required to have rabies vaccine and to be licensed.

Four (4) dogs were reported missing in 2020. Twenty-Three (23) dog were found by residents and they were returned to their owners by Merrimac Police and Animal Control. The four (4) dogs that were reported missing, found their own way home. There were Forty-One (41) loose dogs reported to be running around the Town of Merrimac. One (1) dog was struck by a vehicle. The owners of this dog picked up the animal before the ACO arrived on scene; No owner information was able to be gathered. One (1) dog, Oliver, was found by the MSP. This dog was re-homed by the ACO after being kenneled at the Bed and Biscuit for 10 days. The ACO and Bed and Biscuit Owner was not able to make contact with the dog's original owner.

Fifteen (15) dog bites were reported. These (15) dogs were quarantined for the required ten (10) days per Massachusetts General Laws Chapter 129. All dogs were current on rabies vaccinations. Please remember that Rabies Vaccination is required under Mass Gen. Laws Ch. 140, sec. 145 for the protection of pets and people.

We also responded to multiple barking complaints, nuisance issues and dogs running at large.

### **Cats**

Six (6) cats were reported missing of that, one (1) cat was found and returned to their homes.

We had one (1) cat bite that was reported. This one (1) cat was quarantined for the required ten days per Massachusetts General Laws Chapter 129. This cat did receive a rabies booster shot and is current with all other vaccinations.



### **Welfare Checks**

The ACO responded to two (2) welfare checks. These two (2) were investigated and followed up on. The ACO determined that both calls were unfounded.

### **Wildlife**

We received many calls about bears, raccoons, skunks, squirrels, coyotes, goats and other small wildlife that were found to be a nuisance. To prevent these animals from becoming problematic, we suggest that residents remove any food from their yards and keep garbage cans covered. The ACO had one (1) animal tested for rabies that test came back negative. The ACO removed one dead skunk from a trap and disposed of it properly

### **Barn Inspections**

There were no inspections conducted this year because of the COVID-19 Pandemic.

Respectfully submitted,

Gregory F Pickering  
Animal Care & Control Officer

## **MERRIMAC CONSERVATION COMMISSION 2020 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 (M.G.L Chapter 131, Section 40) 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 Wetland Protection Bylaw. The Conservation Commission is composed of eight members who serve as unpaid volunteers, who are assisted by a part-time Wetland Agent. The Commission generally meets once a month on the fourth Tuesday of the month at the Public Library 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 11 regular meetings and 1 special meeting were held and 8 site visits were conducted. There were 11 projects filed with the Commission, primarily involving construction of subdivision roads and utilities, new single-family homes, tree cutting and additions to existing buildings throughout Merrimac. There were 18 miscellaneous filings for Certificates of Compliance and related issues. In addition to reviewing proposed projects submitted by property owners, the Commission addresses work that affects wetlands conducted without the required permits. In 2020 5 violation/enforcement orders were issued to property owners regarding work undertaken in violation of the Act and the Town Bylaw. The Commission has also aided Essex County Greenbelt in acquiring land and creating conservation restrictions in Merrimac and worked with the Lake Attitash association to improve the quality of the lake. A member of the Commission also participates in the Site Plan Review Committee under Merrimac's Zoning bylaw.

The Commission continues 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. The regulations include a number of provisions to strengthen protection of Merrimac's wetlands beyond what is addressed in Massachusetts Wetland Protection Act 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 Wetlands Protection regulations and 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.

If you are contemplating any work within 100 feet of a wetland, intermittent stream 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 the Town of Merrimac. They protect, filter, and provide the high quality of water in our water supply 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 Town's wetland resources. The Commission is always looking for interested citizens that may want to get involved in working with others to protect the valuable wetland resources we all share in Merrimac, so 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

Jerome Mathieu, Member

Jon Pearson, Member

Janet Terry, Member

Arthur Yarranton, Member

Gregory Maclean, Member

William Andrulitis, Member

Jay Smith, Agent

Each member is appointed by the Board of Selectmen for a three year term.

## BOARD of HEALTH 2020 ANNUAL REPORT

The Board of Health meetings are held on the third Monday of the Month, or on an as-needed basis. We may be contacted at (978) 346-4066 or at [boh@townofmerrimac.com](mailto:boh@townofmerrimac.com). The office is staffed by the Health Agent to conduct all BOH matters.

During 2019, the Board of Health continued to participate in Homeland Security and the Emergency Preparedness Plan, and for these efforts we receive supplemental funding from the Regional Coalition. Deborah Ketchen, Health Agent, and Charlotte E. Stepanian, Public Health Nurse, are the primary representatives and contacts in this program.

**Deborah Ketchen** has been our Health Inspector since March 2006. In 2012 she received her Bachelor of Arts Degree, majoring in Homeland Security and Emergency Management. This accomplishment was achieved through Ashford University, Clinton, Iowa, by enlisting in their distance learning program for a period of 2-plus years.

Debbie regularly attends meetings of the NE Region 3A Coalition where training plans are formulated. She also acts as our representative during hearings that are litigated at the Housing Court. She is responsible for the ultimate enforcement of the Code of Massachusetts Regulations as they pertain to the minimum standards of health and safety. Attributed to the health agent's periodic monitoring, conditions in restaurants and rental units continually improve.

**Matthew Kirk** was voted as Chainman to the Board of Health his term continues until May of 2021.

**Christine Berube** was appointed to fill the remainder of a vacant term expiring in May of 2022.

**Jason Sargent** was re-elected in May of 2019. His term with the Board of Health continues until May of 2022.

**Deborah Ketchen:** Deb assumes the role of Health Agent to the Town of Merrimac. Deb assumes multiple responsibilities to include conducting a variety of routine inspections, enforcing regulations and compliance, submitting special reports to the Mass. Dept. of Public Health, complaint investigations, collaboration with public health nurse, sign off on permits.

