



## Merrimac Select Board

### Select Board Meeting

11/04/24

**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.HTTPS://US06WEB.ZOOM.US/J/5593835320?PWD=E0SEI0BFDZO4TZO1WCS7V3MJB WM7LL.1 MEETING ID: 559383532 PASSCODE: 1876**

**II. CALL TO ORDER**

at 7pm. Session televised and recorded.

PRESENT: Gustison, Manni, Gorzynski, Bruno, Adams

ABSENT:

**III. APPROVE AGENDA**

1. Motion to approve

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Janet Bruno, Board Member                |
| <b>SECONDER:</b> | Wayne Adams, Board Member                |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

**IV. MINUTES APPROVAL**

1. Merrimac Select Board - Select Board Meeting - Oct 21, 2024 6:00 PM

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Rob Gustison                             |
| <b>SECONDER:</b> | Janet Bruno, Board Member                |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

**V. APPROVAL OF PAYROLL AND VENDOR WARRANT OF OCTOBER 28, 2024**

1. Motion to approve

**VI. APPOINTMENT**

1. Whittier Tech and Northern Essex Community College Shared Campus Working Group

Lane Glenn president of Northern Essex Community College is present. NECC is still investigating options with Whittier Tech. They would have a new signing with MSBA. The college wanted to see that there was interest for the creation of the memorandum of understanding between towns. This would allow the opportunity for the college to convene the cities and towns to explore what's possible. The agreement is not the college's domain, but one likely outcome is that they may be looking at a new type of school.

Manni addresses Glenn about exploring something new. He feels all communities are interested in that. Manni says if they end up down this road, and the regional agreement is not addressed, it would be a difficult thing to

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](mailto:commissioner@townofmerrimac.com) or 978-346-0525.

pass. Glenn says the anticipation is that a new type of school would open up other sources of funding. Adams says all 11 communities would have to know what the cost is up front. Glenn says the project probably wouldn't come back for 2 or possibly 3 years. They own 106 acres on the campus. The MOU speaks to the communities coming together. Manni says many have signed onto the document, 9 of 11 communities. Adams feels it doesn't cost anything to sign the MOU. Gustison says it's a good faith agreement

Motion that the Town of Merrimac sign on and Manni sign the memorandum of agreement

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Janet Bruno, Board Member                |
| <b>SECONDER:</b> | Chris Manni, Chairman                    |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

## **VII. CORRESPONDENCE**

### **1. Town of Merrimac's Grant Information**

The board offers congrats on grant. The town has a live page for grants received. Bruno encourages everyone to keep working for grants.

### **2. Municipal Notice\_ Host Community Agreement Determination\_ BeWell Organic Medicine, Inc. MTC1245**

### **3. Federal Funding Opportunities\_ Senator Markey**

### **4. Phone System Request**

Discuss Code Red system; we don't want to overuse it. Bruno says the calls are for true town emergencies. She doesn't know that the water main break qualifies. Sinibaldi says Code Red can just be limited to certain streets. He says they do the best they can. Manage case by case basis.

### **5. Motion to file correspondence**

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Chris Manni, Chairman                    |
| <b>SECONDER:</b> | Janet Bruno, Board Member                |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

## **VIII. OLD BUSINESS**

### **1. Dee Valeri -Pentucket Parent Alliance - Senior Banners**

Senior celebration committee; 2 x 4 picture banner on telephone poles in the towns; 57 graduating students; not all will want them displayed. Realistically she says 35 banners. In Groveland, the electric company would hang them. Would be on normal telephone poles. Valeri is only here on behalf of Pentucket not other schools. May 1st to last week prior to the graduation. Adams asks if they are hang ready to see what is needed from the light dept; says she is getting pricing on hang ready; Adams would work with Usovicz and Valeri.

Send a letter to the other schools- school committee members for Essex, Whittier Tech, Mike Rossi- to make them aware the town will allow it if interested

Motion to accept the proposal from the Pentucket Parent Association

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Chris Manni, Chairman                    |
| <b>SECONDER:</b> | Wayne Adams, Board Member                |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

### **2. Motion for Adams to work with Mary Usovicz and Dee Valeri**

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Chris Manni, Chairman                    |
| <b>SECONDER:</b> | Rob Gustison                             |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

3. Gov Transportation Letter V1.3

West Newbury signed on; Groveland has not yet; wait until Groveland responds; Bruno asks if they are strong enough on the language of what the state committed to 100%. Gustison said all regional systems are 100%.

## IX. AGENDA ITEMS

1. Town Administrator's Report

McLeod is off. Manni reviewed \$436000 grant for water \$250000 grant for Coastal Metals; tax classification hearing Nov 18; Pentucket Regional agreement is getting close. They would present any changes at meeting of the state of schools. McLeod provided her financial outlook. Nov 18th meeting- discussion of select board priorities. Bring priorities at the next meeting;

2. Eastern Minerals Salt Contract MVPC

Motion to accept the contract

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Chris Manni, Chairman                    |
| <b>SECONDER:</b> | Janet Bruno, Board Member                |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

3. 2024 Merrimac Town Governance Study Agreement

Paid through a grant, Collins Ctr. would look at town government structure and make recommendations; have offered to come out and present; Bruno questions on who can be on the committee. She wants to sign and them have them come out. Motion for the select board to sign the town governance study agreement and invite them to come to the 11/18 meeting.

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Chris Manni, Chairman                    |
| <b>SECONDER:</b> | Janet Bruno, Board Member                |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

4. MMA Suffolk Municipal Human Resources Seminar

Motion to approve

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Rob Gustison                             |
| <b>SECONDER:</b> | Chris Manni, Chairman                    |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

5. Green Communities Annual Report

Motion for the chair to sign when received and submit

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Rob Gustison                             |
| <b>SECONDER:</b> | Janet Bruno, Board Member                |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

6. Zoning Board of Appeals Resignations

Manni thanks both Josh Jackson and Mitch Kostoulako for their service to the community  
Motion to accept the resignations

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Chris Manni, Chairman                    |
| <b>SECONDER:</b> | Rob Gustison                             |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

7. Appoint Ron Reade to Full Member on Zoning Board of Appeals

One alternate spot open; another select board member can serve on the ZBA; Manni feels another member should become an alternate; Motion to appoint Ron Reade as full member

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Chris Manni, Chairman                    |
| <b>SECONDER:</b> | Rob Gustison                             |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

8. Motion to appoint Janet Bruno as alternate member to zoning board

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Chris Manni, Chairman                    |
| <b>SECONDER:</b> | Rob Gustison                             |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

9. Chapter 90 Complete Streets Application-Needs Vote

Motion for chair to sign

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Chris Manni, Chairman                    |
| <b>SECONDER:</b> | Janet Bruno, Board Member                |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

10. Time Off Request-Larry Fisher

Motion to approve

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Chris Manni, Chairman                    |
| <b>SECONDER:</b> | Janet Bruno, Board Member                |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

11. Property Use Request-Merrimac Baseball

Motion to approve with parental supervision

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Rob Gustison                             |
| <b>SECONDER:</b> | Janet Bruno, Board Member                |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

12. Conditional Offer Letter Daniel Domings-COA Outreach Coordinator

Brienne Walsh- conditional offer letter for outreach coordinator; Merrimac resident; social worker; would like to start 11/18/24.

Motion to hire

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Janet Bruno, Board Member                |
| <b>SECONDER:</b> | Chris Manni, Chairman                    |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

13. Sinibaldi Request Regarding Wood from Downed Trees

Sinibaldi with a late request; residents have inquired about taking wood from downed trees. Bruno and Gustison have concerns about safety. Private resident. Gustison offers that the person could get a liability policy. They are not comfortable with it. Manni says although it could be in good faith, they have to reject it.

**X. ADJOURN**

1. Motion to adjourn at 8:06 PM

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Chris Manni, Chairman                    |
| <b>SECONDER:</b> | Janet Bruno, Board Member                |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

**Merrimac Select Board****Select Board Meeting****10/21/24**

**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.HTTPS://US06WEB.ZOOM.US/J/5593835320?PWD=E0SEI0BFDZO4TZO1WCS7V3MJB WM7LL1 MEETING ID: 559383532 PASSCODE: 1876**

**II. CALL TO ORDER**

6PM Sweetsir School. Meeting is being recorded and televised.

PRESENT: Gustison, Manni, Gorzynski, Bruno, Adams

ABSENT:

**III. APPROVE AGENDA**

1. Motion to approve

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Janet Bruno, Board Member                |
| <b>SECONDER:</b> | Wayne Adams                              |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

**IV. MINUTES APPROVAL**

1. Merrimac Select Board - Select Board Meeting - Oct 7, 2024 7:00 PM

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Janet Bruno, Board Member                |
| <b>SECONDER:</b> | Rob Gustison                             |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

**V. APPROVAL OF PAYROLL AND VENDOR WARRANT OF OCTOBER 15, 2024**

1. Motion to approve

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Rob Gustison                             |
| <b>SECONDER:</b> | Wayne Adams                              |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

**VI. CORRESPONDENCE**

1. Merrimac Q3 TextileTonnage Report
2. One Stop Letters - Town of Merrimac-Brownfields Award - Final

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Nice job for the Brownfields grant. Manni says there is some clarification needed for the status on MBTA community. Denise McClure does a fabulous job with grants along with Alyssa Sexton and Tina Journeay. Bob Sinibaldi says he doesn't want to advertise the grants. Gorzynski disagrees in that many residents are looking for the information.

3. Merrimac American Legion Post 134
4. Motion to file correspondence

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Chris Manni, Chairman                    |
| <b>SECONDER:</b> | Irina Gorzynski, Member                  |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

## VII. OLD BUSINESS

1. FY2025 Articles for Consideration

Article 11 authorizes the Select Board to sell easement-\$150,000 is the sales price. Motion to recommend the Article 11 at the Oct. 21, 2024 special town meeting. They intend to put it toward water expenses.

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Chris Manni, Chairman                    |
| <b>SECONDER:</b> | Janet Bruno, Board Member                |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

2. Whittier Letter to Legislature REV 9-24-24 CIRCULATION DRAFT

The parties want to work together to come to a solution. McLeod suggest drafting something that we would participate in collaboration. Bruno says it's worth sending the letter. Write letter in response that in the event that all 11 members collaborate, Merrimac is very interested in joining the collaboration. Draft letter send to Chris Manni for review then have all 5 members sign

## VIII. AGENDA ITEMS

1. Town Administrator's Report

We were awarded two Community Compact grants; Also received public charging stations from Pentucket. Chief Shears feels installation it could be costly. Would need an They will check with Light Dept. manager Mary Usovicz first to see if there are any grants. Bruno agrees to check with Usovicz first and then decide where to put them;

3. Motion for the chair person to sign both the community compact grants

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Janet Bruno, Board Member                |
| <b>SECONDER:</b> | Rob Gustison                             |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

6. Motion to move forward with the town charter study as proposed

A committee will be formed. The contract does not have to go to bid. The purpose is to evaluate the government structure-it's up to the board. The study will consider what we have now vs. having a town manager style of government. Manni says lets wait to see what they propose.

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Chris Manni, Chairman                    |
| <b>SECONDER:</b> | Rob Gustison                             |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

## 2. Keeping of Employment Records

Questions have arisen about how we keep employee health records, and who should keep them; Fire and Police hold onto their employee record and give McLeod copies. Legal recommended that they are kept at human resources at town hall. McLeod says we haven't agreed with where they have been kept. We recently changed vendors, and it's coming up again. McLeod says state law says personnel files are to be held with the treasurer. Human resources fall under the treasurer. Manni and Bruno say we do not have human resources. Bruno is not in favor of having medical records available.

Chief Shears says this issue has gone on for a long time. He says it was opined to keep the process the way it is. He polled 3 local police departments, and they all keep personnel records for employees. Gustison says everything refers to the appointing authority. He wants something specific in law. Adams says it sounds like they're keeping their own records. Bruno doesn't think there is enough information from legal. Fisher says this came about when we lost our vendor for employment physicals. Document he refers to is a Massachusetts document that says he is the appointing authority. He says he doesn't care where they are kept, but that he had a conversation with Portsmouth Hospital and the record keeping came up again. McLeod doesn't believe we should use any more legal resources on this. Manni makes motion to keep process as is with the Police and Fire chiefs keeping medical records and not separating the two.

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Chris Manni, Chairman                    |
| <b>SECONDER:</b> | Janet Bruno, Board Member                |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

## 3. Rural Development Fund FY25 Award Letter\_Merrimac

Merrimac received \$436,000. The board thanks Bob Sinibaldi and team. Grant will be used on the water main on Winter St. Chief Fisher adds the funding will make the water supply more available to fire system

## 4. Tree Contract 2024

Motion to accept the rates as proposed

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Chris Manni, Chairman                    |
| <b>SECONDER:</b> | Rob Gustison                             |
| <b>AYES:</b>     | Gustison, Manni, Gorzynski, Bruno, Adams |

## 5. Performance Evaluation for Sandra Blanchet

Motion made by Manni and seconded by Gorzynski to accept the evaluation for Sandra Blanchet and offer the 1% Vote 5-0

|                |                 |
|----------------|-----------------|
| <b>RESULT:</b> | <b>APPROVED</b> |
|----------------|-----------------|

## 6. Performance Evaluation - Heather Roche

Assessor Gina Sinibaldi is impressed with Heather Roche. Sinibaldi says Roche does a great job. Manni agrees. Gustison saw her in a personal capacity and says she was very knowledgeable. Motion to accept the performance evaluation and offer the 1%

Minutes Acceptance: Minutes of Oct 21, 2024 6:00 PM (Minutes Approval)

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

7. Appointment of a Full-Time Police and Fire Signal Operator-James Stoner

Motion to appoint James Stoner as full time dispatcher

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

8. Property Use Permit-Lake Attitash Association Boat Ramp Area Meet and Greet Block Party

Gustison will abstain as an abutter; Its not the boat ramp, Pine Bluff Ave. and associated area-just the neighborhood. 12-2pm. Lake Attitash Association has the liability policy. Motion to grant the permit

**RESULT:** APPROVED [4 TO 0]  
**MOVER:** Wayne Adams  
**SECONDER:** Irina Gorzynski, Member  
**AYES:** Manni, Gorzynski, Bruno, Adams  
**ABSTAIN:** Gustison

9. Meeting Request\_ Whittier Tech \_ NECC Collaboration + MOU

Discussed earlier in the meeting.

10. Stairway Painting Proposal

Motion to approve the proposal  
The funds will come from the town buildings maintenance line.

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

11. Whittier Tech Co-Op Paperwork

The sewer department is bringing on a high school senior from Whittier Tech one week a month. Sinibaldi says they have had communication with the union, and they are fine with it. Manni says it's a great opportunity. Motion to approve Whittier Tech Co-Op paperwork as submitted

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

12. Property Use Request-Merrimac Baseball Tagging 10/26 9-1

Shears says a police officer will be there on Saturday. Motion to approve

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

13. Grade 3 Government Day at Donaghue

Gustison reached out to them. He has had a CORI check. Gorzynski will attend as well.

**IX. EXECUTIVE SESSION**

1. 3.To Discuss Strategy with Respect to Collective Bargaining or Litigation If an Open Meeting May Have a Detrimental Effect on the Bargaining or Litigating Position of the Public Body and the Chair So Declares.

Convene in executive session at 7:12 PM. Will come out to go town meeting

Roll call vote- Manni yes; Adams yes; Bruno yes; Gorzynski yes; Gustison yes. Motion passes

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

3. Motion made by Manni and seconded by Gustison at 7:17 PM to come out of executive session and continue to town meeting

Roll call vote. Manni yes; Adams yes; Bruno yes; Gorzynski yes; Gustison yes; Motion passes.

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

**X. CONTINUE TO TOWN MEETING**

Minutes Acceptance: Minutes of Oct 21, 2024 6:00 PM (Minutes Approval)



**Agenda Item**  
**Merrimac Select Board**  
**11/04/24**

**Whittier Tech and Northern Essex Community College Shared Campus Working Group**

Subject:

Attachments:

Cover Letter for Merrimac-WT-NECC MOU

Whittier Tech Northern Essex MOU 3\_

To: Whittier Tech Municipal Leaders  
 From: Lane Glenn, President, Northern Essex Community College  
 Maureen Lynch, Superintendent, Whittier Tech  
 Date: October 17, 2024

Dear Merrimac Officials & Town Administrator Carol McLeod,

In April, Whittier Tech filed a new Statement of Interest with the Mass School Building Authority (MSBA), seeking support for a new shared campus facility with Northern Essex Community College (NECC).

