



Merrimac Select Board

Select Board Meeting

05/13/24

I. IN THE EVENT THAT THE BOARD CANNOT MEET IN PERSON, THEY WILL MEET REMOTELY, PURSUANT TO AN ACT EXTENDING CERTAIN COVID-19 MEASURES ADOPTED DURING THE STATE OF EMERGENCY INCLUDING AN EXTENSION, UNTIL MARCH 21, 2025, OF THE REMOTE MEETING PROVISIONS OF HIS MARCH 12, 2020, EXECUTIVE ORDER SUSPENDING CERTAIN PROVISIONS OF THE OPEN MEETING LAW.

II. ROLL CALL

PRESENT: Gustison, Gorzynski, Bruno, Manni

ABSENT: Adams

III. CALL TO ORDER

IV. APPROVE AGENDA

1. Motion to approve agenda

RESULT:	APPROVED [UNANIMOUS]
AYES:	Gustison, Gorzynski, Bruno, Manni
ABSENT:	Adams

V. MINUTES APPROVAL

1. Merrimac Select Board - Select Board Meeting - Apr 29, 2024 6:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Gustison, Gorzynski, Bruno, Manni
ABSENT:	Adams

VI. APPROVAL OF PAYROLL AND VENDOR WARRANT OF APRIL 29, 2024

1. Motion to approve

RESULT:	APPROVED [UNANIMOUS]
AYES:	Gustison, Gorzynski, Bruno, Manni
ABSENT:	Adams

VII. APPOINTMENT

1. 7:00 Reorganization of the Select Board

Liaisons to committees and boards depts; for next meeting areas those are interested in; Gorzynski would like to keep the two she has as she has developed a relationship. Send spreadsheet with liaisons. Contact with state federal and local officials should be funneled through the chair. Manni says it's usually the chair to sign. We can include all signatures on documents except for time sensitive items.

Employee organizational chart-McLeod will work with Jen Penney. Indicate contract employees.

The location of this meeting is wheelchair accessible and reasonable accommodations will be provided to persons with disabilities requiring assistance. If you need a reasonable accommodation, please contact the Town of Merrimac's ADA Coordinator, Robert Sinibaldi, at least two business days in advance of the meeting: commissioner@townofmerrimac.com or 978-346-0525.

RESULT:	APPOINTED
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2. Motion to nominate Chris Manni as chairman

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Janet Bruno, Board Member
SECONDER:	Rob Gustison
AYES:	Gustison, Gorzynski, Bruno, Manni
ABSENT:	Adams

3. Motion to nominate Janet Bruno as clerk

Gorzynski nominates Bruno as clerk-Gorzynski would like to be a member. Bruno accepts

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Irina Gorzynski, Member
SECONDER:	Rob Gustison
AYES:	Gustison, Gorzynski, Bruno, Manni
ABSENT:	Adams

VIII. CORRESPONDENCE

1. Master Plan Community Meeting

Members to bring info back to select board.

2. Comcast Filing Massachusetts Form 200 and Form 400 _Signed
3. Funding Letters of Support- Merrimac Waste Water Treatment

Rep Moulton came to Merrimac to look at the wastewater treatment plant. Regional transportation didn't make out of the senate ways and means. Sen Lewis has been championing CH 70 funds. Mcleod reached out to Sen Finegold.

4. ABCC Changes to Licensing
5. Finance Committee Appointments 050124

Finance Committee will need two members

6. FY2025 Senate Debate_ Regional Transportation
7. Register for Free MSA Newly-Elected Select Board Training - 6_7
8. Dog Complaint

Gorzynski is concerned about the complaint Manni says that it seems to be a police matter. Animal Control Officer Greg Pickering did issue an opinion that it is a civil matter. Manni says there was an investigation and it's up to the police and ACO.

9. Our Neighbors' Table Follow Up
10. Motion to file correspondence

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Manni, Chairman
SECONDER:	Irina Gorzynski, Member
AYES:	Gustison, Gorzynski, Bruno, Manni
ABSENT:	Adams

IX. OLD BUSINESS

None

X. AGENDA ITEMS

1. Town Administrator's Report

McLeod recommends 1% performance award for both Anne Jim and Karen Guilmette respectively. Bruno asks about cost of living adjustment; performance policy allows 1% additional for exceptional reviews; Manni motions to accept performance reviews and award the 1% increase

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Manni, Chairman
SECONDER:	Rob Gustison
AYES:	Gustison, Gorzynski, Bruno, Manni
ABSENT:	Adams

2. Vendor and Payroll Warrant Designee

Designation to sign warrants. Gustison suggests chair and clerk. He feels it should be the chair that signs them. Motion by Manni and seconded by Gorzynski to designate Rob Gustison to sign and Manni will be the back up. Bruno volunteers to be another back up if necessary

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Manni, Chairman
SECONDER:	Irina Gorzynski, Member
AYES:	Gustison, Gorzynski, Bruno, Manni
ABSENT:	Adams

3. Tax Collector Barry 2024 - 2027 - Final 4-29-2024

For signature only; change was made to some language that was not historically in the contract. Motion for board

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Manni, Chairman
SECONDER:	Irina Gorzynski, Member
AYES:	Gustison, Gorzynski, Bruno, Manni
ABSENT:	Adams

4. Performance Evaluation- Alyssa Sexton

Manni says he works with Sexton and she is incredibly helpful and represents the town appropriately. Gustison offers that while on the Finance Comm he saw Sexton wear many hats. She is very knowledgeable, helpful. Motion to accept the performance evaluation and offer the 1%

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Manni, Chairman
SECONDER:	Irina Gorzynski, Member
AYES:	Gustison, Gorzynski, Bruno, Manni
ABSENT:	Adams

5. Property Use Permit Request Merrimac Square Pentucket Youth Football-Cheer

Motion to approve

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Manni, Chairman
SECONDER:	Rob Gustison
AYES:	Gustison, Gorzynski, Bruno, Manni
ABSENT:	Adams

6. Estimate from RJ Powers Alarms -Town Hall

Sinibaldi wants to have it signed but doesn't want to submit it yet to get quotes from other vendors. Gustison says if he chooses to go another route-around \$4000-5000. The other service would be more easily managed. Motion to approve the estimate for RJ Powers Alarms acknowledging there is another estimate

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Manni, Chairman
SECONDER:	Irina Gorzynski, Member
AYES:	Gustison, Gorzynski, Bruno, Manni
ABSENT:	Adams

7. Standard Restoration Invoice Roof Repairs 5-4-24

Sinibaldi says the roof is always going to be an issue. Motion to approve
Cost will come out of the town building maintenance account

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Janet Bruno, Board Member
SECONDER:	Irina Gorzynski, Member
AYES:	Gustison, Gorzynski, Bruno, Manni
ABSENT:	Adams

8. Sandy Venner Interest in Serving as Planning Board Alternate for Special Permits

It's a one year appointment. Move to appoint Sandy Venner as Planning Board alternate

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Janet Bruno, Board Member
SECONDER:	Chris Manni, Chairman
AYES:	Gustison, Gorzynski, Bruno, Manni
ABSENT:	Adams

9. Conditional Offer Letter Thistlewood

The board allows dept heads to do the interviewing. Motion for chair to sign

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Janet Bruno, Board Member
SECONDER:	Irina Gorzynski, Member
AYES:	Gustison, Gorzynski, Bruno, Manni
ABSENT:	Adams

10. Softball Fields

Gorzynski asks when they will be fixed. DPW mows it; Sinibaldi says they could not mow because students were using it. They will drag the field. Lining is done by softball. Upkeep of the fence, baseball does their own fundraising. Sinibaldi says they can look into it if we can get money. It's town property. They can look into it July 1.

Gorzynski thanks for the update.