**Linda Ralph:** Linda assumes the new position of Administrative Assistant to the Board of Health. She handles inquiries from the general public and assists contractors and business owners with licenses and permits. Several responsibilities include updating records, maintaining BOH files and transcribing minutes of meetings.

### Annual Licenses or Permits

Annual application forms and regulations may be obtained at the Board of Health office or on our web site at [www.townofmerrimac.com](http://www.townofmerrimac.com). Applications and notification of expiration are no longer mailed. Annual license fees are payable by December 31 each year.

Respectfully submitted,

Merrimac Board of Health

Christine Berube	Term expires 2022
Matthew Kirk	Term expires 2021
Jason Sargent	Term expires 2022

## MOSQUITO CONTROL PROGRAM INFORMATION

For more information on the Northeast Massachusetts Mosquito Control and Wetlands Management District, call 978-463-6630, or 978 352 2800.

**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.

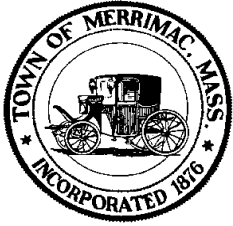
**Insecticide:** The District uses Anvil (EPA Reg. No. 1021-1688-8329) for ULV applications. The active ingredient, Sumithrin, has a very low toxicity to mammals. This product is registered for use by the US EPA and the Mass. Pesticide Bureau. All District personnel are certified applicators and annually 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 can be found on the MDPH website at [ww.mass.gov/dph/wnv/wnvl.htm](http://ww.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.



## **TOWN OF MERRIMAC**

Nursing Services  
100 East Main Street  
Merrimac, MA 01860  
Tel: 978-346-9549

[nurse@townofmerrimac.com](mailto:nurse@townofmerrimac.com)

### **Fiscal Year 2020 Nursing Services Annual Report**

This fiscal year was unlike all others in the past when the working hours were reduced to 5 per week from the long standing 19.5 hours per week. Considering that we were deep into COVID19 already and most of all interactions had to be remote, there was a steady demand for current information and advise related to the ongoing global pandemic!

A warrant was circulated amongst the town's residents requesting the restoration of my prior work hours at the annual Fall Town Meeting. The vote was favorable and returned to my prior time working at the Senior Center. Ever since 911, Public Health has been drilling and preparing for just such an event. The annual Fall Flu Clinics were our annual practice sessions for the vaccine clinics that are currently being held across the country now!

The structure of what we did then is basically the same as you find in today's vaccine clinics. My monthly columns have continued in the News Letter published by the Senior Center that address current health and wellness issues and concerns across the lifespan. I can be reached at the Senior during business hours.

Respectfully Submitted by  
Charlotte E. Stepanian, BS, MSN, BCRN

## SEALER OF WEIGHTS AND MEASURES

I hereby submit my report as Sealer of Weights and Measures for the Town of Merrimac from January 1st 2020 to December 31st 2020. I have inspected, sealed, and adjusted or condemned a total of 16 measuring units. Fees totaling \$502.00 were billed. Below is a detailed summery

Respectfully submitted

Leonard Rose  
Inspector of Weights and Measures

• Brox 103 East Main St	\$212.00
• Donahue School 2 Union St	not done due to COVID-19
• Sweetsir School 104 Church St	not done due to COVID-19
• Edgemont Oil 115 West Main St 12-5-19	\$240.00
• Merrimac Sports 130 Main St 12-30-19	\$30.00
• Common Grounds 101 East Main St	\$10.00
• Cozy Cleaners 4 east Main St	\$10.00

**MERRIMAC CULTURAL COUNCIL  
ANNUAL REPORT FISCAL YEAR 2020**

The Merrimac Cultural Council is a board of local volunteers with demonstrated interest in the cultural life here in Merrimac. Each year the Massachusetts Cultural Council allocates proportional grant amounts to the local cultural councils in cities and towns in Massachusetts. The purpose is to fund projects in the arts, humanities, and interpretive sciences to benefit the residents of each community. These funds are applied for by non-profit organizations, presenters, or members of the public every October through a grant application process. Because of the pandemic this year, the deadline for applications was moved to December.

When reviewing applicants, we consider local needs, a balanced age range and scope of audiences, community involvement, and diversity. Each year we fund many programs at the library, the Senior Center, and during Old Home Days, among other local venues. Input from the community is always welcome and we encourage new memberships annually. Each member is appointed by the Merrimac Selectmen for a three-year term and can be reappointed for one additional three-year term. At the end of a member's second term, that member must take one full year off the council before that member can be reappointed.

For the 2020 grant cycle, the Merrimac Cultural Council operated the third year of paying out grants in advance rather than as a reimbursement as in prior years. In 2017, the Merrimac Cultural Council worked closely with Ann Jim, Town Accountant, to establish the protocol for this process. As a part of this protocol, one or two Council members are assigned to attend each funded event. If the event doesn't happen, the grantee can request the funds to be reallocated or the Council can ask the grantee to return the grant money. Several 2020 grantees were unable to complete their granted projects because of pandemic restrictions. The Mass. Cultural Council advised that, with full local cultural council approval, grantees may be allowed to keep their allocations as a way of mitigating the financial strain that the pandemic has placed on the arts community this past year. The Merrimac Cultural Council members met and agreed to allow all grantees to keep their 2020 grants whether or not they had completed their projects. All grantees were contacted by phone or email and were most grateful for this decision.