The purpose of that Statement of Interest is to get approval and funding from the MSBA to conduct a new, comprehensive study, beginning in 2025, to determine how to build a school on NECC's campus, the potential for shared space, cost reductions through the use of NECC campus land, and arrive at a new cost for the facility, with significant involvement from our communities.

In response to the Statement that was filed, MSBA staff and a consultant team of architects and planners recently visited NECC's campus to explore the potential project in greater depth.

By the end of the visit, two things seemed clear: 1) There is strong support by the Healey-Driscoll administration, and there seems to be support at the MSBA, to help Whittier Tech get back "in line" for a new project study and state funding; and 2) There is recognition that the Whittier Tech municipalities disagree over whether and how a new project should be funded, and the MSBA may be hesitant to approve another study unless we are able to demonstrate greater initial support for the new shared campus concept. In advance of the MSBA board meeting in December at which this project will be discussed and a decision made about whether to support a study in 2025, they have invited us to provide any additional documentation to support the original Statement of Interest.

With this in mind, we have drafted the enclosed Memorandum of Understanding, which does *not* obligate any city or town to funding the project, but instead, recognizes that the Whittier Tech communities have already begun meeting to address their concerns, and for the next few months will function as a "WT and NECC Shared Campus Working Group," focusing the attention of those meetings on exploring how this new project can reduce the cost to municipalities, while expanding access to education for the region.

Please note: NECC and Whittier Tech continue to work with the Donahue Institute and the Planning Group that began meeting in August to examine regional labor market data, conduct focus groups and individual interview, research best practices and models from across the country, and develop recommendations for the project that can help guide the discussions of the mayors, town managers, and other participants in the "WT and NECC Shared Campus Working Group."

It is possible that the new shared campus model will address all of the concerns of Whittier Tech's municipalities, while creating a new model for career and technical education for the State of Massachusetts, leading to new and different funding streams for both school construction and operations.

But we will not get that far if we are not able to conduct a full study with MSBA support.

To provide sufficient notice to the MSBA and get started with the "WT and NECC shared Campus Working Group," we hope to complete the enclosed Memorandum of Understanding and submit it by approximately November 1, 2024.

We are both available to meet with you and respond to questions at your convenience. Thanks for your consideration.

Signed,

Lane Glenn, President, Northern Essex Community College  
 Maureen Lynch, Superintendent, Whittier Regional Vocational Technical High School

## MEMORANDUM OF AGREEMENT - WT AND NECC SHARED CAMPUS WORKING GROUP

**WHEREAS**, the Whittier Regional Vocational Technical School (hereafter “WT”), which serves the 11 member communities of Amesbury, Georgetown, Groveland, Haverhill, Ipswich, Merrimac, Newbury, Newburyport, Rowley, Salisbury and West Newbury, is in need of a new and modern facility, including expanded access and providing for increased enrollment; and

**WHEREAS**, the member communities are seeking the best financial pathway to provide such a facility by lowering the overall cost to the member communities, while at the same time leveraging all available financial contributions by the Massachusetts School Building Authority (hereafter “MSBA”), as well as other available state resources; and

**WHEREAS**, leaders of all 11 member communities have been meeting throughout 2024 to discuss and explore options for funding, including the potential of a shared campus model between WT and Northern Essex Community College (hereafter “NECC”); and

**WHEREAS**, the member communities are in agreement to continue their collaborative efforts provided the MSBA supports funding for such a new school model.

**WHEREAS**, the member community leaders are also in agreement that such discussions of the opportunities presented from such a shared campus model and the alignment of goals with NECC, as well as the exploration of financial options to meet these objectives, would benefit from a more formal association.

**NOW THEREFORE**, the 11 member communities agree in principle to form a working group to be known as the “WT and NECC Shared Campus Working Group.”

Further, each member community agrees that this collaborative effort aims to meet the evolving educational needs of the region’s students and communities, efficiently and affordably. With the understanding that this process will:

- Continue to explore ways to create a new, modern facility for WT;
- Allow for expanded access to postsecondary education across northeastern Massachusetts;
- Increase enrollment capacity at both WT and NECC and make them more affordable;
- Ensure best overall value through a shared campus to ensure space utilization and efficiencies will be prioritized, while pursuing new avenues of potential additional funding sources beyond the member communities.

Each of the undersigned member communities agree in good faith to join and actively participate in the WT and NECC Shared Campus Working Group. We further agree to continue regular meetings in which the member communities engage and explore shared campus partnership opportunities with the ultimate goal of moving forward with a mutually acceptable proposal. It is also understood that any such proposal shall not be binding on any of the 11 member communities as a result of their participation in the WT and NECC Shared Campus Working Group.

This Memorandum of Understanding may be utilized as an instrument of good faith by any third-party board, financial entity, or agency seeking validation of the WT and NECC Shared Campus Working Group’s pursuit of the goals and objectives outlined above.

Signed this \_\_\_\_\_ day of October, 2024 as follows:

\_\_\_\_\_  
Amesbury, Mayor Kassandra Gove

\_\_\_\_\_  
Newbury, Town Administrator Tracy Blais

\_\_\_\_\_  
Georgetown, Town Manager Orlando Pacheco

\_\_\_\_\_  
Newburyport, Mayor Sean Reardon

\_\_\_\_\_  
Groveland, Town Administrator Rebecca Oldham

\_\_\_\_\_  
Rowley, Town Administrator Deborah Eagan

\_\_\_\_\_  
Haverhill, Mayor Melinda Barrett

\_\_\_\_\_  
Salisbury, Town Manager Neil Harrington

\_\_\_\_\_  
Ipswich, Town Manager Stephen Crane

\_\_\_\_\_  
West Newbury, Town Manager Angus Jennings

\_\_\_\_\_  
Merrimac, Town Administrator Carol McLeod

**Merrimac Select Board**

2 School Street

Merrimac, MA 01860

Meeting: 11/04/24 07:00 PM

Department: Merrimac Select Board

Category: Information

Prepared By: Jennifer Penney

Initiator: Jennifer Penney

Sponsors:

**SCHEDULED****~~CORRESPONDENCE (ID # 8913)~~****~~DOC ID: 8913~~****Town of Merrimac's Grant Information****COMMENTS - Current Meeting:**

The board offers congrats on grant. The town has a live page for grants received. Bruno encourages everyone to keep working for grants.

**From:** [Carol McLeod - Finance \(X3040\)](#)  
**To:** [Chris Manni - Chairman](#); [Jennifer Penney - Select Board \(X3080\)](#)  
**Cc:** [Alyssa Sexton - ISD \(X3060\)](#); [Robert Sinibaldi - DPW \(X3604\)](#); ["Denise S. McClure"](#)  
**Subject:** Grants  
**Date:** Friday, October 25, 2024 9:30:12 AM

---

Good Morning,

Alyssa and I attended the grant announcement ceremony yesterday. It was a great event. There were almost 300 applications and approx. 170 grants awarded, and Merrimac had two, it shows perseverance pays off, along with some changes in the program that allowed us to apply.

Denise and Alyssa put the lions share of work into these grants, great job!!

We've already seen Haverhill do a press release, I would like to work with Guilfoil to get a press release out about these grants and some of the recent one's we have received.

Jen, Alyssa and I will also work on setting up a spot on the website to keep an ongoing list of all of the grants the Town receives, I think it is important to highlight the work all of the departments do to actively seek out and receive grants.

Thank you!

Carol A. McLeod, CMMT, MCPPO

Town Administrator, Finance Director, Treasurer  
 Town of Merrimac  
 4 School St.  
 Merrimac, MA 01860  
 (978) 346-0524

Office Hours:

Monday 8 AM – 7 PM  
 Tuesday – Thursday 8 AM – 4 PM

**Merrimac Select Board**

2 School Street

Merrimac, MA 01860

Meeting: 11/04/24 07:00 PM

Department: Merrimac Select Board

Category: Information

Prepared By: Jennifer Penney

Initiator: Jennifer Penney

Sponsors:

**SCHEDULED**~~CORRESPONDENCE (ID # 8912)~~~~DOC ID: 8912~~**Municipal Notice\_ Host Community Agreement  
Determination\_ BeWell Organic Medicine, Inc. MTC1245**

**From:** [CCC Licensing](#)  
**To:** [Jennifer Penney - Select Board \(X3080\)](#); [Gwen Lay Sabbagh - Clerk \(X3030\)](#)  
**Cc:** [CCC Licensing](#); [april@bewell420.com](mailto:april@bewell420.com)  
**Subject:** Municipal Notice: Host Community Agreement Determination: BeWell Organic Medicine, Inc. MTC1245  
**Date:** Monday, October 21, 2024 9:31:39 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)

To Whom It May Concern,

Thank you for your HCA submission. The Commission has accepted your HCA. Please note that there may be other matters to be resolved before licensure can be recommended to the Commission. Other items may be required of your license application submission(s), these will be provided to you in a separate notification, if applicable. To verify if your license application will be recommended for an upcoming public meeting, please verify the agenda once it is posted to the Commission's website 48 hours prior to the public meeting.

Thank you,  
Christine



**Christine, Licensing Specialist**

Pronouns: She/Her/Hers

Cannabis Control Commission

Union Station

2 Washington Square

Worcester, MA 01604

[Licensing@CCCMass.com](mailto:Licensing@CCCMass.com)

[www.MassCannabisControl.com](http://www.MassCannabisControl.com)



**Considering applying for a Marijuana Establishment or Medical Marijuana Treatment Center license? This is a great place to start: [Guidance on Licensure](#).**

*Please consider all email communications sent to or received by the Cannabis Control Commission (Commission) to be a matter of public record. Commission emails may be disclosed in response to a request made pursuant to the Public Records Law, G. L. c. 66, §10 and G. L. c. 4, § 7, cl. 26, or in response to other compulsory legal process.*

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## Merrimac Select Board

2 School Street  
Merrimac, MA 01860

**SCHEDULED**

Meeting: 11/04/24 07:00 PM

Department: Merrimac Select Board

Category: Information

Prepared By: Jennifer Penney

Initiator: Jennifer Penney

Sponsors:

~~CORRESPONDENCE (ID # 8911)~~

~~DOC ID: 8911~~

## Federal Funding Opportunities\_ Senator Markey

**From:** [Horsman, Liam \(Markey\)](#)  
**Subject:** Federal Funding Opportunities: Senator Markey  
**Date:** Monday, October 21, 2024 11:41:12 AM

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Good morning,

On behalf of Senator Markey, I am pleased to share recently announced federal grant opportunities funded through the [Infrastructure Investment and Jobs Acts \(IIJA\)](#), [Bipartisan Safer Communities Act](#), [Inflation Reduction Act](#), and other federal sources.

As a reminder, tomorrow we will also have our monthly virtual office hours on Tuesday, October 22nd from 10am – 11am ET. During this time, staff from our Massachusetts and Washington, DC offices will be available to discuss clean energy and climate funding opportunities.

The Zoom link to register for October office hours here:

<https://us02web.zoom.us/meeting/register/tZ0qdO6srD8pG9cRavifL-SQs3jDaGr0fXm>

We anticipate holding our last office hours for the year in November:

Wednesday, November 13 from 1pm – 2pm ET

[Zoom link to register HERE](#)

We hope you can join us!

Thanks,  
 Liam

- ❖ **[Community Change Grants Program](#) (U.S. Environmental Protection Agency):** EPA's new Environmental and Climate Justice Community Change Grants program (Community Change Grants) has announced a Notice of Funding Opportunity (NOFO) for approximately \$2 billion dollars in [Inflation Reduction Act](#) (IRA) funds in environmental and climate justice activities to benefit disadvantaged communities through projects that reduce pollution, increase community climate resilience, and build community capacity to address environmental and climate justice challenges.
- ❖ **[Solid Waste Infrastructure for Recycling Grant Program \(SWIFR\)](#) (U.S. Environmental Protection Agency):** The EPA has announced new funding opportunities for Solid Waste Infrastructure for Recycling grants under the Bipartisan Infrastructure law funds for projects that will improve collection, transport, systems, and processes related to post-use materials that can be recovered, reused, recycled, repaired, refurbished, or composted. Approximately \$78 million is available to Tribes and intertribal consortia, as well as communities across the country.
- ❖ **[Recycling Education and Outreach Program \(REO\)](#) (U.S. Environmental Protection Agency):** This EPA program will award \$39 million to one project that is focused on food waste prevention and composting.
- ❖ **[State and Local Cybersecurity Grant Program](#) (U.S Department of Homeland Security):** Established by the State and Local Cybersecurity Improvement Act, and part of the Bipartisan Infrastructure Law, the SLCGP provides approximately \$1 billion in funding over four years to support state, local, and territory governments as they develop capabilities to detect, protect against, and respond to cyber threats. \$279.9 million in new funding is now available to help reduce cyber risk and build resilience against evolving cybersecurity threats.
- ❖ **[Clean School Bus Program \(CSB\)](#) (U.S. Environmental Protection Agency):** The EPA is launching an additional rebate opportunity for the Clean School Bus Program, awarding up to \$965 million in funding. This program is help to accelerate our transition to zero-emission and clean school buses by replacing older buses with electric and clean school bus replacements.
- ❖ **[Water Infrastructure Finance and Innovation Act Funding](#) (WIFIA) (U.S Environmental Protection Agency):** This program offers long-term loans to help communities implement critical water infrastructure projects at a lower cost. \$7.5 billion of new funding is now

available, which can be provided to borrowers through creative, affordable financing options.

- ❖ **Brownfields Assessment, Revolving Loan Fund, and Cleanup Program (ARC)** (U.S. Environmental Protection Agency): The U.S. Environmental Protection Agency has announced the availability of \$232 million in grant funding to assess and clean up polluted brownfield sites across the country. The new grants are intended to advance environmental justice and help transform once-polluted, vacant, and abandoned properties into community assets while spurring economic revitalization in underserved communities.
- ❖ **Community Food Projects Competitive Grant Program** (U.S. Department of Agriculture): This grant program is intended to bring together stakeholders from distinct parts of the food system and to foster understanding of national food security trends and how they might improve local food systems. Understanding that people with low incomes experience disproportionate access to healthy foods, projects should address food and nutrition security, particularly among our nation's historically underrepresented communities.

As always, please do not hesitate to reach out with any questions or concerns.

Thank you!

## Grant Opportunities

[This is not an exhaustive list of available federal grants. For a complete list of open and forecasted grant opportunities, please visit [Grants.gov](https://www.grants.gov), where you can sign up for grant announcements, and search for and filter opportunities by grant type, eligibility, and federal agency.]