XI. ADJOURN

Next meeting -will Tuesday after Memorial Day; Gorzynski would like to stay with warrant;

1. Motion to adjourn at 7:50pm

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Manni, Chairman
SECONDER:	Irina Gorzynski, Member
AYES:	Gustison, Gorzynski, Bruno, Manni
ABSENT:	Adams



Merrimac Select Board

2 School Street
Merrimac, MA 01860

Meeting: 05/13/24 07:00 PM

Department: Merrimac Select Board

Category: Discussion

Prepared By: Jennifer Penney

Initiator: Jennifer Penney

Sponsors:

ADOPTED

APPOINTMENT (ID # 8651)

DOC ID: 8651

7:00 Reorganization of the Select Board

COMMENTS - Current Meeting:

Liaisons to committees and boards depts; for next meeting areas those are interested in; Gorzynski would like to keep the two she has as she has developed a relationship. Send spreadsheet with liaisons.

Contact with state federal and local officials should be funneled through the chair. Manni says it's usually the chair to sign. We can include all signatures on documents except for time sensitive items.

Employee organizational chart-McLeod will work with Jen Penney. Indicate contract employees.

RESULT: APPOINTED



Agenda Item
Public Works
05/13/24

Master Plan Community Meeting

Subject:

What we've been working on:

- Creating a draft of the "Inventory and Assessment" Chapter. This is the part of the plan that examines existing conditions and historic trends to form a solid base of data on which to base goals and recommended action items. The latest draft incorporates comments and suggestions from the Town's working group.
- Running a community survey earlier in the year that got 500 responses. This survey asked respondents questions about existing conditions and issues in Merrimac, and allowed them to respond to the same prompts as participants in the first in-person community meeting.

Contents of the meeting:

- A presentation summarizing the results from the two items listed above, and;
- Small-group discussions brainstorming ideas for the Master Plan's Goals and Objectives. This will involve looking back and critiquing the goals from the last Master Plan.

Attachments:

MERRIMAC_flyer_050224

Help Plan Merrimac's Future!



8.1.a

What:

Community Meeting to solicit additional input into a new Town Master Plan

When:

Wednesday, May 15, 7 p.m.

Where:

Merrimac Town Hall

Why:

On Nov. 15, residents shared their vision for Merrimac's future, as part of the town's update of its Master Plan. The plan, last updated in 2002, will set clear goals to help guide local decision-making for the next 15 years.

Residents and stakeholders are invited to attend the May 15 meeting to provide additional input on the draft Master Plan, and assist in setting its goals.

Attachment: MERRIMAC_flyer_050224 (Master Plan Community Meeting)

**Questions? Contact Alyssa Sexton
at asexton@townofmerrimac.com**

**Merrimac Select Board**

2 School Street

Merrimac, MA 01860

Meeting: 05/13/24 07:00 PM

Department: Merrimac Select Board

Category: Report

Prepared By: Jennifer Penney

Initiator: Jennifer Penney

Sponsors:

SCHEDULED~~CORRESPONDENCE (ID # 8664)~~~~DOC ID: 8664~~**Comcast Filing Massachusetts Form 200 and Form 400
_Signed**

APRIL 29, 2024

ENCLOSED:

CTV FORM 200 FINANCIAL BALANCE SHEET

CTV FORM 400 STATEMENT OF OWNERSHIP

**FOR THE COMBINED MASSACHUSETTS CABLE TELEVISION
OPERATIONS OF COMCAST CABLE COMMUNICATIONS, LLC FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2023.**

CTV FORM 200
FINANCIAL BALANCE SHEET ⁽¹⁾

Reporting Entity: Combined Massachusetts Operations of Comcast Cable Communications Holdings, Inc.

Franchises Served: See Attachment A

Year Ending: December 31, 2023

	Current Year Yr2023	Prior Year Yr2022
ASSETS		
<u>Current Assets</u>		
200 Cash and Equivalents	\$ -	\$ -
210 Accounts Receivable, Less Allowances	23,923,008	26,448,902
220 Inventory	1,016,735	3,864,177
230 Prepaid Expenses	437,410	637,732
240 Other Current Assets	2,319,409	688,169
250 Total Current Assets	27,696,563	31,638,980
<u>Fixed Operating Assets</u>		
260 Land	11,062,805	11,062,805
270 Buildings	101,399,764	101,459,963
280 Headend Equipment	363,932,136	368,675,957
290 Trunk and Distribution Equipment	1,107,941,421	1,073,780,532
300 Subscriber Devices	403,260,847	466,503,039
310 Other Fixed Operating Assets	103,776,680	105,451,456
320 Construction Work in Progress	72,240	60,198
330 Total Fixed Operating Assets	2,091,445,894	2,126,993,950
340 Accumulated Depreciation	(1,885,284,134)	(1,934,888,225)
Net Fixed Operating Assets	206,161,760	192,105,725
<u>Other Operating Assets</u>		
350 Franchise Acquisition Costs	4,073,204,196	4,073,204,196
360 Excess Fair Value	-	-
370 Goodwill	27,597,247	27,597,247
380 Other Intangible Assets	38,686,054	37,985,817
390 Total Other Assets	4,139,487,497	4,138,787,260
400 Accumulated Amortization	(1,252,295)	(1,220,083)
Net Other Assets	4,138,235,203	4,137,567,177
410 Total Net Assets	\$ 4,372,093,526	\$ 4,361,311,882

Attachment: Comcast Massachusetts Form 200 and Form 400_Signed (Comcast Filing Massachusetts Form 200 and Form 400_Signed)

CTV FORM 200
FINANCIAL BALANCE SHEET ⁽¹⁾

Reporting Entity: Combined Massachusetts Operations of Comcast Cable Communications Holdings, Inc.

Franchises Served: See Attachment A

Year Ending: December 31, 2023

	Current Year Yr2023	Prior Year Yr2022
LIABILITIES AND OWNER'S EQUITY		
<u>Current Liabilities</u>		
420 Accounts Payable	\$ 2,127,596	\$ 1,168,643
430 Subscriber Advance Payments and Deposits	14,702,222	15,628,798
440 Debt Due within One Year	44,633	39,933
450 Current Taxes Payable	1,867,835	1,885,280
460 Other Current Liabilities	23,733,164	21,693,764
470 Total Current Liabilities	42,475,452	40,416,417
<u>Non Current Liabilities</u>		
480 Long-Term Debt	-	-
490 Notes Payable	-	-
500 Bonds Payable	-	-
510 Obligation on Capitalized Leases	333,649	293,878
520 Deferred Taxes	-	-
530 Other Non Current Liabilities	19,990,798	21,521,010
540 Total Non Current Liabilities	20,324,447	21,814,888
<u>Owner's Equity</u>		
550 Net Assets due from/to Parent Company	(3,501,998,170)	(3,437,507,797)
560 Capital Stock	6,523,231,203	6,523,231,203
570 Retained Earnings - Gross	2,053,060,594	1,978,357,171
580 Accumulated Dividends	(765,000,000)	(765,000,000)
590 Other	-	-
600 Total Owner's Equity	4,309,293,627	4,299,080,577
610 Total Liabilities and Equity	\$ 4,372,093,526	\$ 4,361,311,882

¹ Note - Financials are estimated based on video subscribers as a percent of total subscriber base and does not reflect centrally managed assets and liabilities.

