

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

For the Fiscal Year Ending June 30, 2021



TABLE OF CONTENTS

Directory of Elected Officers	4
Directory of Appointed Officers	6
Retirees	10
Board of Selectmen.....	11
Fire Department	13
Police Department.....	23
Veterans' Services	27
School Department.....	29
Helen R. Donaghue Elementary School	30
Pentucket Regional Middle School.....	31
Pentucket Regional High School	32
Whittier Regional Vocational.....	34
Inspectional Services	35
Water Department	36
Public Works/Sewer Department	38
Light Department.....	40
Planning Board.....	43
Finance Director.....	45
Assessor's Office.....	59
Animal Care and Control.....	61
Conservation Commission	62
Board of Health.....	64
Affordable Housing.....	66
Council on Aging	67
Town Clerk.....	71
Library.....	72
Open Space	74
Capital Planning Report	75
Commission on Disabilities	82
Index	85

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

**In the
TOWN OF MERRIMAC**



Arthur Evans
Housing Authority, Rent Control Board, Constable,
Police Officer, Planning Board

Richard Emery
Housing Authority

Judith Flynn
Cultural Council

William Buell
School Committee

Town of Merrimac ELECTED OFFICIALS

Board of Assessors

Joyce Clohecyc
Edward Davis
William Pollman

Board of Health

Christine Berube
Irina Gorzynski
Jason Sargent

Board of Light Commissioners

Norman Denault
Larry Fisher
Paula Hamel

Board of Selectmen

Benjamin Beaulieu
Joel Breen
Chris Manni

Cemetery Trustees

James Mullen
Madeleine Thompson-Judkins
David Vance

Constables

Raymond Felice
Keith Pollman

Town of Merrimac ELECTED OFFICIALS

Housing Authority

Candie	Benjamin
Ayn Kira	Carroll
Shawn	Cass
Jennifer	Eye-Daggolu

Library Board of Trustees

Jennifer	Brown
Susan	Coburn
Yvonne	Cosgrove
Connie	Haberkern
Jeffrey	Hoyt
Robert	Michaud

Planning Board

Thomas	Abisalih
Dennis	Brodie
Carol	Flannery
Keith	Pollman
Sandra	Venner

School Committee

Wayne	Adams
Joanna	Blanchard
Christophers	Markuns

Town Clerk

Gwendolyn	Lay Sabbagh
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DIRECTORY OF APPOINTED OFFICERS

Affordable Housing Board of Trustees

Sandra Venner, Chairperson
Brienne Walsh
Phillip Parry
Benjamin Beaulieu, Selectmen's Rep.

Dawne Young
Colleen Ranshaw-Fiorello
Holly Moran

Board of Appeals

Matthew Passeri, Chair
Joshua Jackson
Mitch Kostoulakos
Benjamin Beaulieu, Alternate

Edward Mills
Joel Breen, Alternate
Chris Manni, Alternate

Kathleen Marshall, Administrative Assistant

Board of Registrars

Betty Elliot

Madelaine Thompson Judkins

Kendra Blitz

Capital Planning Committee

Sandra Venner
Michael Marden, Finance Committee Rep.
Holly Moran, Selectmen's Rep.

David Cressman
Andrew Dick
Marcia Zosack, Alternate

Commission on Disabilities

Chris Gaudet, Chairman
Ann Murphy
Jack Murphy
Compliance Officer
Margaret Sullivan
Brienne Walsh, COA Director

Robert Hart, Vice Chairman
Anne Brown, Alternate
Bob Sinibaldi, ADA
Charlotte Eileen Stepanian
Kathleen Sullivan

Conservation Commission

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

Wystan Umland
Michelle Greene, Agent
Gregory MacLean
Gregory Hochmuth

Council on Aging

Colleen Ranshaw-Fiorello, Chairwoman
Sgt. David Vance, Asst. Chairman
Nancy Bachelder
Charlotte Eileen Stepanian

Brienne Walsh
Candie Benjamin
Betty Lou Elliot
Maryann Mikson

Cultural Council

Courtney Breen
Valerie Labelle
Joy Kimball

David Cressman
Alex Cain

Finance Committee

Mike Marden
Marcia Zosack
David Luoma

James Archibald
Rob Gustison
Thomas Ackerman

Historical Commission

Jeffrey W. Hoyt, Chairman

Carl Walden

Yvonne D. Cosgrove

Mass Bay Transit Authority Designee

Bill Andrulitis

Merrimack Valley Transit Authority Designee

Vacant

Open Space Committee

Carrie Rennie, Chair
Lucy Abisalih, Vice Chair
Mel Briggles

Dawn Ackerman
Sandra Venner
Susan Simmons

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

Virginia Noble

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

Veterans' Services Director

Kevin Hunt

Veterans' Services Associate Director

Jeremiah Murphy

Wiring Inspector

Peter Murphy

Wiring Inspector Assistant

Thomas Tombarello, Jr.

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.

2021
TOWN OF MERRIMAC RETIREES

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

Ann Murphy
Senior Center
7 Years

Patricia True
Planning Board
30 Years

Jay Smith
Conservation Agent
20 Years

Sgt. David Vance
Police Department
43 Years

Michael McGrath
Police Department
41 Years

We wish you the best in your retirement!

ANNUAL REPORT OF THE MERRIMAC BOARD OF SELECTMEN

For the year ending 2021

In future times, this past year will surely be recognized and remembered as one of the most onerous. Or, perhaps the sentiment of a year will go away and the time that has elapsed since the beginning of the pandemic will be cumulatively perceived. I would hate to base this report on the pandemic, as it, knock on wood, is seemingly on its way out. However, we must recognize what we have been through. We persevered as a town. We persisted as a town. But most importantly, we came together as a town.

It is my belief that the best in all of us came out during this past year. We had our potential pushed to the absolute maximum, especially when it came to brainstorming solutions to power through the pandemic. The Board would like to express its heartfelt gratitude to every town employee and committee member, as all of you have had a substantial role in getting us to this point. We extend a special thank you to the COVID Response Committee for their tireless work.

This year, we welcomed selectman Chris Manni to the Board. Chris' extensive finance experience has proved to be an asset to the town. He has provided a contrasting outlook on town business and we thank him for his dedication. Part of what Selectman Manni has brought to the Board was his guidance through the town's decision process of spending \$2.1 million of funds allocated through Congress' passing of the American Rescue Care Plan Act (ARPA), which provided extensive municipal relief from the pandemic. The Merrimac ARPA Committee was created, which Chris chaired alongside selectmen-appointed representatives, including Planning Board chair Sandy Venner, Pentucket Regional School District superintendent Justin Bartholomew, the library's Kelly Unsworth, Board of Health chair Chris Berube, the Commission on Disability chair Chris Gaudet, Department of Public Works director Bob Sinibaldi, the light department's Kurt Demmer, fire chief Larry Fisher, finance director Carol McLeod, the inspectional service department's Alyssa Sexton, the water department's Tina Journeay, Council on Aging Director Brienne Walsh, selectman Joel Breen, town clerk Gwen Lay Sabbagh, police chief Eric Shears, Dawne Young from the Affordable Housing Board of Trustees, and town accountant Anne Jim. The committee also included several community members, and it was refreshing to see residents get involved in their local government.

Together, the committee pinpointed three priorities on which to spend our allocated sum. The first of which is the improvement of water main distribution along Bear Hill Road, specifically the expanding of the diameter of the water mains in particular areas. Work will be initiated in the Bear Hill area in the coming weeks, and depending on the number of remaining funds, the ARPA committee plans to expand the water main upgrades to the Winter Street areas and the section of East Main Street from Wallace Way to Attitash Avenue.

The ARPA Committee was co-assembled with the Strategic Planning Committee, which focused on analyzing town budgets and creating priorities for the coming years based on those numbers. One of those priorities was the allocation of funds to the conservation of Lake Attitash in partnership with the City of Amesbury and the Lake Attitash Association. The Committee also prioritized investing in IT infrastructure, investing in a Town Planner, hiring an Assistant Town Accountant, investing in road and sidewalk improvements, increasing Police Department staffing, and creating a Community Preservation fund.

This past year was a building moment for the Board and the town. We now have a plan in place, aforementioned above, from the now-defunct ARPA and Strategic Planning Committees. Speaking of building, the new Pentucket Regional Middle-High School is nearing the end of its construction phase and is expected to start housing students in the fall. The newly constructed police station on Jana Way is being used from corner to corner, and the fire department is continuing to renovate. Yes, we have challenges ahead, but the tools we need for success are on the table to guide us through future decision making processes. The Board wants the community to know that we are dedicated and determined to bring out Merrimac's full potential, and as always, we are thankful for the opportunity to serve the town we love dearly, as it is the place we call home.

With gratitude,

Benjamin S. Beaulieu, Chairman

Chris P. Manni, Clerk

Joel Breen, Member



Merrimac Fire Department
2021
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;

As we close out the year, it's common for each Department head to thank the residents and the Board of Selectmen for their support and the honor in serving in their role within our Town. I do truly believe those words each year, but it's important to go a step further. What makes my role in our community truly impressive to me, is the team of people that I work with at the Fire Department. These people are the definition of caring and giving, but are most recognizable as being the first to sacrifice for our community.

These Firefighters, EMTs, Paramedics and Emergency Management personnel, are the people that have provided the much needed services that they have trained for, roles for which they have become certified, which in turn allows our community to live their lives knowing they are protected.

Like most organizations, we are always looking for additional dedicated community members to join our team and help make a difference. We offer each member a path to success with training from the Massachusetts Fire Academy, tested and certified equipment, additional educational opportunities and a team environment.

Our goals for the community and our department are to offer you the best that we have. The reality of running our department with only on-call members exclusively, just doesn't work any longer. We have over the last couple of years been executing a multi-step plan. This plan has targeted our busiest times when we have the least available personnel. In developing this plan, I first identified the challenges to the community. The largest challenge being annual reoccurring cost. This plan has been based on available revenue, either from a portion of new growth or ambulance receipts. I am committed to working with the taxpayers to build a resource that is based on actual need, while recognizing needed growth, retention and depth of knowledge within our personnel.

This past year, with our full-time staff and additional per-diem coverage by on-call members, we have secured on-duty staffing from 6 AM to 10 PM. Our overnights have been covered from home for over 145 years. It's not ideal in all cases, but it works well. The overnights are our lowest demand time. This past year we responded to 155 calls during the hours of 10 PM and 6 AM with our on-call model. This was able to be done because of the heart and dedication of our members. We have met or surpassed NFPA 1720 standard for suburban communities, which in general speaks to departmental structure, response time and personnel on scene. With continued growth of a staffing model that offers us in station coverage, updated and to standard equipment, training and an improved water distribution system, we will position ourselves toward a better ISO rating. To put this rating in perspective, the City of Newburyport has a 3/9. The nine is in response to their inability to respond to all calls in under six minutes, i.e. Plum Island from their Headquarters. Our rating is 4/4x, but our present goal is to improve to a 3, which would help provide lower home insurance payments for property owners. This rating upgrade would also be an acknowledgement of our community's commitment to a better public safety model, as well as recognizing the department's commitment to the standards that regulate our agency. We are working diligently to obtain a minimum 24 hour staffing model, but as stated earlier, it's part of a plan with the Town and ultimately you, the citizens of Merrimac.

We answered 1192 calls for the year. We also answered 221 mutual aid calls to our neighboring communities. It's important to recognize that our department is dependable to our community, but also to our mutual-aid partners. This system has worked in this region of Public Safety model for well over 100 years. It allows us to have coverage without having to foot the cost exclusively. In our case, our ambulance service allows us to bring in outside revenue. The revenue from the ambulance is presently being used to offset costs associated with the service with the additional growth going toward additional staffing.

Total Responses- 1192

EMS call -	694
Fire Responses-	498

Call breakdown – in station staffing vs on-call staffing

Peak Service hours	0600-2200 hrs. - 1037
Off-peak Service hours	2200-0600 hrs.- 155

EMS

ALS-	313
BLS-	219

Staffing Level

ALS - 97% of the time

Concurrent Calls

175 times with 2 or more calls at a single time

Another source of pride for us this year has been the completed work that all the members did on the station itself. At our open house this year, over 1000 people stopped by to participate in the activities, viewed the completed work and had an opportunity to see the resources that are available to them.

Our ambulance service continues to be a highly regarded service by those around us and the inspectors from the Commonwealth of Massachusetts. Our EMS staff, led by Asst. Chief Greg Habgood, continues to expand its knowledge, skills and has been fortunate to make some pretty amazing saves this past year. We have had more people return to our station, send letters and emails, in the past year to offer thanks and to offer encouragement. You, our citizens, should know that not only am I proud of what these EMTs and Paramedics have accomplished, that you too can also be proud. Your continued support and encouragement has helped provide a team that brings its best for you.

Also this year, with the support of our Community and lots of hard work by our truck committee, we placed orders for a new Ladder/Quint truck and a new Engine/pump. We put together a team of 10 members and some outside consultants to craft a purchase of these two vehicles. What started out as an effort to get a needs-based ladder truck, but ultimately it became a two truck purchase. This additional truck will replace a 1994 truck that hasn't passed its NFPA standard inspection the last two years. These purchases along with a commitment by the town to fund a reserve fund for the fire department, will provide a funding mechanism and help offer some relief for the taxpayers from these costly purchases. These trucks have a long lead time like everything else as a result of COVID, but they are in the works.

We also were able to sell the two vehicles that we replaced at an extremely abnormal return. The market for our 1996 old rescue allowed us to get \$30,099 for a truck we purchased for approximately \$35,000 new. We also were able to find a buyer for the old Tower truck. The standards that this truck is required to meet in the USA made it impossible to sell here due to needed repair and age. We were able to work out a deal with a community in the country of Argentina. The truck was sold with full disclosure and they paid us \$36,500 for it, with them paying for all shipping costs. These sales are well beyond what anyone could have expected, but we are happy to share this great news.

This year we also were able to write and receive several grants, collect FEMA reimbursements connected with COVID-19. When all is said and done, we will have collected approximately \$445,000 in FEMA reimbursements as a result of work done by our team. The team consisted of myself, Police Chief Eric Shears, Senior Center Director Brienne Walsh, Finance Director Carol McLeod and Accountant Anne Jim.