### COMMUNITY CHANGE GRANTS PROGRAM

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Department:</b>          | U.S. Environmental Protection Agency                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Description:</b>         | EPA's new Environmental and Climate Justice Community Change Grants program (Community Change Grants) has announced a Notice of Funding Opportunity (NOFO) for approximately \$2 billion dollars in <u>Inflation Reduction Act</u> (IRA) funds in environmental and climate justice activities to benefit disadvantaged communities through projects that reduce pollution, increase community climate resilience, and build community capacity to address environmental and climate justice challenges |
| <b>Eligible Applicants:</b> | Eligible entities include a partnership between two community-based non-profit organizations (CBOs) or a partnership between a CBO and a federally recognized tribe, a local government, or an institution of higher education.                                                                                                                                                                                                                                                                         |
| <b>Closing Date:</b>        | November 21, 2024                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Award Range:</b>         | Estimated Total Program Funding: \$2 billion                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Link to Opportunity:</b> | <a href="#"><u>Community Change Grant Application</u></a>                                                                                                                                                                                                                                                                                                                                                                                                                                               |

## **SOLID WASTE INFRASTRUCTURE FOR RECYCLING GRANT PROGRAM (SWIER)**

|                             |                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Department:</b>          | U.S. Environmental Protection Agency                                                                                                                                                                                                                                                                                                                                                 |
| <b>Description:</b>         | The Solid Waste Infrastructure for Recycling program provides grants to implement the National Recycling Strategy to improve post-consumer materials management and infrastructure; support improvements to local post-consumer materials management and recycling programs; and assist local waste management authorities in making improvements to local waste management systems. |
| <b>Eligible Applicants:</b> | Eligible entities include U.S. States, including Washington, D.C, U.S. Territories, political subdivisions of states and territories (counties, cities, towns, parishes, and similar units of governments that have executive and legislative functions), federally recognized Tribes, and Intertribal Consortia.                                                                    |
| <b>Closing Date:</b>        | December 20, 2024 for Communities and March 14, 2025 for Tribes and Intertribal Consortia                                                                                                                                                                                                                                                                                            |
| <b>Award Range:</b>         | Estimated Total Program Funding: \$78 million                                                                                                                                                                                                                                                                                                                                        |
| <b>Link to Opportunity:</b> | <a href="#"><u>SWIER Grant for Communities</u></a><br><a href="#"><u>SWIER Grant for Tribes and Intertribal Consortia</u></a>                                                                                                                                                                                                                                                        |

## **RECYCLING EDUCATION AND OUTREACH PROGRAM (REO)**

|                     |                                                                                                                                                                                                                      |
|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Department:</b>  | U.S. Environmental Protection Agency                                                                                                                                                                                 |
| <b>Description:</b> | The program provides \$39 million to fund one cooperative agreement that includes developing and implementing a national consumer wasted food reduction campaign, expanding the market for and sales of compost, and |

|                             |                                                                                                                                                                                                                                                                                                                                                     |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                             | increasing education and outreach to households on composting.                                                                                                                                                                                                                                                                                      |
| <b>Eligible Applicants:</b> | Eligible applicants include U.S. States, Washington DC, Puerto Rico, U.S. Virgin Islands, Guam, American Samoa, Commonwealth of Northern Mariana Islands, local governments, Indian Tribes, Native Hawaiian organizations, Department of Hawaiian Home Lands, Office of Hawaiian Affairs, nonprofit organizations, and public-private partnerships. |
| <b>Closing Date:</b>        | December 20, 2024                                                                                                                                                                                                                                                                                                                                   |
| <b>Award Range:</b>         | U.S. Environmental Protection Agency expects to award \$39,094,000 to one recipient.                                                                                                                                                                                                                                                                |
| <b>Link to Opportunity:</b> | <a href="#">Recycling Education and Outreach Program Application</a>                                                                                                                                                                                                                                                                                |

### **STATE AND LOCAL CYBERSECURITY GRANT PROGRAM**

|                             |                                                                                                                                                                                                                                                                                            |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Department:</b>          | U.S Department of Homeland Security                                                                                                                                                                                                                                                        |
| <b>Description:</b>         | Funding from the State and Local Cybersecurity Grant Program (SLCGP) and the Tribal Cybersecurity Grant Program (TCGP) helps eligible entities address cybersecurity risks and threats to information systems owned or operated by—or on behalf of—SLT governments and Tribal governments. |
| <b>Eligible Applicants:</b> | All 56 states and territories, including any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands, are eligible to apply for SLCGP funds.            |
| <b>Closing Date:</b>        | December 3, 2024                                                                                                                                                                                                                                                                           |
| <b>Award Range:</b>         | \$279.9 million, allocated by state/territory                                                                                                                                                                                                                                              |
| <b>Link to Opportunity:</b> | <a href="#">State and Local Cybersecurity Grant Program Information</a>                                                                                                                                                                                                                    |

### **CLEAN SCHOOL BUS PROGRAM (CSB)**

|                    |      |
|--------------------|------|
| <b>Department:</b> | U.S. |
|--------------------|------|

---

**Description:**

Environmental  
Protection  
Agency

With funding from the Bipartisan Infrastructure Law, the EPA Clean School Bus Program provides \$5 billion over five years (FY 2022-2026) to replace existing school buses with zero-emission and clean school buses.

---

**Eligible Applicants:**

Eligible applicants include public school districts, Indian Tribes, Tribal Organizations, or Tribally Controlled Schools responsible for: providing school bus service for a Bureau of Indian Education funded school; or the purchase, lease, license,

or contract for service of school buses, and for-profit, not-for-profit, or nonprofit entities that have the capacity to (1) sell, lease, license, or contract for service clean or ZE school buses or related charging or fueling infrastructure to school bus owners or (2) arrange financing for such a sale, lease, license, or contract for service.

|                             |                                  |
|-----------------------------|----------------------------------|
| <b>Closing Date:</b>        | January 9, 2025                  |
| <b>Award Range:</b>         | \$965 million total              |
| <b>Link to Opportunity:</b> | <a href="#">CSB Rebate Forms</a> |

#### [WATER INFRASTRUCTURE FINANCE AND INNOVATION ACT FUNDING \(WIFIA\)](#)

|                     |                                                                                                                     |
|---------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>Department:</b>  | U.S. Environmental Protection Agency                                                                                |
| <b>Description:</b> | The Water Infrastructure Finance and Innovation Act of 2014 (WIFIA) established the WIFIA program, a federal credit |

program administered by EPA to provide loans for water and wastewater infrastructure projects. It can fund the planning, design, and construction of a wide range of water infrastructure projects and offers the ability to combine multiple projects into a single loan.

|                             |                                                                                                                                                                                                            |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Eligible Applicants:</b> | Eligible borrowers include local, state, and tribal government entities; partnerships and joint ventures; corporations and trusts; and Clean Water and Drinking Water State Revolving Fund (SRF) programs. |
| <b>Closing Date:</b>        | Funding is available on an ongoing basis.                                                                                                                                                                  |
| <b>Award Range:</b>         | \$7.5 billion                                                                                                                                                                                              |
| <b>Link to Opportunity:</b> | <a href="#">WIFIA Application Materials</a>                                                                                                                                                                |

### **BROWNFIELDS ASSESSMENT, REVOLVING LOAN FUND, AND CLEANUP PROGRAM (ARC)**

|                             |                                                                                                                                                                                                                    |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Department:</b>          | U.S. Environmental Protection Agency                                                                                                                                                                               |
| <b>Description:</b>         | Grants offered by the Brownfields Program may be used to address sites contaminated by hazardous substances, pollutants, or contaminants (including hazardous substances co-mingled with petroleum) and petroleum. |
| <b>Eligible Applicants:</b> | Assessment Grants - eligible entities include: States; County governments; Federally recognized Indian Tribe other than in Alaska; Alaska Native Regional Corporations and                                         |

Alaska Native Village Corporations, as those terms are defined in the Alaska Native Claims Settlement Act, and the Metlakatla Indian community; Regional council established under a governmental authority (e.g., regional planning commissions); Group of general purpose units of local government established under Federal, state, or local law (e.g., councils of governments) to function as a single legal entity with authority to enter into binding agreements with the Federal Government.

Cleanup Grants: include those eligible entities identified above as well as other nonprofit organizations.

|                             |                                                                                                                                     |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| <b>Closing Date:</b>        | November 14, 2024                                                                                                                   |
| <b>Award Range:</b>         | EPA anticipates awarding approximately 200 grants nationwide this cycle at amounts ranging from \$500,000 to \$4 million per award. |
| <b>Link to Opportunity:</b> | <a href="#">ARC Funding Information</a>                                                                                             |

### **COMMUNITY FOOD PROJECTS COMPETITIVE GRANT PROGRAM**

|                             |                                                                                                                                                                                                                                      |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Department:</b>          | U.S. Department of Agriculture                                                                                                                                                                                                       |
| <b>Description:</b>         | This program will distribute two types of grants—planning projects and community food projects—with the intent of addressing food and nutrition security, particularly among our nation’s historically underrepresented communities. |
| <b>Eligible Applicants:</b> | Public food program service providers, tribal organizations, or                                                                                                                                                                      |

private nonprofit entities,  
including gleaners are eligible to  
apply.

|                             |                                                                       |
|-----------------------------|-----------------------------------------------------------------------|
| <b>Closing Date:</b>        | November 7, 2024                                                      |
| <b>Award Range:</b>         | \$25,000 - \$400,000 per award                                        |
| <b>Link to Opportunity:</b> | <a href="#">Community Food Projects<br/>Competitive Grant Program</a> |

**Liam Horsman**  
Pronouns: he/him/his  
Regional Director  
Office of U.S. Senator Edward J. Markey  
JFK Federal Building  
15 New Sudbury Street  
Boston, MA 02203  
liam\_horsman@markey.senate.gov  
617-366-9574

**Connect with Senator Markey**  
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**Merrimac Select Board**

2 School Street

Merrimac, MA 01860

Meeting: 11/04/24 07:00 PM

Department: Merrimac Select Board

Category: Inquiry

Prepared By: Jennifer Penney

Initiator: Jennifer Penney

Sponsors:

**SCHEDULED****~~CORRESPONDENCE (ID # 8915)~~****~~DOC ID: 8915~~****Phone System Request****COMMENTS - Current Meeting:**

Discuss Code Red system; we don't want to overuse it. Bruno says the calls are for true town emergencies. She doesn't know that the water main break qualifies. Sinibaldi says Code Red can just be limited to certain streets. He says they do the best they can. Manage case by case basis.

**From:** [Tina Journeay - DPW \(X3601\)](#)  
**To:** [Chris Manni - Chairman](#); [Jennifer Penney - Select Board \(X3080\)](#)  
**Subject:** PHONE SYSTEM REQUEST  
**Date:** Wednesday, October 23, 2024 11:29:56 AM  
**Importance:** High

---

Good morning,

Today we have a water main break in the Port area.

I have posted an emergency water break notice on the Town Website – which then pushes to Facebook

In order to alert homeowners.

I was just asked by a person calling to say they have no water if we could have the same system the selectmen and the police department have to alert customers by phone of the emergencies, and I assume scheduled things too like Hydrant Flushing.

I explained I do not have anything like this at my disposal, but I would inquire if it was possible.

Let me know if there is anything I can do.

Tina Journeay

Water and Sewer Billing Office

4 School Street

Merrimac Ma 01860

Contact:– [tjourneay@townofmerrimac.com](mailto:tjourneay@townofmerrimac.com) 978-346-8407

[www.Townofmerrimac.com](http://www.Townofmerrimac.com) Find us on Facebook!

**Monday 8-7, Tuesday, Wednesday, Thursday 8-4, Friday's CLOSED. (35 HOUR WORK WEEK)**

Payment options: Check – mail in or drop off at town hall payment drop box.

Cash – Come in to town hall – Mon (8-7) Tue, Wed, Thur 8-4

Online – go to our website, pay bill, use account number

**Need Assistance?**

**Call 1-877-227-1157**

[support@unipayteam.com](mailto:support@unipayteam.com)

Attachment: PHONE SYSTEM REQUEST (Phone System Request)



**Agenda Item**  
**Merrimac Select Board**  
**11/04/24**

**Dee Valeri -Pentucket Parent Alliance - Senior Banners**

Subject:

Attachments:

Question About Hanging Banners

Re\_ Banners

**From:** [Robert Sinibaldi - DPW \(X3604\)](#)  
**To:** [Pentucket Parent Alliance](#)  
**Cc:** [Jennifer Penney - Select Board \(X3080\)](#); [Chris Manni - Chairman](#)  
**Subject:** RE: Question  
**Date:** Wednesday, September 11, 2024 10:52:12 AM

---

Good morning,

I will pass this along to the Select board for their input.

Sincerely,

Robert Sinibaldi  
 Building Commissioner / Zoning Compliance Officer/DPW Director

State of Confidentiality:

This communication is intended only for the use of the individual or entity named as the addressee. It may contain information which is privileged and / or confidential under applicable law. If you are not the intended recipient or such recipient's employee or agent, you are hereby notified that any dissemination, copy or disclosure of this communication is strictly prohibited. If you received this communication in error, please notify me immediately at 978.346.0612 or via return e-mail to [dpwdir@townofmerrimac.com](mailto:dpwdir@townofmerrimac.com) and expunge this communication without making any copies. Thank you in advance for your cooperation.

**From:** Pentucket Parent Alliance <pentucketparentalliance@gmail.com>  
**Sent:** Wednesday, September 11, 2024 10:04 AM  
**To:** Robert Sinibaldi - DPW (X3604) <dpwdir@townofmerrimac.com>; Dee Valeri <deebd@warm-rain.com>  
**Subject:** Question

Good Morning;

I am the chair for the Pentucket Parent Alliance, which is a 100% parent volunteer committee that raises funds for the overnight event for the Graduating Seniors. Last year we did Lawn Signs for the Graduates and put them in front of the school. These were **not** inexpensive. However, Kids being kids, some of these were taken to magically reappear again just before graduation. We as a committee are hoping to do things a bit differently for the upcoming graduates of 2025.

We are hoping to have Banner style signs made for the graduates that could be hung on the telephone poles in each prospective town, for the month of May 2025.

We are hoping that Merrimac will join Groveland and West Newbury in this venture and make this happen for our upcoming graduates.

Please advise if this would be possible. If a further meeting on this issue is needed, I am happy to oblige.

Attachment: Question About Hanging Banners (Dee Valeri -Pentucket Parent Alliance - Senior Banners)

Thank you for consideration,

Best,  
Dee Valeri

**From:** [Pentucket Parent Alliance](#)  
**To:** [Jennifer Penney - Select Board \(X3080\)](#)  
**Subject:** Re: Banners  
**Date:** Thursday, October 10, 2024 11:10:54 AM

---

I will make sure either myself or another committee member is there! Thanks in advance,

On Wed, Oct 9, 2024 at 3:05 PM Jennifer Penney - Select Board (X3080)  
 <[selectmen@townofmerrimac.com](mailto:selectmen@townofmerrimac.com)> wrote:

Hi,

Can you attend the meeting on Nov 4<sup>th</sup> at 7PM?

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 8am-7pm; Tuesday-Thursday 8am-4pm

**Meeting Agenda Deadline**-Tuesday(prior to the meeting) by 12PM

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

[Notice:](#)

Attachment: Re\_ Banners (Dee Valeri -Pentucket Parent Alliance - Senior Banners)

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

Notice:

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

---

**From:** Pentucket Parent Alliance <[pentucketparentalliance@gmail.com](mailto:pentucketparentalliance@gmail.com)>  
**Sent:** Tuesday, October 1, 2024 2:00 PM  
**To:** Jennifer Penney - Select Board (X3080) <[selectmen@townofmerrimac.com](mailto:selectmen@townofmerrimac.com)>  
**Subject:** Re: Banners

Hi Jennifer;

We literally just received the master list today. There are 56 Mrrimac students, and not all will want to be displayed, some want to display their child in their yard. Please let me know when a good time would be to come in.

Thanks in advance,

On Tue, Oct 1, 2024 at 1:32 PM Jennifer Penney - Select Board (X3080) <[selectmen@townofmerrimac.com](mailto:selectmen@townofmerrimac.com)> wrote:

Hi

Please reach back out to the office once you have the information on how many students, where the signs would be displayed, who would be responsible for putting them up, etc. then we can schedule you to come in to meet with the select board. Thanks.

Best,

*Jennifer Penney*

Attachment: Re\_ Banners (Dee Valeri -Pentucket Parent Alliance - Senior Banners)

Executive Assistant

Notary Public

Office of the Select Board

Town of Merrimac

[4 School St.](#)

[Merrimac, MA 01860](#)

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Notice:

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**From:** Pentucket Parent Alliance <[pentucketparentalliance@gmail.com](mailto:pentucketparentalliance@gmail.com)>

**Sent:** Wednesday, September 25, 2024 2:53 PM

**To:** Jennifer Penney - Select Board (X3080)

<[selectmen@townofmerrimac.com](mailto:selectmen@townofmerrimac.com)>

**Subject:** Re: Banners

Good afternoon. The banners I'm looking at are 2x4 they would look somewhat like this (see attached) I am waiting for a complete list of graduates from the school to see how many are in each town. I am happy to come to a meeting and bring a banner to discuss further. Thanks in advance.

On Wed, Sep 25, 2024 at 1:53 PM Jennifer Penney - Select Board (X3080) <[selectmen@townofmerrimac.com](mailto:selectmen@townofmerrimac.com)> wrote:

Attachment: Re\_ Banners (Dee Valeri -Pentucket Parent Alliance - Senior Banners)

The select board reviewed your email at their 9/23 meeting, but did not have enough information to make a decision. They wondered how many banners you plan on displaying, one per student or a single banner? Any additional details you can provide would be helpful. Thanks!

Best,

*Jennifer Penney*

Executive Assistant

Notary Public

Office of the Select Board

Town of Merrimac

[4 School St.](#)

[Merrimac, MA 01860](#)

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Attachment: Re\_ Banners (Dee Valeri -Pentucket Parent Alliance - Senior Banners)



## Merrimac Select Board

2 School Street  
Merrimac, MA 01860

### SCHEDULED

Meeting: 11/04/24 07:00 PM

Department: Merrimac Select Board

Category: Letter to Sign

Prepared By: Jennifer Penney

Initiator: Jennifer Penney

Sponsors:

~~OLD BUSINESS (ID # 8918)~~

~~DOC ID: 8918~~

## Gov Transportation Letter V1.3

### COMMENTS - Current Meeting:

West Newbury signed on; Groveland has not yet; wait until Groveland responds; Bruno asks if they are strong enough on the language of what the state committed to 100%. Gustison said all regional systems are 100%.