Attachment: Comcast Massachusetts Form 200 and Form 400_Signed (Comcast Filing Massachusetts Form 200 and Form 400_Signed)

ATTACHMENT A

COMBINED MASSACHUSETTS OPERATIONS OF COMCAST CABLE COMMUNICATIONS HOLDINGS, INC SCHEDULE OF FRANCHISES SERVED IN COMMONWEALTH OF MASSACHUSETTS AS OF DECEMBER 31, 2023

1	Abington	41	Carver	81	Granby	121	Marlborough
2	Acton	42	Chatham	82	Granville	122	Marshfield
3	Acushnet	43	Chelmsford	83	Greenfield	123	Mashpee
4	Agawam	44	Chelsea	84	Groveland	124	Mattapoissett
5	Amesbury	45	Chester	85	Halifax	125	Maynard
6	Amherst	46	Chilmark	86	Hamilton	126	Medfield
7	Andover	47	Clinton	87	Hanover	127	Medford
8	Aquinnah	48	Cohasset	88	Hanson	128	Medway
9	Arlington	49	Colrain	89	Hardwick	129	Melrose
10	Ashburnham	50	Concord	90	Harwich	130	Mendon
11	Ashby	51	Conway	91	Hatfield	131	Merrimac
12	Ashland	52	Danvers	92	Haverhill	132	Methuen
13	Attleboro	53	Dartmouth	93	Hingham	133	Middleborough
14	Avon	54	Dedham	94	Holbrook	134	Middlefield
15	Ayer	55	Deerfield	95	Holliston	135	Middleton
16	Barnstable	56	Dennis	96	Holyoke	136	Milford
17	Becket	57	Devens	97	Hopedale	137	Millis
18	Bedford	58	Dighton	98	Hopkinton	138	Milton
19	Bellingham	59	Dover	99	Hudson	139	Monson
20	Belmont	60	Dracut	100	Hull	140	Montague
21	Berkley	61	Duxbury	101	Huntington	141	Montgomery
22	Bernardston	62	East Bridgewater	102	Ipswich	142	Nahant
23	Beverly	63	Eastham	103	Kingston	143	Nantucket
24	Billerica	64	Easton	104	Lakeville	144	Natick
25	Blackstone	65	Edgartown	105	Lancaster	145	Needham
26	Bolton	66	Erving	106	Lawrence	146	New Bedford
27	Boston	67	Essex	107	Leominster	147	Newbury
28	Bourne	68	Everett	108	Lexington	148	Newburyport
29	Boxborough	69	Fairhaven	109	Lincoln	149	Newton
30	Boxford	70	Fall River	110	Littleton	150	Norfolk
31	Braintree	71	Falmouth	111	Longmeadow	151	North Andover
32	Brewster	72	Fitchburg	112	Lowell	152	North Attleborough
33	Bridgewater	73	Foxborough	113	Lunenburg	153	North Reading
34	Brockton	74	Framingham	114	Lynn	154	Northampton
35	Brookline	75	Franklin	115	Lynnfield	155	Northfield
36	Buckland	76	Freetown	116	Malden	156	Norton
37	Burlington	77	Gardner	117	Manchester	157	Norwell
38	Cambridge	78	Georgetown	118	Mansfield	158	Norwood
39	Canton	79	Gill	119	Marblehead	159	Oak Bluffs
40	Carlisle	80	Gloucester	120	Marion	160	Orleans

161	Palmer	183	Sandwich	205	Taunton	227	West Newbury
162	Peabody	184	Saugus	206	Templeton	228	West Springfield
163	Pelham	185	Scituate	207	Tewksbury	229	West Tisbury
164	Pembroke	186	Seekonk	208	Tisbury	230	Westfield
165	Phillipston	187	Sharon	209	Tolland	231	Westford
166	Plainville	188	Shelburne	210	Topsfield	232	Westhampton
167	Plymouth	189	Sherborn	211	Townsend	233	Westminster
168	Plympton	190	Shirley	212	Truro	234	Weston
169	Provincetown	191	Somerset	213	Tyngsborough	235	Westwood
170	Quincy	192	Somerville	214	Upton	236	Weymouth
171	Randolph	193	South Hadley	215	Wakefield	237	Whately
172	Raynham	194	Southborough	216	Walpole	238	Whitman
173	Reading	195	Southwick	217	Waltham	239	Williamsburg
174	Rehoboth	196	Springfield	218	Ware	240	Wilmington
175	Revere	197	Sterling	219	Wareham	241	Winchendon
176	Rochester	198	Stoneham	220	Warren	242	Winchester
177	Rockland	199	Stoughton	221	Watertown	243	Winthrop
178	Rockport	200	Stow	222	Wayland	244	Woburn
179	Rowley	201	Sudbury	223	Wellesley	245	Worthington
180	Russell	202	Sunderland	224	Wellfleet	246	Wrentham
181	Salem	203	Swampscott	225	Wenham	247	Yarmouth
182	Salisbury	204	Swansea	226	West Bridgewater		

CTV FORM 400 STATEMENT OF OWNERSHIP

Please provide the following information for each Issuing Authority. Note that communities served by the same legal entity may be aggregated.

- (1) (a) The full legal name of the cable operator's legal entity (corporation or partnership) holding the cable television license.

Name: See Attachment A

- (b) If applicable, the d/b/a or generally used name of the legal entity within the Issuing Authority's community.

Name: _____

- (2) The full legal name of the ultimate parent entity/ies which own(s) the corporation or partnership holding the cable license.

Name: Comcast Corporation FEDERAL ID 27-0000798

- (3) The regional office(s) managing the cable licenses in Massachusetts:

Name: Comcast Cable Communications, LLC

Street Address: 676 Island Pond Road

Municipality, State & Zip Code: Manchester, NH 03109

Contact Person: Richard Hislop II

Contact Person's Title: Division Sr. Vice President, Finance

Contact Person's Telephone Number: (603) 695 – 1600

- (4) The corporate office of the ultimate parent entity:

Name: Comcast Corporation

Street Address: 1701 John F Kennedy Boulevard

Municipality, State & Zip Code: Philadelphia, PA 19103

Contact Person: Richard Hislop II

Contact Person's Title: Division Sr. Vice President, Finance

Contact Person's Telephone Number: (603) 695 – 1600

Comcast Cable Communications, LLC
Attachment A
12/31/2023

Name: Comcast Cable Communications, LLC

(1) (a) The full legal name of the cable operator's legal entity (corporation or partnership) holding the cable television license.

Legal Entity

- Comcast Cable Communications Management, LLC
- Comcast of Boston, Inc.
- Comcast of Brockton, Inc.
- Comcast of California/Massachusetts/Michigan/Utah, LLC
- Comcast of Connecticut/Georgia/Massachusetts/New Hampshire/New York/North Carolina/Virginia/Vermont, LLC
- Comcast of Georgia/Massachusetts, LLC
- Comcast of Massachusetts II, Inc.
- Comcast of Massachusetts III, Inc.
- Comcast of Massachusetts/Virginia, Inc.
- Comcast of Milton, Inc.
- Comcast of Needham, Inc.
- Comcast of Southern New England, Inc.

Certification Page

Financial and Statistical Data Forms for the year ending December 31, 2023

Name: Comcast Cable Communications, LLC

Street Address: 676 Island Pond Road

Municipality, State & Zip Code: Manchester, NH 03109

Telephone Number: (603) 884-8117 Fax Number: None

Name of person completing these forms: Lisa Lewis

Title: Analyst 3, Financial Planning & Analysis

Number of cable franchises in Massachusetts at most recent year end: 247

Number of cable subscribers in Massachusetts at most recent year end: 920,375

Form of Organization (circle one):

Corporation

Partnership

Other

Is the company owned or controlled by a Multiple System Operator (MSO)? Yes

Name, address and telephone number of MSO: Comcast Corporation

1701 John F Kennedy Boulevard

Philadelphia, PA 19103

CERTIFICATION

G.L. c. 166A, sec. 8, requires the execution of this certification by the treasurer of the corporation.

I certify that all the information contained in these forms are true and complete to the best of my knowledge. All material changes requiring an explanation have been explained.

Signed and sworn to under the pains and penalties of perjury this: 25th day of April 2024


Signature - Richard Hislop II

Division Sr. Vice President, Finance
Title



Merrimac Select Board

2 School Street

Merrimac, MA 01860

Meeting: 05/13/24 07:00 PM

Department: Merrimac Select Board

Category: Information

Prepared By: Jennifer Penney

Initiator: Jennifer Penney

Sponsors:

SCHEDULED

CORRESPONDENCE (ID # 8663)

DOC ID: 8663

Funding Letters of Support- Merrimac Waste Water Treatment

COMMENTS - Current Meeting:

Rep Moulton came to Merrimac to look at the wastewater treatment plant. Regional transportation didn't make out of the senate ways and means. Sen Lewis has been championing CH 70 funds. Mcleod reached out to Sen Finegold.