Some of these funds allowed us to fund a position during COVID, funded overtime and callback hours, purchased PPE and allowed our staff to have access to and online training

platform. We were able to get approval to use some of the total (\$614,000) CARES funds to purchase a Power load stretcher (\$54,000), Bathroom installation/renovation at the station (\$45,000), Floor scrubber (\$16,174) and these funds also allowed us to run a test model of overnight staffing. This model further confirmed our plan for overnight staffing. We were able to take call response times from any place from 10-20 minutes down to 3-6 minutes. The approved funds (\$15,000), allowed staffing of two people in station. Their responsibilities

are similar to daytime staffing. We also received State grants for firefighter equipment and safety for (\$12,500), Emergency management \$2,700, MEMA, Emergency Management approximately (\$9,000), Safe/Senior Safe (\$7,172), and a Green Communities grant with the assistance of Alyssa Sexton, which brought (\$200,000) for HVAC system replacement and improvements. We also received notice for a second firefighter safety equipment grant for (\$15,500) and a second Emergency management grant (\$2,700).

We submitted a Regional FEMA grant with Amesbury, Georgetown and Groveland for radio replacement for approximately \$900,000 and we submitted a FEMA SAFER staffing grant for approximately \$900,000. The SAFER grant would provide 4 full-time firefighter/EMT's for three years at no cost to our community, if we are successful. Both of these grants are national grants that are highly competitive. We have been able to get our grants to the final round each year, for the last three years, so we are hopeful that we are able to get one or both of these to be successful this year.

I would be remiss if I didn't recognize a few of our staff who continue to provide outstanding growth and commitment. It's not that others don't provide excellence for us, these members have just gone above and beyond during the year.

In no specific order, Asst. Chief Habgood has provided us, along with the other Paramedics an ALS service and provided staffing at the ALS level 97% of the time. This is no minor accomplishment at all. I am very fortunate to have such a committed Asst. Chief.

LT. David Forziati, has become one of our go to members. He has filled shifts, created training opportunities for daytime staffing, brought a low key, supportive, leadership style, that members have embraced. We are fortunate when we have members of our community that have strong working knowledge in our field step-up and contribute.

Full-time firefighter/EMT William Howard has engaged his new role by transforming himself and thus has played a major role around the station. He was instrumental in the building renovations, has started taking on Fire Prevention responsibilities, became a Certified Care Seat Technician, manages our message board and continues to look for positive engagement within the station and with the public.

Administrative Assistant Kiersten Cray, has continued to grow with us operationally and accepted added roles and responsibilities as assigned. She brings her smile and welcoming attitude to our team and greets all that call or visit our station. She has made significant improvements within our administrative operations. These contributions allow our staff to focus on their jobs of provide care and service to our community, but also has created further framework to allow us to have continued success.

Deputy Director Steven Brown, has help tackled our new Emergency Operation Center transition, became a MEMA Emergency Management trainer and help collect a well-rounded and crossed trained staff to answer the call of our Emergency response needs. The acknowledgement of his service to this role cannot be understated. When the day comes to replace him, he will leave big shoes to fill. He has been providing us his services since 1992.

On behalf of our Fire, EMS and Emergency Management Departments, I would like to once again thank all our citizens and the Board of Selectmen for their support, we know how fortunate we are to have it. Personally, I know I have the best position/job there is. Most will ever know or have the opportunity to have a level of pride and joy that I have serving in my role as Fire Chief. Our Community is truly the best.

Respectfully,

Larry S. Fisher
Fire Chief
Emergency Management Director



Merrimac Fire 2021

Larry Fisher - Fire Chief, EMT-B

Kiersten Cray- Administrative Assistant

Greg Habgood – Assistant Chief, EMT-P

Michael Sloban – Deputy chief

Officers

James David- Captain

Mark Soucy- Captain, EMT-B

James Sevigny- Lieutenant

Shane Sevigny- Lieutenant, EMT-P

Dave Forziati – Lieutenant, EMT-B

Benjamin Jennell – Lieutenant, EMT-B

Members

Steven Brown Sr- Firefighter, EMT-B

Bridget Burke-EMT-B

Brandon Cox—Firefighter

Lisa Eichel- Firefighter, EMT-B

Jay Fournier-Firefighter

Brian Greaney- Firefighter, EMT-B

Robert Heusser- Firefighter, EMT-B

William Howard- Firefighter,

EMT-B Mark Judson- Firefighter

Matthew McGoldrick-Firefighter, EMT-B

Candace Peltier- Firefighter, EMT-B

Joanne Ricardelli- Firefighter, EMT-B

Russell Ricker - Firefighter, EMT-P

Nicole Sevigny- 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

Certifications

A brief list of *some* of the certifications

First Responders – 5	Firefighter I/II – 21
Firefighter I – 3	EMT-B – 17
EMT-A – 2	Paramedic – 6
ICS 300 – 4	ICS 400 – 2
HAZMAT FRO/OLR- 26	Hot works- 6
CPR Instructor -2	Fire Instructor 1- 6
Fire Instructor 11 -2	Basic Fire Prevention - 11
Safety Officer- 2	Fire Prevention Officer 1- 5
Traffic Incident Management- 12	Emergency Vehicle Operations- 15
Public and Life Safety Fire Educators- 3	Radiological Officer- 1
Advanced Fire Investigator - 2	Electrical Investigation Expert -1
Child Passenger Safety Technicians – 1	Rapid Intervention Technician - 16

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

Ann Brown

Kiersten Cray

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

2021

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.

COVID-19 continues into 2021. Although better prepared because we had to, the virus continued to affect members of this community. We worked through it and hopefully we will put it in our rear-view mirror in 2022!

Congratulations to Sgt. David Vance and Officer Michael McGrath as they retired together on November 1, 2021. Sgt. Vance served for forty-three years. Officer McGrath served for forty-one years. Both will be missed as they begin retirement! Fortunately, they both will continue to help our community in a part-time basis as Special Police Officers.

Sadly, retired Officer Arthur D. Evans passed away on the morning of November 6, 2021. Officer Evans began his career in Merrimac in 1966 as a Special Police Officer. He became a Regular Police Officer in 1967, Sergeant in 1969 and then Provisional Chief in 1970. He resigned as the Chief in 1972 and went into the furniture and restaurant business. Police Officers did not get paid very well back then! From 1976 to 1985 he was a Special Police Officer. In 1986 he was appointed as a full-time Police Officer and served in that capacity until he retired at age 64 on 12/31/2002.

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.

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. Thanks to the support of our community, we should have two police officers scheduled around the clock by May of 2022.

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

Respectfully submitted,

Eric M. Shears
Chief of Police

Merrimac Police Department 2021

Eric M. Shears
Chief of Police

Richard P. Holcroft
Operations /
Investigations Sergeant

Joelle Mather
Administrative
Assistant

Stephen A. Ringuette
Operations /
Investigations Sergeant

Patrol Officers

Robert F. Coppola
Patrol Officer

Stephen E. Beaulieu
Patrol Officer

Brett Remon
Patrol Officer

Jonathan Hewey
Patrol Officer

Scott LaValley
Patrol Officer

Reserve Officers

Mark E. Sayers
Reserve Officer

Adam E. White
Reserve Officer

Anthony Harris
Reserve Officer

Larry Mittica
Reserve Officer

James Stoner
Reserve Officer

Keith Cote
Reserve Officer

Linda Walsh-Romano
Reserve Officer

William David
Reserve Officer

**Stephen M.
Ringuette**
Special Officer

Michael A. D'Angelo
Special Officer

David J. Vance
Special Officer

Michael R. McGrath
Reserve Officer

Police & Fire Signal Operators

Mark E. Sayers
Dispatch Supervisor

Kathy A. Spencer
Dispatcher

Lorna Morgan
Dispatcher

Rebecca Armstrong
Dispatcher

Part-Time Police & Fire Signal Operators

Joelle Mather
Reserve Dispatcher

Joseph Brent
Reserve Dispatcher

Gabriel Ricker
Reserve Dispatcher

Mikara Crowley
Reserve Dispatcher

James Killelea
Reserve Dispatcher

Katelyn Drago
Reserve Dispatcher

Emma Atwood
Reserve Dispatcher

2021 Calls by Dispatch Reason			
Intelligence	125	Welfare Check	94
Rape / Sexual Assault	1	Officer Wanted	311
Robbery (Unarmed)	0	Officer Wanted / Detail	348
Assault & Battery	8	Prisoner Transport	4
B & E (Attempted)	2	Assist Citizen	639
B&E Building	3	Assist Citizen/ Lock Out	20
B&E Boat	0	Assist Citizen / Transport	1
B&E Motor Vehicle	3	Building Check	1807
Larceny / Personal Property	7	Message Delivery	7
Larceny by Check	2	Animal Incident (ACO)	243
Larceny of Motor Vehicle	0	Assist Municipal Agencies	177
Kidnapping (Parental)	0	Utility Alarm / Emergency	180
Assault (Threats / No Battery)	3	Medical Emergency	631
Forgery & Counterfeiting	0	Mental Health Emergency	35
Stalking	2	Reported Death	2
Vandalism Complaint	3	Intoxicated Person	4
Weapons Violation	0	FIRE ALARM - Street Box	25
Sex Offenses	0	FIRE ALARM - Brush Fire	11
Drug Law Violations	0	FIRE ALARM - Car Fire	7
Weapons Violation	1	FIRE ALARM - Structure Fire	6
Offenses Against Family/Child	0	FIRE ALARM - Investigation	187
Intoxicated Driver Complaint	6	FIRE ALARM - Mutual Aid	77
Disorderly Conduct	7	Burglar Alarm	103
209A Violation	7	Confer with other PD	0
209A Order Received	7	Assist Other Police Department	155
Officer Investigation	44	Motor Vehicle Stop	849
Warrant Arrest	7	Motor Vehicle Listing	7
Larceny of a Bicycle	2	Parking Violation	71
General Offenses	4	RADAR Assignment	166
Trespass Complaint	3	Motor Vehicle Complaint (Speed)	64
Civil Complaint	2	Motor Vehicle Accidents	111
Town Bylaw Violations	0	Traffic Control	134
Juvenile Offense	1	Abandoned MV Complaint	9
Recovered Stolen MV	0	Disabled MV Complaint	71
Missing Person	7	Car Seat Assist	3
Lost / Found Property	66	Assist Schools	81
Disturbance (General)	44	Community Policing	35
Domestic Disturbance	42	Inter - Department Services	2
Disturbance (School)	1	Court (On Duty)	31
Disturbance (Group)	12	911 Calls -Abandoned, Hangup, Silent, Wrong	269
Hazard / Youths in Street	92	Servicing Cruiser	490
Disturbance (Noise)	73	Community Service	0
Annoying Harassing Phone Calls	5	Radio Communications Maint.	3
Suspicious Activity	119	Pursuit (MV or Foot)	0
Boating Complaint	1	Service of Legal Process	57
ATV / Dirt bike Complaint	4		
General Services	347	TOTAL	8597
General Services/ Directions	7		

ADULT ARRESTS

Male Arrests	25
Female Arrests	8

JUVENILE ARRESTS

Male Juvenile Arrests	0
Female Juvenile Arrests	0

PROTECTIVE CUSTODY

Male PC	1
Female PC	0

CRIMINAL COMPLAINT APPLICATIONS

Various Criminal Offenses	46
---------------------------	-----------

TRAFFIC ENFORCEMENT

Total Motor Vehicle Stops	849
Verbal Warnings	448
Written Warnings	302
Civil Citations	21
Criminal Complaints/Arrest	78



Merrimac Department of Veterans' Services

Kevin Hunt
Director

Telephone: 978 388-8136
Email: 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 2021/2022, 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, 2021. 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 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 paid to Merrimac residents. Last year, the Federal Department of Veterans' Affairs distributed \$126,893.25

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.

SOCIAL SECURITY :

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

Respectfully submitted,

Kevin Hunt
Director of Veterans' Services
Town of Merrimac

Jeremiah Murphy
Associate Director
Town of Merrimac



PENTUCKET REGIONAL SCHOOL DISTRICT

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

GROVELAND
MERRIMAC
WEST NEWBURY

Justin Bartholomew, Ed.D.
Superintendent of Schools

Brent Conway
Assistant Superintendent

Catharine Page
IT & Digital Learning Director

Greg A. Labrecque
Business Manager

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

The Merrimac Annual Report of the School Department activities for FY21 has been developed by the Principals of the Pentucket Regional High School, Pentucket Regional Middle School, Helen R. Donaghue School and the Frederick N. Sweetsir School on behalf of the Superintendent of Schools and the Pentucket Regional School Committee.

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

Helen R. Donaghue Elementary School
Dr. Frederick N. Sweetsir Elementary School
Annual Report Fiscal Year 2020-2021

Demographic Information

The Donaghue and Sweetsir Schools are located in the town of Merrimac, Massachusetts, and serve the students in grades PK-6. The Sweetsir (enrollment 206) serves PK-2, and then 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. Due to the pandemic, the 20-21 school year began in a hybrid learning model, and transitioned to full time learning in the spring. School staff worked very hard to maintain consistency and high-quality academic instruction for students throughout a very unpredictable and unique school year.

Curriculum

- The Eureka math program continued into year 4 of full implementation. This curriculum aligns with MA State standards and frameworks.
- The district's comprehensive literacy program review was concluded and teachers and administration collaboratively decided to move forward in 21-22 with Wit+Wisdom as the PRSD K-6 ELA curriculum. This curriculum aligns with MA State standards and frameworks
- Schedule designed to include core academics, and enrichment specialist classes in the areas of music, art, and PE. Specialist teachers visited homeroom classes to minimize traffic patterns around the building in the pandemic.

Instruction

- Staff continued lesson plan alignment with UDL practice.
- Instruction included teacher's live-streaming lessons for students learning remotely in the hybrid model.

Assessment

- Teachers K-2 are using DIBELS8 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 at data meetings 3 times during the year.
- A goal for next year is to increase the use of data in the area of mathematics.
- MCAS testing resumed, with one session for ELA, math, and STE in grades 3-6.

Community

- Students and staff participated in the Holiday Helper food and mitten drives.
- Merrimac PTO was active and very supportive of staff and students returning to learning at school and remotely.
- 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 2020 - 2021

The 2020-2021 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 arise.