Municipal fiscal officer:	Anne O. Jim
Council representative:	Courtney Breen
Account Balance Beginning of Period (7/1/2019)	\$262.02
Local Revenue/Interest included in Account Balance	\$12.10
State Revenue (FY2020 Allocation)	\$5,800.00
Other Revenues	\$0.00
Total Revenues (including interest)	\$5,800.08
Total available for FY2020	\$6,062.10
Expenditures	
Total Paid in FY2020 Grants	\$5,640.00
Administrative Cost for Folded Brochures	\$174.40
<b>Total Expenditures in FY2020</b>	<b>\$5,814.40</b>
<b>Account Balance End of Period (6/30/2020)</b>	<b>\$247.70</b>

Current Council Members:	Courtney Breen, Chair
	Alex Cain
	David Cressman
	Valerie LaBelle
	Richard Olson
	Carole Sokolowski, Treasurer



## 2020 Grantees

John Root . . . . .	Songbirds of the Northeast . . . . .	\$450
Merrimack Valley Concert Band . . . .	Old Home Day Concert . . . . .	\$750
Newburyport Chamber Music . . . . .	Summer Festival 2020 . . . . .	\$480
Ruth Harcovitz . . . . .	Songs of World War II . . . . .	\$450
Merrimac Public Library . . . . .	Henry the Juggler . . . . .	\$300
Newburyport Choral Society . . . . .	Spring Concert 2020: Elijah . . . . .	\$300
Pentucket Regional School Dist. . . . .	Create with Technology . . . . .	\$500
Merrimac PTO . . . . .	PTO Summer Movie Night . . . . .	\$360
Merrimac PTO . . . . .	Merrimac Children's Theater Program . . . . .	\$400
Merrimac Public Library . . . . .	Exhibit Advisor for Merrimac Public Library . . . . .	\$500
Pentucket Arts Assoc. . . . .	17 <sup>th</sup> Annual A cappella Night . . . . .	\$500
Port Players, LLC . . . . .	Main Stage – Youth Theater Program . . . . .	\$400
Open Air Arts . . . . .	Outdoor Sculpture at Maudslay . . . . .	\$250
<b>Total Awarded</b>		<b>\$5,640</b>

## **2020 ANNUAL REPORT OF THE AFFORDABLE HOUSING BOARD OF TRUSTEES**

The Affordable Housing Board of Trustees (AHBT) was established in June 2009 in accordance with the Town By-Law voted in May 2008. The Board met in February, April, and September in 2020. The Board continues to support the Town's efforts to re-develop the former site of Coastal Metals at Little's Court as affordable housing. North Shore Community Development Coalition (NSCDC) remains committed to develop affordable housing rental units on this site and that of the former fire station/senior center on School Street. The Board approved the request of NSCDC to revise the Agreement authorizing the use of \$20,000 from the Trust to also include purposes of planning and site preparation in addition to land acquisition and construction.

Once again the Board voted to support the release of annual HOME funds designated for Merrimac in the amount of \$10,458 for reuse for competitive bid by the HOME Consortium as the Town was not in a position to use these funds. It is hoped that when the affordable housing project with NSCDC moves forward efforts to receive a grant award from the HOME competitive funds pool will be successfully. The Board assisted the Town in successfully applying to be designated as a Housing Choice Community in 2020. This qualified the town to apply for a capital grant of up to \$250,000 that was used for infrastructure work.

The Board discussed and provided input to the proposal to amend the zoning bylaws to include language for reuse of municipal buildings or remediated hazardous material sites for purposes of developing affordable housing. The zoning amendment was passed at the Special Town Meeting on October 19, 2020. This will provide a zoning option to the 40B Comprehensive Permit process.

The percent of the affordable housing units in Merrimac that appears on the state's Subsidized Housing Inventory list remains at 5.6%.

Respectfully submitted by:

Sandra Venner, Chairperson	Term expires 2022
Laura Dillingham-Mailman (resigned in December)	Term expires 2022
Philip Parry	Term expires 2022
Colleen Ranshaw-Fiorello, Secretary	Term expires 2022
Dawne Young	Term expires 2021
Holly Moran (appointed in November to fill at-large vacancy)	Term expires 2021
Holly Moran, Representative of Board of Selectmen (resigned in November)	
Benjamin Beaulieu, Representative of Board of Selectmen (appointed in November)	Term expires 2021

**Merrimac Council on Aging  
And Senior Center  
FY 2020 Annual Report**

FY 2020 was an interesting year at the Council on Aging, with many changes due to many circumstances beyond the control of the staff. We are grateful for the support of the Council on Aging Board of Directors, the COA Staff, the seniors, legislators, our Town Departments, Board of Selectmen, business leaders, and peers.

The staff at the Council on Aging cross-trains within our department, works with a team approach and collaborates with other departments within Town and other agencies. We also collaborate with other COA's to be able to deliver better programming and services. We would like to thank the Selectmen, Merrimac Fire and Police Departments, the Merrimac Public Health Nurse, Public Health Department, Merrimac Light Department, Merrimac Cultural Council, and the Merrimac DPW; Essex County Sheriff's Dept., Executive Office of Elder Affairs, Elder Services of Merrimack Valley, Community Action, Merrimac Housing Authority and our legislators. We are also grateful for the support from local residents and businesses including Northern Essex Elder Transport (NEET), Merrimack Valley Health Center, MA Commission for the Blind, the Merrimac Lions Club, David Heating & Cooling, Steven St. Germain, DDS, and AARP, and the Girl Scouts & Boy Scouts.

*The monthly Breakfast with the Chiefs* has been a great opportunity to bring town officials, legislators and many others to the table for open discussions on events and town news. Seniors and community members (Department Heads, Board of Selectmen, Police and Fire, business and community leaders) are invited to attend for breakfast and the opportunity to ask questions, share concerns and learn about happenings. We try to hold the breakfast once a month except for summer and holidays. All are welcome to attend!