Commonwealth of Massachusetts
OFFICE OF SENATOR BARRY R. FINEGOLD

STATE HOUSE ROOM 511-A BOSTON, 02133-1053
 Phone: 617-722-1612 Email: Barry.Finegold@masenate.gov

Dear Congressman Moulton,

I am pleased to express my strong support for the critical project to modernize the Wastewater Treatment Plant in Merrimac, Massachusetts. It is no secret the challenges created by outdated infrastructure in managing wastewater effectively and responsibly. As the State Senator representing Merrimac, I understand firsthand that this project will benefit Merrimac immensely.

The population of Merrimac has increased by 53% since the treatment system was put in place, which exceeds the original pollutant loading design capacity of the plant and puts additional strain on aging equipment, most of which is 44 years old.

In addition to jeopardizing public health, the current state of the Merrimac Wastewater Treatment Plant also negatively impacts economic growth and development in the community and entire region. The Commonwealth sets forth strict environmental regulations and the improvements to this facility will ensure compliance into the future.

The equipment has not ever experienced catastrophic failure but now is the time to act to ensure that remains the case. Upgrading this infrastructure will allow Merrimac to assist in addressing the housing crisis the Commonwealth. Merrimac is committed to doing its part to encourage new housing development and continue to be a partner in supporting Massachusetts' goals.

I urge you to advocate for funding and support at the federal level to assist Merrimac, Massachusetts in upgrading its Wastewater Treatment Plant. Your leadership and commitment to addressing critical infrastructure needs and upgrading the condition and capacity will have a lasting and positive impact on the town, the region, the Commonwealth, and all its residents.

Thank you for your consideration,

A handwritten signature in blue ink that reads "Barry R. Finegold".

Barry R. Finegold

State Senator, 2nd Essex & Middlesex District



The Commonwealth of Massachusetts

MASSACHUSETTS HOUSE OF REPRESENTATIVES

REPRESENTATIVE DAWNE SHAND

1st Essex

May 1, 2024

Dear Congressman Moulton:

I write in strong support of funding the design phase of a new wastewater treatment plant in Merrimac, Massachusetts. This project will put the town in a strong position to be an economic engine of growth for Northern Essex.

The absence of sewer lines and a modern wastewater treatment facility hampered the rebuilding of the region's vocational education facility, located on the Merrimac-Haverhill border. Without sewage treatment capacity, designers planned for an \$11 million wastewater treatment plant for the school, which became a major sticking point for the surrounding communities when asked to fund a new \$445 million facility—an ask that was met with abject failure. A new wastewater facility will allow the town to take on the regional school's grounds as a client.

Having a modern plant opens up new spaces to meet the region's profound need for both workforce educational facilities and new housing development. Both are critical needs for the Sixth Congressional District. As the representative of the First Essex District, I am grateful to you for prioritizing the region's aging water infrastructure for federal funds.

Sincerely,

A handwritten signature in black ink that reads "Dawne Shand".

Representative Dawne Shand

First Essex District



TOWN OF MERRIMAC
OFFICE OF THE SELECT BOARD
 2-8 School Street, Merrimac, MA 01860
 TEL (978) 346-8862
 E-MAIL selectmen@townofmerrimac.com

Dear Congressman Moulton,

I am writing to express my strong support for the modernization of the Wastewater Treatment Plant in Merrimac, Massachusetts. The Town of Merrimac's Wastewater Treatment Plant was originally constructed in 1980 and while the Town has made minor upgrades over the years, many of the existing treatment systems are over 40 years old. As you have witnessed yourself, many of these treatment systems are now obsolete and in poor condition with no redundancy in the event of failure.

This creates a multi-faceted issue for the Town of Merrimac and the surrounding communities. While we are proud that the Town has never experienced a discharge of untreated wastewater into the Merrimack River, if these systems fail, the environmental impact to the Merrimack River and the entire region would be problematic.

Additionally, the additional capacity for processing and treating wastewater is needed given the population growth of over 50% since the plant was commissioned and the ongoing housing availability issues in the Commonwealth of Massachusetts. The Town of Merrimac is committed to being a partner in solving these issues and this investment would be a massive step forward in that direction.

I thank you again for your time and consideration and formally ask you to advocate for funding and support at the federal level to assist Merrimac, Massachusetts in upgrading its Wastewater Treatment Plant. Your leadership and commitment to addressing critical infrastructure needs will have a lasting and positive impact on the town, the region, the Commonwealth, and all its residents.

Thank you for your consideration,

Chris Manni, Merrimac Select Board Chair



Merrimac Select Board

2 School Street

Merrimac, MA 01860

SCHEDULED

Meeting: 05/13/24 07:00 PM

Department: Merrimac Select Board

Category: Information

Prepared By: Jennifer Penney

Initiator: Jennifer Penney

Sponsors:

CORRESPONDENCE (ID # 8662)

DOC ID: 8662

ABCC Changes to Licensing

From: [Melville, Ryan \(TRE\)](#)
To: [Melville, Ryan \(TRE\)](#)
Subject: ABCC ADVISORIES/UPDATE ON ALTERATION OF PREMISE FOR OUTDOOR TABLE SERVICE PROCESS
Date: Wednesday, May 1, 2024 4:35:34 PM
Attachments: [ABCC ADVISORY OUTDOOR ALCOHOLIC BEVERAGE TABLE SERVICE AREAS final_05012024.pdf](#)
[ABCC ADVISORY MIXED DRINKS TO GO final_05012024.pdf](#)
[Outdoor Dining Area Guidelines.pdf](#)
[Licensing Authority Certification 2024.pdf](#)

On April 30, 2024, Governor Maura Healey signed into law “An Act Making Appropriations for the Fiscal Year 2024 to Provide for Supplementing Certain Existing Appropriations and for Certain Other Activities and Projects.” The text of the law can be found [HERE](#).

This email will provide updates related to the process changes resulting from this new legislation.

The local board is now solely responsible for approving amendments to changes in outdoor table service only alteration of premises. Amendments related to indoor alterations necessitate a complete alteration of the premises application process with the ABCC, mandating ABCC approval and adherence to the provisions outlined in the ‘Liquor Control Act’ (M.G.L. c. 138), including, but not limited to, advertisement, abutters’ notification requirements and the Local Board hearing.

ABCC approval is no longer required for amendments to add outdoor alcoholic beverage table service areas. Licensees are instructed to directly reach out to their Local Licensing Authority (LLA) for any inquiries and to submit their outdoor alteration applications directly to them. However, it is important to note that nothing in the new law prevents the ABCC “from exercising [its] enforcement authority over an amended license nor limit any appeals that can be submitted to the commission pursuant to section 67 of chapter 138.”

Under this new legislation, the ABCC has updated its LLA Certification Form to include a specific transaction category for permanent outdoor table service only alterations of premises. Notably, these outdoor table service only alteration transactions will no longer require ABCC approval. However, it is essential that the ABCC is informed of any permanent outdoor seating alterations approved by the local board using the LLA Certification Form. This process is similar to how changes of hours or D/B/A are handled.

Consequently, it is extremely important that the license issued and posted on

the license premise includes a description of the entire approved licensed premises.

Once the local board approves an amendment to the outdoor only seating, they should send the ABCC the LLA Certification Form (via the eLicensing portal) containing a comprehensive description of the premises, both outdoor and indoor.

Attached to this email, you will find the ABCC guidelines for outdoor beverage service areas. Our intention is for the guidelines to serve as a valuable resource for the local board when evaluating alterations related to outdoor table seating.

We advise contacting your municipality's legal counsel with any questions regarding local hearing procedures and the steps involved in the process of evaluating and approving outdoor table alterations.

Any pending outdoor table only alterations of premises will be processed on an individual basis and the ABCC will reach out on those specific amendments.