The Team model at PRMS was also implemented during the 2020-2021 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 2020-2021 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 2020 - 2021

The 2020 - 2021 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	Mitchell, Tyler
Arnette, Margaret	Musa, Ibrahim
Bean, Sarah	O'Bara, John
Beland, Quinn	O'Keefe, Megan
Benjamin, Jarred	Orrino, Annabella
Bogart, Joseph	Petry, Albert
Bogart, Nickolas	Petry, Max
Boisvert, Leah	Pichette, Luc
Boutin, Jenna	Rodrigues-Cowl, Macey
Brown, Hailey	Rubio, Nathan
Buckley, Jillian	Sargent, Sarah
Cain, Abigail	Shedd, Zachary
Chidsey, Elliot	Simms, Kyle
Cignetti, Dominik	Sofia, Anthony
Coberly, Alyssa	Stamateas, Christos
Colby, Oliva	Sudbay, Katelyn
Crowell, Emily	Thistlewood, Kasey
Currie, Mackenzie	Tocci, Nicole
Dahlgard, Erik	Vance, Autumn
Deboyas, Paige	Walsh, Emma
Desmet, Julia	Walsh, Harleigh
Dickens Kinneal	Whitney, Cera
Distaso, Rya	Wilcox, Aiden
Drummond, Alison	Williamson, Nicolas
Dube, Sean	Winslow, Julia
Forman, Sydney	
Glaser, Soren	
Hamilton, Julia	
Heusser, Sophia	
Higgins, Hannah	
Jennings, Jacey	
Judson, Jesse	
Kawiecki, Emily	
Kelley, Evelyn	
Kelly, Kate	
Labritz, Richard	
Maurer, Greta	
McClung, Alyssa	
Melone, Andrew	
Milne, Anna	



WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

Brett Murphy
Chairperson School Committee
Maureen Lynch,
Superintendent

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

August 26, 2021

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 work force success.

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

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

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

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

The enrollment for the Evening School from Merrimac: 10

The October 1, 2020 Day School Enrollment:

	Boys	Girls
Grade 9	10	7
Grade 10	4	2
Grade 11	7	5
Grade 12	8	7

Total - 50

2021 Graduates - 16

The cost to Merrimac for the school year 2020-2021 was \$884,134.00

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

2021 ANNUAL REPORT

Fiscal Year 2021 Total Receipts*

Permit Type	Qty	Estimated Construction Cost	Permit Fees Paid
MA Building Permit Commercial	4	\$ 99,300.00	\$ 1,555.00
MA Building Permit Residential	295	\$ 7,592,354.60	\$ 107,277.00
MA Electrical Permit	183	\$ 836,379.31	\$ 26,008.00
MA Gasfitting Permit	129	\$ 505,374.27	\$ 7,975.00
MA Plumbing Permit	113	\$ 554,961.32	\$ 10,635.00
MA Sheet Metal Permit	18	\$ 250,410.00	\$ 1,565.00
Grand Totals	742	\$ 9,838,779.50	\$ 155,015.00

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. 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 2021 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. The archival documents portion has been completed and integrated into the Town's existing MIMAP Software making all permit history for the life of the building easily accessible. The Department continues to work on scanning plans and maps.

*Please note in previous years the Annual Report was submitted using reporting data for the calendar year, this year and moving forward it will be reported for fiscal year. For a comparison of previous years please reach out to the office at asexton@townofmerrimac.com.

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 Superintendent
978-346-8147

Robert Sinibaldi – DPW Director
978-346-0612

**ANNUAL REPORT OF THE MERRIMAC WATER DEPARTMENT
FOR THE FISCAL YEAR ENDING JUNE 30TH, 2021**

NEW CONNECTIONS: During the year FY21 there were 18 new homes connected to the town's water system, and 1 Fire Sprinkler, bringing the total number of connections to 1944.

PRIVILEGE FEE: \$86,400 was collected during FY21 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, necessary upgrades to wells at Bear Hill/Sargent wellfield, solar development, and infrastructure. Our Balance at the end of FY21 was \$114,968.48

RETAINED EARNINGS FUNDS: MWD ended FY21 with a surplus of \$160,085. 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 September 2020. The well cleaning, completed by F.G. Sullivan Co. is performed to improve pumping capacity and water quality. In addition, work has begun on the wells for replacement in the future.

ANNUAL PUMPING STATISTICS:

Gallons pumped from Bear Hill and East Main	137,442,000	FY 21 showed a decrease of 10,780,600 from FY20
Gallons sold to customers	116,513,816	FY 21 showed an increase of 11,865,556 from FY20
Gallons plant backwash	1,968,300	
Gallons unaccounted for	8,179,284	6.5% of all water pumped could not be accounted for. This is a DECREASE from 22% 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. We picked up our pace with replacing 90 meters in FY21. This brings our meters to replace number to 318. This will lead to a cost saving to the consumer. The meter replacement program has also significantly reduced our unaccounted-for water ratio.

The Olde Glory Road subdivision was completed with 10 units. Leak Detection company Hydro Tech came in June and performed leak detection surveys to help identify unaccounted for water. Underwater solutions came in and performed a Sanitary and Security survey for the Water Tanks. Bear Hill was wired for cable to increase communications via cable to improve software usability. Our two new employees have been continuing their education and getting all licenses so that we have 3 full operators running the plant.

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. Upcoming projects include the water main upgrade from a 6" to 12" on East Main Street in coordination with the developer for the new development called Merrimac Crossing. This will increase fire flow protection and water quality for all to the east of Wallace Way. Also notable is the Bear Hill Water Main upgrade that was just awarded and funds from the ARPA grant will be used. This project will upgrade the water main from Sargent Farm to Abbey Road from a 6" main to a 12" main.

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 abandon 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 30TH 2021**

NEW CONNECTIONS: During FY21 there were 20 new homes, and 1 Apartment Building, connected to the town's sewer system. This brings the total number of connections to 2104.

Capital Fund: \$86,600 was collected during FY21 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 FY21 with a surplus of \$223,611. 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 72 dry metric tons of sludge and sent it to Agresource in Ipswich to make compost; and completed Dig Safes throughout the year.

- Plant upgrade quote came in at \$18,900,000. Still looking for Plant generator quotes & working with Mike Roy, SME Engineers with Plant upgrade as well as Oliver Associates.
- 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. Received new draft permit from EPA for review.
- Installed new sump pumps at Attitash station, Scherbon Co. Raised 2 manholes on beach-Lake Attitash
- Unclog Pumps (ongoing) at station, Emergency repairs braking shaft on oxidation ditches sides #1 & #2 (Scherbon Co.)
- Alert Scientific did annual lab calibrations. – Passed all toxicity tests for the year.
- Installed new pump at Lakewood heights station. Had Quinn Lock change all locks on stations.
- Birchmeadow Estates Pump station was rebuilt by Defelice Company, and went online in February 2021!

General Permit Compliance

The Wastewater Department continued efforts to maintain compliance with its National Pollutant Discharge Permit. Those efforts included but are not limited to collection system investigations to identify sources of inflow and infiltration (I&I), repair and removal of sources of I&I, educational public outreach program, engineering review of new sewer connections and extensions, testing of new sewer extensions, and continued collection system mapping.

A new General Permit is anticipated to become effective in early 2022. The Wastewater Department reviewed a draft of the new General Permit and began preparations to make sure the Town remains in compliance with the new Permit when it becomes effective.

Wastewater Treatment Facilities Plan

A Facilities Plan was completed for the Wastewater Treatment Facility. Due to the age of the facility significant improvements were identified in the plan. The identified improvements are required to maintain proper operation of the facility and ensure that the facility is able to process and treat wastewater generated by the Town in the future. The Wastewater Department provided the Facilities Plan to the Massachusetts DEP for their review and approval.

As always, a reminder to not throw any wipes in the toilet, 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

Sincerely,

Robert Sinibaldi

Building Commissioner / Zoning Compliance Officer/DPW Director

MERRIMAC MUNICIPAL LIGHT DEPARTMENT



ANNUAL REPORT OF THE YEAR ENDING DECEMBER 31, 2021

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 2021.

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 2021, there were a total of 12 new electrical services added to the electric distribution system. There were a total of 3,049 meters in service at the end of 2021.

SYSTEM RELIABILITY

The MMLD is dedicated to providing the Town of Merrimac with a reliable distribution system for residents and businesses. Capital improvement is a consistent priority in order to keep the system upgraded and more resilient to outages.

During 2021, the MMLD’s system experienced a total of 20 power outages, which affected a total of 3,869 customers, compared to 19 outages affecting 4,159 in 2020. Weather, trees, and animal-related issues accounted for 70% 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
159.5	1.07	123	20

Table 1

CAPITAL PROJECTS

During 2021, the Department continued to work 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. Targeting areas of the system that need to be upgraded continues to strengthen our system.

Cutout Installation

Project consisted of replacing eighty of the porcelain cutouts with new polymer cuts outs to improve reliability and safety

Skunk, Emery Street Area Conversion

The project consisted of four transformers, replaced wiring and fifteen new poles. Major benefit of the project is to update the voltage in that area from 2,400 to 8,000KV. This update will provide enhanced reliability and ability to expand growth in the area.

Brox Asphalt Plant Conversion

Another reliability enhancement project that consisted of a transformer update and five new poles.

OTHER PROJECTS

City of Haverhill/ Amesbury Streetlight Maintenance

During 2021, the Department continued to provide streetlight maintenance for the City of Haverhill. This agreement has been beneficial for the MMLD since it provided a profit which was utilized to maintain MMLD's low electric rates, which has been proven in the reduction of rates in July. In 2021, the MMLD also took over streetlight maintenance for the Town of Amesbury which has been very successful.

POWER SUPPLY

The MMLD continues to work with Energy New England ("ENE"), to manage our energy portfolio so we are prepared for electricity that we will need, even when Transmission and Capacity markets are volatile. With the increased awareness of green energy, the MMLD is prepared for the impending deadlines by increasing the renewable energy portfolio. Including 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. The Department made a commitment to purchase a combination of solar and nuclear energy from NextEra starting in 2021. For 2021, the Department spent \$3,292,410 in power supply expenses.

At this point, the Department has secured power from different sources and has hedged close to 90% of its energy through 2023.

AUDITED FINANCIALS

The Department used the outside accounting services of Powers & Sullivan, LLC to audit the 2021 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 2021, the Municipal Light Board of Commissioners, approved a **\$20,000** Payment in Lieu of Taxes to the Town and absorbed **\$5,576.16** of unbilled streetlight usage.

The Municipal Light Department offers a reduced electric rate for all the municipal buildings in Town, including, schools, water, and sewer plants, and all other buildings used by Town departments. The annual savings for the Town amount to \$51,709.70. The MMLD continues to contribute **\$3,000** annually for the Town's Code Red System which is a great asset to the Town. In conclusion the MMLD total financial contribution to Town of Merrimac is \$80,285.86.

COMMUNITY

The Municipal Light Department is a municipally owned utility, which means that is it owned by its ratepayers and not be shareholders like Investor-Owned Utilities (IOUs). One of the great advantages of a local municipal light department is that we have a direct communication with our customers. MMLD staff is responsive to ratepayers concerns and questions.

MMLD works on three major premises. We work daily to ensure the safety of our employees and ratepayers. We are working every day to ensure the reliability of our system to minimize outages. MMLD can achieve this goal is with a robust vegetation plan and upgrade of the system. Finally, the MMLD considers all options to ensure that work accomplished completed efficiently and effectively. Through this effort, we were able to provide a rate reduction of 5% this year to our residents and businesses. This reduction saved the average homeowner approximately \$75.00 per year.

MMLD participated in this year’s public power week with an open house at our West Main Street location providing our ratepayers with information on power system and giveaways that will be useful to use in their homes.

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,

- Mary Usovicz, General Manager

Board of Light Commissioners

Paula Hamel	Term Expires 2024
Norman Denault	Term Expires 2023
Larry Fisher	Term Expires 2022

Planning Board 2021 Annual Report

In calendar year 2021 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 remains halted at this Open Space Residential Development (OSRD) of the 13 single family homes with ten homes completed. The town is negotiating a new Tripartite Agreement for \$307,512 plus \$40,000 for exterior road work with the new developer.

Regency Residential Village (106 W. Main) – Both residential buildings are completed and occupied in this dual development of a total of 96 apartments for residents over-55. The acceptance of the street, Jana Way, with some stipulations was voted at the Fall Town Meeting.

Merrimac Crossing (118 E. Main St.) – Construction never went forward on the original approved Special Permit for mixed use with a commercial building in front with two buildings consisting of a total of nine two-bedroom condo units in back for this lot. The Board has approved a new Special Permit for an over-55 development of 16 units in eight duplex townhouses. Site work has begun.

Regency Office Park (108 W. Main St./One Jana Way) - The first of three buildings approved for Site Plan Review in this commercial development is completed and occupied. The developer was unable to find tenants for the remaining two approved commercial buildings. The Board has approved a new Special Permit for mixed use to include the existing building and another commercial building near Hwy 110 and seven over- 55 townhouse units in two buildings in the back of this property.

Proposed project for 118 W. Main St. withdrawn – An application for a Special Permit to build a single-family home with a Home Occupation in the Rural Highway District was submitted to the Board. As what was being proposed did not meet the definition of Home Occupation but the ZBA has the authority to modify the requirements, the applicant was asked to go to the ZBA for this purpose. Instead, the ZBA granted a “Use Variance” for the party to build a single-family home even though the Zoning Bylaws do not allow Use Variances, nor single-family dwellings in the Rural Highway District. As the ZBA variance is being honored by the Building Commissioner, the Planning Board accepted the applicant’s request to withdraw their Special Permit application without prejudice.

In other planning activities, in calendar year 2021 the Board granted three Approval Not Required (ANR) requested for properties at West Main (near the library), 62-64 Church Street and 14 Nichols Street. The Board collected \$1300.00 in filing fees for its review activities in Fiscal Year 2021.

In other business, on October 12, 2021 the Planning Board held a public hearing to amend the Zoning Bylaw language for detached accessory dwellings, single-family dwellings in the Rural Highway District, and inclusion of self-storage facilities as an allowed uses by Special Permit in the Village Center and Office-Light Industrial Districts. The hearing also included allowance for detached accessory dwellings for agricultural workers in the Agriculture Residential District. Although the Board recommended approval of these zoning changes, it was necessary to table the articles at the Fall Special Town Meeting due to a technicality. The zoning changes will be re-introduced for the Spring Town Meeting.

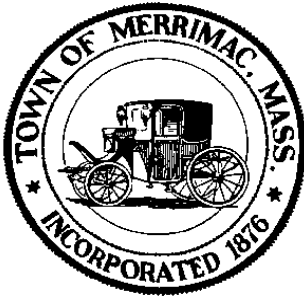
Sandra Venner continues in her role to serve as chairperson and Karol Flannery as Vice-Chair. John Thomas continues as Alternative for Special Permits and Robert Bender was appointed as MVPC Commissioner. Sandra Venner serves as the representative to the Affordable Housing Board of Trustees.