\*\*[Date]\*\*

Governor Maura Healey  
Massachusetts State House  
24 Beacon St.  
Boston, MA 02133

Dear Governor Healey,

We, the Select Board of Merrimac, are writing to express our deep concern about the recent \$293,684 transportation cut and its impact on our Pentucket Regional School. The reality is that we won't even receive the \$507,422 for FY25, as the state rarely provides the full amount listed on the cherry sheet. This cut reflects a broader issue in Massachusetts' funding of regional school districts and highlights the growing disparities between urban and regional schools.

Regional school districts like Pentucket have long been in "hold harmless" status under the Chapter 70 formula, receiving only minimum aid increases despite increasing operational costs. Since FY07, these districts have faced modest increases in foundation budget aid and mandated net school spending, leading to significant financial strain on our member towns.

For example, in FY23, Pentucket's mandated Net School Spending (NSS) was at 126.51% of its foundation budget. These percentages reflect the additional local funding required just to maintain operations, as the Chapter 70 formula has not provided adequate state support. By contrast, the urban district of Lawrence, which is not in hold harmless status, had an NSS of essentially 100%, meaning that its foundation budget is sufficient to cover operational costs without placing a significant burden on local taxpayers.

This disparity is unfair to rural, blue-collar towns like Merrimac, Groveland, and West Newbury. The Chapter 70 formula does not consider the unique challenges faced by regional school districts, such as maintaining multiple schools across several towns and providing a full range of services.

Since 2007, the student population in the region has decreased, leading the state to require regional districts like Pentucket to pay more. The formula suggests that Pentucket was receiving more than necessary due to this decline in enrollment. However, this is no longer the case. Pentucket's enrollment has remained relatively steady over the past four years and is expected to see modest growth due to new development plans. It seems the state is penalizing Pentucket in FY25 for declining enrollment that began nearly two decades ago. As a result, Pentucket must increasingly rely on local taxpayers to cover the funding gap, resulting in budget overrides, layoffs, and higher transportation fees for families.

Furthermore, Proposition 2½ limits our ability to raise property taxes to cover these shortfalls, creating a fiscal crisis that is unsustainable. Inflation has outpaced the 2½% cap on tax increases, making it impossible for our town to keep up with rising education costs without making severe cuts.

We urge you to address this issue by incrementally increasing transportation funding until the state fulfills its original promise to cover 100% of these costs for regional districts. Doing so would relieve the financial burden on towns like Merrimac, West Newbury, Groveland, and others across the Commonwealth, ensuring that all students have access to quality education regardless of where they live.

If this issue continues to be ignored, regional districts will be forced to make drastic cuts, up to and including reduced staffing and bus routes, threatening the future of our schools and communities. By tackling this issue now, your administration can restore fairness and equity to Massachusetts' education funding system and provide much-needed relief to regional districts.

Thank you for your attention to this matter. We are hopeful that, under your leadership, we can find a path forward that ensures all students in Massachusetts have access to the resources they need to succeed.

Sincerely,

Chris Manni

Chair, Merrimac Select Board

Wendy Reed

Chair, West Newbury Select Board

**From:** [Executive Assistant](#)  
**To:** [Jennifer Penney - Select Board \(X3080\)](#)  
**Subject:** RE: Letter to the Governor  
**Date:** Thursday, October 17, 2024 3:15:06 PM

---

Thank you.

Please add a line for West Newbury to sign. When is your deadline to send the letter to the Governor?

Rebecca Ambra, Executive Assistant  
 Office of the Town Manager  
 Town of West Newbury  
 381 Main Street  
 West Newbury, MA 01985  
 978-363-1100 x115  
[Exec.Assistant@wnewbury.org](mailto:Exec.Assistant@wnewbury.org)

---

**From:** Jennifer Penney - Select Board (X3080) <selectmen@townofmerrimac.com>  
**Sent:** Thursday, October 17, 2024 2:56 PM  
**To:** Executive Assistant <exec.assistant@wnewbury.org>  
**Subject:** RE: Letter to the Governor

Hi

The numbers are directly from the cherry sheet. Selectman Gustison said Pentucket felt the numbers on the cherry sheet were better than rounded numbers.

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 8am-7pm; Tuesday-Thursday 8am-4pm

**Meeting Agenda Deadline**-Tuesday(prior to the meeting) by 12PM

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

Notice:

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

Attachment: RE\_ Letter to the Governor (Gov Transportation Letter V1.3)

---

**From:** Executive Assistant <[exec.assistant@wnewbury.org](mailto:exec.assistant@wnewbury.org)>  
**Sent:** Thursday, October 17, 2024 12:43 PM  
**To:** Jennifer Penney - Select Board (X3080) <[selectmen@townofmerrimac.com](mailto:selectmen@townofmerrimac.com)>  
**Subject:** RE: Letter to the Governor

Hi Jennifer,

The Select Board reviewed the draft letter at their last meeting and were favorable. The one question raised was if the figures listed within the body of the text were provided by the Pentucket School District. Once confirmed, please add the West Newbury Select Board to the signature page.

Please reply back when you have a free moment.

Thank you,

Rebecca Ambra, Executive Assistant  
 Office of the Town Manager  
 Town of West Newbury  
 381 Main Street  
 West Newbury, MA 01985  
 978-363-1100 x115  
[Exec.Assistant@wnewbury.org](mailto:Exec.Assistant@wnewbury.org)

---

**From:** Jennifer Penney - Select Board (X3080) <[selectmen@townofmerrimac.com](mailto:selectmen@townofmerrimac.com)>  
**Sent:** Thursday, September 26, 2024 8:19 AM  
**To:** Angus Jennings <[townmanager@wnewbury.org](mailto:townmanager@wnewbury.org)>  
**Subject:** RE: Letter to the Governor

That should be fine. Thank you.

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 8am-7pm; Tuesday-Thursday 8am-4pm

Attachment: RE\_ Letter to the Governor (Gov Transportation Letter V1.3)

**Meeting Agenda Deadline**-Tuesday(prior to the meeting) by 12PM

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

Notice:

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

---

**From:** Angus Jennings <[townmanager@wnewbury.org](mailto:townmanager@wnewbury.org)>  
**Sent:** Wednesday, September 25, 2024 2:58 PM  
**To:** Jennifer Penney - Select Board (X3080) <[selectmen@townofmerrimac.com](mailto:selectmen@townofmerrimac.com)>  
**Cc:** Selectboard <[selectboard@wnewbury.org](mailto:selectboard@wnewbury.org)>  
**Subject:** FW: Letter to the Governor

Jennifer,

Thank you for reaching out. How soon would you need a response? The Select Board meets tomorrow night, but it is a very packed agenda (and agenda obviously already posted). It is possible they'll add a special meeting next week, but if not their next regular meeting is not until Oct. 10<sup>th</sup>. Would that still be timely?

Thanks,  
 Angus

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

---

**From:** Jennifer Penney - Select Board (X3080) <[selectmen@townofmerrimac.com](mailto:selectmen@townofmerrimac.com)>  
**Sent:** Wednesday, September 25, 2024 2:49 PM  
**To:** Angus Jennings <[townmanager@wnewbury.org](mailto:townmanager@wnewbury.org)>  
**Subject:** FW: Letter to the Governor

Good afternoon,  
 The Select Board discussed sending the attached letter to the Governor's office. They asked me to reach out to see if Groveland and West Newbury were interested in signing the letter as well. Please let me know, and we will add to the letter. Thanks very much.

Best,

*Jennifer Penney*

Attachment: RE\_ Letter to the Governor (Gov Transportation Letter V1.3)

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

**Meeting Agenda Deadline**-Tuesday(prior to the meeting) by 12PM

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Notice:

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**Agenda Item**  
**Finance**  
**11/04/24**

**Town Administrator's Report**

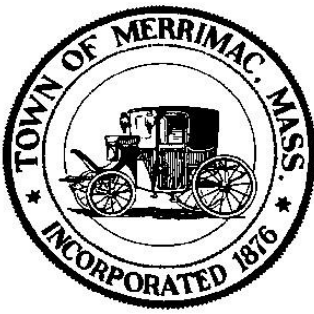
Subject:

Attachments:

Town Administrator's Report 10-30-2024

Selectmen Budget Recommendation 10-24-2024

Northeast Consumer Price Index Card - September 2024



## MEMO

DATE: 10/30/2024

TO: Select Board  
FROM: Carol McLeod  
RE: Bi-Weekly Update

- 
1. **Grants** – Alyssa and I attended the grant award program in Worcester last week. It was very impressive, the fact that Merrimac got 2 grants for a total of **\$686,000**, was awesome!

- **Winter St. Water Main Replacement**      **\$436,000**
- **Coastal Metals Assistance**      **\$250,000**

Alyssa, Jen and I will have a page on the Town Website listing the recent grants for FY2024 and FY2025, and we will update regularly – Alyssa will contact John Guilfoil to do a press release related to the new grant page and all the recent grants received as well.

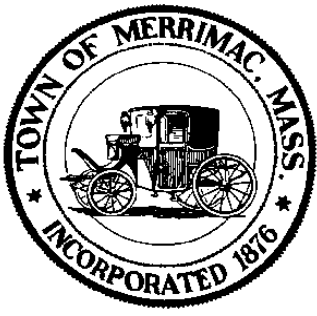
2. **FY2025 Tax Rate Update** – Heather Roche has submitted all her required reports to the DOR, she is awaiting approvals. The Assessor's are planning to hold the Tax Classification Hearing at your November 18<sup>th</sup> Meeting, after which we should be able to set the tax rate on November 19<sup>th</sup>.
3. **PRSD Regional Agreement Update** – West Newbury's Select Board talked over the redlines last week and had some questions about some of the language Groveland is proposing to add, incl. questions re just trying to understand it, what's the intent, etc. They'd also like Pentucket/Suzanne W. to be given the opportunity to review the draft to help us understand whether any of what's proposed may be unrealistic or problematic in practice.

The Town Administrator's will meet prior to the joint meeting on November 26<sup>th</sup> to work through which of the redlined edits are:

- Housekeeping;
- Substantive, but broadly agreed; or
- Substantive, and may reflect areas of disagreement (or, at least, lack of clarity or shared understanding) among the towns

Let me know if there was anything you need me to discuss of your behalf.

4. **FY2026 Budget Outlook** – See attached, my annual review of the upcoming budget season. Please review and prepare your priorities for the next meeting on Nov 18<sup>th</sup> – so that I can prepare the budget documents with the recommendations to the Department Heads in late November.



## MEMO

**DATE:** 10/22/2024

**TO:** Select Board

**FROM:** Carol McLeod

**RE:** FY2026 Budget

---

The following is my review of the FY2026 Budget Projections and areas of concern.

FY2024 was rather smooth in that our estimates and projections were very much in line with what actually transpired. The Town 3% Cost of Living Increase to all employees for FY2025 was in line with the CPI for the same period, although it is to be noted that with several hirings, we found the salaries of comparable positions was low and had to increase the salaries in order to hire staff. At the time of writing this memo, we look to be in good shape with actual expenditures, with most revenues as expected with the exception of interest income, permit fees and supplemental taxes, which is indicative of a slowdown in construction and projections of less new growth than anticipated.

It is important to note – in FY2025 a new Police Officer and New Assistant Town Assessor were added. This was done without an override; however the budget was extremely tight, the revenues are estimated to the penny, including a strong investment income. Interest rates are expected to drop, along with the amount of funds that are on our books that generate interest income. This means that we are really starting FY2026 in the hole by up to \$50K.

We are awaiting the New Growth Certification, which the Assessors are working on, then we will look to set the Tax Rate ASAP. We are anticipating Approx. \$180K in New Growth, which was below what we expected. Upon speaking with the Assessors, they expect New Growth to be around \$100K or less in FY2026, based on the following projects that are expected to be completed this year.

- **Abbey Road** –Final home received occupancy in October 2024. **Estimated New Growth \$5K.**
- **51 East MAIN St.** – Commercial complex, only 1 building is with Planning Board for site plan review. The building is estimated to be done in 2025. **Estimated New Growth \$10K possibly in FY2026.**

- **40B – West Main St across from Kenoza Vending** – 190-unit apartment complex was proposed as a 40B project. The ZBA Denied the permit, it is now expected to be appealed and take several years for a decision.
- **Former Skips Property** – Approved though Planning and ZBA– 20 Townhouses and 8 rental units above a commercial building. Not age restricted, estimated to be completed in 2025. **Estimated New Growth \$100 -150K probably in FY2027.**
- **Northshore Bank** – Condo Units (3-4) estimated to be complete in 2025. **Estimated New Growth \$10K possibly in FY2026.**
- **1 Bear Hill** – Gymnastics Building – Approx. 15,000 Sq. Ft. – **Estimated New Growth - \$100K- \$125K possibly in FY2027.**
- **8 Brush Hill** – Single Family Home. **Estimated New Growth \$5K possibly in FY2026.**
- **17 Green St.** - Single Family Home. **Estimated New Growth \$5K possibly in FY2026.**
- **8 Church St.** – Change into condos - **Estimated New Growth \$2K possibly in FY2026.**

## OPEB

The Town was again able to make the contributions to GASB45 with the omnibus contribution of \$90K. The latest evaluation showed strong market return and a few other changes, that resulted in the Town's funding ratio to increase from 49.65% to 70.20% as of June 30, 2024. The Town is projected to be fully funded by 2030. We are in the top 5% of funding % in the state.

## Education

- Whittier enrollment is projected to remain level, however there may be an increase in their budget to fund a feasibility study for a new school project.
- Pentucket will have their State of the School Presentation November 26<sup>th</sup>. I expect the increases to Merrimac to gain strain the budget, as State funding continues to decline. is planning to propose a budget that would not require an override.
- Essex-North had an increase of 1 student for FY2025, which we had planned on no new students, however the budget should be sufficient for FY2025. I am hopefully that in FY2026 the enrollment will be level. Their assessments are based on actual enrollments as of October, so we do not have a firm estimate for budgetary purposes until the Fall Town Meeting.

## Town Projects

- **Town Hall Roof, Windows and Pointing** - The windows on the 1<sup>st</sup> floor were completed this fall, the remaining funds should provide for some outside painting.
- **Landfill** – We are continuing with the process of getting the landfill into closure status. FY2025 budget is being used for additional Site Assessment and the work

required based on DEP's requirements. We are hopeful that the testing requirements will be reduced in FY2025-FY2026, so the annual budgeted amount will cover testing and maintenance.

- **Coastal Metals Brownfields** – The Former Coastal Metals site is slowly moving along; we are doing the annual testing. We did test the concrete; however, the preliminary estimate for removal was close to \$2 million. We are working with MVPC's consultant to review and administratively handle the LSP, TRC. They are hopeful that there could be a much less expensive alternative for the concrete. We did receive an additional \$250K grant to assist with this project.
- **Some additional areas of expense include:**
- **Fire Station and DPW Building** - The Town must look for ways to address the building issues as well as the location issues of the Highway Department within the confines of Prop 2 ½.
- **Facilities Maintenance** - With the complexity of new buildings, the maintenance budgets need to be increased to reflect the newer technology. In the next few years, the Town needs to budget for a Facilities/Janitorial position in the budget.
- **Sewer Plant Upgrades** – Preliminary estimates for the expansion and upgrades to the Sewer Plant are estimated between \$20M and \$26M. The DPW is planning to request borrowing approval in either the ATM or the FTM. Although this effects rate payers, they are also tax payers, so it is another burden on the residents.
- **Insurance** –Property, Liability and Worker's Compensation are all expected to rise between 5 and 10% in FY2025.
- **Health Insurance** – Health Insurance is also expected to increase 5-10%.

### **Budget Recommendations**

The Consumer Price index for New England Region for 12 months ended September 2024, all items is 3.4%, see the attached report. Based on information received from some of our financial advisors, inflation is expected to remain level or decline slightly for the next year. As discussed, many times, we need to try to keep our salaries competitive to retain the staff we have. I would recommend up to a 3.5% increase within departmental budgets, as a COLA increase. Each 1% is approx. \$55,000 for the omnibus.

Preliminary conservative estimates for new revenues are approx. \$475K-500K, with approx. 60% of that generally allocated to the schools, leaving the omnibus approx. \$190K -\$200K for new expenses.

Unrestricted Local Aid increased by approx. 3.0% in FY2025 I would recommend increasing state revenue by 3% at this time.