As always, all licensees must ensure that they comply with the laws of the Commonwealth of Massachusetts, and that sales of alcoholic beverages take place only as authorized by federal, state, and local law.

Ryan Melville
Deputy Executive Director
Massachusetts Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150
Phone-1-857-453-2718
Fax-1-617-727-1258

From: [Melville, Ryan \(TRE\)](#)
To: [Melville, Ryan \(TRE\)](#)
Subject: ABCC ADVISORY REGARDING AMENDMENTS TO ADD OUTDOOR ALCOHOLIC BEVERAGE TABLE SERVICE AREAS
Date: Wednesday, May 1, 2024 4:14:32 PM
Attachments: [ABCC ADVISORY OUTDOOR ALCOHOLIC BEVERAGE TABLE SERVICE AREAS final 05012024.pdf](#)
[Outdoor Dining Area Guidelines.pdf](#)

On April 30, 2024, Governor Maura Healey signed into law “An Act Making Appropriations for the Fiscal Year 2024 to Provide for Supplementing Certain Existing Appropriations and for Certain Other Activities and Projects.” The text of the law can be found [HERE](#).

ABCC approval is no longer required for amendments to add outdoor alcoholic beverage table service areas ^[1]. Licensees should contact their Local Licensing Authority “LLA” with any questions and apply directly with them. Nothing in the new law prevents the ABCC “from exercising [its] enforcement authority over an amended license nor limit(s) any appeals that can be submitted to the commission pursuant to section 67 of chapter 138.”

Local Boards must provide the ABCC notice of any amended license and can do so by submitting an updated Licensing Authority Certification form describing the entire licensed premises, including but not limited to the newly approved outdoor alcoholic beverage table service area(s).

On April 7, 2022, the ABCC approved Guidelines for Outdoor Alcoholic Beverage Service Areas which can be found [HERE](#).

Indoor alteration of premises amendments still require ABCC approval and must comply with the “Liquor Control Act” (M.G.L. c. 138) including but not limited to advertisement, abutters’ notification requirements and Local Board hearing.

As always, all licensees must ensure that they comply with the laws of the Commonwealth of Massachusetts, and that sales of alcoholic beverages take place only as authorized by federal, state, and local law.

Questions concerning this Advisory may be directed to Ralph Sacramone, Executive Director of the Massachusetts Alcoholic Beverages Control Commission at (617) 727- 3040 x 731.

—
 (Issued 5/1/2024)

Ryan Melville
 Deputy Executive Director
 Massachusetts Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3
 Chelsea, MA 02150
 Phone-1-857-453-2718
 Fax-1-617-727-1258

^[1] “Outdoor table service,” is defined as restaurant service that includes food prepared on-site and under a food establishment permit issued by a municipal authority pursuant to 105 CMR 590.00 that is served to seated diners outside the restaurant building envelope, whether on a sidewalk, patio, deck, lawn, parking area or other outdoor space.



Jean M. Lorizio, Esq.
Chairman

Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150

ALCOHOLIC BEVERAGES CONTROL COMMISSION (“ABCC”) ADVISORY
REGARDING AMENDMENTS TO ADD OUTDOOR ALCOHOLIC BEVERAGE
TABLE SERVICE AREAS

On April 30, 2024, Governor Maura Healey signed into law “An Act Making Appropriations for the Fiscal Year 2024 to Provide for Supplementing Certain Existing Appropriations and for Certain Other Activities and Projects.” The text of the law can be found [HERE](#).

ABCC approval is no longer required for amendments to add outdoor alcoholic beverage table service areas¹. Licensees should contact their Local Licensing Authority “LLA” with any questions and apply directly with them. Nothing in the new law prevents the ABCC “from exercising [its] enforcement authority over an amended license nor limit(s) any appeals that can be submitted to the commission pursuant to section 67 of chapter 138.”

Local Boards must provide the ABCC notice of any amended license and can do so by submitting an updated Licensing Authority Certification form describing the entire licensed premises, including but not limited to the newly approved outdoor alcoholic beverage table service area(s).

On April 7, 2022, the ABCC approved Guidelines for Outdoor Alcoholic Beverage Service Areas which can be found [HERE](#).

Indoor alteration of premises amendments still require ABCC approval and must comply with the “Liquor Control Act” (M.G.L. c. 138) including but not limited to advertisement, abutters’ notification requirements and Local Board hearing.

As always, all licensees must ensure that they comply with the laws of the Commonwealth of Massachusetts, and that sales of alcoholic beverages take place only as authorized by federal, state, and local law.

Questions concerning this Advisory may be directed to Ralph Sacramone, Executive Director of the Massachusetts Alcoholic Beverages Control Commission at (617) 727- 3040 x 731.

(Issued 5/1/2024)

¹ “Outdoor table service,” is defined as restaurant service that includes food prepared on-site and under a food establishment permit issued by a municipal authority pursuant to 105 CMR 590.00 that is served to seated diners outside the restaurant building envelope, whether on a sidewalk, patio, deck, lawn, parking area or other outdoor space.



Jean M. Lorizio, Esq.
Chairman

Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150

**ALCOHOLIC BEVERAGES CONTROL COMMISSION (“ABCC”) ADVISORY
REGARDING ON-PREMISES LICENSEES PERMANENTLY SELLING MIXED
DRINKS FOR OFF-PREMISES CONSUMPTION**

On April 30, 2024, Governor Maura Healey signed a bill into law creating M.G.L. c. 138, § 12 ½ which permanently allows on-premises licensees licensed for the sale of all alcoholic beverages, distilled spirits, or cordials/liqueurs to sell mixed drinks for off-premises consumption with the purchase of at least one item of food prepared on-site sufficient to serve one individual as part of the same transaction. The text of the law can be found [HERE](#).

Effective immediately, on-premises alcoholic beverages licensees licensed for the sale of all alcoholic beverages, distilled spirits, or cordials/ liqueurs¹ may sell mixed drinks² permitted under their type and category of license for off-premises consumption subject to the following conditions:

- 1) The mixed drink must be combined on the licensed premises;
- 2) The mixed drink shall not be sold to a person under 21 years of age;
- 3) Any delivery of mixed drinks for off-premises consumption shall not be made without verification that the person receiving the order has attained 21 years of age;
- 4) The mixed drink must be sold in a sealed container³;
- 5) The mixed drink must be sold as part of the same transaction as the purchase of food, and any order that includes a mixed drink must be placed not later than the hour of which the establishment is licensed to sell alcohol or 12:00 A.M., whichever time is earlier; provided,

¹ An establishment licensed to sell alcoholic beverages for on-premises consumption applicable to the new legislation includes establishments licensed pursuant to section 12, subsection (b) of section 19, section 19D, subsection (o) of section 19E or section 19H; provided, that an establishment licensed pursuant to said section 19D shall also hold a license pursuant to said section 12.

² “Mixed drink” is defined as, distilled spirits, cordials or liqueurs, with mixers, that are combined on a licensed premises and sold in a sealed container; provided, that a mixed drink may contain wines and malt beverages in addition to distilled spirits, cordials or liqueurs; and provided further, that the volume of distilled spirits, cordials, liqueurs, wines, malt beverages and mixers contained in said mixed drink shall be of the same proportion and same price as if served for on-premises consumption.

³ “Sealed container” is defined as, a packaged container with a secure lid or cap designed to prevent consumption without removal of the lid or cap; provided, however, that if the packaged container has a lid with sipping holes or an opening for straws, said container shall be covered or affixed with an additional seal; provided further, that said lid, cap or seal shall be affixed before sale in such a way to prevent reopening without it being obvious that said lid, cap or seal was removed or broken, which may include tape or a sticking adhesive.

that a transaction must include at least 1 item of food prepared on-site sufficient to serve 1 individual;

- 6) A customer is limited to 64 fluid ounces of mixed drinks per transaction consistent with #5 above;
- 7) If the mixed drink in a sealed container is to be transported by a motor vehicle, either by delivery or pick-up, the driver of the motor vehicle must transport the mixed drink in the trunk of the motor vehicle or an area that is not considered the passenger area, as defined by section 24I of chapter 90; and
- 8) The volume of distilled spirits, cordials, liqueurs, wines, malt beverages and mixers contained in a mixed drink must be of the same proportion and same price as if served for on-premises consumption.