Longtime Administrative Assistant, Pat True, retired in August 2021. We acknowledge her many years of service to the Town and are grateful for her work on behalf of the Planning Board. The Board hired current Administrative Assistant to the Board of Health to take on the Planning Board Administrative duties. Linda Ralph has assumed this dual role.

Respectfully submitted by

Sandra Venner, Chair

Sandra Venner	Term expires 2024
Karol Flannery	Term expires 2025
Dennis Brodie	Term expires 2026
Keith Pollman	Term expires 2023
Thomas Abisalih	Term expires 2022 (previously appointed until next town election)
John Thomas	Alternate for Special Permits



TOWN OF MERRIMAC
Town Administrator, Finance Director
4 School Street
Merrimac, MA 01860
Phone (978) 346-0524
E-Mail: 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, 2021 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 Roselli, Clark & Associates, has been completed and the results of this audit are available in my office for public inspection. The books of the Town are also open for public inspection during normal business hours.

Respectfully submitted,

Carol A. McLeod
Town Administrator, Finance Director

Town of Merrimac
General Long Term Debt Activity
Fiscal Year 2021

Issue	Issue Date	Interest Rate	Original Amount	Balance 7/1/20	Additions	Retired	Balance 6/30/21	Interest Paid 7/1/20-6/30/21
Multi-Purpose Loan	11/15/2003	2%-4.5%	\$ 4,231,000.00	\$ 350,000.00	\$ -	\$ 90,000.00	\$ 260,000.00	\$ 13,434.99
Multi-Purpose Loan	2/15/2008	3.56%	\$ 2,380,000.00	\$ 600,000.00	\$ -	\$ 75,000.00	\$ 525,000.00	\$ 21,843.75
Sewer - Ridgfield Rd.	8/23/2010	3.97%	\$ 132,080.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 212.50
Multi-Purpose Loan	12/3/2013	1.92%	\$ 3,971,000.00	\$ 1,365,000.00	\$ -	\$ 405,000.00	\$ 960,000.00	\$ 33,862.50
MWPAT - Water Mains	2/11/2016	2.00%	\$ 860,000.00	\$ 716,246.00	\$ -	\$ 37,912.00	\$ 678,334.00	\$ 14,324.92
MWPAT - Water Mains	9/12/2018	2.40%	\$ 1,600,000.00	\$ 1,564,035.00	\$ -	\$ 36,894.00	\$ 1,527,141.00	\$ 37,094.11
Multi-Purpose Loan	9/24/2019	2.37%	\$ 7,985,000.00	\$ 7,985,000.00		\$ 195,000.00	\$ 7,790,000.00	\$ 270,320.00
Total All				\$ 12,590,281.00	\$ -	\$ 849,806.00	\$ 11,740,475.00	\$ 391,092.77
Less: Electric	2/15/2008	3.60%	\$1,500,000.00	\$525,000.00		\$75,000.00	\$ 450,000.00	\$21,843.75
Total Excluding Electric				\$ 12,065,281.00	\$ -	\$ 774,806.00	\$ 11,290,475.00	\$ 369,249.02

TOWN OF MERRIMAC
BALANCE SHEET
June 30, 2021
(Unaudited)

FUND/ACCOUNT #	ACCOUNT TITLE	DEBIT	CREDIT
ASSETS			
01-000-1020-000000	Petty cash	1,325.00	
01-000-1040-000000	Cash unrestricted checking	2,004,254.51	
	Total cash and cash equivalents	2,005,579.51	
Receivables			
01-000-1210-202100	Personal property-2021	421.85	
01-000-1210-202000	Personal property-2020	493.70	
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		
01-000-1220-202100	Real estate-2021	308,575.24	
	Property taxes receivable	310,438.98	
01-000-1220-000000	Supplemental real estate	104,561.39	
	Misc. non-reoccurring receivable	104,561.39	
Overlay			
01-000-1230-000000	Allowance for abatements & exemptions		92,753.86
	Total allowance for abate & exemptions		92,753.86
01-000-1240-000000	Tax liens receivable	525,137.55	
01-000-1880-000000	Tax foreclosures	358,591.68	
	Total tax liens and foreclosures	883,729.23	
01-000-1260-202100	Motor vehicles excise-2021	118,048.90	
01-000-1260-202000	Motor vehicles excise-2020	1,915.43	
01-000-1260-201900	Motor vehicles excise-2019	20,539.63	
01-000-1260-201800	Motor vehicles excise-2018	10,290.03	
01-000-1260-201700	Motor vehicles excise-2017	5,484.18	
01-000-1260-000000	Motor vehicles excise-prior years	4,111.37	
	Total motor vehicle excise	160,389.54	
01-000-1340-000000	Departmental A/R-ambulance	126,804.30	
	Total user charges	126,804.30	
01-000-1420-013303	Title V-interest receivable		
01-000-1720-000000	Due from Commonwealth	272,208.00	
Total Asset		3,863,710.95	92,753.86
LIABILITIES			
DEFERRED REVENUE			
01-000-2610-000000	Real & personal property		322,246.51
01-000-2622-000000	Tax liens & litigation		525,137.55
01-000-2623-000000	Tax foreclosures		358,591.68
01-000-2630-000000	Motor vehicle excise		160,389.54
01-000-2654-000000	Departmental-ambulance		126,804.30
01-000-2660-013303	Title V-interest repayments		
	Total deferred revenue		1,493,169.58
FUND BALANCES			
01-000-3211-000000	Reserve for encumbrances		6,052.74
01-000-3250-000000	Reserved for other-petty cash		1,325.00
01-000-3295-000000	Reserved for continued appropriation		1,354,061.17
	Total reserved		1,361,438.91
01-000-3590-000000	Unrestricted/undesignated fund balance		916,348.60
	Total Fund Balance		2,277,787.51
TOTAL		3,863,710.95	3,863,710.95

TOWN OF MERRIMAC
BALANCE SHEET
June 30, 2021
(Unaudited)

FUND/ACCOUNT #	ACCOUNT TITLE	DEBIT	CREDIT
FUND # 20	RECEIPTS RESERVED - OTHER		
20-000-1040-000000	Cash unrestricted	60,819.24	
20-000-1060-000000	Cash restricted	15,422.29	
20-000-3580-203303	F/B Title V repayments principal only		22,322.44
20-000-3590-203301	F/B Sale of bond premiums		6,116.93
20-000-3590-203316	F/B Sale of real estate		20,402.40
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		792.30
20-491-3580-203300	F/B Sale of cemetery lots		8,000.00
	Total Other Receipts Reserved	76,241.53	76,241.53
FUND # 21	RECEIPTS RESERVED - CABLE ACCESS		
21-000-1040-000000	Cash unrestricted	509,140.41	
21-199-3590-213301	F/B Cable TV grant old		7,599.37
21-199-3590-213312	F/B Cable PEG Access		20,000.00
21-199-3590-213313	F/B Cable TV grant		481,541.04
	Total Receipts Reserved - Cable TV	509,140.41	509,140.41
FUND # 23	GIFTS		
23-000-1040-000000	Cash unrestricted	139,967.32	
23-000-3590-233588	F/B Monument		4,021.00
23-124-3590-233582	F/B Commission on Disabilities		1,558.35
23-146-3590-233586	F/B Elder/disabled		2,734.81
23-171-3590-233588	F/B Conservation		5,000.00
23-210-3590-233583	F/B Police		353.73
23-220-3590-233589	F/B Fire		2,622.64
23-422-3590-233588	F/B Highway paving		50,995.96
23-450-3590-233588	F/B Water infrastructure		18,904.65
23-491-3590-233588	F/B Cemetery		200.00
23-541-3590-233581	F/B Council on Aging		39,314.05
23-610-3590-233587	F/B Library		5,427.26
23-630-3590-233588	F/B Playground		7,834.87
23-650-3590-233588	F/B Parks		1,000.00
	Total Gifts	139,967.32	139,967.32

TOWN OF MERRIMAC
BALANCE SHEET
June 30, 2021
(Unaudited)

FUND/ACCOUNT #	ACCOUNT TITLE	DEBIT	CREDIT
FUND # 24	REVOLVING 53E 1/2		
24-000-1040-000000	Cash unrestricted	161,819.30	
24-145-3590-243577	F/B Tax title	9,016.02	
24-176-3590-243569	F/B Zoning Board of Appeals		11,643.26
24-241-3590-243573	F/B Zoning/Building code enforcement		47,739.25
24-241-3590-243578	F/B Inspectional services		102,572.24
24-510-3590-243574	F/B Board of Health projects		2,228.66
24-510-3590-243579	F/B Board of Health code enforcement		6,067.84
24-522-3590-243570	F/B Town nurse		584.07
	Total 53E 1/2 Revolving	170,835.32	170,835.32
FUND # 25	REVOLVING - OTHER		
25-000-1040-000000	Cash unrestricted	148,547.67	
25-000-3590-253565	F/B Insurance <\$150K		51,683.71
25-171-3590-253567	F/B Wetlands		31,904.36
25-210-3590-253562	F/B Police firearms \$5K	1,074.06	
25-302-3590-253536	F/B Pentucket grounds \$50K		66,033.66
	Total Other Revolving	149,621.73	149,621.73
FUND # 28	GRANTS - STATE		
28-000-1040-000000	Cash unrestricted	70,686.60	
28-122-3590-283544	F/B Recycling (RDP)		2,975.09
28-124-3590-280005	F/B Self-evaluation and transition plan grant		31,873.75
28-161-3590-283527	F/B Clerk extended polling hours		7,555.55
28-161-3590-283583	F/B Clerk SHRAB grant		328.05
28-192-3590-280002	F/B Green community energy conservation grant		54.87
28-192-3590-280008	F/B Town Hall ramp earmark		20,000.00
28-210-3590-280003	F/B Police MED project grant		1,877.07
28-210-3590-280006	F/B Police Muni Road Safety (MRS)	1,378.88	
28-210-3590-283554	F/B Police 911 training/ EMD	7,337.95	
28-210-3590-283555	F/B Police 911 support & incentive		275.57
28-210-3590-280010	F/B Fire DFS washer		2,111.18
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
28-220-3590-283582	F/B Fire SAFE		7,172.00
28-420-3590-280007	F/B Highway culvert Div of Eco Restoration	32,375.00	
28-450-3590-280019	F/B Water main construction	8,540.50	
28-541-3590-283525	F/B COA Elder Affairs Formula		8,579.42
28-543-3590-283590	F/B Veteran Heritage		2,420.00
28-610-3590-283532	F/B Library MEGLIG		28,258.70
28-699-3590-283524	F/B Cultural arts		213.02
	Total State Grants	120,318.93	120,318.93

TOWN OF MERRIMAC
BALANCE SHEET
June 30, 2021
(Unaudited)

FUND/ACCOUNT #	ACCOUNT TITLE	DEBIT	CREDIT
FUND # 29	GRANTS - FEDERAL		
29-000-1040-000000	Cash unrestricted		308,760.08
29-000-3590-293519	F/B FEMA COVID-19	157,524.27	
29-000-3590-293520	F/B CARES Act (CvRF)	145,100.51	
29-420-3590-293521	F/B Bear Hill culvert improvement	6,135.30	
	Total Federal Grants	308,760.08	308,760.08
FUND # 30	CHAPTER 90		
30-000-1040-000000	Cash unrestricted		134,147.50
30-000-1720-000000	Due from Comm of Mass-Chapter 90	134,147.50	
	Total Chapter 90	134,147.50	134,147.50
FUND # 35	CAPITAL PROJECTS		
35-000-1040-000000	Cash Unrestricted Checking	176,617.17	
35-000-2720-000000	General bond anticipation notes payable		522,000.00
35-192-3590-353426	F/B Police station construction		41,869.25
35-192-3590-353431	F/B Town Hall Exteriors repairs		91,095.74
35-220-3590-353432	F/B	313,802.31	
		194,440.00	
35-610-3590-353428	F/B Library roof replacement		29,894.49
	Total Capital Projects	684,859.48	684,859.48
FUND # 40	WATER CAPITAL PROJECTS		
40-000-1040-000000	Cash unrestricted	25,391.73	
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		6,637.23
	Total Water Capital Projects	25,391.73	25,391.73

TOWN OF MERRIMAC
BALANCE SHEET
June 30, 2021
(Unaudited)

FUND/ACCOUNT #	ACCOUNT TITLE	DEBIT	CREDIT
FUND # 60	WATER ENTERPRISE		
60-000-1020-000000	Cash petty	50.00	
60-000-1040-000000	Cash unrestricted	587,957.50	
60-000-1310-000000	Water user charges receivable	76,798.44	
60-000-1331-000000	Water liens receivable	33,468.12	
60-000-2651-000000	Water user charges deferred revenue		76,798.44
60-000-2653-000000	Water liens deferred revenue		33,468.12
60-000-3250-000000	Water reserved for petty cash		50.00
60-000-3295-000000	Water reserved for continued appropriation		341,320.92
60-000-3590-000000	Water retained earnings		246,636.58
	Total Water Enterprise	698,274.06	698,274.06
FUND # 61	WASTEWATER ENTERPRISE		
61-000-1020-000000	Cash petty	50.00	
61-000-1040-000000	Cash unrestricted	1,461,118.59	
61-000-1310-000000	Wastewater user charges receivable	70,957.79	
61-000-1332-000000	Wastewater liens receivable	32,434.36	
61-000-1410-000000	Wastewater betterment unapportioned receivable	102,096.27	
61-000-1420-000000	Wastewater betterment apportioned receivable-prin	3,619.89	
61-000-1430-000000	Wastewater betterment apportioned receivable-int	108.01	
61-000-2651-000000	Wastewater user charges deferred revenue		70,957.79
61-000-2653-000000	Wastewater liens deferred revenue		32,434.36
61-000-2660-000000	Wastewater special assessment deferred revenue		105,824.17
61-000-3211-000000	Wastewater reserved for encumbrances		268.40
61-000-3240-000000	Wastewater reserved for expenditures		48,000.00
61-000-3250-000000	Wastewater reserved for petty cash		50.00
61-000-3295-000000	Wastewater reserved for continued appropriation		1,018,547.44
61-000-3300-000000	Wastewater reserved for betterments		83,546.65
61-000-3590-000000	Wastewater retained earnings		310,756.10
	Total Wastewater Enterprise	1,670,384.91	1,670,384.91
FUND # 67	ELECTRIC ENTERPRISE		
67-000-1040-000000	Cash unrestricted	6,220,594.22	
67-000-1310-000000	Electric user charges receivable	183,599.85	
67-000-1330-000000	Electric liens receivable		
67-000-2651-000000	Electric user charges deferred revenue		183,599.85
67-000-2653-000000	Electric liens deferred revenue		
67-000-3295-000000	Electric reserved for continued appropriation		5,013,683.21
67-000-3590-000000	Electric retained earnings		1,206,911.01
	Total Light Enterprise	6,404,194.07	6,404,194.07