## Northeast Information Office

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Contact Northeast

## Northeast Consumer Price Index Card

**Consumer Price Indexes for All Urban Consumers (CPI-U), U.S. city average and selected areas, not seasonally adjusted  
(1982-84=100 unless otherwise noted)**

| Item                                         | U.S. city average |                              | Northeast region |                              | New England division(1) |                              | Boston-Cambridge-Newton |                              | Middle Atlantic division(1) |                              | New York-Newark-Jersey City |                              |
|----------------------------------------------|-------------------|------------------------------|------------------|------------------------------|-------------------------|------------------------------|-------------------------|------------------------------|-----------------------------|------------------------------|-----------------------------|------------------------------|
|                                              | Sep 2024          | Percent change from Sep 2023 | Sep 2024         | Percent change from Sep 2023 | Sep 2024                | Percent change from Sep 2023 | Sep 2024                | Percent change from Sep 2023 | Sep 2024                    | Percent change from Sep 2023 | Sep 2024                    | Percent change from Sep 2023 |
| All items                                    | 315.301           | 2.4                          | 327.156          | 3.4                          | 124.289                 | 3.4                          | 338.258                 | 3.4                          | 125.931                     | 3.4                          | 337.889                     | 3.8                          |
| All items (1967 = 100)(2)                    | 944.502           |                              | 515.171          |                              |                         |                              | 983.155                 |                              |                             |                              | 976.791                     |                              |
| Food and beverages                           | 329.417           | 2.2                          | 331.677          | 2.3                          | 128.526                 | 0.8                          | 347.797                 | 1.1                          | 129.694                     | 2.9                          | 339.549                     | 2.0                          |
| Food                                         | 332.083           | 2.3                          | 334.297          | 2.4                          | 129.630                 | 1.0                          | 352.585                 | 1.1                          | 130.473                     | 2.9                          | 341.228                     | 2.1                          |
| Food at home                                 | 307.767           | 1.3                          | 311.030          | 1.4                          | 122.683                 | -0.8                         | 315.425                 | 0.1                          | 127.648                     | 2.3                          | 320.248                     | 1.5                          |
| Food away from home                          | 371.604           | 3.9                          | 375.790          | 4.1                          | 141.029                 | 4.2                          | 420.523                 | 2.8                          | 134.672                     | 4.1                          | 382.765                     | 3.2                          |
| Alcoholic beverages                          | 291.683           | 1.5                          | 295.662          | 0.6                          | 115.421                 | -1.3                         | 299.611                 | 0.6                          | 118.673                     | 1.7                          | 310.107                     | 0.6                          |
| Housing                                      | 336.776           | 4.1                          | 357.067          | 5.2                          | 129.180                 | 5.6                          | 367.289                 | 5.5                          | 128.395                     | 5.1                          | 369.156                     | 5.8                          |
| Shelter                                      | 404.133           | 4.9                          | 441.126          | 5.9                          | 129.961                 | 6.5                          | 435.780                 | 6.1                          | 127.504                     | 5.7                          | 462.680                     | 6.0                          |
| Rent of primary residence(3)                 | 423.821           | 4.8                          | 443.231          | 5.7                          | 131.691                 | 6.2                          | 458.397                 | 6.5                          | 126.600                     | 5.5                          | 470.439                     | 5.0                          |
| Owners' equivalent rent of residences(3) (4) | 415.601           | 5.2                          | 458.636          | 6.3                          | 130.963                 | 7.1                          | 472.079                 | 6.8                          | 127.908                     | 5.9                          | 477.122                     | 6.2                          |
| Fuels and utilities                          | 316.243           | 3.0                          | 300.684          | 3.4                          | 137.574                 | 2.4                          | 387.352                 | 5.4                          | 133.441                     | 4.0                          | 262.753                     | 5.9                          |
| Household energy                             | 264.362           | 2.5                          | 267.917          | 3.4                          | 137.536                 | 2.3                          | 320.493                 | 6.1                          | 133.950                     | 4.0                          | 252.535                     | 5.8                          |
| Energy services(3)                           | 269.593           | 3.4                          | 268.020          | 7.7                          | 140.664                 | 9.4                          | 339.461                 | 10.0                         | 134.723                     | 7.1                          | 242.949                     | 9.8                          |

### Footnotes

(1)\_Index is on a December 2017=100 base.

(2)\_For the Northeast, December 1977=100.

(3)\_This index series was calculated using a Laspeyres estimator. All other item stratum index series converted to a geometric means estimator in January, 1999.

(4)\_Index is on a December 1982=100 base.

(5)\_Index is on a December 1997=100 base.

Northeast region includes the states of Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont.

New England division includes the states of Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont.

Boston-Cambridge-Newton, MA-NH, includes Essex, Middlesex, Norfolk, Plymouth, and Suffolk Counties in Massachusetts and Rockingham and Strafford Counties in New Hampshire.

Middle Atlantic division includes the states of New Jersey, New York, and Pennsylvania.

New York-Newark-Jersey City, NY-NJ-PA, includes Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Suffolk, and Westchester Counties in New York; Bergen, Essex, Hudson, Hunterdon, Middlesex, Monmouth, Morris, Ocean, Passaic, Somerset, Sussex, and Union Counties in New Jersey; and Pike County in Pennsylvania.

| Item                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | U.S. city average |                              | Northeast region |                              | New England division(1) |                              | Boston-Cambridge-Newton |                              | Middle Atlantic division(1) |                              | New York-Newark-Jersey City |                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|------------------------------|------------------|------------------------------|-------------------------|------------------------------|-------------------------|------------------------------|-----------------------------|------------------------------|-----------------------------|------------------------------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Sep 2024          | Percent change from Sep 2023 | Sep 2024         | Percent change from Sep 2023 | Sep 2024                | Percent change from Sep 2023 | Sep 2024                | Percent change from Sep 2023 | Sep 2024                    | Percent change from Sep 2023 | Sep 2024                    | Percent change from Sep 2023 |
| Electricity(3)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 282.522           | 3.7                          | 285.266          | 8.3                          | 152.559                 | 9.2                          | 407.817                 | 8.4                          | 139.054                     | 8.0                          | 242.893                     | 8.5                          |
| Utility (piped) gas service(3)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 225.366           | 2.0                          | 215.519          | 5.6                          | 112.167                 | 9.5                          | 212.035                 | 14.0                         | 125.432                     | 4.9                          | 227.980                     | 12.4                         |
| Household furnishings and operations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 147.906           | -0.5                         | 146.491          | 1.9                          | 113.133                 | 1.0                          | 149.795                 | -0.5                         | 129.064                     | 2.3                          | 137.634                     | 4.1                          |
| Apparel                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 135.537           | 1.8                          | 138.114          | 0.8                          | 109.711                 | 4.3                          | 143.306                 | -0.2                         | 112.246                     | 0.2                          | 139.802                     | 0.3                          |
| Transportation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 269.604           | -1.1                         | 266.495          | 1.2                          | 125.944                 | -0.9                         | 236.576                 | 0.5                          | 134.318                     | 2.1                          |                             |                              |
| Private transportation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 269.771           | -1.1                         | 266.229          | 1.2                          | 129.261                 | -1.0                         | 245.964                 | -0.3                         | 139.812                     | 2.2                          | 290.284                     | 3.0                          |
| Motor fuel                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 287.876           | -15.5                        | 279.895          | -13.2                        | 126.997                 | -14.8                        | 284.320                 | -13.7                        | 127.135                     | -12.5                        | 257.644                     | -14.9                        |
| Gasoline                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 287.102           | -15.3                        | 279.428          | -13.1                        | 127.797                 | -14.8                        | 281.653                 | -13.8                        | 127.305                     | -12.5                        | 256.536                     | -14.9                        |
| Medical care                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 566.266           | 3.3                          | 572.052          | 2.8                          | 120.871                 | 6.5                          |                         |                              | 111.936                     | 1.2                          | 551.616                     | -2.3                         |
| Recreation(5)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 137.651           | 0.7                          | 141.504          | 1.1                          | 108.957                 | 0.9                          | 117.636                 | 1.2                          | 116.622                     | 1.2                          | 154.713                     | 3.5                          |
| Education and communication(5)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 146.928           | 0.9                          | 158.684          | 2.0                          | 109.665                 | 2.7                          | 178.580                 | 0.8                          | 114.398                     | 1.7                          | 164.202                     | 2.5                          |
| Other goods and services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 562.638           | 3.5                          | 609.443          | 2.7                          | 131.230                 | 2.6                          | 648.099                 | 2.4                          | 125.012                     | 2.6                          | 502.588                     | 3.0                          |
| Energy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 275.740           | -6.8                         | 273.529          | -4.0                         | 133.115                 | -5.0                         | 303.351                 | -1.7                         | 131.540                     | -3.4                         | 259.181                     | -2.3                         |
| All items less food and energy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 321.109           | 3.3                          | 338.498          | 4.2                          | 122.610                 | 4.7                          | 346.678                 | 4.2                          | 124.695                     | 4.1                          | 351.812                     | 4.5                          |
| <b>Footnotes</b><br>(1)_Index is on a December 2017=100 base.<br>(2)_For the Northeast, December 1977=100.<br>(3)_This index series was calculated using a Laspeyres estimator. All other item stratum index series converted to a geometric means estimator in January, 1999.<br>(4)_Index is on a December 1982=100 base.<br>(5)_Index is on a December 1997=100 base.<br><br>Northeast region includes the states of Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont.<br><br>New England division includes the states of Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont.<br><br>Boston-Cambridge-Newton, MA-NH, includes Essex, Middlesex, Norfolk, Plymouth, and Suffolk Counties in Massachusetts and Rockingham and Strafford Counties in New Hampshire.<br><br>Middle Atlantic division includes the states of New Jersey, New York, and Pennsylvania.<br><br>New York-Newark-Jersey City, NY-NJ-PA, includes Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Suffolk, and Westchester Counties in New York; Bergen, Essex, Hudson, Hunterdon, Middlesex, Monmouth, Morris, Ocean, Passaic, Somerset, Sussex, and Union Counties in New Jersey; and Pike County in Pennsylvania. |                   |                              |                  |                              |                         |                              |                         |                              |                             |                              |                             |                              |

**Consumer Price Indexes for Urban Wage Earners and Clerical Workers (CPI-W), U.S. city average and selected areas, not seasonally adjusted**  
**(1982-84=100 unless otherwise noted)**

| Item | U.S. city average |                              | Northeast region |                              | New England division(1) |                              | Boston-Cambridge-Newton |                              | Middle Atlantic division(1) |                              | New York-Newark-Jersey City |                              |
|------|-------------------|------------------------------|------------------|------------------------------|-------------------------|------------------------------|-------------------------|------------------------------|-----------------------------|------------------------------|-----------------------------|------------------------------|
|      | Sep 2024          | Percent change from Sep 2023 | Sep 2024         | Percent change from Sep 2023 | Sep 2024                | Percent change from Sep 2023 | Sep 2024                | Percent change from Sep 2023 | Sep 2024                    | Percent change from Sep 2023 | Sep 2024                    | Percent change from Sep 2023 |

| Item                                         | U.S. city average |                              | Northeast region |                              | New England division(1) |                              | Boston-Cambridge-Newton |                              | Middle Atlantic division(1) |                              | New York-Newark-Jersey City |                              |
|----------------------------------------------|-------------------|------------------------------|------------------|------------------------------|-------------------------|------------------------------|-------------------------|------------------------------|-----------------------------|------------------------------|-----------------------------|------------------------------|
|                                              | Sep 2024          | Percent change from Sep 2023 | Sep 2024         | Percent change from Sep 2023 | Sep 2024                | Percent change from Sep 2023 | Sep 2024                | Percent change from Sep 2023 | Sep 2024                    | Percent change from Sep 2023 | Sep 2024                    | Percent change from Sep 2023 |
| All items                                    | 309.046           | 2.2                          | 325.038          | 3.5                          | 125.142                 | 3.5                          | 339.697                 | 2.9                          | 126.779                     | 3.6                          | 332.371                     | 3.9                          |
| All items (1967 = 100)(2)                    | 920.555           |                              | 507.692          |                              |                         |                              | 981.847                 |                              |                             |                              | 946.343                     |                              |
| Food and beverages                           | 329.149           | 2.3                          | 330.078          | 2.2                          | 128.392                 | 0.8                          | 343.070                 | 1.1                          | 129.571                     | 2.7                          | 336.314                     | 2.2                          |
| Food                                         | 330.846           | 2.3                          | 332.091          | 2.3                          | 129.265                 | 1.0                          | 347.016                 | 1.3                          | 130.208                     | 2.7                          | 337.203                     | 2.2                          |
| Food at home                                 | 307.693           | 1.3                          | 310.786          | 1.4                          | 123.699                 | -0.5                         | 309.599                 | 0.0                          | 127.742                     | 2.1                          | 317.459                     | 1.6                          |
| Food away from home                          | 372.491           | 4.0                          | 375.806          | 3.8                          | 139.286                 | 3.9                          | 422.333                 | 3.0                          | 134.543                     | 3.8                          | 380.230                     | 3.4                          |
| Alcoholic beverages                          | 298.532           | 1.3                          | 294.314          | 0.2                          | 116.814                 | -1.3                         | 291.378                 | 0.6                          | 118.546                     | 1.6                          | 310.447                     | 0.7                          |
| Housing                                      | 332.743           | 4.1                          | 356.960          | 5.4                          | 130.122                 | 6.3                          | 379.978                 | 5.8                          | 129.309                     | 5.2                          | 363.763                     | 5.7                          |
| Shelter                                      | 396.040           | 4.9                          | 436.777          | 6.1                          | 130.505                 | 7.1                          | 445.493                 | 6.2                          | 127.547                     | 5.8                          | 454.307                     | 5.8                          |
| Rent of primary residence(3)                 | 421.661           | 4.8                          | 437.392          | 5.7                          | 131.883                 | 6.2                          | 458.397                 | 6.5                          | 126.633                     | 5.6                          | 462.471                     | 5.0                          |
| Owners' equivalent rent of residences(3) (4) | 374.904           | 5.2                          | 403.496          | 6.3                          | 130.851                 | 7.2                          | 414.876                 | 6.8                          | 127.916                     | 5.9                          | 426.337                     | 6.2                          |
| Fuels and utilities                          | 313.535           | 3.1                          | 303.469          | 4.5                          | 141.339                 | 5.2                          | 391.988                 | 9.3                          | 133.371                     | 4.7                          | 258.395                     | 7.0                          |
| Household energy                             | 261.711           | 2.6                          | 270.777          | 4.7                          | 141.183                 | 5.5                          | 322.045                 | 10.7                         | 133.957                     | 4.8                          | 251.514                     | 7.1                          |
| Energy services(3)                           | 267.212           | 3.1                          | 270.109          | 8.0                          | 143.652                 | 10.8                         | 343.345                 | 12.8                         | 134.401                     | 7.4                          | 244.359                     | 10.6                         |
| Electricity(3)                               | 277.910           | 3.5                          | 287.148          | 8.8                          | 154.483                 | 9.2                          | 407.818                 | 8.4                          | 139.262                     | 8.7                          | 244.309                     | 8.5                          |
| Utility (piped) gas service(3)               | 222.299           | 1.3                          | 217.577          | 5.0                          | 112.990                 | 9.1                          | 212.040                 | 14.0                         | 124.730                     | 4.0                          | 233.387                     | 12.4                         |
| Household furnishings and operations         | 140.639           | -0.9                         | 141.833          | 1.2                          | 108.481                 | -0.2                         | 155.863                 | -0.2                         | 134.441                     | 1.5                          | 125.330                     | 3.1                          |
| Apparel                                      | 135.758           | 1.9                          | 140.930          | 2.7                          | 110.771                 | 1.0                          | 148.116                 | -2.5                         | 113.939                     | 2.9                          | 129.467                     | 2.6                          |
| Transportation                               | 274.251           | -1.5                         | 274.049          | 2.0                          | 126.237                 | -0.8                         | 231.629                 | -1.7                         | 136.562                     | 2.9                          |                             |                              |
| Private transportation                       | 273.820           | -1.5                         | 272.337          | 2.0                          | 128.231                 | -1.1                         | 233.387                 | -2.5                         | 140.603                     | 3.1                          | 300.560                     | 4.2                          |
| Motor fuel                                   | 289.176           | -15.4                        | 279.583          | -12.7                        | 126.427                 | -14.5                        | 284.139                 | -13.9                        | 127.408                     | -12.1                        | 257.877                     | -14.9                        |
| Gasoline                                     | 288.421           | -15.3                        | 279.294          | -12.9                        | 127.775                 | -14.8                        | 281.656                 | -13.8                        | 127.475                     | -12.3                        | 256.756                     | -14.9                        |
| Medical care                                 | 573.900           | 3.6                          | 563.363          | 3.1                          | 122.263                 | 7.9                          |                         |                              | 109.443                     | 1.2                          | 553.544                     | -2.1                         |
| Recreation(5)                                | 129.975           | 0.1                          | 143.043          | 1.2                          | 108.572                 | 0.0                          | 120.107                 | 0.5                          | 117.057                     | 1.6                          | 159.095                     | 3.9                          |
| Education and communication(5)               | 131.144           | 0.4                          | 141.547          | 1.5                          | 106.800                 | 1.8                          | 152.153                 | 0.6                          | 112.322                     | 1.4                          | 150.200                     | 2.3                          |
| Other goods and services                     | 621.715           | 4.1                          | 710.947          | 2.9                          | 132.912                 | 3.2                          | 740.400                 | 1.7                          | 126.835                     | 2.8                          | 579.530                     | 2.6                          |
| Energy                                       | 274.106           | -7.6                         | 274.064          | -3.8                         | 134.712                 | -4.3                         | 301.707                 | -1.8                         | 131.421                     | -3.6                         | 258.845                     | -2.4                         |
| All items less food and energy               | 312.237           | 3.4                          | 336.044          | 4.7                          | 123.201                 | 4.9                          | 347.403                 | 3.7                          | 125.759                     | 4.6                          | 346.761                     | 4.9                          |

**Footnotes**

(1)\_Index is on a December 2017=100 base.