M.G.L. c. 138, § 12 ½ DOES NOT allow on-premises licensees to sell wine or malt beverages for off-premises consumption unless the wine and/or malt beverages is part of a mixed drink that contains distilled spirits, cordials or liqueurs with mixers. For example, on-premises licensees cannot sell bottles and/or cans of beer or wine for off-premises consumption but beer or wine can be used in a “mixed drink” containing distilled spirits, cordials or liqueurs with mixers. M.G.L. c. 138, § 12 ½ also requires that mixed drinks be combined on a licensed premises therefore ready to drink cocktails containing distilled spirits, cordials or liqueurs may not be sold for off-premises consumption in their unopened original containers.

Alcoholic beverages manufacturers may still sell alcoholic beverages at retail for off-premises consumption if and as allowed by their type and category of license.

On-premises licensees licensed for the sale of all alcoholic beverages, distilled spirits, or cordials/ liqueurs that delivers mixed drinks for off-premises consumption in vehicles owned or leased by the establishment or its employees must obtain a transportation permit pursuant to M.G.L. c. 138, § 22 for each vehicle used for delivery of mixed drinks. On-premises licensees licensed for the sale of all alcoholic beverages, distilled spirits, or cordials/ liqueurs may use a third party with a permit for express transportation pursuant to M.G.L. c. 138, § 22 for delivery of mixed drinks.

As always, all licensees must ensure that they comply with the laws of the Commonwealth of Massachusetts, and that sales of alcoholic beverages take place only as authorized by federal, state, and local law.

Questions concerning this Advisory may be directed to Ralph Sacramone, Executive Director of the Massachusetts Alcoholic Beverages Control Commission at (617) 727- 3040 x 731.

(Issued 5/1/2024)

**Merrimac Select Board**

2 School Street

Merrimac, MA 01860

Meeting: 05/13/24 07:00 PM

Department: Merrimac Select Board

Category: Information

Prepared By: Jennifer Penney

Initiator: Jennifer Penney

Sponsors:

SCHEDULED~~CORRESPONDENCE (ID # 8661)~~~~DOC ID: 8661~~**Finance Committee Appointments 050124****COMMENTS - Current Meeting:**

Finance Committee will need two members



Office of the Moderator
 Town of Merrimac
 4 School Street
 Merrimac, MA 01860

May 1, 2024

Mrs. Gwendolyn Lay Sabbagh
 Town Clerk
 Town of Merrimac
 4 School Street
 Merrimac, MA 01860

Dear Gwen,

As prescribed by Merrimac's General Bylaws Article III, Section 3.1, the following Merrimac residents were appointed to the Merrimac Finance Committee at Annual Town Meeting on April 29, 2024:

Mike Marden;
 Marcia Zosack;
 Rob Gustison;
 David Luoma;
 Thomas Ackerman;
 Michael Bevilacqua;
 Ken Tingle,
 Lindy Davis.

Sincerely,

W Earl Baumgardner, Moderator

Cc: Jennifer Penney, Board of Selectmen
 Carol McLeod, Finance Director
 Marcia Zosack, Chairperson, Finance Committee

Attachment: Finance Committee Appointments 050124 (Finance Committee Appointments 050124)



Merrimac Select Board

2 School Street

Merrimac, MA 01860

SCHEDULED

Meeting: 05/13/24 07:00 PM

Department: Merrimac Select Board

Category: Information

Prepared By: Jennifer Penney

Initiator: Jennifer Penney

Sponsors:

~~CORRESPONDENCE (ID # 8659)~~

~~DOC ID: 8659~~

FY2025 Senate Debate_ Regional Transportation

From: [Chris Manni - Chairman](#)
To: [Carol McLeod - Finance \(X3040\)](#); [Jennifer Penney - SELECT BOARD \(X3080\)](#)
Subject: Fwd: FY2025 Senate Debate: Regional Transportation
Date: Friday, May 3, 2024 1:51:53 PM

FYI

Sent from my iPad

Begin forwarded message:

From: Chris Manni - Chairman <selectman2@townofmerrimac.com>
Date: May 3, 2024 at 1:51:02 PM EDT
To: Janice Phillips <Janice.Phillips@masenate.gov>, Erin Olivieri
 <Erin.Olivieri@masenate.gov>
Subject: FY2025 Senate Debate: Regional Transportation

Hi Janice and Erin,

As we discussed over the last few months, I am asking for Senator Finegold's support in increasing the regional transportation reimbursement rate in the FY2025 Budget. Currently, the Pentucket Regional School District regional transportation reimbursement funding has been reduced by ~\$300,000 from FY2024. This concerns me in two ways; one, the teacher and program cuts that Pentucket would have to make due to that funding loss would be major problem for our constituents and second, the loss of funding going into FY2026 Budget process would start us at a significantly lower base creating additional challenges moving forward. This issue was identified by many members of the House with rejected Amendment#390 but I hope Senator Finegold (and even Senator Tarr) can help make this happen.

I respect the fact that the budget process this year is a challenge and I hope we can make funding regional transportation a priority.

Thank you as always for your support and partnership!

Chris Manni, Merrimac Select Board Chair

Sent from my iPad

Attachment: FY2025 Senate Debate_ Regional Transportation (FY2025 Senate Debate_ Regional Transportation)

**Merrimac Select Board**

2 School Street

Merrimac, MA 01860

Meeting: 05/13/24 07:00 PM

Department: Merrimac Select Board

Category: Information

Prepared By: Jennifer Penney

Initiator: Jennifer Penney

Sponsors:

SCHEDULED~~CORRESPONDENCE (ID # 8657)~~~~DOC ID: 8657~~**Register for Free MSA Newly-Elected Select Board Training -
6_7**

From: [MA Municipal Assoc.](#)
To: [Jennifer Penney - SELECT BOARD \(X3080\)](#)
Subject: Register: Free MSA Newly-Elected Select Board Training - 6/7
Date: Monday, May 6, 2024 9:31:18 AM

Massachusetts Select Board Association



Newly-Elected Select Board Training

Friday, June 7 | 8:30-3:30 p.m.

Devens Common Center, 31 Andrews Parkway, Devens

This meeting is free for Select Board members to attend!

[Register](#)

Dear MSA Members,

Registration is now open for the free MA Select Board Association training for newly elected select board members, being held on Friday, June 7, in Devens! The training is targeted to newly elected select board members, but any select board member is welcome to attend for a refresher.



Attorney Janelle Austin, a shareholder at KP Law, will lead an introductory session on Open Meeting and Public Records Law. Her presentation will cover the key components of each law and how they affect the work of select board members.

Additionally, Jessica Sizer, a town councillor in Palmer and a project manager at the Division of Local Services Financial Management Resources Bureau, will lead a Municipal Finance 101 workshop. Sizer will discuss the role of select boards in municipal finance, and provide budgeting tips and financial organizational skills.

[Attorney Janelle Austin, KP Law](#)

Dottie Fulginiti, an MSA member and Select Board Chair in Easton, will also lead a session on public speaking and civility in local government. An additional workshop on **public engagement** is in development. Attendees will also have opportunities to network with colleagues and hear from a **panel of veteran select board members**.

Registration and breakfast will begin at 8:30 a.m. The program will begin at 9 a.m. and conclude at 3:30 p.m. Lunch will be served. The full agenda will be posted on www.mma.org and emailed to MSA members with a registration link in the coming weeks.

[Register](#)

Please contact MMA Member Program Coordinator Anneke Craig with questions at acraig@mma.org or 617-426-7272, ext. 104.