TOWN OF MERRIMAC
BALANCE SHEET
June 30, 2021
(Unaudited)

FUND/ACCOUNT #	ACCOUNT TITLE	DEBIT	CREDIT
FUND # 75	OTHER POST EMPLOYMENT BENEFITS TRUST (OPEB)		
75-000-1060-000000	Cash restricted	2,437,121.45	
75-000-3580-753375	Electric OPEB		507,612.73
75-000-3580-753377	General OPEB		1,510,542.60
75-000-3580-753378	Water OPEB		156,768.32
75-000-3580-753379	Wastewater OPEB		262,197.80
	Total OPEB Trust	2,437,121.45	2,437,121.45
FUND # 80	TRUSTS		
80-000-1040-000000	Cash unrestricted - expendable	302,509.36	
80-000-1060-000000	Cash restricted - non-expendable	373,716.71	
80-000-3590-803311	Affordable housing		100,268.70
80-210-3590-803566	Police drug forfeiture	791.15	
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		334,416.71
80-491-3580-803376	Cemetery Amos Weed Kimball Park - non-expendable		2,000.00
80-491-3590-803352	Cemetery Armstrong McGinnis perpetual care expendable		73.46
80-491-3590-803353	Cemetery perpetual Sweetsir expendable		1,548.40
80-491-3590-803358	Cemetery perpetual Harry Robinson expendable		2,244.48
80-491-3590-803370	Cemetery perpetual care expendable		193,652.71
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		1,413.67
80-610-3590-803355	Library Thomas Hoyt expendable		2,022.33
80-610-3590-803357	Library books expendable		1,827.94
80-650-3580-803371	Judith Kimball park - non-expendable		1,000.00
80-650-3590-803371	Judith Kimball park - expendable		94.46
80-650-3590-803376	Amos Weed Kimball park expendable		154.36
	Total Trusts	677,017.22	677,017.22
FUND # 82	STABILIZATION		
82-000-1060-000000	Cash restricted	1,440,903.82	
82-000-3580-823380	Stabilization		988,283.84
82-000-3580-823381	Ambulance stabilization		49,614.48
82-000-3580-823382	Capital stabilization		403,005.50
	Total Stabilization	1,440,903.82	1,440,903.82

TOWN OF MERRIMAC
BALANCE SHEET
June 30, 2021
(Unaudited)

FUND/ACCOUNT #	ACCOUNT TITLE	DEBIT	CREDIT
FUND # 90	AGENCY		
90-000-1040-000000	Cash unrestricted		25,608.86
90-161-2580-903564	Clerk dog licenses		1,047.50
90-210-2580-903561	Police details	6,841.36	
90-220-2580-903523	Fire COVID-19 watch details	12,345.00	
90-512-2580-903523	BOH COVID-19 vaccine clinic	7,470.00	
	Total Agency	26,656.36	26,656.36
FUND # 91	ESCROWS		
91-000-1040-000000	Cash unrestricted	63,807.18	
91-175-2550-913601	Plan Board - Bozek/Equestrian Estates		385.72
91-175-2550-913604	Plan Board - CDL/Deer Crossing		4,612.50
91-175-2550-913609	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		5,824.62
91-175-2550-913633	Plan Board - Regency Village / 106 W Main (residential)		19,643.19
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
91-175-2550-913652	Plan Board - Sammy's Realty/114 E Main St		5,387.46
91-175-2550-913653	Plan Board - Cameron & DeMille/2 Prospect Hill		1,023.00
91-175-2550-913654	Plan Board - Merrimac Housing Crossing/118 E Main St		9,576.00
91-176-2550-913651	Appeals Board - Police station		168.00
	Total Escrows	63,807.18	63,807.18
FUND # 92	AGENCY-PAYROLL WITHHOLDINGS		
92-000-1040-000000	Cash restricted	42,762.25	
92-000-2150-000000	Payroll Withholding - MIIA health insurance		33,176.58
92-000-2151-000000	Payroll Withholding - Boston Mutual life insurance		4,607.34
92-000-2152-000000	Payroll Withholding - MIIA dental insurance		1,670.83
92-000-2153-000000	Payroll Withholding - AFLAC insurance		1,034.03
92-000-2170-000000	Payroll Withholding - Union 170 & 939		2,273.47
	Total Payroll Withholdings	42,762.25	42,762.25

TOWN OF MERRIMAC
BALANCE SHEET
June 30, 2021
(Unaudited)

FUND/ACCOUNT #	ACCOUNT TITLE	DEBIT	CREDIT
FUND # 99	LONG-TERM DEBT		
90-000-1996-000000	Amounts to be provided for long-term debt	11,740,475.00	
99-000-2900-610904	\$4.231M Inside FY24		260,000.00
99-000-2900-992923	\$3.971M Inside FY23-FY24		630,000.00
99-000-2900-992929	\$7.8951M Inside FY38-FY44		7,790,000.00
99-000-2940-601004	\$1.6M Outside FY49		1,527,141.00
99-000-2940-992920	\$2.38M Outside FY20-FY28		525,000.00
99-000-2940-992923	\$3.971M Outside FY23-FY24		330,000.00
99-000-2940-992924	\$860K Outside FY23		678,334.00
	Total Long-Term Debt	11,740,475.00	11,740,475.00

TOWN OF MERRIMAC
STATEMENT OF REVENUES AND EXPENDITURES
BUDGETARY BASIS - GENERAL FUND
FOR FISCAL YEAR ENDING JUNE 30, 2021
(UNAUDITED)

	Original	Final Budget	Actual	Variance Favorable (Unfavorable)
Revenues:				
Property Taxes	\$ 15,257,332	\$ 15,257,332	\$ 15,081,148	\$ (176,184)
Excise Taxes	\$ 1,000,000	\$ 1,000,000	\$ 1,134,635	\$ 134,635
Penalties and Interest	\$ 26,000	\$ 26,000	\$ 36,337	\$ 10,337
Payments in Lieu of Tax	\$ 1,300	\$ 1,300	\$ 1,298	\$ (2)
Departmental Charges for Services	\$ 438,000	\$ 438,000	\$ 503,883	\$ 65,883
Fees	\$ 50,000	\$ 50,000	\$ 47,507	\$ (2,493)
Rentals	\$ 123,000	\$ 123,000	\$ 126,332	\$ 3,332
Licenses and Permits	\$ 70,000	\$ 70,000	\$ 80,142	\$ 10,142
Fines	\$ 21,000	\$ 21,000	\$ 18,098	\$ (2,902)
Investment Income	\$ 40,000	\$ 40,000	\$ 11,953	\$ (28,047)
Other	\$ 162,000	\$ 162,000	\$ 309,603	\$ 147,603
Intergovernmental	\$ 1,045,184	\$ 1,045,184	\$ 1,048,855	\$ 3,671
Total Revenue	\$ 18,233,816	\$ 18,233,816	\$ 18,399,791	\$ 165,975
Expenditures:				
General Government	1,039,373	\$ 1,005,458	\$ 925,397	\$ 80,061
Public Safety	2,235,861	\$ 2,235,283	\$ 1,977,802	\$ 257,481
Education	10,634,568	\$ 10,615,614	\$ 10,615,614	\$ -
Public Works	739,742	\$ 740,841	\$ 589,215	\$ 151,626
Human Services	499,552	\$ 522,354	\$ 503,723	\$ 18,631
Culture and Recreation	323,439	\$ 326,540	\$ 311,744	\$ 14,796
Debt Service	749,782	\$ 749,782	\$ 749,782	\$ -
Lease	154,445	\$ 154,445	\$ 154,445	\$ -
State and County Assessments	192,124	\$ 192,124	\$ 106,566	\$ 85,558
Employee Benefits	642,936	\$ 631,640	\$ 619,736	\$ 11,904
Insurance	516,900	\$ 518,500	\$ 490,860	\$ 27,640
Total Expenditures	\$ 17,728,722	\$ 17,692,581	\$ 17,044,884	\$ 647,697
Excess(Deficiency) of Revenue over Expenditures	\$ 505,094	\$ 541,236	\$ 1,354,907	\$ 813,672
Other Financing Sources (Uses):				
Operating Transfers In	37,678	\$ 37,678	\$ 37,678	\$ -
Operating Transfers (Out)	(90,000)	\$ (99,446)	\$ (101,483)	\$ (2,037)
Excess(Deficiency) of Revenue over Expenditures and other Financing Sources (Uses)	\$ 452,772	\$ 479,468	\$ 1,291,102	\$ 811,635

TOWN OF MERRIMAC, MASSACHUSETTS
Statement of Revenues, Expenditures and Changes in Fund Balances
Proprietary Funds
For the Year Ended June 30, 2021
(Unaudited)

	Enterprise			
	Water	Sewer	Electric	Total
Operating revenues:				
User fees, penalty & interest	\$ 1,173,294	\$ 1,231,620	\$ 5,455,282	\$ 7,860,196
Miscellaneous				\$ -
Liens				\$ -
Special assessments				\$ -
Other operating revenues	\$ 112,666	\$ 127,980	\$ 946,025	\$ 1,186,671
Interest income	\$ 368	\$ 1,170	\$ 2,029	\$ 3,567
Total operating revenues	\$ 1,286,328	\$ 1,360,770	\$ 6,403,336	\$ 9,050,434
Transfers in				\$ -
 Total revenues and transfers	 \$ 1,286,328	 \$ 1,360,770	 \$ 6,403,336	 \$ 9,050,434
 Operating expenditures:				
Salaries, benefits, In lieu	\$ 788,138	\$ 888,055	\$ 5,131,072	\$ 6,807,265
Construction	\$ 134,576	\$ 320,710		\$ 455,286
Lease	\$ 4,272	\$ 25,419		\$ 29,691
Debt service	\$ 238,386	\$ 157,598	\$ 96,844	\$ 492,828
Total operating expenditures	\$ 1,165,372	\$ 1,391,782	\$ 5,227,916	\$ 7,785,070
Transfers out	\$ 10,000	\$ 15,000	\$ 51,000	\$ 76,000
Reserve for projects				\$ -
 Total expenditures, transfers and reserves	 \$ 1,175,372	 \$ 1,406,782	 \$ 5,278,916	 \$ 7,861,070
 Fund balance beginning of year	 \$ 477,052	 \$ 1,507,182	 \$ 5,096,174	 \$ 7,080,408
Fund balance end of year	\$ 588,008	\$ 1,461,170	\$ 6,220,594	\$ 8,269,772

TOWN OF MERRIMAC
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NON-MAJOR GOVERNMENTAL FUNDS
FOR FISCAL YEAR ENDED JUNE 30, 2021
(UNAUDITED)

	<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				\$ 569,333	\$ 569,333
Intergovernmental				\$ -	\$ -
Investment Income	\$ 69		\$ 71,155	\$ 539,783	\$ 611,007
Other	\$ 1,795,346			\$ 11,995	\$ 1,807,341
Total Revenues	<u>\$ 1,795,415</u>	<u>\$ -</u>	<u>\$ 71,155</u>	<u>\$ 1,121,111</u>	<u>\$ 2,987,681</u>
Expenditures:					
Current					
General Government	\$ 1,294,573	\$ 508,242		\$ 96,145	\$ 1,898,960
Public Safety	\$ 144,883			\$ 192,796	\$ 337,679
Public Works	\$ 365,018				\$ 365,018
Human Services	\$ 56,542				\$ 56,542
Recreation and Culture	\$ 11,504				\$ 11,504
Other	\$ 171,029			\$ 371,440	\$ 542,469
Capital Outlay		\$ 1,711,624			\$ 1,711,624
Total Expenditures	<u>\$ 2,043,549</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 660,381</u>	<u>\$ 4,923,796</u>
Excess (Deficiency) of Revenues over Expenditures	\$ (248,134)	\$ (2,219,866)	\$ 71,155	\$ 460,730	\$ (1,936,115)
Other Financing Sources (Uses)					
Proceeds from Bond Issues		\$ 522,000			\$ 522,000
Operating Transfers In	\$ 2,037	\$ 360,000		\$ 160,446	\$ 522,483
Operating Transfers Out	\$ (362,800)		\$ (19,878)		\$ (382,678)
Total Other Financing Sources (Uses)	<u>\$ (360,763)</u>	<u>\$ 882,000</u>	<u>\$ (19,878)</u>	<u>\$ 160,446</u>	<u>\$ 661,805</u>
Net Changes in Fund Balances	\$ (608,897)	\$ (1,337,866)	\$ 51,277	\$ 621,176	\$ (1,274,310)
Fund Balances, Beginning of Year	\$ 1,272,392	\$ 1,539,875	\$ 1,389,627	\$ 2,554,477	\$ 6,756,371
Fund Balances, End of Year	<u>\$ 663,495</u>	<u>\$ 202,009</u>	<u>\$ 1,440,904</u>	<u>\$ 3,175,653</u>	<u>\$ 5,482,061</u>