(2)\_For the Northeast, December 1977=100.

(3)\_This index series was calculated using a Laspeyres estimator. All other item stratum index series converted to a geometric means estimator in January, 1999.

(4)\_Index is on a December 1982=100 base.

(5)\_Index is on a December 1997=100 base.

Northeast region includes the states of Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont.

New England division includes the states of Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont.

Boston-Cambridge-Newton, MA-NH, includes Essex, Middlesex, Norfolk, Plymouth, and Suffolk Counties in Massachusetts and Rockingham and Strafford Counties in New Hampshire.

Middle Atlantic division includes the states of New Jersey, New York, and Pennsylvania.

New York-Newark-Jersey City, NY-NJ-PA, includes Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Suffolk, and Westchester Counties in New York; Bergen, Essex, Hudson, Hunterdon, Middlesex, Monmouth, Morris, Ocean, Passaic, Somerset, Sussex, and Union Counties in New Jersey; and Pike County in Pennsylvania.

U.S. BUREAU OF LABOR STATISTICS Northeast Information Office JFK Federal Building Suite E-250 Boston, MA 02203

Suite 808 201 Varick Street New York, NY 10014

Telephone:1-646-264-3600\_ [www.bls.gov/regions/northeast](http://www.bls.gov/regions/northeast) [Contact Northeast Region](#)



**Agenda Item**  
**Public Works**  
**11/04/24**

**Eastern Minerals Salt Contract MVPC**

**Subject:**

Salt contract from Merrimac Valley Planning Commission- Essex County Cooperative Road Salt Bid.  
Nothing to sign- just accept.

**Attachments:**

Eastern Minerals Contract 2024-25

**Merrimack Valley Planning Commission  
2024-25 Essex County Cooperative Road Salt  
Bid**

This agreement is made and entered into this 17th day of October, 2024 by and between the MERRIMACK VALLEY PLANNING COMMISSION ("the MVPC"), a corporate public body and existing under the laws of the Commonwealth of Massachusetts, and Eastern Minerals Inc., a ☐ corporation duly organized and existing under the laws of the Commonwealth/or ☐ as a D/B/A duly registered at: 134 Middle Street, Ste 210, Lowell, MA 01852 ("The CONTRACTOR").

**ARTICLE I. DEFINITION:** "THIS CONTRACT" as used herein shall mean that these Articles of Agreement and "the Invitation for Bid documents," which include without limitation, the instructions to CONTRACTOR, the Contractor's qualifications or proposal, the specification, terms and conditions, requirements, the applicable addenda, any final documents representing negotiated terms, and all documents and forms submitted with the CONTRACTOR'S proposal or proposal.

**ARTICLE II. DURATION.** The term of the Contract will cover one (1) year from November 1, 2024, and expire on October 31, 2025.

**ARTICLE III. TERMS.** The CONTRACTOR agrees to furnish and deliver Road Salt (Road Salt, Solar Salt) to the Municipalities, listed in the 2024-25 Essex County Road Salt Invitation to Bid (IFB) documents of October 11, 2024 (bid opening date).

ESTIMATED TOTAL CONTRACT VALUE: \$3,313,855.00 U.S. Dollars. See Attached Appendix B- Bid Pricing Sheet.

**ARTICLE IV. PAYMENT.** The MUNICIPALITY agrees to pay for each delivery of Road Salt to the CONTRACTOR the sum set forth in the CONTRACTOR'S bid.

**ARTICLE V. TERMINATION.** The following shall constitute events of default under THIS CONTRACT requiring immediate termination: a) any material misrepresentation made by the CONTRACTOR, b) any failure by the CONTRACTOR to perform any of its obligations under THIS CONTRACT including, without limitation, the following: (i) failure to commence performance of THIS CONTRACT at the time specified in THIS CONTRACT due to a reason or circumstance within the Contractor's reasonable control, (ii) failure to commence performance of THIS CONTRACT with sufficient personnel and equipment or with sufficient material to ensure the completion of THIS CONTRACT within the specified time due to a reason or circumstance within the Contractor's reasonable control, (iii) failure to commence performance of THIS CONTRACT in a manner reasonably satisfactory to the MVPC / MUNICIPALITY, (iv) failure to promptly re-perform with reasonable time the services that were rejected by the MVPC / MUNICIPALITY as erroneous or unsatisfactory, (v) discontinuance of the services for reasons not beyond the Contractor's reasonable control, (vi) failure to comply with a material term of THIS CONTRACT, including without limitation, the provision of insurance and nondiscrimination, and (vii) any other acts specifically stated in THIS CONTRACT as constituting a basis for termination of THIS CONTRACT.

The MVPC may terminate THIS CONTRACT at any time for convenience by providing the CONTRACTOR written notice specifying therein the termination date which shall be no sooner than thirty (30) days from the issuance of said notice. Upon receipt of a notice of termination, the CONTRACTOR shall cease to incur additional expenses in connection with THIS CONTRACT. Upon such termination, the CONTRACTOR shall be entitled to compensation for all satisfactory work completed prior to the termination date as determined by the MVPC / MUNICIPALITY. Such payment shall not exceed the fair value of the services provided hereunder.

**ARTICLE VI. DAMAGES.** From any sums due to the CONTRACTOR for materials, supplies or equipment delivered, the MVPC / MUNICIPALITY may keep for its own the whole or any part of the amount for expenses, losses, and damages, incurred by the MVPC / MUNICIPALITY as a consequence of purchasing materials, supplies or equipment as a result of any event of default, failure, omission, or mistake of the CONTRACTOR in furnishing or delivering materials, supplies or equipment as provided in THIS CONTRACT.

**ARTICLE VII. FORCE MAJEURE.** No party will be liable to the other for any failure or delay in rendering performance arising out of causes beyond its control and without its fault or negligence. Such causes may include, but not be limited to, acts of God or the public enemy, freight embargoes, and unusually severe weather; but the failure or delay must be beyond its control and without its fault or negligence. Dates or times of performance will be extended to the extent of delays excused by this section provided by that the party whose performance is affected notifies the other promptly of the existence and nature of such delay.

**ARTICLE VIII. INSURANCE.** The CONTRACTOR must provide the MVPC with a certificate of insurance coverage per the terms of the IFB prior to contract execution.

ARTICLE IX. CONFLICT. In the event there is a conflict between these Articles and the IFB documents, the IFB documents shall supersede these Articles.

ARTICLE X. INSPECTION AND REPORTS. The MUNICIPALITY shall have the right at any time to inspect the work of the CONTRACTOR, including the right to enter upon any property owned or occupied by CONTRACTOR, whether situated within or beyond the limits of the MUNICIPALITY. Whenever requested, CONTRACTOR shall immediately furnish to the MUNICIPALITY full and complete written reports of his operation under this Contract in such detail and with such information as the MUNICIPALITY may request.

ARTICLE XI. COMPLIANCE WITH LAWS. The CONTRACTOR shall comply with all Federal, State, and local laws, rules, regulations, and orders applicable to the work provided pursuant to this Agreement, such provisions being incorporated herein by reference, and shall be responsible for obtaining all necessary licenses, permits, and approvals required for the performance of such work.

ARTICLE XII. NOTICE. Any and all notices, or other communications required or permitted under this Agreement, shall be in writing and delivered by hand or mailed postage prepaid, return receipt requested, by registered or certified mail or by other reputable delivery service, to the parties or furnished from time to time in writing hereafter by one party to the other party. Any such notice or correspondence shall be deemed given when so delivered by hand, if so mailed, when deposited with the U.S. Postal Service or, if sent by private overnight or other delivery service, when deposited with such delivery service.

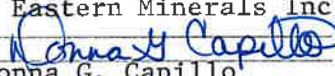
ARTICLE XIII. FUNDING, GOVERNING LAWS AND ORDINANCES. THIS CONTRACT shall be governed by, construed, and enforced in accordance with the laws of the Commonwealth of Massachusetts and the CONTRACTOR submits to the jurisdiction of any of its appropriate courts for the adjudication of disputes arising out of this Agreement.

ARTICLE XIV. EQUAL OPPORTUNITY. The CONTRACTOR in the performance of all work under THIS CONTRACT will not discriminate on the grounds of race, color, sex, age, religious creed, disability, national origin or ancestry, sexual orientation, marital status, family status, military status, or source of income in the employment practices or in the selection or retention of subcontractors, and in the procurement of materials and rental equipment. The MVPC may cancel, terminate, or suspend the contract in whole or in part for any violation of this Article.

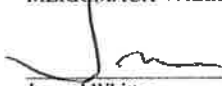
ARTICLE XV. ASSIGNABILITY. The CONTRACTOR shall not assign, sell, subcontract, or transfer any interest in THIS CONTRACT without prior written consent of the MVPC. This AGREEMENT and any document referenced and incorporated herein or attached represent the ENTIRE CONTRACT and shall only be modified by written addendum between the Parties.

IN WITNESS WHEREOF, the parties have hereto and to two other identical instruments set their hands and seals the day first above written.

FOR THE CONTRACTOR

Eastern Minerals Inc.  
  
 Donna G. Capillo  
 Assistant Corporate Secretary

MERRIMACK VALLEY PLANNING COMMISSION:

  
 Jerrard Whitten  
 Executive Director

**Appendix B - Bid Pricing Sheet  
2024-25 Essex County Cooperative Rock Salt Bid**

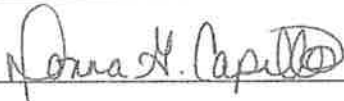
| Commodity  | Unit of Measure | Estimated Quantity | Unit Price (Delivered) | Unit Price (Picked Up) |
|------------|-----------------|--------------------|------------------------|------------------------|
| Rock Salt  | Ton             | 58,400             | \$56.63                | \$56.63                |
| Solar Salt | Ton             | 100                | \$66.63                | \$66.63                |

\*\*\*PLEASE NOTE: The 2% discount does not apply to our bid \*\*\*

This IFB includes addenda numbered NONE

Bidder Eastern Minerals Inc.

Address 134 Middle Street, Ste 210  
Lowell MA 01852

Signature of Company Official 

Printed Name of Company Official Donna G. Capillo

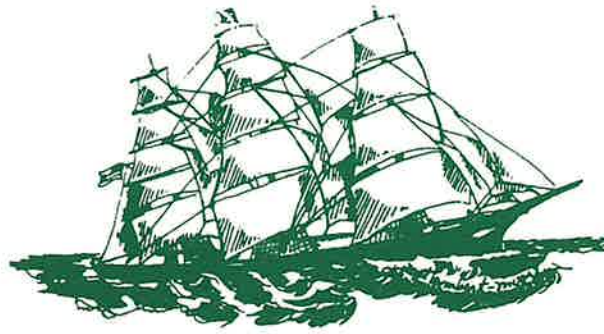
Title of Company Official Assistant Corporate Secretary

Phone 978-458-6420

E-Mail info@easternminerals.com

Date October 8, 2024

OFFICE:  
134 Middle Street, Suite 210  
Lowell, MA 01852  
Phone: 978 ■ 458-6420  
Fax: 978 ■ 251-8244



PLANT:  
99 Marginal Street  
Chelsea, MA 02150  
Phone: 617 ■ 884-0027

## Eastern Minerals, Inc.

May 3, 2024

### MINUTES OF SPECIAL MEETING OF DIRECTORS.

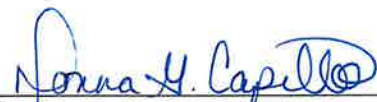
The Sole Director of Eastern Minerals, Inc. held its annual meeting on May 3, 2024 at 134 Middle St, Suite 210, Lowell, Massachusetts 01852.

The meeting commenced at 12:00 P.M. on said date. Present at the meeting was the President, Shelagh E. Mahoney, Vice President, Teresa A. Kelly and Assistant Secretary, Donna G. Capillo.

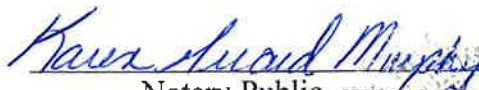
Motion was made by Shelagh E. Mahoney that Shelagh E. Mahoney, Teresa A. Kelly and Donna G. Capillo have the authority to sign and execute all bids and contracts on behalf of Eastern Minerals, Inc. This motion was passed without objection.

Meeting adjourned at 12:10 P.M.

A TRUE COPY ATTEST:

  
Donna G. Capillo, Assistant Corporate Secretary

Subscribed and sworn to before me  
this 17th day of October 20 24

 (Notary Seal)  
Notary Public **KAREN GIRARD MURPHY**  
Notary Public  
My Commission Expires **February 14, 2025**

Attachment: Eastern Minerals Contract 2024-25 (Eastern Minerals Salt Contract MVPC)



## CERTIFICATE OF LIABILITY INSURANCE

EASTMIN-01

JNORMANDIN

9.2.a

DATE (MM/DD/YYYY)

8/15/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| <b>PRODUCER</b> License # 1780862<br><b>HUB International New England</b><br>300 Ballardvale Street<br>Wilmington, MA 01887 | <b>CONTACT NAME:</b> Jacqueline Normandin<br><b>PHONE (A/C, No, Ext):</b><br><b>FAX (A/C, No):</b><br><b>E-MAIL ADDRESS:</b> jacqueline.normandin@hubinternational.com                                                                                                                                                                                                                                                                                                                                |                               |  |        |            |                                       |       |            |                                          |       |            |                              |       |            |  |  |            |  |  |            |  |  |
|-----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|--|--------|------------|---------------------------------------|-------|------------|------------------------------------------|-------|------------|------------------------------|-------|------------|--|--|------------|--|--|------------|--|--|
| <b>INSURED</b><br><br>Eastern Salt Company, Inc. et.al<br>134 Middle Street<br>Lowell, MA 01852                             | <table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Travelers Casualty and Surety Company</td><td>19038</td></tr><tr><td>INSURER B:</td><td>Manufacturers Alliance Insurance Company</td><td>36897</td></tr><tr><td>INSURER C:</td><td>Navigators Insurance Company</td><td>42307</td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table> | INSURER(S) AFFORDING COVERAGE |  | NAIC # | INSURER A: | Travelers Casualty and Surety Company | 19038 | INSURER B: | Manufacturers Alliance Insurance Company | 36897 | INSURER C: | Navigators Insurance Company | 42307 | INSURER D: |  |  | INSURER E: |  |  | INSURER F: |  |  |
| INSURER(S) AFFORDING COVERAGE                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | NAIC #                        |  |        |            |                                       |       |            |                                          |       |            |                              |       |            |  |  |            |  |  |            |  |  |
| INSURER A:                                                                                                                  | Travelers Casualty and Surety Company                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 19038                         |  |        |            |                                       |       |            |                                          |       |            |                              |       |            |  |  |            |  |  |            |  |  |
| INSURER B:                                                                                                                  | Manufacturers Alliance Insurance Company                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 36897                         |  |        |            |                                       |       |            |                                          |       |            |                              |       |            |  |  |            |  |  |            |  |  |
| INSURER C:                                                                                                                  | Navigators Insurance Company                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 42307                         |  |        |            |                                       |       |            |                                          |       |            |                              |       |            |  |  |            |  |  |            |  |  |
| INSURER D:                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                               |  |        |            |                                       |       |            |                                          |       |            |                              |       |            |  |  |            |  |  |            |  |  |
| INSURER E:                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                               |  |        |            |                                       |       |            |                                          |       |            |                              |       |            |  |  |            |  |  |            |  |  |
| INSURER F:                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                               |  |        |            |                                       |       |            |                                          |       |            |                              |       |            |  |  |            |  |  |            |  |  |