Massachusetts Municipal Association
3 Center Plaza
Suite 610
Boston, MA 02108
(617) 426-7272 | [Email Us](#) | [View our website](#)
[Unsubscribe](#) from MMA Emails





Agenda Item
Merrimac Select Board
05/13/24

Dog Complaint

Subject:

Attachments:

MA Complaint of Vicious or Barking Dogs S. 157 C. 140 General Laws - 32 School St.
041624_Redacted

ACO Response to Dog Complaint

RECEIVED
BOARD OF SELECTMEN

APR 16 2024

Commonwealth of Massachusetts

TOWN OF MERRIMAC

Complaint of Vicious or Barking Dogs

Section 157, Chapter 140, General Laws

TO SELECTMEN
CHIEF OF POLICE
COUNTY COMMISSIONERS

City or Town of Merrimac Ma Date April 16/24

I hereby make complaint ~~herein~~ that a dog or dogs owned or harbored by
[REDACTED] 32 School St Merrimac Ma 01860
Name Address
residing in my vicinity on or near 30 School St Merrimac Ma 01860
Street or Locality

is a nuisance by reason of:—

1. Vicious disposition.

State facts here

Dog has bitten a child.
Aggressive barking when entering shared back
yard, especially toward men.
Warning ~~be~~ behave of dogs posted on fence.

2. Excessive barking.

State facts here

Barks anytime someone comes to the house.
Owner has aquired three dogs in a shared
yard, that bark consistently.

3. Other disturbance.

State facts here

Dog poop is not regularly cleaned.
Condo doc clearly states owner is to
have only one dog and walk it on a
leash and not allowed in shared yard.

4. Source of annoyance to a sick person residing in the vicinity.

State facts here

This complaint is made under the penalties of perjury.

Complainant's signature and address

[Signature]
30 School Street
Merrimac Ma, 01860

Investigation of Vicious or Barking Dogs

Section 157, Chapter 140, General Laws

City or Town of _____ Date _____
 Upon complaint of _____
 made under the penalties of perjury and filed on _____ it is hereby ordered
 that _____ shall investigate forthwith such
 complaint including an examination of facts and conditions as exist in connection with the case and
 hereon make a report of your findings to me — us.

Signed, Selectmen: Chief of Police: County Commissioners.

Report on above investigation.

Investigator _____

Address _____

Report filed _____ (date) _____

Attachment: MA Complaint of Vicious or Barking Dogs S. 157 C. 140 General Laws - 32 School St. 041624_Redacted (Dog Complaint)

From: [Gregory F. Pickering](#)
To: [Jennifer Penney - SELECT BOARD \(X3080\)](#)
Subject: Re: Dog Complaint
Date: Monday, May 6, 2024 10:04:33 AM

Hi Jennifer, I did speak with both parties regarding this complaint. It is one property that was split into two condos and they share ownership of the backyard. One resident has three dogs and the other resident has children. The complaint has an issue with the dogs and that according to the HOA only 1 dog is permitted. this in my opinion is a civil matter and the two owners either have to come to an agreement or they need to go to court to settle the dispute. Sent from my iPhone

On Apr 29, 2024, at 3:56 PM, Jennifer Penney - SELECT BOARD (X3080) <selectmen@townofmerrimac.com> wrote:

Hi

Just following up on a complaint we received on April 16th for 30 School St. I told both her and the board that it was referred to the ACO. Thanks.

Best,

Jennifer Penney

Executive Assistant, Notary Public
 Office of the Select Board
 Town of Merrimac
 4 School St.
 Merrimac, MA 01860
 P: 978-346-8862
 Hours: Monday 8-7; Tue.-Thur. 8-4

<https://townofmerrimac.com/select-board/>

Notice:

This email is subject to [MGL: Chpt.66, Sec.10 Public Records Law](#).

Attachment: ACO Response to Dog Complaint (Dog Complaint)



Merrimac Select Board

2 School Street
Merrimac, MA 01860

SCHEDULED

Meeting: 05/13/24 07:00 PM

Department: Merrimac Select Board

Category: Information

Prepared By: Jennifer Penney

Initiator: Jennifer Penney

Sponsors:

CORRESPONDENCE (ID # 8665)

DOC ID: 8665

Our Neighbors' Table Follow Up

From: [William Courtney](#)
To: [Jennifer Penney - SELECT BOARD \(X3080\)](#)
Cc: [Brienne Walsh - Senior Center \(X3107\)](#); [Greg Ezell](#)
Subject: Our Neighbors' Table follow up
Date: Friday, April 26, 2024 11:07:52 AM
Attachments: [Merrimac Food Security.pdf](#)
[Stamp Out Hunger 2024.pdf](#)

Dear selectmen,

Thank you for hosting our program director Greg Ezell on Monday night. We also had members of our leadership team at selectmen's meetings in Georgetown and Salisbury that night as we ramp up our regional efforts to build food security.

The entire statehouse delegation across the Lower Merrimack Valley has agreed to partner in this effort, as well as Congressman Moulton. We hope you will join us and help lead efforts to educate and mobilize Merrimac as we begin to realize the potential of the Seacoast Regional Food Hub. We also ask that you strongly consider using a portion of unspent ARPA funds to support this work.

We will continue to keep you informed going forward. The flyers we used at our presentation are attached here to share or post in town.

If you are interested in learning more, we invite you to:

- [Watch our 3-minute video](#)
- [Learn more at the Food Hub website](#)
- [Read our 3-year strategic plan](#)
- [Request a tour of the Seacoast Regional Food Hub](#)

Thank you for your support!

--

Will Courtney

Director of Communications
 Our Neighbors' Table
 office: 978-388-1907, xt. 22
 cell: 603-489-9620



ourneighborstable.org

Attachment: Our Neighbors' Table follow up (Our Neighbors' Table Follow Up)



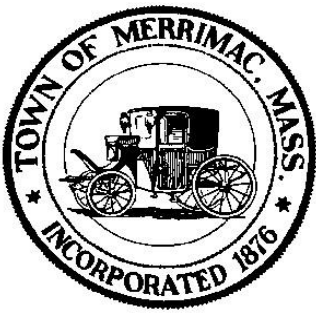
Agenda Item
Finance
05/13/24

Town Administrator's Report

Subject:

Attachments:

Town Administrator's Report 5/8/2024



MEMO

DATE: 5/8/2024

TO: Select Board

FROM: Carol McLeod

RE: Bi-Weekly Update

-
1. **Karen Guilmette Review and 1% Increase** – Attached is Karen Guilmette's yearly performance review. As you will see, Karen is an integral part of the Finance Team. Her primary responsibility is the processing of the town-wide payroll. She has mastered the process and is extremely detailed and thorough in her duties. She works in the tax Collector's office and while handling the payroll tasks and the other accounting tasks, she also works the counter with the Tax Collector. I am recommending the additional 1% increase for Karen.
 2. **Anne Jim Review and 1% Increase** – Attached in Anne Jim's Performance review. Again, there really isn't anything I can say better about Anne's performance. She is extremely dedicated and professional. Given the struggles with the Light Staff, Anne made sure to document everything needed and provide training to their staff to help bring them up to speed. We are starting to see the results of that now. Even with the added time spent, she still did whatever was necessary to close the Town's books, with no issues from the auditors. I am recommending the additional 1% increase for Anne.



Agenda Item
Merrimac Select Board
05/13/24

Vendor and Payroll Warrant Designee

Subject:

Attachments:

Designation to Sign Warrants



Approval of Bills and Payrolls

10.2.a

MGL C41 S56, amended S58

Text of section as amended by 2016, 218, Sec. 58 effective November 7, 2016.