MERRIMAC

**Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2021
(Unaudited)**

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue	Capital Projects	Enterprise	Trust and Agency	Long-term Debt	(Memorandum Only)
ASSETS							
Cash and cash equivalents	2,005,579.51	663,495.25	202,008.90	8,269,770.31	4,635,211.91		15,776,065.88
Investments							0.00
Receivables:							
Personal property taxes	1,863.74						1,863.74
Real estate taxes	413,136.63						413,136.63
Allowance for abatements and exemptions	(92,753.86)						(92,753.86)
Tax liens	525,137.55						525,137.55
Deferred taxes							0.00
Motor vehicle excise	160,389.54						160,389.54
Other excises							0.00
User fees				331,356.08			331,356.08
Utility liens added to taxes				65,902.48			65,902.48
Departmental	126,804.30						126,804.30
Special assessments				105,824.17			105,824.17
Due from other governments	272,208.00	134,147.50					406,355.50
Other receivables							0.00
Foreclosures/Possessions	358,591.68						358,591.68
Amounts to be provided - payment of bonds						11,740,475.00	11,740,475.00
Amounts to be provided - vacation/sick leave							0.00
Total Assets	3,770,957.09	797,642.75	202,008.90	8,772,853.04	4,635,211.91	11,740,475.00	29,919,148.69
LIABILITIES AND FUND EQUITY							
Liabilities:							
Warrants payable							0.00
Accounts payable							0.00
Accrued payroll							0.00
Withholdings							0.00
Accrued claims payable							0.00
Due to/from other funds							0.00
Due to other governments							0.00
Other liabilities							0.00
Deferred revenue:							
Real and personal property taxes	322,246.51						322,246.51
Tax liens	525,137.55						525,137.55
Deferred taxes							0.00
Foreclosures/Possessions	358,591.68						358,591.68
Motor vehicle excise	160,389.54						160,389.54
Other excises							0.00
User fees				331,356.08			331,356.08
Utility liens added to taxes				65,902.48			65,902.48
Departmental	126,804.30						126,804.30
Special assessments				105,824.17			105,824.17
Due from other governments							0.00
Other receivables							0.00
Deposits receivable							0.00
Bonds payable			522,000.00			11,740,475.00	12,262,475.00
Vacation and sick leave liability							0.00
Total Liabilities	1,493,169.58	0.00	522,000.00	503,082.73	0.00	11,740,475.00	14,258,727.31
Fund Equity:							
Reserved for encumbrances	6,052.74			341,589.32			347,642.06
Reserved for continuing appropriations	1,354,061.17		(508,242.31)	6,032,230.65			6,878,049.51
Reserved for expenditures				48,000.00			48,000.00
Reserved for petty cash	1,325.00			100.00			1,425.00
Reserved for appropriation deficit							0.00
Reserved for snow and ice deficit							0.00
Reserved for COVID-19 deficit							0.00
Reserved for debt service				83,546.65			83,546.65
Reserved for premiums		6,116.93					6,116.93
Reserved for working deposit							0.00
Undesignated fund balance	916,348.60	791,525.82	188,251.21	1,764,303.69	4,635,211.91		8,295,641.23
Unreserved retained earnings							0.00
Investment in capital assets							0.00
Total Fund Equity	2,277,787.51	797,642.75	(319,991.10)	8,269,770.31	4,635,211.91	0.00	15,660,421.38
Total Liabilities and Fund Equity	3,770,957.09	797,642.75	202,008.90	8,772,853.04	4,635,211.91	11,740,475.00	29,919,148.69



TOWN OF MERRIMAC

Board of Assessors

6 School St.

Merrimac, MA 01860

978-346-9022

2021 ANNUAL REPORT OF THE BOARD OF ASSESSORS

FISCAL YEAR 2021 RECAPITULATION

1. Tax Rate Summary

A. Total amount to be raised		\$	22,047,860.98
B. Total estimated receipts		\$	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. Commercial	2.3980%	\$	365,870.94
3. Industrial	0.8776%	\$	133,900.10
5. Personal	0.9851%	\$	150,292.63

2. Amounts to be raised

A. Appropriations	\$	21,850,971.18
B. Total cherry sheet offsets	\$	12,662.00
C. State and County cherry sheet charges	\$	106,566.00
D. Allowance for abatements & exemptions	\$	77,661.80
E. Total amount to be raised	\$	22,047,860.98

3. Estimated receipts

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	\$	15,000.00
G. Total estimated receipts	\$	6,790,529.18

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

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

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

2021 Annual Report of the Animal Care and Control Officer

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

Dogs

Under Massachusetts General Law Ch. 140, sec. 137 all dogs over six months of age are required to have a rabies vaccine and be licensed. Five Hundred Sixty-one (561) dogs were licensed in 2021.

There were Seventy-eight (78) calls for dogs that were reported missing or loose in 2021. Thirty-one (31) of those dogs were found and were returned to their owners by Merrimac Police and/or Animal Control. The other dogs that were reported missing or loose, found their own way home.

There were Six (6) dog bites were reported. Four (4) 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. Two (2) dogs were taken to the Vet and were put down by their owners

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

Cats

Seventeen (17) cats were reported missing or loose in 2021. One (1) cat was taken to the Merrimack River Feline Rescue in Salisbury. That cat was put up for adoption. Two (2) cats were found by Animal Control and returned to their owners. The other Fourteen (14) cats either returned home or are strays.

We had one (1) cat that was struck by a car and that animal was taken to Bulger Animal Hospital. The owner was notified and took charge of the medical care. One (1) cat that appeared to be sick was taken to Amesbury Animal Hospital. After a brief medical exam, the cat started having seizures and was put down by the medical staff.

Welfare Check

The ACO responded to one (1) welfare check. This one (1) was investigated and followed up on. The ACO determined that the call was 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 two (2) animals tested for rabies that test came back negative.

Respectfully submitted,

Gregory F Pickering
Animal Care & Control Officer

MERRIMAC CONSERVATION COMMISSION FISCAL YEAR 2021 ANNUAL REPORT

The primary function of the Conservation Commission is to protect and preserve the Town's wetland resource areas as defined in the Massachusetts Wetland Protection Act (M.G.L Chapter 131, Section 40) and the Merrimac Wetlands Protection Bylaw. The Merrimac Wetlands Protection bylaw was enacted by the town in 2003 to strengthen protection of Merrimac's wetlands beyond what is addressed in Massachusetts Wetland Protection Act.

Wetlands are an important resource providing essential functions and benefits to the town's residents including protection of water quality for surface and ground waters, stormwater and flood damage protection, protection of wildlife and plant habitat, and providing recreational opportunities and large tracts of open and undeveloped space. The loss of wetlands means the loss of the vital benefits they provide. To prevent damage to these fragile and often irreplaceable resources, the Conservation Commission is charged with regulating activities in or within 100 feet of a wetland or intermittent stream and within 200 feet of a river or stream that flows year-round including, but not limited to, the Merrimack River and Cobblers Brook.

The Conservation Commission is a seven-person unpaid volunteer commission. Members are appointed by the Board of Selectmen for terms of three years. At times, Associate Members are also appointed. The Conservation Commission is assisted by a part-time Conservation Agent.

The Conservation Commission holds public meetings to conduct regular business and hold public hearings related to filings for projects regulated under the Wetlands Protection Act and Merrimac Wetlands Protection Bylaw. The Conservation Commission typically holds meetings once a month on the fourth Tuesday of each month. Meetings are typically held at the Merrimac Public Library however, due to the ongoing COVID19 emergency, meetings are occasionally held virtually. Please refer to the meeting schedule posted on the Conservation Commission section of the Town website to determine upcoming meeting dates.

During Fiscal Year 2021 the Conservation Commission:

- Held 11 regularly scheduled meetings;
- Conducted 22 site visits in connection with filings, questions, and violations;
- Issued 6 Orders of Conditions permitting work in jurisdictional areas;
- Issued 6 Negative Determinations permitting work in jurisdictional areas;
- Approved 1 amendment to a Final Order of Conditions;
- Approved 1 extension to a Final Order of Conditions;
- Issued 9 Certificates of Compliance;
- Issued 2 partial Certificates of Compliance;
- Issued 1 Order of Resource Area Delineation confirming delineated wetlands;

- Issued 3 Enforcement Orders and 4 violations for work occurring in jurisdictional areas without proper permits;

In addition to permitting projects and addressing violations under the Wetlands Protection Act and Merrimac Wetlands Protection Bylaw, the Conservation Commission also holds Conservation Restrictions to preserve open space in Merrimac and works with the Lake Attitash Association to improve the water quality of Lake Attitash. The Conservation Commission collaborates with other boards and departments in town providing review of projects as requested and a member of the Conservation Commission participates in the Site Plan Review Committee under Merrimac's Zoning Bylaw.

The Conservation Commission is eager to assist with decisions about whether and how to proceed with a project near wetlands. Residents are encouraged to contact the Conservation Commission or Conservation Agent with any questions or concerns related to the town's wetland resources. If you are planning a project and are unsure if there are wetlands on your property or if you are unsure whether your project will require a filing with the Conservation Commission, contact the Conservation Commission or Conservation Agent who will be happy to assist you. The Conservation Agent can be reached at 978-891-0238 or by email at mgreene@townofmerrimac.com.

Respectfully Submitted,

MERRIMAC CONSERVATION COMMISSION

Robert Prokop, Chairman

Jerome Mathieu, Member

Jon Pearson, Member

Arthur Yarranton, Member

Gregory Maclean, Member

William Andrulitis, Member

Wystan Umland, Member

Gregory Hochmuth, Associate Member

Michelle Greene, Conservation Agent

BOARD of HEALTH 2021 ANNUAL REPORT

The Board of Health meetings are held on a designated Wednesday or on an as-needed basis. We may be contacted at (978) 346-4066 or at boh@townofmerrimac.com. The office is staffed by the Health Agent to conduct all BOH matters. The Board has been meeting consistently once a month and as necessary. Minutes and Agendas are available on the town website.

During 2021, 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. For the past 2 years, Debbie has been the lead in contact tracing and the ever-changing environment of COVID-19 for the Town of Merrimac.

Christine Berube was reelected May of 2021 term expiring in May of 2023. Chris was appointed Chairperson in 2021.

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

Irina Gorzynski was elected in May of 2021. Her term continues until May of 2024

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. Since 2020, the onset of COVID-19, Deborah has been monitoring and reporting to the MAVEN site the COVID cases in Merrimac weekdays and weekends..

Linda Ralph: Linda assumes the 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, maintaining the Board of Health portion of the town web site, processing warrants, submitting department payroll, and budget maintenance. Responsibilities also include Mass General Laws and Merrimac By-Laws research for specific situations and citing where necessary.

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. 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 2023
Jason Sargent Term expires 2022
Irina Gorzynski Term expires 2024

FY2021 Information:**Permits/Licensing and Fees;**

Notices were sent proactively to all businesses that need specific permits to operate in Merrimac starting in November of 2021 for the upcoming year. In doing so, responses for the completion and payment were 75% complete as of January 1, 2022.

Fee collection 2021 is \$5445.00

Title V inspections: 15 (by address at BOH office if needed)

Rental/Rodent Inspections Completed: (by address at BOH office if needed)

24 total inspections for a total of \$800.00.

1 Rodent inspection for a total of \$30.00.

Pumping Record:

82 properties at 103,050 gallons pumped. (by address at BOH office if needed)

2021 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 January, February, March, and September in 2021.

In January a presentation was made to the AHBT by the developer of the proposed 40b project of 180 units, The Flats at Merrimac Square. The Board submitted a letter to the developer and to the Town to be included in the Town's response to Mass Housing regarding this proposal. The Board supports the intent to increase the number of state-qualifying affordable housing units to a number that represents 10% of housing units in town. It is noted in the eleven points cited in the letter that 130 units will be sufficient to reach this goal along with the units in another housing project already being pursued by the Town.

As referenced above, 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 approximately 38 affordable housing rental units on this site and that of the former fire station/senior center on School Street.

Once again the Board voted to support the release of annual HOME funds designated for Merrimac in the amount of \$12,919 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 was represented on the Strategic Planning Committee to develop five-year policy recommendations for the Board of Selectmen. Included in these recommendations was creation of a Planning Consultant position that could assist AHBT and several other Town Boards and Committees.

The percent of the affordable housing units in Merrimac that appears on the state's Subsidized Housing Inventory list remains at 5.6% at present. When the number of housing units in Town recorded in the 2020 Census becomes available, the state will recalculate this percentage.

Respectfully submitted by:

Sandra Venner, Chairperson	Term expires	2022
Philip Parry	Term expires	2022
Colleen Ranshaw-Fiorello, Secretary	Term expires	2022
Dawne Young	Term expires	2023
Holly Moran	Term expires	2023
Brienne Walsh (appointed in March)	Term expires	2023
Benjamin Beaulieu, Representative of Board of Selectmen	Term expires	2023

**Merrimac Council on Aging
And Senior Center
FY 2021 Annual Report**

FY 2021 was different than years past and we did a lot of pivoting and reframing in order to serve the needs of the community. 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 and learn about updates from town departments and how they affect residents. We did several outdoor breakfasts this spring and summer, socially distance and under our beautiful outdoor 20x40 tent. The tent was purchased through a generous grant provided by our local ASAP, Agespan, formerly Elder Services of the Merrimack Valley.

January 2021 brought a COVID 19 vaccination in the United States for those 18+ and the establishment of the Lower Merrimack Valley Regional Consortium Vaccination Clinic. Staff members served as volunteers at these clinics along with countless other communities and we were able to vaccinate hundreds of members in Merrimac through this collaborative effort. **February and March** were spent doing vaccination information intake and scheduling vaccinations around the clock for many weeks.

April and May brought the opportunity to hold outdoor socially distanced exercise classes under our 20 x 40 blue 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 once again 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 **June**, 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.

In July, our Administrative Assistant, Ann Murphy retired from the Merrimac Council on Aging. With almost 8 years of service, a socially distanced, outdoor iced tea themed luau was held in her honor to commemorate her

time with the Council on Aging and her friends, family and the COA staff and members as well. Thank you Ann for all your hard work on behalf of our community! We wish you a happy and healthy retirement!

August saw the installment of brand- new rugs through the entire first floor! This was a big job with lots of preplanning and moving needed in order to execute this large project. Plaistow Rug and Roll provided beautiful new rugs and they have really brightened up the lobby, hallways and offices with a much -needed refresh!

The Merrimac COA & Senior Center Annual Senior Health Fair was cancelled once again due to the COVID 19 pandemic restrictions. We hope to resume the Senior Health Fair in the Spring of 2022 as it is the highlight of our year for many. **The Senior Center also became a SNAP Outreach Partner** in 2021 and as a result can assist anyone with SNAP application, questions, concerns or recertifications.

September brought the retirement of our longtime Food & Nutrition Director, Bonnie Kitsakos. Bonnie faithfully provided excellent food service and nutritional programming to the Center for 113 years. Thank you Bonnie for all of your help and guidance! Eileen Murray stepped into this position upon Bonnie's retirement and Judy Kimber Morrill became our Kitchen Chef. We are thrilled to have them both working in these positions at the Center.

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 80 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. Alongside Jon, was pharmacy technician Jessica and Public Health Nurse, Eileen Stepanian.

In November, the annual **Holiday Craft Fair and Café** typically takes place. Unfortunately, this was cancelled once again 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** in November, which were delivered to approximately 40 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. We were also able to partner with Cataldo Ambulance Service through a partnership with the Commonwealth of Massachusetts **to offer a COVID 19 booster clinic on November 17th. We were able to provide booster vaccinations to over 60 community members.**

In December, we held our **Second Annual Mystery Holiday Raffle**. The staff and I created 33 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 12/22/2021 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 another difficult year, especially for the older adult population of our community. We thank our elves, Harleigh Walsh and Rachel Christopher, for assisting with putting the raffle bags together!