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE                                                                                                                                                                                                                                                                                                                                                               | ADDL INSD | SUBR WVD | POLICY NUMBER       | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                                                      |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|---------------------|-------------------------|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC<br><input checked="" type="checkbox"/> OTHER: BI PD Deductible \$5,000 | X         |          | ZOL-61M64165-24-ND  | 8/15/2024               | 8/15/2025               | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000<br>MED EXP (Any one person) \$ 10,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000<br>EE BENEFITS AGG \$ 1,000,000 |
| A        | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY<br><input checked="" type="checkbox"/> ANY AUTO<br>OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS<br>HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY                                                                                                                                         |           |          | BA-3N649994-24-43-G | 8/15/2024               | 8/15/2025               | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$                                                                                                             |
| A        | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR<br>EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE<br>DED <input checked="" type="checkbox"/> RETENTION \$ 25,000                                                                                                                                                                  |           |          | ZOB-41M63081-24-ND  | 8/15/2024               | 8/15/2025               | EACH OCCURRENCE \$ 10,000,000<br>AGGREGATE \$ 10,000,000<br>\$                                                                                                                                                                                                              |
| B        | <input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                                                                                      | Y/N<br>N  | N/A      | 2024010900712Y      | 7/1/2024                | 7/1/2025                | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER<br>E.L. EACH ACCIDENT \$ 1,000,000<br>E.L. DISEASE - EA EMPLOYEE \$ 1,000,000<br>E.L. DISEASE - POLICY LIMIT \$ 1,000,000                                                                    |
| C        | <input checked="" type="checkbox"/> Bumbershoot                                                                                                                                                                                                                                                                                                                                 |           |          | NY24LIAZ0EZ7801     | 8/15/2024               | 8/15/2025               | Occurrence & Agg \$ 5,000,000                                                                                                                                                                                                                                               |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

NAMED INSUREDS (Continued):

Eastern Minerals, Inc.,  
Atlantic Salt Inc.  
Regal Estates, LLC  
Shepagan, Inc.  
Rock Chapel Marine, LLC  
Seagull's Auto Salvage, Inc.  
SEE ATTACHED ACORD 101

## CERTIFICATE HOLDER

## CANCELLATION

Merrimack Valley Planning Commission  
160 Main Street  
Haverhill, MA 01830

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



AGENCY CUSTOMER ID: EASTMIN-01

JNORMANDY

9.2.a

LOC #: 1

## ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

|                                         |                      |                                                                                            |
|-----------------------------------------|----------------------|--------------------------------------------------------------------------------------------|
| AGENCY<br>HUB International New England | License # 1780862    | NAMED INSURED<br>Eastern Salt Company, Inc. et.al<br>134 Middle Street<br>Lowell, MA 01852 |
| POLICY NUMBER<br>SEE PAGE 1             |                      |                                                                                            |
| CARRIER<br>SEE PAGE 1                   | NAIC CODE<br>SEE P 1 | EFFECTIVE DATE: SEE PAGE 1                                                                 |

## ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

## Description of Operations/Locations/Vehicles:

Mahoney Marine Terminal, LLC  
Creekside Parking, Inc.  
Granite State Minerals, Inc.  
Oceanport, LLC  
OSLO Shipping, LLC  
201 Rover Street, LLC  
Rollins Farm River Terminal, LLC  
257 Chelsea Creek, LLC  
15 Kill Van Kull, LLC

Merrimack Valley Planning Commission is included as additional insured, per policy provisions, if requirement is contained in written contract with the named insured and executed prior to a loss/claim/incident.

Attachment: Eastern Minerals Contract 2024-25 (Eastern Minerals Salt Contract MVPC)



**Agenda Item**  
**Merrimac Select Board**  
**11/04/24**

**2024 Merrimac Town Governance Study Agreement**

Subject:

Attachments:

2024 Merrimac Town Governance Study Agreement



**EDWARD J. COLLINS, JR. CENTER FOR PUBLIC MANAGEMENT**  
JOHN W. McCORMACK GRADUATE SCHOOL OF POLICY AND GLOBAL STUDIES  
UNIVERSITY OF MASSACHUSETTS BOSTON

100 Morrissey Boulevard  
Boston, MA 02125-3393  
P: 617.287.4824  
F: 617.287.5566  
mccormack.umb.edu/centers/cpm  
collins.center@umb.edu

**PROFESSIONAL SERVICE AGREEMENT**  
**Town of Merrimac**  
**TOWN GOVERNANCE STUDY ASSISTANCE**

This Professional Service Agreement (“Agreement”) is made as of this \_\_\_\_ day, \_\_\_\_ 2024 (“Effective Date”) between the Town of Merrimac, MA, (“Town”), and the University of Massachusetts (“UMass Boston”), represented by its Edward J. Collins, Jr. Center for Public Management (“Center”), having an address of 100 Morrissey Blvd, Boston, MA 02125-3393 (“the Parties”).

The Center has technical expertise, resources, and capacity available to it, and the Town wishes to engage the Center to provide the Town with technical services. UMass Boston has determined that the proposed services to be provided are consistent with its research, economic development, educational, and public service missions.

Therefore, the Parties hereto mutually agree as follows:

1. Professional Services. The Center agrees to provide the professional services described in Exhibit A, which is attached hereto and incorporated herein by reference (“Services”). Trained personnel or sub-consultants of the Center shall render the Professional Services.
2. Term. The Center will use reasonable efforts to provide the Professional Services during the period from the date of this Agreement until January 31, 2026. Unless the parties agree to extend the term in writing, this Agreement shall expire at the end of the term or upon the completion of the Professional Services, whichever shall first occur.
3. Confidentiality/Privacy. The Center shall comply with all applicable state and federal laws and regulations relating to confidentiality and privacy. Notwithstanding the foregoing, the Center as part of the University of Massachusetts, is subject to the provisions of the Massachusetts Public Records Law.
4. Payments. The Town agrees to pay to UMass Boston an all-inclusive fee of \$30,000 for these services. The Center will invoice the Town for \$15,000 after the completion of the seventh meeting and \$15,000 upon completion of the work..

The Town agrees to make payments upon receipt of invoices. The Center reserves the right to discontinue work if the Town fails to pay invoices within thirty (30) days of receipt. Payments shall be made to “University of Massachusetts Boston” and shall be sent to:

Edward J. Collins Jr. Center for Public Management  
University of Massachusetts Boston  
100 Morrissey Blvd.  
Boston, MA 02125-3393  
**Attn: Robert O’Keefe**

5. Warranty Disclaimer. The Center shall perform the Services in a professional and workmanlike manner. The Center shall endeavor to perform the Services within the schedule set forth herein but is not liable for failure to meet the schedule. The foregoing warranties are in lieu of all other warranties, express, implied or statutory, including without limitation any implied or express warranties of merchantability, fitness for a particular purpose, or non-infringement of a patent or other intellectual property right.

6. Limitation of Liability. In no event shall UMass Boston be liable for any loss of profits, loss of use, loss of data, cost of cover, indirect, special, exemplary, punitive, incidental or consequential damages of any kind in connection with or arising out of this Agreement or the Services, even if UMass Boston has been advised of the possibility of those damages. Notwithstanding the

foregoing, in no event shall its liability arising out of this Agreement or relating to the Services exceed the amounts actually paid.

UMass Boston, as an agency of the Commonwealth, does not have the authority to and shall not indemnify any entity. UMass Boston agrees to pay subject to the Massachusetts Tort Claims Act, M.G.L. c. 258, for any loss, liability or expense, which arises out of or relates to UMass Boston's negligent acts or omissions with respect to its obligations hereunder, where a final determination of liability on the part of UMass Boston is established by a court of law or where settlement has been agreed to by UMass Boston. This provision shall not be construed to limit UMass Boston's rights, claims or defenses which arise as a matter of law or pursuant to any other provision of this Agreement. This provision shall not be construed to limit the sovereign immunity of UMass Boston.

7. Use of Names. The Town agrees that it will not utilize the name or seal of the University in any advertising promotional material or publicity, without the express written consent of UMass Boston. Reciprocally, UMass Boston will not utilize the name or corporate seal of the Town in any advertising promotional material or publicity, without the express written consent of the Town.

8. Termination. This Agreement may be terminated by either of the Parties upon thirty (30) days written notice of termination to the other. If either of the Parties defaults in the performance of any of its material obligations under this Agreement, then the non-defaulting party may give written notice of the default to the defaulting party. Unless the default is corrected within thirty (30) days after the notice, the notifying party may terminate this Agreement immediately upon written notice. Upon termination of this Agreement by either party, UMass Boston will be reimbursed for all costs and non-cancelable commitments incurred in performance of the Professional Services prior to the date of termination in any amount not to exceed the total commitment set forth in Section 4 of this Agreement. Provided, however, that if professional services are not complete, then UMass Boston will return any pro rata share of payment to the Town not otherwise expended, to the extent permissible.

9. Survival. The obligations of the parties under Sections 3, 4, 5, 6, 7, 8, and 9 survive termination of this Agreement.

10. Independent Contractor. Nothing contained in this Agreement shall be construed to constitute the Center or UMass Boston as a partner, joint venture, employee, or agent of the Town, nor shall either party have the authority to bind the other in any respect, it being intended that each shall remain responsible for its own actions.

11. Governing Law. This Agreement is governed by the laws of the Commonwealth of Massachusetts without regard to any choice of law rules. The Parties agree to exclusive jurisdiction and venue in the Massachusetts Superior Court in Suffolk County.

12. Entire Agreement. This Agreement constitutes the entire agreement between the Parties with respect to the Services, supersedes all prior oral and written agreements with respect to the subject matter, and can be modified only by a written instrument signed by both of the Parties which references this Agreement.

UMass Boston and the Town have caused this Agreement to be executed by their duly authorized representatives as of the Effective Date.

Town

BY: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

BY: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

UMass Boston

BY: 

Michael Ward, Director

BY: \_\_\_\_\_  
Shala Bonyun, Associate Director of ORSP

# Exhibit A: Scope of Services

## 1. Overview

The purpose of this project is to assist the Town of Merrimac (“Town”) with a comprehensive study of the Town’s governance and to assist in the drafting of special legislation that codifies its town meeting form of government, incorporating any best practices of town administration that the Town deems appropriate.

## 2. Services

This scope includes assistance to the Select Board or its designee during selected meetings in the form of:

- a. Facilitation – The project team will help the Town productively discuss significant topics, assisting with a decision-making plan and options, providing frameworks for decision-making, etc.;
- b. General guidance – The project team will provide guidance on substantive aspects of town management;
- c. Research – As requested by the Town, the project team will conduct research, including examples of other municipalities with a town meeting form of government; and
- d. Drafting – The project team will work with the Town’s designee between meetings to draft charter text for presentation to the Select Board.

The Center project team will attend up to 15 meetings during the course of the project where the project team’s attendance is requested by the Town and scheduled in advance with the project team. The project team will be available to the Town designee between meetings for consultation by phone, zoom, or email, and the project team will provide research on topics requested in advance of the meeting and follow-up research on major questions raised during the meetings. (Note: The Center does not provide legal advice and strongly encourages the Town to have town counsel or special counsel review any final text drafted by the committee.)

## 4. Responsibilities

### **Responsibilities of the Center**

The Center project team will act at all times in an attentive, ethical, and responsible manner. The Center will assign a project manager, who will serve as the primary point of contact for the duration of the project. The project manager shall be available to the Town to discuss any issues or challenges.

Throughout the course of the project, the project manager shall facilitate completion of work according to the agreed-upon timeline and communicate with the client project liaison to discuss and resolve any issues with the timeline and to consider proposed modifications to the timeline.

### **Responsibilities of the Town of Merrimac**

The Town will identify a project liaison to the Center for the duration of the work. The project liaison will have responsibility for managing logistics throughout the project (e.g., scheduling meetings, identifying meeting space, etc.).

The Town shall agree to provide necessary access to its employees, records, and agreed-upon data, and to respond to requests for information, comment, and scheduling in a timely manner.

The project timeline will be determined in conjunction with the Town prior to finalizing the agreement. To facilitate completion of work according to the timeline, the Town of Merrimac will provide timely response to requests. This

shall include but not be limited to: provision of documents and data, access to employees, officials and/or facilities, feedback on Center work products, etc. The project team will work to schedule the initial project meeting upon receipt of any preliminary documents and data requested.

## **6. Fee for Services**

The Collins Center will provide the scope of services presented in this proposal for an all-inclusive fee of \$30,000. The Center will invoice the Town of Merrimac for \$15,000 after the completion of the seventh meeting and \$15,000 upon completion of the work.

The Center is available to provide additional professional services beyond the scope of this project on an hourly cost basis through December 30, 2025 at the rates provided below.

Any proposed scope expansion shall be discussed with the project manager.

| <b>Position</b>         | <b>Hourly Rate</b> |
|-------------------------|--------------------|
| Public Services Manager | \$125              |
| Associate               | \$125              |
| Senior Associate        | \$155              |
| Director                | \$155              |



**Agenda Item**  
**Merrimac Select Board**  
**11/04/24**

**MMA Suffolk Municipal Human Resources Seminar**

**Subject:**

I have been selected to participate in the winter session of the seminar. This seminar is going to be held on 5 Fridays in February. I will use my professional development budget to cover the cost. I am requesting approval to attend.

**Attachments:**

MMA-Suffolk Municipal Human Resources Seminar

**From:** [Kate Everts](#)  
**Cc:** [Katie McCue](#)  
**Subject:** update on MMA-Suffolk Municipal Human Resources Seminar  
**Date:** Thursday, October 24, 2024 10:54:39 AM  
**Attachments:** [C351-signature\\_180px.png](#)

---

Good morning,

We're excited to share that **you have been selected to participate in the next session of the [MMA-Suffolk Municipal Human Resources seminar](#).**

### **Seminar Details:**

The Winter 2025 MMA-Suffolk Municipal Human Resources seminar will be held on:

- Friday, January 31, 2025
- Friday, February 7, 2025
- Friday, February 14, 2025
- Friday, February 28, 2025
- Friday, March 7, 2025

All seminar classes are held on Zoom; each class is held from 9am-4pm with a mid-day break. The cost is \$925.

**Attendance is crucial to your success in the seminar.** Students are expected to attend all course sessions, participate in class activities and plan to be on camera, and complete all course assignments. If you already know you will not be able to attend one of the class dates, please wait to enroll in a future session. We are planning to hold three municipal HR seminars each year, in the winter, spring, and fall. Dates for the spring and fall 2025 sessions are still being finalized, but are likely to be Fridays in April (excluding school vacation week) and May, and then Fridays in September and October.

### **Next Steps:**

We do not need any additional application materials from you; however we do need to know if you intend to participate in this winter's seminar. **Please let me know if you'd like to join the Winter 2025 seminar by November 20, 2024.** We do have an extensive waitlist for this program; after November 20 we will begin reaching out to other waitlisted students.

If you do opt to enroll in this winter's session, we'll send a detailed email of acceptance and an invoice by mid-December. You'll also receive program information and the Zoom link from Suffolk University staff and seminar instructors prior to the first class.

If you are not able to attend this winter, we will be back in touch about enrolling in a future seminar.

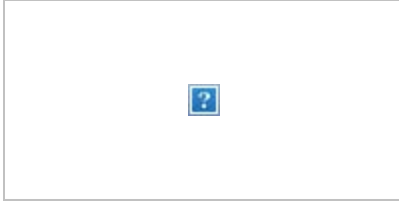
Please let me know if you have any questions!

Thanks,  
Kate

---

**Kate Evarts** (she/her/hers | [why this matters](#))

Operations & Special Projects Manager



3 Center Plaza

Suite 610

Boston, MA 02108

617-426-7272 x172

617-695-1314 fax

[kevarts@mma.org](mailto:kevarts@mma.org) | [www.mma.org](http://www.mma.org)

**CONNECT**   
**JANUARY 23-25, 2025**

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Like us on Facebook: [massmunicipal](#)

Sign up for our Weekly Review: [mma.org/weekly](http://mma.org/weekly)



**Agenda Item**  
**Public Works**  
**11/04/24**

**Green Communities Annual Report**

**Subject:**

Merrimac Valley Planning Commission is completing the FY24 Green Communities Annual Report due on November 15th. It will need signature by the Chairperson, but the report will not be ready for the 11/4 meeting. Looking for a motion for the chair to sign upon MVPC's completion of the report.