On Friday March 13th, 2020, the COVID-19 pandemic in Massachusetts, the United States and around the globe forced us to close our doors to the public. We were forced to work from home making wellness calls and helping our seniors from afar for the first time. This new approach to working with our older adult community in Merrimac required Laura and the staff to think outside the box and come up with a plan to serve the community and prevent social isolation and loneliness in an innovative manner by pivoting programming and offering different approaches to the way we supported and interacted with everyone. Almost immediately, a plan was formulated to make sure that the daily in-house meal was able to become a delivery service model that could be distributed to those older adults in need around town or for contactless pickup for out-of-town guests. The Kitchen Staff, led by Bonnie Kitsakos and Eileen Murray, along with Senior Aides, Judy Kimber-Morrill and Christina Connor, ensured that the meals continued as seamlessly as possible and through the spring during the lockdown period. During this time, our Volunteer Coordinator, Sandy Blanchet, took over answering our phone lines and became the voice of the Center as we could not have our volunteer receptionists in the building to answer our phones.

April and May brought the opportunity to hold outdoor socially distanced exercise classes under our canopy tent in the parking lot. Gentle Yoga, Stretch Flow Classes and other fitness classes were all offered six feet apart, while wearing masks with constant cleaning between classes. We thank our instructors for their diligence and commitment to our classes!

The Friends of the COA Senior Scramble was cancelled in June of 2020 due to the COVID 19 Pandemic. The money raised from this event along with other donations made throughout the year make it possible for them to support and sponsor the Nutrition Program, Transportation and special events and programs offered at the Senior Center. We are grateful to the Friends for continuing to support the COA during what can only be described as our most challenging year to date. They donate \$1000 per month to the Senior Center to help with the meals program, transportation and the LGBT Senior Social Supper (currently on hiatus during COVID 19). A special thank you is extended to them for their hard work! We expect to return to these events, albeit perhaps in a different fashion, once the COVID-19 pandemic restrictions have eased.

During the month of July, the staff continued wellness calls and home delivery meal services to the community. Outreach and advocacy efforts became even more important than ever during this season as we had been

through a few months of social distancing and our greatest concern was the social isolation issues facing our most vulnerable populations.

On August 21st, our long time Executive Director, Laura Dillingham-Mailman, retired from the Merrimac Council on Aging. A socially distanced, outdoor celebration was held in her honor to commemorate her time with the Council on Aging and her friends, family and local legislative representatives as well as the staff looked on as many folks such as Rep. Lenny Mirra and Merrimac COA Board Chair, Colleen Ranshaw-Fiorello shared their thoughts and wished Laura a well- deserved retirement. With Laura's departure, a new Executive Director was selected by the search committee. Brienne Walsh, a Merrimac resident, became the COA's new Executive Director and brings knowledge and experience from her time as the COA Director in Rowley over the last 5 years. The COVID 19 pandemic has made for an interesting transition and although not able to see very many participants in person, newsletter articles, phone calls and emails have gone a long way to help making introductions between the new Director and the seniors of Merrimac.

The Merrimac COA & Senior Center Annual Senior Health Fair scheduled for September 2020 was cancelled due to the COVID 19 pandemic restrictions. We hope to resume the Senior Health Fair in the Fall of 2021 as it is the highlight of our year many.

October brought the fall and the temporary end of our outdoor fitness classes. Before the end of our outdoor season, we were able to hold a Flu Clinic in partnership with Stop N Shop of Amesbury and vaccinate 75 seniors. We are grateful to their staff, particularly Jon Hersey, staff pharmacist, for their help in administering vaccinations and presenting an efficient clinic outside under our tent. Unfortunately, our tent blew away with a particularly blustery day and we were thankful that it served a purpose for us during the summer and fall and allowed for outdoor activities. A new tent has been ordered for when activities resume outdoors in the Spring of 2021.

In November, the annual Holiday Craft Fair and Café typically takes place. Unfortunately, this was cancelled as well due to COVID 19 pandemic restrictions. Usually, the crafters meet throughout the year planning and making items, visiting other fairs for ideas and inviting other crafters to attend our fair. Donations for drawings come from the crafters themselves and money from the tables and café is given to the Senior Center Gift Account to help pay for activities and programs. We hope to be able to once again restart this time- honored tradition once the restrictions of the COVID 19 pandemic have been lifted. However, we were able to offer Veteran's Care Packages on November 9th, which were delivered to approximately 50 veterans throughout Merrimac. Packages consisted of fresh fruit, patriotic items, cards, candy, personal care items and more. We thank our veterans and their families for their service to our town and our country and we were honored to be able to celebrate them in a small way.

In December, we held our First Annual Mystery Holiday Raffle. The staff and I created 28 raffle baskets that were given to randomly selected members of the Merrimac COA community that had signed up to participate in response to our flyer in the December 2020 edition of the newsletter. The raffle was open to any 60+ Merrimac resident and was a great way to bring holiday cheer to our seniors! Raffle baskets featured games, candy, household items, personal care items, gift certificates to area restaurants and shops, books, leisure activity items and much more. The raffle was held on 12/23/2020 and baskets were delivered to raffle winners that afternoon! We greatly enjoyed bringing a new and socially distanced activity that was fun and interactive to our senior community during the festive holiday season as a nice ending to a difficult year, especially for the older adult population of our community.

The Senior Center Staff consists of Brienne R. Walsh, Executive Director; Ann Murphy, Administrative Assistant; Eileen Murray, Kitchen Manager & Cook, Cook (PPT); Charlotte Eileen Stepanian, Public Health Nurse, MSN, RN-BC; Christina Connor, Senior Aide, Van Driver, Kitchen Asst.; Sandy Blanchet, Volunteer

Coordinator; Bonnie Kitsakos, Nutritionist; Stacey Sherman, Outreach & Human Services Coordinator; Nicholas Fiorello, Transportation Coordinator & Van Driver; and Wayne Jones, Custodian.