The Senior Center Staff consists of Brienne R. Walsh, Executive Director; Shawn Cass, Program Coordinator; Eileen Murray, Food & Nutrition Director; Charlotte Eileen Stepanian, Public Health Nurse, MSN, RN-BC;

Christina Connor, Senior Aide, Van Driver, Kitchen Asst.; Sandy Blanchet, Volunteer Coordinator; Stacey Sherman, Outreach & Human Services Coordinator; Nicholas Fiorello, Transportation Coordinator & Van Driver; and Wayne Jones, Custodian/Van Driver.

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 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 2022.

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)	Our Neighbors' Table Food
Candidate & Issues Forum	Friends of COA Mtg.	Pantry Site*
Caregivers Support Group	(1 st 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- 1 st Wed of	LGBT Social Connections (3 rd	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	(4 th -Tuesday in Sept.)

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

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.

<u>Council on Aging Board Members:</u>	<u>Term Expiration:</u>		
Colleen Ranshaw-Fiorello, Chairwoman	2022		
Sgt. David Vance, Assistant Chairman	2023		
Candie Benjamin, Secretary	2023	Vacant Slot	2024
Nancy Bachelder	2023		
Betty Lou Elliott	2023	Respectfully Submitted,	
Maryann Mikson	2022		
Vacant Slot	2023	Brienne R. Walsh, Executive Director	
Charlotte Eileen Stepanian	2022		

2021 TOWN CLERK ANNUAL REPORT

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

As our community has moved through another year of the Covid-19 Pandemic, the Clerk's office has remained open and continued to accommodate our citizens. We have adapted ourselves in order to meet the needs of our community. This has been accomplished through phone conversations, emails and, when necessary, meeting one-to-one either in a dedicated meeting space in the Town Hall or outside of the building.

In 2021 in addition to daily duties, we administered one annual local election at the Merrimac Public Library and two town meetings. Kudos to the many Merrimac residents, Boards and Election workers who have gone above and beyond to maintain a clean and healthy voting experience for our citizens. I thank all of you who came out to vote; we sincerely hope you enjoyed your voting experience as we have enjoyed serving you.

Dog Tags Issued 561

Marriage Intentions 23

Marriages 23

Births 59

Deaths 53

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

**ANNUAL REPORT
BOARD OF TRUSTEES
MERRIMAC PUBLIC LIBRARY
January 1, 2021 – December 31, 2021**

Although the library was open for much of 2020, the library was closed to the public at the beginning of 2021 due to an increase in the number of COVID cases. The staff worked diligently to minimize disruptions by providing Curbside Pick-up, virtual programming, and greater access to online resources. On March 8, the library re-opened to the public with some service restrictions, and by June 13 we were able to return to our usual hours and services.

There were a number of significant staffing changes this year, most notably the retirement of the town's Youth Services Librarian Cathy Hornig. Ms. Hornig retired in January after working in the children's department for nearly 30 years. In true pandemic form, a car parade was held in her honor. Police cars, fire trucks and emergency vehicles loudly led the line of cars from the police station to the library where family, co-workers, and patrons were able to wave thank you and goodbye.

After Ms. Hornig's retirement, Tracy Shaw was promoted to the position of Youth Services Librarian, and a new Youth Services Assistant, Molly McIntyre, was hired to fill Tracy's position. In addition, following the departure of a circulation staff member, a new Circulation Administration Assistant, Aila Colburn, was hired. The new staff brought a burst of energy, ideas, skills, and talent and have made many new contributions to the library.

In keeping with the Library Technology Plan, all of the staff computers were replaced as well as the staff printer. The new computers provided the updated software and increased capacity the staff needed and met current cybersecurity recommendations.

After a year hiatus, the Wadleigh Award Competition was once again offered to any High School Senior who was a Merrimac resident. For the first time, the \$1000 award was split between 2 deserving brothers, Max Petry and Albert Petry.

New programs and new program formats were one of the highlights this year. Given the continuing challenges from the pandemic, many of the youth and adult programs remained in a virtual format. The youth services staff increased the number of programs, set-up an online registration system, perfected their "virtual studio", and collaborated with other libraries to allow for a greater number of programs at a shared cost. Some of the program topics included bread baking, gardening, backyard birds, and historical presentations.

Another alternative to in-person programs, "Make and Take" crafts for all ages were popular, as well as the new "Subscription Boxes" for teens and adults. The monthly subscription boxes included books, snacks, crafts and activities. New Book Clubs were formed for students in grades 1-3 and 4-6, and the adult book group, Merrimac Zoomers, continued to meet. Although the adult group met mostly online, they kept things interesting with an author visit, book themes, the comparison of books to movies, and occasionally meeting for dinner at a restaurant.

The Summer Reading Program was also mostly virtual, but some story times and events were offered outdoors in the beautiful back garden. Children enjoyed pop-up story times, story walks, “Make and Take” kits and a visit from a puppeteer. Over 200 children signed up for the Summer Reading Program and those who finished received a large lawn sign to showcase their accomplishment as well as a gift certificate from Hodgies.

Many of the programs were successful due to the collaboration with other groups; the Merrimac fire fighters came in to read to the children, Opportunity Works partnered with the staff to offer Adult Story Programs to their members, the Friends of the Library held their fall book sale and provided financial support for programs and museum passes, the Garden Club provided gorgeous planters at the library and maintained the flower garden in the children’s area, and the Art Exhibit Advisor coordinated a beautiful and playful show of art and poetry from the members of Merrimac Mic.

We would like to thank these groups and individuals as well as the amazing and hardworking library staff for another successful year. We look forward to working together with everyone in the coming year.

Respectfully Submitted,

Susan Coburn, Chair

Jennifer Brown

Yvonne Cosgrove

Connie Haberkern

Jeffrey Hoyt

Robert Michaud

Kelly Unsworth, Library Director

2021 Annual Report for Open Space Committee

Activities in the past year of the Open Space Committee included working with Merrimack Valley Planning Commission to create new maps of the open space properties in the Town and the trails in conservation areas. These are available at the Town website for Open Space. The committee also worked with Essex Co. Greenbelt to create new trail maps of the Town Forest and the Beaver Pond Reservation. A link to the App that includes these maps is available at www.ecga.org.

With the increasing interest in the Town Forest and other town-owned open space, the Committee explored the reinstatement of the Trustees of the Town Forest and a plan for oversight of other properties. After meeting with the Conservation Commission and the Board of Selectmen, it was decided that the BOS will be the entry point for proposals for new projects on these properties using a form created by the OSC. The OSC will monitor the trails and other maintenance of the properties and notify the BOS and/or the Department of Public Works if it is thought action should be taken.

The Committee supported the efforts of a family interested in restoring and expanding a neglected trail in the Cobblers Brook Greenway. Although this project received initial approval from the Con Com, the new Conservation Agent brought into questions if the Town Wetlands Bylaw would allow this work and if an application would need to be made to EPA. The family decided not to proceed with the project.

As the community has reached the mid-point in the five-year Open Space and Recreation Plan, the Committee asked departments and boards listed as having responsibility for goals in the plan to report on progress. The results of these reports will guide efforts over the next few years.

The OSC is exploring possible future funding opportunities including use of the Mass Trails Grant for improving the McLaren Trail and possibly making a section fully accessible. The Committee is working closely with the Disabilities Commission and the BOS to determine how to proceed.

For community engagement activities, the Committee created a story walk at Carey Park for April vacation week to increase awareness of this lovely resource. Ecologist lead walks were sponsored in the Spring on the Cobblers Brook Trail and in the Fall on the Red Oak Hill Trail, both in the Town Forest. Also, in the Fall the committee organized a trail clearing day. All of these events generated large, enthusiastic turn outs.

The Committee also educated the community on open space resources and needs by hosting a booth at Old Home Days; participating on the Town's five-year Strategic Planning Committee; and maintaining an informative and frequently updated web page link from the Town website.

Respectfully submitted by:

Carrie Rennie, Chair

Lucy Abisalih, Vice Chair

Dawn Ackerman

Mel Briggles (resigned in August 2021 after many years of service)

Susan Simmons

Sandra Venner

**Town of
MERRIMAC, MASS.**

**Report of the
CAPITAL PLANNING COMMITTEE**

FY2021

**A Summary of the recommendations
To be presented at the
Annual Town Meetings
To be held on:**

**Monday June 15, 2020
5:00 P.M.
At the Helen R. Donaghue School**

**Report of the
Capital Planning Committee
Town of Merrimac
Fiscal Year 2021**

The Capital Planning Committee met with numerous department heads and committees during February and March, 2020 to review Capital requests for Fiscal Year 2021 and projected Capital requests through Fiscal Year 2021. 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 2021. 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.

Respectfully Submitted,

Mike Marden, Chairperson & representing Finance Committee

Sandra Venner

David Cressman

Andrew Dick

Marcia Zosack, alternate Finance Committee Representative

Holly Moran, representing Board of Selectmen

Carol McLeod, Finance Director (Ex-Officio)

FY2021 - Capital Planning Recommendations

Summary

Free Cash

Total Available	\$	438,192
Capital Requests	\$	(253,000)
Balance for Other Requests	\$	185,192

Water Retained Earnings

Total Available	\$	268,512
Capital Requests	\$	(265,000)
Balance for Other Requests	\$	3,512

Wastewater - Sewer Development as of 12/31/19

Total Available	\$	458,375
Capital Requests	\$	(230,000)
Balance for Other Requests	\$	228,375

Wastewater Retained Earnings

Total Available	\$	52,625
Less I&I Reserved	\$	(37,000)
Balance for Other Requests	\$	15,625

Stabilization Balance	\$	931,738
Ambulance Stabilization	\$	29,582
Capital Stabilization	\$	358,157
Total Stabilization as of 12/31/19	\$	1,319,477

FY2021 - Capital Planning Requests

Description	Replacement or New	Amount				Funding Source	Recommendation
		FY21	FY22	FY23	FY24	FY25	
Police							
Police Cruiser	Replacement	\$ 57,000	\$ -	\$ 57,000	\$ -	\$ 57,000	Yes 4 - 0
Administrative Police Cruiser	Replacement	\$ -	\$ 45,000	\$ -	\$ -	\$ -	
Fire Arms	Replacement	\$ -	\$ -	\$ 20,000	\$ -	\$ -	
Computer Server	Replacement	\$ -	\$ -	\$ -	\$ -	\$ 20,000	
Radios	Replacement	\$ -	\$ -	\$ -	\$ 60,000	\$ -	
Sub-total Police		\$ 57,000	\$ 45,000	\$ 77,000	\$ 60,000	\$ 77,000	
Fire							
#1 - Engine 31	Replacement	\$ 800,000	\$ -	\$ -	\$ -	\$ -	No 0-4
#2 - Engine 34	Replacement	\$ 800,000	\$ -	\$ -	\$ -	\$ -	No 0-4
#3 - Tower 1	Replacement	\$ 1,400,000	\$ -	\$ -	\$ -	\$ -	No 0-4
#4 - Pickup 39 / Rescue 36	Replacement	\$ 325,000	\$ -	\$ -	\$ -	\$ -	Yes 4 - 0
#5 - Building Renovations	Replacement	\$ -	\$ -	\$ 4,000,000	\$ -	\$ -	
#6 - Ambulance 38	Replacement	\$ -	\$ -	\$ -	\$ 275,000	\$ -	
# 7 - Garage Doors & Openers	Replacement *	\$ 80,000	\$ -	\$ -	\$ -	\$ -	No 0-4
#8 - Bathroom & Minor Renovations	New	\$ 50,000	\$ -	\$ -	\$ -	\$ -	No 0-4
# 9 - Fire Alarm System	Replacement	\$ 100,000	\$ -	\$ -	\$ -	\$ -	No 0-4
#10 - Sprinkler System	New	\$ -	\$ -	\$ 500,000	\$ -	\$ -	
#11 - Access & Security	New	\$ 30,000	\$ -	\$ -	\$ -	\$ -	Yes 4 - 0
#12 - Command Vehicle - C1	Replacement	\$ -	\$ 65,000	\$ -	\$ -	\$ -	
Sub-total Fire		\$ 3,585,000	\$ 65,000	\$ 4,500,000	\$ 275,000	\$ -	
COA							
8 - 10 Passenger Van with wheelchair lift	Replacement	\$ 55,000	\$ -	\$ -	\$ -	\$ -	No 0-4
Parking Lot and Driveway	Replacement	\$ 6,000	\$ -	\$ -	\$ -	\$ -	Yes 4 - 0
1st floor Rugs (lobby and offices)	Replacement	\$ 10,000	\$ -	\$ -	\$ -	\$ -	Yes 4 - 0
Sub-total COA		\$ 71,000	\$ -	\$ -	\$ -	\$ -	
Highway							
Town wide road improvements	Replacement	\$ 250,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	Yes 3 - 1
John Deere 444 Loader	Replacement	\$ 197,000	\$ -	\$ -	\$ -	\$ -	Yes 4 - 0
Ford F 800 Dump Truck / W Plow/ Sander (H7)	Replacement	\$ 197,000	\$ -	\$ -	\$ -	\$ -	*
International Dump/Sander/ W Plow (H8)	Replacement	\$ -	\$ 197,000	\$ -	\$ -	\$ -	
Ford F450 Dump Truck/ W Plow/ W Sander (H14)	Replacement	\$ -	\$ 80,000	\$ -	\$ -	\$ -	
International Dump Sander / W Plow (H6)	Replacement	\$ -	\$ -	\$ 197,000	\$ -	\$ -	
Ford F450 Dump Truck / W Plow (H11)	Replacement	\$ -	\$ -	\$ 80,000	\$ -	\$ -	
Ford F450 Dump Truck / W Plow (H10)	Replacement	\$ -	\$ -	\$ -	\$ 80,000	\$ -	
Ford 3930 Tractor/ Mid Mount Mower	Replacement	\$ -	\$ -	\$ -	\$ 140,000	\$ -	
Morebark Brush Chipper	Replacement	\$ -	\$ -	\$ -	\$ -	\$ 55,000	
Johnston MX450 Sweeper	Replacement	\$ -	\$ -	\$ -	\$ -	\$ 250,000	
Lee Boy Roller	Replacement	\$ -	\$ -	\$ -	\$ -	\$ 45,000	
Falcon Hot Box	Replacement	\$ -	\$ -	\$ -	\$ -	\$ 30,000	
Sub-total Highway		\$ 644,000	\$ 777,000	\$ 777,000	\$ 720,000	\$ 880,000	