Section 56. The selectmen and all boards, committees, heads of departments and officers authorized to expend money shall approve and transmit to the town accountant as often as once each month all bills, drafts, orders and pay rolls chargeable to the respective appropriations of which they have the expenditure. For purposes of this section, the board of selectmen and any other board, committee or head of department consisting of more than 1 member authorized to expend money, may designate any 1 of its members to approve all bills, drafts, orders and payrolls; provided, however, that the member shall make available to the board, committee or other department head, at the first meeting following such action, a record of such actions. This provision shall not limit the responsibility of each member of the board in the event of a noncompliance with this section. Such approval shall be given only after an examination to determine that the charges are correct and that the goods, materials or services charged for were ordered and that such goods and materials were delivered and that the services were actually rendered to or for the town as the case may be; provided, however, that such approval may be given to any bill received from a state agency for the town's share of the costs of a federal urban planning assistance program, established under the provisions of section 701 of Public Law 83-560, as amended, before any goods, materials or services ordered or to be ordered under such a program have been delivered or actually rendered, as the case may be. The town accountant shall examine all such bills, drafts, orders and pay rolls, and, if found correct and approved as herein provided, shall draw a warrant upon the treasury for the payment of the same, and the treasurer shall pay no money from the treasury except upon such warrant approved by the selectmen. If there is a failure to elect or a vacancy occurs in the office of selectman, the remaining selectman or selectmen, together with the town clerk, may approve such warrant. The town accountant may disallow and refuse to approve for payment, in whole or in part, any claim as fraudulent, unlawful or excessive, and in such case he shall file with the town treasurer a written statement of the reasons for such refusal. The treasurer shall not pay any claim or bill so disallowed by the town accountant. So far as apt this section shall apply to cities.

Board or Committee: _____

Person Designated to Sign Warrants*: _____

Alternate to Person Named Above*: _____

*Member must report to full board of action taken at next meeting.

Signatures:

_____, Chairperson _____

Date of Meeting: ____/____/20____

Attachment: Designation to Sign Warrants (Vendor and Payroll Warrant Designee)



Agenda Item
Merrimac Select Board
05/13/24

Tax Collector Barry 2024 - 2027 - Final 4-29-2024

Subject:



Agenda Item
Public Works
05/13/24

Performance Evaluation- Alyssa Sexton

Subject:



Agenda Item
Merrimac Select Board
05/13/24

Property Use Permit Request Merrimac Square Pentucket Youth Football-Cheer

Subject:

Attachments:

Property Use Permit Request Merrimac Square Pentucket Youth Football-Cheer_Redacted

From: [AlisonMerrimac Square Circle/Rotary Entry Points Graziano](#)
To: [Jennifer Penney - SELECT BOARD \(X3080\)](#)
Subject: New submission from Property Use Permit
Date: Monday, May 6, 2024 5:08:55 PM

Date

05/06/2024

Property Requested

Merrimac Square Circle/Rotary Entry Points

Date and Time Property Requested For

Saturday June 1, 2024 9am-3pm and Sunday June 9, 2024 9am - 3pm

Purpose of Request

Fundraising for Pentucket Youth Football and Cheer

Organization Name

Pentucket Youth Football and Cheer

Is your group a for profit entity?

No

Name of Applicant

Alison Graziano

Address

[REDACTED]

Email

[REDACTED]

Phone

[REDACTED]

Additional Event Details**Will an admission be charged?**

no

Is this a fundraiser?

yes

Will there be music?

no

Will refreshments be served?

no

Will alcohol be served?

Attachment: Property Use Permit Request Merrimac Square Pentucket Youth Football-Cheer_Redacted (Property Use Permit Request Merrimac

no
Will event take place on town roads?
Town circle/rotary
Application Agreement
 I agree.



Agenda Item
Merrimac Select Board
05/13/24

Estimate from RJ Powers Alarms -Town Hall

Subject:

Attachments:

Est_691_from_RJ_Powers_Alarms_Inc._13880

RJ Powers Alarms Inc.

4 Catherine Way
Salisbury, Ma 01952

Quote

Date	Quote #
5/1/2024	691

Name / Address
Town of Merrimac 2 School Street Merrimac, MA 01860

Rep	Project
	Town Hall Security ...

Description	Qty	Total
Change outdated security equipment		
Neo 64 Zone Control Panel	1	158.14
Key Pad Neo LCD H/W RF	1	268.65
Wireless Panic	7	487.27
Licensed tech		500.00
All pricing good for 30 days.		
Total		\$1,414.06

Attachment: Est_691_from_RJ_Powers_Alarms_Inc._13880 (Estimate from RJ Powers Alarms -Town Hall)



Agenda Item
Merrimac Select Board
05/13/24

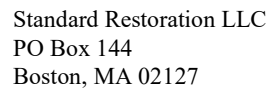
Standard Restoration Invoice Roof Repairs 5-4-24

Subject:

Request for Approval from Town Building Maintenance Account

Attachments:

Standard Restoration INVOICE MERRIMAC REPAIRS 5-4-24



Bill To
Town of Merrimac Merrimac Town Hall 2 School Street Merrimac, MA 01860

Description	Amount
Clean, prime and reflash all EPDM flashing on mechanical roof. Flash door frame and elevator shaft vent	4,200.00
Thank you for your business.	Total \$4,200.00

Attachment: Standard Restoration INVOICE MERRIMAC REPAIRS 5-4-24 (Standard Restoration Invoice Repairs 5-4-24)



Agenda Item
Merrimac Select Board
05/13/24

Sandy Venner Interest in Serving as Planning Board Alternate for Special Permits

Subject:

Attachments:

Sandy Venner Interest in Serving as Planning Board Alternate

From: [Sandy and Bob](#)
To: [Jennifer Penney - SELECT BOARD \(X3080\)](#)
Cc: [Karol@Bentleysrealestate.com](#); [DENNIS BRODIE \(JBSPIKESDB72@YAHOO.COM\)](#); [David Cressman](#); [Tom Abisalih](#); [ds.mcclure@verizon.net](#); [Shayla Wells - Planning \(X3070\)](#)
Subject: Planning Board Alternate for Special Permits
Date: Tuesday, May 7, 2024 11:16:44 AM

Hello Select Board,

I am interested in being appointed to fill the vacancy of Planning Board Alternate for Special Permits. I would like to be available to count as part of the quorum for these important projects should it be necessary.

Thanks for giving this consideration,

Sandra Venner

55 School Street, Merrimac

Sent from my T-Mobile 5G Device

Get [Outlook for Android](#)

Attachment: Sandy Venner Interest in Serving as Planning Board Alternate (Sandy Venner Interest in Serving as Planning Board Alternate for



Agenda Item
Merrimac Select Board
05/13/24

Conditional Offer Letter Thistlewood

Subject:

Attachments:

Conditional Offer Letter Thistlewood 051324



TOWN OF MERRIMAC
OFFICE OF THE BOARD OF SELECTMEN
 2-8 School Street, Merrimac, MA 01860
 TEL (978) 346-8862
 E-MAIL Selectmen@townofmerrimac.com

May 13, 2024

Mr. Paul Thistlewood
 26 Central Street
 Byfield, MA. 01922

Re: Conditional Offer of Employment for the position of Highway Department Laborer

Dear Mr. Thistlewood,

Based upon the recommendation of the Merrimac DPW Director, we are pleased to make this conditional offer of employment to you as a Highway Department Laborer for the Town of Merrimac.

Your position is Highway Department Laborer, and your targeted date of employment will be May 28, 2024. Your rate of pay is \$20.50 per hour for 40 hours per week. Please note that as a full-time employee, you are eligible for benefits. New employees shall be deemed probationary employees for a period of twelve (12) months.

Please see your department head for a new hire package or you can go to:
<http://merrimac01860.info/DocumentCenter/View/1143/Full-Time-New-Employee-Packet>. You will need to complete the forms prior to your first day of employment.

It is our intention to appoint you as the Highway Department Laborer following your successful completion of the above listed tasks.

If you have any questions, please consult with Robert Sinibaldi, DPW Director. We welcome you and wish you a long and successful career with our Town.

Sincerely,

Merrimac Select Board

Chris Manni, Chairman

Attachment: Conditional Offer Letter Thistlewood 051324 (Conditional Offer Letter Thistlewood)