**Agenda Item**  
**Merrimac Select Board**  
**11/04/24**

**Zoning Board of Appeals Resignations**

Subject:

Attachments:

Josh Jackson Resignation from ZBA\_Redacted

Mitch Kostoulakos Resignation from ZBA\_Redacted

ZBA Members

**From:** [Matt Passeri - ZBA](#)  
**To:** [Jennifer Penney - Select Board \(X3080\)](#); [Robert Gustison II - Select Board Member](#)  
**Subject:** FW: ZBA Resignations  
**Date:** Wednesday, October 30, 2024 7:30:47 PM

---

**From:** Josh Jackson [REDACTED]  
**Sent:** Wednesday, October 30, 2024 7:02 PM  
**To:** Matt Passeri - ZBA <[mpasseri@townofmerrimac.com](mailto:mpasseri@townofmerrimac.com)>  
**Cc:** [REDACTED] Kathy Marshall - ZBA <[zba@townofmerrimac.com](mailto:zba@townofmerrimac.com)>  
**Subject:** Re: ZBA Resignations

Hello Matt,

It would be a pleasure to provide you and the town with a brief note that expresses my sincere gratitude in serving the public good. I honestly can not remember how many years I have been on the board but it is around 20 years. I first got on the board when Patrick Melican was chair and if I recall correctly Arthur Amirault and Gordon Broz were full members where I was an alternate. My first big 40B was for the Waterhouse property adjacent to the New Old Oak where Toll Brothers wanted to put in 450+ units.

Mark Bobrowski, who was working on behalf of the town, told me Toll Brother's thought I was the no vote and we could use that to extract what the town would need if it went forward. I would have been a no vote anyways because the town could not support such a development. Not much has changed yet the state does not recognize we are happy to support low income people but not with \$450K homes. Both mobile home parks are fine places to live and cost way less than low income housing but that does not benefit the developers.

Merrimac is a small rural community that can grow but needs a good plan, solid leadership and maybe some young blood. It is time for me to move along but I fully support and will actively look for people to join the board. It might be nice if town hall could inform the board who is moving into town and then someone could petition them to get involved. You are an excellent leader who is knowledgeable and cares. That is a powerful combination and we all benefit as a result. I look forward to seeing you at town meetings and if I see an interesting ZBA meeting on the schedule you just might see me in the audience. Take care.

Very best regards,

Josh

Josh Jackson

<http://www.linkedin.com/in/joshjackson41/>

Attachment: Josh Jackson Resignation from ZBA\_Redacted (Zoning Board of Appeals Resignations)

On Wed, Oct 30, 2024 at 3:26 PM Matt Passeri - ZBA <[mpasseri@townofmerrimac.com](mailto:mpasseri@townofmerrimac.com)> wrote:

Josh and Mitch,

The Select Board asked that you each provide resignation letters, which can be in the form of an email in response to this email. It can be a quick couple of sentences if you are pressed on time. If you have a few minutes, I think it would be great just to include how long you served on the Board and any other general comments you may have.

Thank you both for your years of service to the town. You both exemplify the importance and impact of public service in our community. I wish you both well and hope to see you around town!

Matt

*Matthew Passeri*

Zoning Board of Appeals, Chair  
Town of Merrimac

Attachment: Josh Jackson Resignation from ZBA\_Redacted (Zoning Board of Appeals Resignations)

**From:** [Matt Passeri - ZBA](#)  
**To:** [Robert Gustison II - Select Board Member](#); [Jennifer Penney - Select Board \(X3080\)](#)  
**Subject:** FW: FW: Resignation from ZBA  
**Date:** Thursday, October 31, 2024 9:10:53 AM

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**From:** [REDACTED]  
**Sent:** Wednesday, October 30, 2024 6:16 PM  
**To:** 'Jennifer Penney - SELECT BOARD (X3080)' <[selectmen@townofmerrimac.com](mailto:selectmen@townofmerrimac.com)>  
**Cc:** 'Matt P.' [REDACTED]  
**Subject:** Resignation from ZBA

Select Board- Town of Merrimac,

Please accept my resignation from the Zoning Board of Appeals, of which I have been a member since 2017. The professionalism of the Chair, Matt Passeri, and the diligence of the board in treating each application with respect has been an inspiration to me. I look forward to continuing to serve the Town in my capacity as Select Board Designee to the Merrimack Valley Regional Transit Authority.

Respectfully,  
Mitch Kostoulakos  
26 Heath Road

Attachment: Mitch Kostoulakos Resignation from ZBA\_Redacted (Zoning Board of Appeals Resignations)

**From:** [Matt Passeri - ZBA](#)  
**To:** [Robert Gustison II - Select Board Member](#); [Jennifer Penney - Select Board \(X3080\)](#)  
**Cc:** [Kathy Marshall - ZBA](#)  
**Subject:** ZBA Members  
**Date:** Tuesday, October 29, 2024 9:53:10 PM

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Hi, Rob and Jennifer,

With the conclusion of the public hearing for the 40B application that was before the ZBA, two long time members, Josh Jackson and Mitch Kostoulakos, have indicated their intention to resign from the Board. Please let me know if a written resignation is needed.

To confirm, the current membership for the Board is: me, Joanne Rodrigues, Ken Nobrega, and Associate Member Ronald Reade. I would like to have Mr. Reade appointed as a full member of the board and we will have to seek additional members to fill the ranks. I will try to find more volunteers.

Let me know if you need anything further regarding this.

Best regards,  
Matt

*Matthew Passeri*

Zoning Board of Appeals, Chair  
Town of Merrimac

Attachment: ZBA Members (Zoning Board of Appeals Resignations)



**Agenda Item**  
**Merrimac Select Board**  
**11/04/24**

**Appoint Ron Reade to Full Member on Zoning Board of Appeals**

Subject:

Currently serves as an alternate

Attachments:

ZBA Members

**From:** [Matt Passeri - ZBA](#)  
**To:** [Robert Gustison II - Select Board Member](#); [Jennifer Penney - Select Board \(X3080\)](#)  
**Cc:** [Kathy Marshall - ZBA](#)  
**Subject:** ZBA Members  
**Date:** Tuesday, October 29, 2024 9:53:10 PM

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Let me know if you need anything further regarding this.

Best regards,  
Matt

*Matthew Passeri*

Zoning Board of Appeals, Chair  
Town of Merrimac

Attachment: ZBA Members (Appoint Ron Reade to Full Member on Zoning Board of Appeals)



**Agenda Item**  
**Merrimac Select Board**  
**11/04/24**

**Chapter 90 Complete Streets Application-Needs Vote**

Subject:

Attachments:

Chapter 90 Complete Streets Application-Needs Vote

**Complete Streets Funding Program – EXHIBIT C – Environmental Punchlist**

(Required for Tier 3 Application to be complete. Fill out for each Project location)

Municipality: Town of Merrimac MassDOT Highway District #: District 4

Proposed Work: Complete Street Improvements at Locust Street

**NOTE: ALL ENVIRONMENTAL PERMITS / APPROVALS MUST BE OBTAINED PRIOR TO CONSTRUCTION.**

|                                                                                                                                                                                                                                  |     |               |    |                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------------|----|----------------|
| 1. Will the pavement width increase by four or more feet for one-half or more miles?                                                                                                                                             | Yes | <u>      </u> | No | <u>  X  </u>   |
| 2. Will the project alter the bank or terrain located ten more feet from the existing roadway for one-half or more miles, unless necessary to install a structure or equipment?                                                  | Yes | <u>      </u> | No | <u>  X  </u>   |
| 3. Will the removal of 5 or more trees with diameters of 14 inches or more be required?                                                                                                                                          | Yes | <u>  X  </u>  | No | <u>      </u>  |
| 4. Will more than 300 ft. of stone wall be removed or altered?                                                                                                                                                                   | Yes | <u>      </u> | No | <u>  X  </u>   |
| 5. Will the project involve construction of a parking lot with capacity of 150 cars or more?                                                                                                                                     | Yes | <u>      </u> | No | <u>  X  </u>   |
| 6. Are any other MEPA review thresholds exceeded (see 301 CMR 11.03)?<br>If your answer is YES to any of questions 1-6, you must file an Environmental Notification Form (ENF).*                                                 | Yes | <u>      </u> | No | <u>  X  </u>   |
| 7. Will the project be on a "Scenic Road" (Acts of 1973, C. 67)?<br>If your answer is YES, your Planning Board or Selectmen / City Council must give written consent for cutting / removal of trees or changes to stone walls.   | Yes | <u>      </u> | No | <u>  N/A  </u> |
| 8. Have all necessary takings, easements, rights of entry, etc. been completed?<br>If a county Hearing is required, it must be held prior to starting work.                                                                      | Yes | <u>      </u> | No | <u>  X  </u>   |
| 9. Has a Project Notification Form and locus map been submitted to the Massachusetts Historical Commission? Required <a href="https://www.sec.state.ma.us/mhc/inhpdf/pnf.pdf">https://www.sec.state.ma.us/mhc/inhpdf/pnf.pdf</a> | Yes | <u>      </u> | No | <u>  N/A  </u> |
| 10. Is any work proposed in or within 100 ft. of a wetland (stream, pond, swamp, etc.)?*                                                                                                                                         | Yes | <u>      </u> | No | <u>  N/A  </u> |
| If your answer is YES, you must file the project with your local Conservation Commission prior to starting work.                                                                                                                 | Yes | <u>      </u> | No | <u>  N/A  </u> |
| 11. If work is proposed in a wetland or water resource, a permit may be required from the Department of Environmental Protection, Corps of Engineers, etc.                                                                       | Yes | <u>      </u> | No | <u>  N/A  </u> |

**Validation**

It is recognized that the purpose of this information is to assist the MassDOT Highway Division in approving the Chapter 90I Project Request Form (of which this is a part). Accordingly, the information provided here is intended to be complete and correct with no intentional errors or material omissions. Any action taken by MassDOT Highway Division on the basis of this information shall not legally or financially obligate MassDOT Highway Division to support or defend the municipality, and the municipality shall save harmless MassDOT Highway Division for any action.

| Duly Authorized Municipal Officials                                                 | Reviewed and Approved for Transmittal by:                                            |
|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| Chairperson, Select Board                                                           | DPW Director                                                                         |
| Chris Manni                                                                         | Highway or Conservation Officer's Title                                              |
|                                                                                     | Robert Sinibaldi                                                                     |
|  |  |
| Signatures                                                                          | Signatures                                                                           |
| Date: 10/31/2024                                                                    | Date 9/30/24                                                                         |

This form should be submitted in duplicate with original signatures to the MassDOT Highway District Office.  
This form should accompany the Project Request Form.



**Agenda Item**  
**Merrimac Select Board**  
**11/04/24**

**Time Off Request-Larry Fisher**

Subject:



**Agenda Item**  
**Merrimac Select Board**  
**11/04/24**

**Property Use Request-Merrimac Baseball**

Subject:

Attachments:

Property Use Request-Merrimac Baseball\_Redacted



# TOWN OF MERRIMAC PROPERTY USE PERMIT

Date: November 2,  
2024

Property Requested: The squircle (center of town)

Date & Time Property Requested for: November 16, 2024 9am-1pm

Purpose of Request: Canning

Organization Name: Merrimac baseball (2025 Hitmen Cooperstown Team) Is your group a for profit entity?

No

Name of applicant (Please Print): Jacqueline Cialone

Address: [REDACTED]

Email Address: [REDACTED] Telephone Number: [REDACTED]

Insurance Coverage: Proof of liability coverage of \$1,000,000(min.) must be submitted upon approval of application.  
Town of Merrimac listed as holder.

## Additional Event Details

Is the event open to the public? yes

Will an admission be charged? No

Is this a fundraiser? Yes

Will there be music? no

Will refreshments be served? no

If yes, name of vendor

Will alcohol be served? no

If yes, please see application for One Day License.

Will event take place on town roads?  (See site plan/route map)

## SITE PLAN/ROUTE MAP

Any application that includes street closures must be submitted at least 60 days before the event date. Provide a map that  
BOS Approved 10/21/19

Attachment: Property Use Request-Merrimac Baseball\_Redacted (Property Use Request-Merrimac Baseball)

outlines the entire event venue including the names of all streets or areas that are part of the venue. If the event involves a moving route of any kind, include the direction of travel and all street closures

### APPLICATION AGREEMENT

I, the undersigned, as applicant or on behalf of applicant, signify that the information provided on this application is true and correct and hereby accept full responsibility for any damage to property or building and for the conduct of those attending the function for which the facility is requested. I agree to indemnify and hold harmless the Town and its officers, officials, employees and volunteers from and against all claims, damages, losses and expenses including attorney fees arising out of the negligent act or omission of myself, any agent, anyone directly or indirectly, by them or anyone for whose acts by them may be liable, except where caused by the active negligence or willful misconduct of the Town. I also agree to provide the Town with a certificate of insurance listing the Town as the named insured. If permission is granted, I or my representative agrees to be present during the entire use of the facility. My signature below signifies that I agree to abide by all of the conditions of this application, the Property Use Policy and of any permit based on this application.

I also agree to pay to the Town of Merrimac all costs the Town may incur as a result of any failure to comply with all these conditions including damages due to the failure to leave the premises in a rentable condition.

I understand that I (or my designees) am responsible for obtaining any and all permits or licenses that may be required by law, rule or regulation for the above listed event.

Jacqueline Cialone

\_\_\_\_\_  
Signature

11/2/2024

\_\_\_\_\_  
Date

### Administrative Use Only:

Departmental Approval:

\_\_\_\_\_  
Police Chief

Approved \_\_\_\_\_ Denied \_\_\_\_\_

\_\_\_\_\_  
Fire Chief

Approved \_\_\_\_\_ Denied \_\_\_\_\_

\_\_\_\_\_  
DPW Director

Approved \_\_\_\_\_ Denied \_\_\_\_\_

Fee for Use: Yes \_\_\_\_\_ No \_\_\_\_\_ Amount, if any \$ \_\_\_\_\_

Permits Required: Yes \_\_\_\_\_ No \_\_\_\_\_ Type of Permits: \_\_\_\_\_

\_\_\_\_\_  
Conditions of approval are attached

The Board of Selectmen has Approved \_\_\_\_\_ Denied \_\_\_\_\_

MERRIMAC BOARD OF SELECTMEN

\_\_\_\_\_  
BOS Approved 10/21/19



**Agenda Item**  
**Merrimac Select Board**  
**11/04/24**

**Conditional Offer Letter Daniel Domings-COA Outreach Coordinator**

Subject:

Attachments:

Daniel Domings Signed Conditional Offer Letter Redacted



**THE TOWN OF MERRIMAC**  
 MASSACHUSETTS 01860  
**MERRIMAC COUNCIL ON AGING**  
 100 EAST MAIN STREET  
 Phone (978) 346-9549 Fax (978) 346-0528

October 11, 2024

Mr. Daniel Domings

Merrimac MA 01860

Dear Daniel:

I am pleased to send this employment offer to you as confirmation of the earlier verbal offer of employment as the part time Outreach & Human Resources Coordinator for the Merrimac COA. This offer is contingent upon a successful CORI background check, a physical and drug screening as well as approval by the Board of Selectmen prior to employment beginning. Coordination of pre-employment paperwork will be done by the Town of Merrimac Select Board Office and you will receive an email from me with further details.

Your employment start date, should you formally accept the position, is slated for November 18, 2024 but is subject to change depending on the time needed to process all of the above documents and requirements. Your hourly rate will be \$26.21/per hour at 18 hours per week with a mutually agreed upon schedule to be determined. As a reminder, this position does not have access to any employee benefits.

If you choose to accept this written offer, please sign on the line below and return to me via email or mail as soon as possible.

If you have any questions, please feel free to reach out to me via phone or email at any time.

Best,

*Brienne R. Walsh*

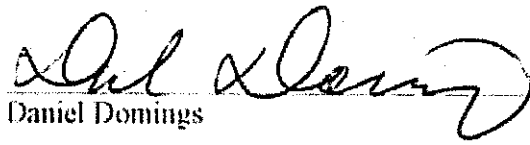
Brienne R. Walsh

Executive Director

Merrimac COA & Senior Center

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

(978) 346-9549

  
Daniel Domingos