FY2021 - Capital Planning Requests

Description	Replacement or New	Amount					Funding Source	Recommendation
		FY21	FY22	FY23	FY24	FY25		
Cemetery								
Ransome Bobcat 36" Mower	Replacement	\$ -	\$ -	\$ -	\$ -	\$ -		
Wright Stander X52 " mower	Replacement	\$ -	\$ 15,000	\$ -	\$ -	\$ -		
Wright Velke 48" Mower	Replacement	\$ -	\$ 10,000	\$ -	\$ -	\$ -		
John Deere X743 Mower	Replacement	\$ -	\$ 15,000	\$ -	\$ -	\$ -		
Sub-total Cemetery		\$ -	\$ 40,000	\$ -	\$ -	\$ -		
Parks & Recreation								
Chevy 1 Ton Dump Truck	Replacement	\$ 50,000	\$ -	\$ -	\$ -	\$ -	P&R Revolving	Yes 4 - 0
T1520 New Holland Tractor	Replacement	\$ -	\$ 25,000	\$ -	\$ -	\$ -		
Kubota F3680 Mower	Replacement	\$ -	\$ -	\$ -	\$ -	\$ -		
John Deere X730 Mower	Replacement	\$ -	\$ -	\$ -	\$ -	\$ -		
Belmont Landscape Trailer	Replacement	\$ -	\$ 5,000	\$ -	\$ -	\$ -		
Sub-total Parks & Rec		\$ 50,000	\$ 30,000	\$ -	\$ -	\$ -		
Water								
Meter Replacement	Replacement	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	Retained Earnings	Yes 4 - 0
Well Replacements (10 wells)	Replacement	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Retained Earnings	Yes 4 - 0
Building Maintenance Road Replacement	Replacement	\$ 25,000	\$ 25,000	\$ 50,000	\$ 50,000	\$ 50,000	Retained Earnings	Yes 4 - 0
Water Infrastructure	Replacement	\$ 110,000	\$ 110,000	\$ 150,000	\$ 150,000	\$ 150,000	Retained Earnings	Yes 4 - 0
Roadway Compressor	Replacement	\$ -	\$ -	\$ 25,000	\$ -	\$ -		
Truck Replacement 1	Replacement	\$ -	\$ -	\$ -	\$ 60,000	\$ -		
Truck Replacement 2	Replacement	\$ -	\$ -	\$ -	\$ -	\$ 60,000		
Sub-total Water		\$ 265,000	\$ 265,000	\$ 325,000	\$ 360,000	\$ 360,000		
Wastewater								
Plant Improvements	Replacement	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	Sewer Capital	Yes 4 - 0
Plant Engineering	New	\$ 50,000	\$ -	\$ -	\$ -	\$ -	Sewer Capital	Yes 4 - 0
Water Meters	Replacement	\$ 30,000	\$ -	\$ -	\$ -	\$ -	Sewer Capital	Yes 4 - 0
Truck Replacement	Replacement	\$ -	\$ 70,000	\$ -	\$ -	\$ -		
Generator Additional Funds	Replacement	\$ 50,000	\$ -	\$ -	\$ -	\$ -	Sewer Capital	Yes 4 - 0
Sub-total Wastewater		\$ 230,000	\$ 170,000	\$ 100,000	\$ 100,000	\$ 100,000		
Library								
Parking Lot Pavement	Replacement	\$ 80,000	\$ -	\$ -	\$ -	\$ -	Free Cash	Yes 4 - 0
Sub-total Library		\$ 80,000	\$ -	\$ -	\$ -	\$ -		
Town Hall								
Exterior Building Repairs	Replacement	\$ 298,970.00	\$ -	\$ -	\$ -	\$ -	Transfers - Reserves	Yes 4-0
Exterior Painting	Replacement	\$ 50,000	\$ -	\$ -	\$ -	\$ -		No 4 - 0
Sub-total Town Hall		\$ 348,970	\$ -	\$ -	\$ -	\$ -		
Sweetsir								
Building - Awning Roof	Replacement	\$ 20,000	\$ -	\$ -	\$ -	\$ -		No 4 - 0
Remove Asbestos Tiles	Replacement	\$ -	\$ 150,000	\$ -	\$ -	\$ -		
Replace Fire Alarm System	Replacement	\$ 50,000	\$ -	\$ -	\$ -	\$ -	Not Capital	No 4 - 0
Replace PA System	Replacement	\$ -	\$ -	\$ 100,000.00	\$ -	\$ -		

FY2021 - Capital Planning Requests

Description	Replacement or New	Amount				Funding Source	Recommendation
		FY21	FY22	FY23	FY24	FY25	
Camera/Surveillance	Replacement	\$ 20,000	\$ -	\$ -	\$ -	\$ -	No 4 - 0
Renovate Kitchen	Replacement	\$ -	\$ -	\$ 150,000.00	\$ -	\$ -	
Renovate Restrooms	Replacement	\$ -	\$ 200,000	\$ -	\$ -	\$ -	
Replace Potable Water Plumbing	Replacement	\$ -	\$ 250,000	\$ -	\$ -	\$ -	
Repair/Seal Coat	Replacement	\$ -	\$ -	\$ 50,000.00	\$ -	\$ -	
Sub-total Sweetsir		\$ 90,000	\$ 600,000	\$ 300,000	\$ -	\$ -	
Donaghue							
HVAC	Replacement	\$ -	\$ -	\$ 150,000	\$ -	\$ -	
Boilers/Heating Plant	Replacement	\$ -	\$ 400,000	\$ -	\$ -	\$ -	Apply to MSBA
Replace Fire Alarm System	Replacement	\$ 50,000	\$ -	\$ -	\$ -	\$ -	No 4 - 0
Replace Stairwell Treads	Replacement	\$ 50,000	\$ -	\$ -	\$ -	\$ -	No 4 - 0
Camera Surveillance	Replacement	\$ 20,000	\$ -	\$ -	\$ -	\$ -	No 4 - 0
Replace Window Door systems	Replacement	\$ 250,000	\$ -	\$ -	\$ -	\$ -	Apply to MSBA
Classroom Electrical Upgrade	Replacement	\$ -	\$ 30,000	\$ -	\$ -	\$ -	
Replace PA System	Replacement	\$ -	\$ -	\$ 100,000	\$ -	\$ -	
Replace Potable Water Plumbing	Replacement	\$ -	\$ 250,000	\$ -	\$ -	\$ -	Apply to MSBA
Renovate Restrooms	Replacement	\$ -	\$ -	\$ 100,000	\$ -	\$ -	
Repair/Seal Coat	Replacement	\$ -	\$ -	\$ 75,000	\$ -	\$ -	
Sub-total Donaghue		\$ 370,000	\$ 680,000	\$ 425,000	\$ -	\$ -	
Total Requests		\$ 5,790,970	\$ 2,672,000	\$ 6,504,000	\$ 1,515,000	\$ 1,417,000	

Tax Impact on Home Valued at \$428,433

Resulting from Debt Exclusions and General Overrides

Debt Exclusions - Impact on property tax rate is for the duration of debt service - usually 20 years for major capital expenditures.

	Amount	FY2017	FY2018	FY2019	FY2020	FY2021
Town Hall Renovation and Addition	\$ 2,850,000	\$ 80	\$ 73	\$ 84	\$ 78	\$ 69
Construction of New Library	\$ 2,351,263	\$ 68	\$ 62	\$ 71	\$ 68	\$ 61
Police Station Project	\$ 6,500,000	-	-	-	\$ 55	\$ 166
PRSD Middle/High School Project						\$ 375
Total Debt Exclusions		\$ 148	\$ 135	\$ 156	\$ 200	\$ 671

General Overrides - Impact on property tax rate is permanent and can increase each year by 2 1/2%, but decreases when reevaluated property values go up.

	Amount	FY2017	FY2018	FY2019	FY2020	FY2021
School Operating Budget - FY2002	\$ 167,768	\$ 116	\$ 115	\$ 132	\$ 130	\$ 117
School Operating Budget - FY2003	\$ 243,818	\$ 165	\$ 163	\$ 178	\$ 173	\$ 174
Library Operating Budget - FY2005	\$ 35,034	\$ 23	\$ 22	\$ 24	\$ 24	\$ 24
School Operating Budget - FY2006	\$ 484,500	\$ 304	\$ 300	\$ 329	\$ 320	\$ 321
EMT-Firefighter - FY2008	\$ 47,000	\$ 28	\$ 28	\$ 30	\$ 30	\$ 30
COA Nutrition Program - FY2008	\$ 31,700	\$ 18	\$ 18	\$ 20	\$ 19	\$ 19
On Call Firefighter/EMT - FY2009	\$ 50,000	\$ 29	\$ 29	\$ 32	\$ 31	\$ 31
Schools Operating Budget - FY2010	\$ 315,000	\$ 179	\$ 177	\$ 194	\$ 188	\$ 189
Schools Operating Budget - FY2017	\$ 100,000	\$ 48	\$ 47	\$ 52	\$ 50	\$ 50
Police Officers - FY2021	\$ 190,000					\$ 89
Townwide Roadways - FY2021	\$ 250,000					\$ 117
Total General Overrides		\$ 910	\$ 898	\$ 990	\$ 965	\$ 1,160

Combined Total Impact of Debt Exclusions and Overrides	\$ 1,057	\$ 1,033	\$ 1,146	\$ 1,165	\$ 1,830
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TOWN OF MERRIMAC
Commission on Disabilities
4 School Street, Merrimac, MA 01860
E-MAIL COD@townofmerrimac.com

**Merrimac Commission on Disabilities
2021 Annual Report**

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

The Merrimac Commission on Disabilities (MCOD) mission is to represent the interests of persons with disabilities and promote equal access to community life and activities. The MCOD works to increase awareness, provide education and advocates for the needs of all disabled residents of Merrimac.

The Merrimac Commission on Disabilities has been working hard to improve accessibility and ensure that the town sidewalks, streets, buildings and outside areas are inclusive and able to be enjoyed by everyone. The COD's goals towards accessibility not only assists the disabled residents in Merrimac but are also to the benefit of all residents. Advantages such as accessible doorways and walkways make the town more walkable and inclusive to all residents of Merrimac and helps to provide a fuller and more balanced living experience for the community at large.

All of the funding currently administrated through the COD is comprised of private donations and grant funding. Since its creation, the COD has been responsible for garnering over \$289,000.00 in grants and other funding, all of which has been directly beneficial to the residents of Merrimac through various accessibility projects in Town. The volunteer COD Board currently researches, applies for and seeks out all funding at this time.

We are grateful for the support of the Commonwealth of Massachusetts, the Merrimac Honorable Board of Selectmen as well as the Town of Merrimac Departments for their support and assistance with projects as we navigate in a post COVID 19 environment. Of particular note, the COD wishes to thank Merrimac DPW Director Bob Sinibaldi and the Highway Department staff for helping to effectively utilize our grant funding. The COD also wishes to extend its thanks to The Friends of the Merrimac Library and the Friends of the Merrimac COA for the purchase and installation of new power main entrance doors at each of their respective locations. Both groups were involved in talks with the COD and have been particularly invested in promoting inclusive access to public buildings in

Town. The COD also wishes to express its sincere thanks to the support and advocacy of our current legislative partners, Senator Diana DiZoglio and State Rep. Lenny Mirra.

This last year has seen the launch of several new accessibility projects. The first being a new accessible ramp and multiple push button power door openers at Town Hall. The next project specifically focused on grant funding earmarked and utilized for new and upgraded sidewalks along Church Street up to the Sweetsir School. In addition to sidewalks, new curb cuts and crosswalks with rapid flashing beacon lights have been installed and are an asset to the school as well as the community. These initiatives were made possible by grants through the Shared Streets program. Additionally, the COD was able to assist defraying the cost of ADA compliant outdoor items at the Merrimac Senior Center in the form of a new 20x40 tent and wheelchair accessible picnic tables.

This year also saw the preparation of the Town of Merrimac's ADA Transition Plan that was prepared by the Institute for Human Centered Design (IHCD) of Boston. The ADA Transition plan that was created details an Executive Summary and an Evaluation of the Non- Discriminatory Policies and Practices in Programs, Services and Activities of the Town's current accessibility to residents and visitors with disabilities of all kinds. The purpose of the ADA Transition Plan is to evaluate current standards in place and seeks to improve and make corrections wherever necessary in order to make the Town of Merrimac compliant with state and federal ADA mandates in all areas. The ADA Transition Plan can be found on our webpage on the Town of Merrimac's website at [Commission on Disabilities | Merrimac, MA \(townofmerrimac.com\)](https://www.townofmerrimac.com/Commission-on-Disabilities).

Community Input is always welcome and our meetings that are held at the Merrimac Library the first Wednesday evening of each month at 6:30pm are open to the public. If you are unable to attend meetings or have questions about ongoing activities, please email at COD@townofmerrimac.com.

The MCOD was started in July 2019 with the overarching goal of helping the current and future disabled residents of Merrimac to be able to have a fully accessible town environment. Each of the current 9 board member panel, with 1 alternate member, serve a (3) year term and either has a disability themselves, or has a direct family member or friends that live with a disability and are all Merrimac residents that are committed to the continued accessibility of those in town. The members of the current board are detailed below.

<u>Commission on Disabilities Board Members:</u>	<u>Term Expiration:</u>
Christopher Gaudet Chairman	2023
Robert Hart Vice Chairman	2024
Kathleen Sullivan Secretary	2022
John Joseph Murphy Treasurer	2022
Robert Sinibaldi Member/ADA Compliance Officer	2022
Ann Marie Murphy Member	2023
Charlotte Eileen Stepanian Member	2022
Brienne Walsh Member/COA Director	2022
Margaret Sullivan Member	2024
Anne Brown Alternate	2022

Respectfully Submitted,

Christopher Gaudet, Chairman, Merrimac Commission on Disabilities

INDEX

Directory of Elected Officers	4
Directory of Appointed Officers	6
Retirees	10
Board of Selectmen.....	11
Fire Department	13
Police Department.....	23
Veterans' Services	27
School Department.....	29
Helen R. Donaghue Elementary School	30
Pentucket Regional Middle School.....	31
Pentucket Regional High School	32
Whittier Regional Vocational.....	34
Inspectional Services	35
Water Department	36
Public Works/Sewer Department.....	38
Light Department.....	40
Planning Board.....	43
Finance Director.....	45
Assessor's Office.....	59
Animal Care and Control	61
Conservation Commission	62
Board of Health.....	64
Affordable Housing.....	66
Council on Aging	67
Town Clerk.....	71
Library.....	72
Open Space	74
Capital Planning Report	75
Commission on Disabilities	82
Index	85