There are not enough words to express our gratitude towards our volunteers without whom we would not be able to accomplish so much. Our Volunteers lend their expertise and time as drivers, receptionists, dispatchers, kitchen assistants, food pantry organizers, trip leaders, group leaders, tax assistance, craft fair organizers and craft shop participants and handy men providing over 5,000 Volunteer hours\* (\*This does not include those who don't remember to sign in to record their hours and accounts for the lessened amounts of volunteers in house this year due to the COVID 19 restrictions) of service to the Senior Center. The Senior Center Crafters Showcase and annual Holiday Fair have always provided local talented seniors with a way to sell their wares, and support the Senior Center by generously donating 10 per cent of their earnings. It is our greatest hope to return to this in 2021.

In addition to serving the senior population in Merrimac, as the only Human Services Agency in town we also serve the general population by providing resource information, referrals, counseling, medical equipment, flu shots, blood pressure clinics, and opportunities to volunteer or participate in programs, activities, and more. We also assist friends and families looking for services for their loved ones.

The Council on Aging core programs offered through the Senior Center are: Nutrition (congregate meal site, food pantry); Transportation (COA van and NEET volunteer drivers); Outreach (Identifies Needs, Case Management, Home Visits and Calls), Information and Referrals; and Health & Wellness (Intellectual, Social, Emotional, Vocational, Spiritual, Educational and Physical), and Activities and Services offered at the Merrimac Senior Center include (but are not limited to):

AA Meetings	Events/Workshops	(Including field trips)
Advocacy & Representation	Crochet & Knitting	Group/Speakers
Bingo	DMV-DOT-Registration &	Lunch Club
Blood Pressure Clinic	License assistance	Medical Equipment Lending
Book Club & Guest Authors	Exercise Classes (M/W/TH)	Men's Group
Bocce	Friendly Visiting	Movies at the Center
Bowling	Flu Clinics (Seasonal),	"Mr. Fix-it"
Breakfast with the Chiefs	Vitamin B-12 shots	Newsletter Committee
Bridge	45's Card Game (T)	<b>Our Neighbors' Table Food</b>
Candidate & Issues Forum	Friends of COA Mtg.	<b>Pantry Site*</b>
Caregivers Support Group	(1st Tue of Month)	Outreach
Chair Yoga	Friends Senior Scramble	Painting Classes
Confidential Financial Advice &	Free Birthday Lunch	Peggy's Senior Food Pantry a
Assistance with bill pay	Health Fair-Annual	Partner of ONT*
reconciling statements,	Home delivered meals	Public Health Nurse
reconciling Medical bills with	Hearing Clinics	Information & Consulting
Insurance, etc.	Holiday Parties	Podiatry (Foot care) Clinics
Congregate Meals	Ice Cream Socials	Poker
Copying	Information & Referrals	Pool
Craft Fair-Annual	Intergenerational	Powerful Tools for Caregivers
Crafters Gift Shoppe	Programming	Quilting
Crafters Meeting- 1st Wed of	LGBT Social Connections (3rd	Reassurance Calls
Month	Thursday of month at 6:30)	Rug Hooking
Cribbage	Library	Seasonal Events
Cross Stitch	Line Dancing (F)	Senior Health Fair*
Cultural and Educational	Low Vision Support Group	(4th -Tuesday in Sept.)

Senior Sing-a-long	Available by mail & Online)	(NEET) Volunteer Drivers
Senior Tax Work Off Program	Travel Club – Day trips, and	Trips
SHARPS (needles) Collection	Guided Travel Tours!	Volunteer Opportunities
Site through Town Nurse	Tai Chi	Yoga
SHINE (Health Insurance Help)	Tax Preparation (seasonal)	Walking Club
Shredding (Secure) Free	Transportation-Van & Northern	Zumb
The Centerpiece (Newsletter-	Essex Elder Transportation-	

The COA would like to thank the Merrimac Public Access Cable TV and Carol Traynor, Manager, Chris Liquori and volunteers for their dedication to finding and taping programs for the benefit of seniors and community in general.

**Council on Aging Board Members:** **Term Expiration:**

Colleen Ranshaw-Fiorello, Chairwoman	2022
Sgt. David Vance, Assistant Chairman	2021
Candie Benjamin, Secretary	2021
Nancy Bachelder	2021
Betty Lou Elliott	2023
Dorothy Lumsden	2023
Maryann Mikson	2022
Vacant Slot	2022
Charlotte Eileen Stepanian	2022
Carol Traynor	2021

Respectfully Submitted,  
Brienne R. Walsh, Executive Director

## 2020 TOWN CLERK ANNUAL REPORT

To the Honorable Board of Selectmen and Citizens of the Town of Merrimac:

2020 touched every person living in Merrimac. From the smallest child to the oldest adult, every one of us has been some how touched and changed by the pandemic of 2020. The clerk's office has tried to accommodate, adapt and navigate through many changes both large and small during the pandemic.

Despite holding five elections during the pandemic (we usually have one to three elections per year) we did our very best to maintain a clean healthy voting experience. I worked very closely with our Board of Health to assure that we were following all CDC guidelines. The elections were moved to the Dr. Sweetsir School as the cafeteria space was a larger space than the Merrimac Library, which allowed for greater social distancing. No fault mail in voting was allowed for the first time in the Commonwealth and we processed thousands of mail-in ballots. All of these accomplishments were done without any of our workers falling ill with Covid-19. I believe that the close working relationship with the Board of Health allowed us to navigate these new and difficult challenges safely. Many of our citizens offered to volunteer to work at the polls in an effort to keep our most vulnerable workers safe, and I thank you all for your hard work and commitment to open, free and fair elections during such a difficult time. All of the elections of 2020 were challenging, but the citizens of Merrimac came together and voted in the largest number ever voting in our town. The final voting tally for the November 3, 2020 Presidential Election was 4,421 voters casting ballots.

Our spring Town Meeting was held outside at the ball field at the Donahue School, chairs were set up by the Highway department six feet apart, a sound system was used for all to speak who wished to. The fall town meeting was held in the cafeteria of the Whitter Vocational Technical High School in Haverhill. All these temporary changes were put into place to keep our citizens healthy and free from contracting the virus.

Even though the town offices were closed to the public (and continue to be closed at this time) the Town Clerk's office was open each day during the pandemic to answer phone questions and to perform the responsibilities of the office. Marriage intentions were issued, births and deaths were reported, nomination papers were accepted and elections administered just to name a few of the daily duties that were performed in order to serve our community during this very difficult time.

Dog Tags Issued        619

Marriage Intentions    10

Marriages                9

Births                    48

Deaths                   60

Respectfully Submitted,  
Gwendolyn Lay Sabbagh, CMMC, CMC  
Town Clerk



**ANNUAL REPORT BOARD of  
TRUSTEES MERRIMAC PUBLIC LIBRARY  
January 1, 2020 -December 31, 2020**

The Annual Report of the trustees of the Merrimac Public Library for the year of 2020 is unlike any other report we have had to present. On March 16 our service model significantly shifted as the Governor declared a state-wide emergency due to COVID-19. The library closed its physical doors but continued to serve the community by providing phone assistance to help patrons access library accounts and eBooks, place holds, provide reader's advisory services, order materials, and offer virtual programs to children, teens and adults.

By the end of May 2020 library staff were able to return to the building where significant changes had been made to keep those who worked and visited safe. Plexiglass barriers were installed around the circulation desk, hand sanitizing stations and social distancing markers were placed around the library, furniture and computers had to be removed from the library floor to adhere to COVID safety guidelines. The CARES ACT provided funding for Personal Protective Equipment, plexiglass barriers, and additional cleaning services.

On June 15, Curbside Pick-Up allowed library staff to safely access library materials through a no-contact station outside the library doors. The staff were happy to welcome the public back to provide in-person service on August 17th. Resource sharing began again across the Merrimack Valley Library Consortium and interlibrary loan delivery was restored opening up a wider selection of materials to patrons. In person service was able to continue until December 21st, at this time the numbers of COVID cases sharply increased and a decision was made to return to Curbside Pick-up service only.

Library routines and ongoing events had to be curtailed or put on hold throughout the year, this included the Wadleigh Award competition. Each Spring, the trustees of the Merrimac Public Library offer senior high school students the opportunity to participate in the Wadleigh Award, an exam and essay competition held at the library. Unfortunately, because of COVID regulations, the Wadleigh Award was cancelled for the 2020 season. The trustees look forward to offering this opportunity to Merrimac seniors again in the future.

With the changes and shifts that had to be made during this challenging year, Library Director, Kelly Unsworth worked tirelessly to ensure the library staff and patrons could safely access library resources, with a shift to increased usage of digital materials. The digital divide became all the more evident during the pandemic and with this realization six laptops were purchased for use by patrons and staff, particularly for remote work. The library staff is dedicated and determined to provide assistance, training and access to technology and the resources patrons need. They will continue to find creative ways to support residents in the year ahead.

Respectfully Submitted,  
Susan Coburn, Chair.  
Jennifer Brown  
Yvonne Cosgrove  
Connie Haberkern  
Jeffrey Hoyt  
Robert Michaud



## LIBRARY DIRECTOR'S REPORT

For the library staff, the challenges and obstacles of the past year required flexibility, problem solving, and in many cases an entirely new set of skills. But our goal was met, and we found ways to safely offer the residents of Merrimac the technological, educational, and much needed leisure activities during the long days of quarantine and social distancing.

Both before and during the pandemic, the library collaborated with many local schools and social organizations: Merrimac Heights Academy, Our Neighbors Table, Merrimac Valley Hope Mission, and the Teen Advisory Board (TAG), which included teens and librarians from Groveland and West Newbury.

One of the highlights of the year were the Virtual Programs. The staff quickly began to offer weekly children's story times, and the children were excited to see and interact with the librarians. Despite initial fears that the Summer Reading Program would be cancelled, the librarians designed creative outdoor, no-contact activities which were a great success. Activities included story walks, chalk mazes, and take and make crafts to keep the children fully engaged. The Youth Services Librarians also brought the "1000 books before Kindergarten" program to the community, a reading incentive program to encourage reading readiness for Kindergarten children.

For adults, the online adult book club, The Merrimac Zoomers, was met with great enthusiasm. For one of their meetings, local author Jane Healey joined the discussion of her book "The Beantown Girls" and shared insights and details of Boston history. Other adult programs included a Glass Jewelry Workshop, Genealogy 101, and an independent documentary film about Mt. Washington.

The pandemic has changed the future of library services in a positive way. Some of the changes originally made for safety have proven popular and will most likely continue to be offered: Curbside Pick-up is convenient, and virtual programming is great for patrons who are unable to come to the library. This also allows the library to reach a broader and more diverse group of people.

As the library fully reopens, we anticipate that there may be changes in the needs and wants of library patrons in the coming year. While we can not fully predict these changes, we know that technology training, access, assistance and a place to work and learn will have increased. We also know that the desire for positive social interaction will be greater than ever and we are excited to enter this new phase of library services.

Respectfully Submitted,  
Kelly Unsworth Library Director

## 2020 ANNUAL REPORT FOR OPEN SPACE COMMITTEE

The Open Space Committee began the year by planning several Spring group activities for children, families, and elderly that had to be re-thought due the Covid-19 pandemic. Instead, individual and family use of the trails on Town owned land was greatly increased as evidenced by the high demand for trail maps. A Junior Ecologist Program with work sheets available in the map boxes and on the newly updated Open Space web page at Town website was initiated to encourage further outdoor activity.

Members of the Committee devoted more time to monitoring trail conditions, signage needs and doing minor maintenance. Some new trail signs were purchased and installed. David Rimmer from Greenbelt participated in a Zoom meeting of the Committee to explain the extend of Greenbelt's involvement in trail maintenance in the Perkins Conservation Area for which they hold the conservation restriction and to make suggestions on what the committee could do to address usage concerns. With the help of Local Technical Assistance (LTA) credits, the Committee was able to engage the assistance of Jerrard Whitten at MVPC to begin work on updating trail maps on all Town properties. The Committee researched the history of the Trustees of the Town Forest with the intent to ask that this group be reconstituted to have oversight of activities in the Town Forest. The Committee has been in communication with the Board of Selectmen and the Conservation Commission to get their input and support.

Members of the Committee participated in the Town's Municipal Vulnerability Preparedness Program to contribute to the community process. To increase awareness of Open Space activities, the Committee purchased a banner and other materials for visibility and to reward participation in events.

Respectfully submitted by:

Carrie Rennie, Chair

Lucy Abisalih

Dawn Ackerman

Mel Briggles

Heather Burkett

Susan Simmons

Sandra Venner

**Town of  
MERRIMAC, MASS.**

**Report of the  
CAPITAL PLANNING COMMITTEE**

**FY2020**

**Summary of the recommendations  
to be presented at the Special and Annual Town Meetings**

**Monday April 29, 2019  
7:30 P.M. and 7:45 P.M. respectively  
At the Dr. Frederick N. Sweetsir School**

# **Report of the Capital Planning Committee Town of Merrimac Fiscal Year 2020**

The Capital Planning Committee met with numerous department heads and committees during February and March, 2019 to review Capital requests for Fiscal Year 2020 and projected Capital requests through Fiscal Year 2024. The Committee reviews all Capital requests with an anticipated life duration of at least five years and an initial cost of \$10,000 or more. Generally, the criteria applied in developing recommendations in order of priority are: 1) necessary to respond to State or Federal mandates; 2) public safety and/or health considerations; and 3) operational necessity.

Attached is a Summary of our Recommendations together with the Requests by Department reflecting the votes of the Capital Planning Committee for Fiscal Year 2020. Departments were asked to project their anticipated Capital requests for the next five fiscal years so the Town can plan accordingly. We have numerous challenges facing us as a community.

As of the date of this report, the Capital Planning Committee has not voted on the Pentucket Regional High School and Middle School Project as we are awaiting information from a scheduled meeting on April 24, 2019. Our vote on this project will be announced at the Town Meeting on April 29, 2019.

Respectfully Submitted,

Janet Bruno, Chairperson

Sandra Venner

David Cressman

Mike Marden, representing Finance Committee

Carol Traynor, representing Board of Selectmen

Carol McLeod, Finance Director (Ex-Officio)

## FY2020 - Capital Planning Recommendations

### Summary

#### Free Cash

Total Available (Un-Audited)	\$	706,297
Capital Requests	\$	(396,000)
<b>Balance for Other Requests</b>	<b>\$</b>	<b>310,297</b>

#### Water Retained Earnings

Total Available (Un-Audited)	\$	101,140
Capital Requests	\$	(80,000)
<b>Balance for Other Requests</b>	<b>\$</b>	<b>21,140</b>

#### Wastewater - Sewer Capital

Total Available	\$	385,195
Capital Requests	\$	(180,000)
<b>Balance for Other Requests</b>	<b>\$</b>	<b>205,195</b>

#### Wastewater - Betterments

Total Available	\$	100,000
Capital Requests	\$	(50,000)
<b>Balance for Other Requests</b>	<b>\$</b>	<b>50,000</b>

#### Wastewater Retained Earnings

Total Available - Awaiting Certification	\$	655,116
Less I&I Reserved	\$	(514,737)
Capital Requests		
<b>Balance for Other Requests</b>	<b>\$</b>	<b>140,379</b>

Stabilization Balance	\$	837,995
Ambulance Stabilization	\$	4,572
Capital Stabilization	\$	249,358
<b>Total Stabilization as of 2/28/19</b>	<b>\$</b>	<b>1,091,925</b>

**FY2020 - Capital Planning Requests**

Description	Amount					Funding Source	Recommendation
	FY20	FY21	FY22	FY23	FY24		
<b>Police</b>							
Police Cruiser		\$ 50,000		\$ 50,000	\$ 50,000		
Administrative Police Cruiser			\$ 45,000				
Animal Control Vehicle	\$ 31,000					Free Cash	Yes 5-0
<b>Sub-total Police</b>	<b>\$ 31,000</b>	<b>\$ 50,000</b>	<b>\$ 45,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>		
<b>Fire</b>							
Engine #31 Replacement							
Engine #34 Replacement			\$ 750,000				
Chief's Command Vehicle			\$ 60,000				
New Squad - Replace 35/36		\$ 250,000					
Station Improvements				\$ 4,000,000			
PPE all staff (44 Members)					\$ 125,000		
<b>Sub-total Fire</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 810,000</b>	<b>\$ 4,000,000</b>	<b>\$ 125,000</b>		
<b>COA</b>							
8-10 Passanger Van		\$ 60,000					
Replace Rugs			???				
<b>Sub-total COA</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
<b>Highway</b>							
Town wide road improvements	\$ 270,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	Free Cash	Yes 5-0
John Deere 444 Loader		\$ 197,000					
Ford F350 4 x 4 Pickup W/Plow	\$ 65,000						Yes 5-0
Ford F 800 Dump Truck		\$ 197,000					
Indnternational Dump/Sander		\$ 197,000					
Ford F450 Dump Truck		\$ 80,000					
International Dump Sander			\$ 197,000				
Ford F450 Dump Truck			\$ 80,000				
Ford F450 Dump Truck			\$ 80,000				
Ford 3930 Tractor				\$ 140,000			
Morebark Brush Chipper				\$ 55,000			
Johnston MX450 Sweeper				\$ 250,000			
Lee Boy Roller					\$ 45,000		
Falcon Hot Box					\$ 30,000		
<b>Sub-total Highway</b>	<b>\$ 335,000</b>	<b>\$ 1,671,000</b>	<b>\$ 1,357,000</b>	<b>\$ 1,445,000</b>	<b>\$ 1,075,000</b>		
<b>Cemetery</b>							
Ransome Bobcat 36" Mower		\$ 10,000					
GMC 2500HD Pickup							
Giant Vac Truck Loader	\$ 20,000					Free Cash	Yes 5-0
Wright Stander X52 " mower			\$ 15,000				
Wright Velke 48" Mower			\$ 10,000				
John Deere X743 Mower			\$ 15,000				
<b>Sub-total Cemetery</b>	<b>\$ 20,000</b>	<b>\$ 10,000</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>		
<b>Parks &amp; Recreation</b>							
Chevy 1 Ton Dump Truck		\$ 80,000					
T1520 New Holland Tractor		\$ 25,000					
Kubota F3680 Mower		\$ 30,000					
John Deere X730 Mower		\$ 15,000					
Belmont Landscape Trailer			\$ 5,000				
<b>Sub-total Parks &amp; Rec</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ -</b>		
<b>Water</b>							
Meter Replacement	\$ 30,000	\$ 30,000	\$ 30,000			Retained Earnings	Yes 5-0
Well Replacements (10 wells)	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	Retained Earnings	Yes 5-0
Building Maint/Road Replacement		\$ 100,000					
Watermain Replacement				\$ 100,000	\$ 100,000		
<b>Sub-total Water</b>	<b>\$ 80,000</b>	<b>\$ 180,000</b>	<b>\$ 80,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>		
<b>Wastewater</b>							
Land Taking	\$ 50,000					Sewer Capital	Yes 5-0
Plant Upgrade / Engineering	\$ 150,000	\$ 5,500,000				Sewer Cap. & Sewer Betterment	Yes 5-0
Road Improvements Main Plant		\$ 100,000					
Water Meters	\$ 30,000	\$ 30,000	\$ 30,000			Sewer Capital	Yes 5-0
<b>Sub-total Wastewater</b>	<b>\$ 230,000</b>	<b>\$ 5,630,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>		

**FY2020 - Capital Planning Requests**

Description	Amount					Funding Source	Recommendation
	FY20	FY21	FY22	FY23	FY24		
<b>Library</b>							
Parking Lot Pavement		\$ 80,000					
Exterior Repairs	\$ 10,000					Free Cash	Yes 5-0
<b>Sub-total Library</b>	<b>\$ 10,000</b>	<b>\$ 80,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
<b>Town Hall</b>							
Slate Roof	\$ (402,000)					Borrowing	Yes 5-0
Replacement Windows	\$ (405,000)					Borrowing	Yes 5-0
Repainting Bricks	\$ (338,000)					Borrowing	Yes 5-0
Exterior Repairs	\$ 1,145,000					Borrowing	Yes 5-0
<b>Sub-total Town Hall</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
<b>Playground</b>							
Handicap Accessible Work	\$ 25,000.00						
<b>Sub-total Town Hall</b>	<b>\$ 25,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	Free Cash	Yes 5-0
<b>Sweetsir</b>							
Building - Awning Roof		\$ 20,000				Not Capital - Equipment	
Remove Asbestos Tiles		\$ 150,000					
Replace Fire Alarm System			\$ 100,000			Not Capital - Equipment	
Peplace PA System							
Camera/Surveillance			\$ 150,000				
Renovate Kitchen							
Renovate Restrooms		\$ 200,000					
Replace Potable Water Plumbing		\$ 250,000					
Repair/Seal Coat			\$ 50,000				
<b>Sub-total Sweetsir</b>	<b>\$ -</b>	<b>\$ 620,000</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>		
<b>Donaghue</b>							
HVAC		\$ 150,000				MSBA Green Repair?	
Boilers/Heating Plant		\$ 100,000					
Replace Fire Alarm System						Not Capital - Equipment	
Replace Stairwell Treads		\$ 50,000					
Camera Surveillance						Not Capital - Equipment	
Replace Window Door systems		\$ 250,000					
Classroom Electrical Upgrade		\$ 30,000				MSBA Green Repair?	
Replace PA System			\$ 100,000				
Replace Potable Water Plumbing		\$ 250,000					
Renovate Restrooms			\$ 100,000				
Repair/Seal Coat			\$ 75,000				
<b>Sub-total Donaghue</b>	<b>\$ -</b>	<b>\$ 830,000</b>	<b>\$ 275,000</b>	<b>\$ -</b>	<b>\$ -</b>		
<b>Middle/High School</b>							
New/Renovation *	\$ 30,000,000						
<b>Sub-total Middle/High</b>	<b>\$ 30,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
<b>Total Requests w/Highest Option</b>	<b>\$ 30,731,000</b>	<b>\$ 9,531,000</b>	<b>\$ 2,942,000</b>	<b>\$ 5,645,000</b>	<b>\$ 1,400,000</b>		

\* projects listed for informations estimates only at this time.

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