

**THE ANNUAL TOWN REPORT OF THE  
TOWN OF GEORGETOWN**



**FISCAL YEAR ENDING JUNE 30, 2014**

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# ***TOWN REPORT FISCAL YEAR 2014***

## ***BOARD OF SELECTMEN***

The Georgetown Board of Selectmen is pleased to submit to the residents of Georgetown our Annual Report for the fiscal year 2014 (July 1, 2013 through June 30, 2014). The Board of Selectmen is comprised of five members, who are elected individuals and volunteers, entrusted with the responsibility to set policy and oversee the management of municipal functions of local government. The Board meets regularly on every other Monday evening to conduct the business of the Town. Meetings are open to all interested citizens and are broadcast live on cable television's community channels, and live streamed over the internet, as well as reported by the local newspapers, and are available "on demand" over YouTube.

Throughout this past year, the Board carried out the usual array of governance functions that occur in any year – setting fiscal, administrative and operational policies, personnel appointments, public safety reviews, resolutions to commemorate milestones, etc. The more noteworthy actions and event of FY 14 include:

**Town Election Results & Personnel Changes** – In uncontested races, both Stu Egenberg and Gary Fowler were re-elected as members of the Board of Selectman. Arthur MacDonald was also re-elected unopposed to the Board of Assessors. In another uncontested race, Barbie Linares was re-elected to the Georgetown School Committee. A second seat on the School Committee was declared a "failure to elect" when a write in winner declined the position. This led to the unusual joint appointment by the School Committee and the Board of Selectmen of Michael Hinchliffe to fill the seat. Selectman Stephen Smith stepped down as Chairman and Selectman Stu Egenberg was voted in as the new Chairman. In other uncontested races, Jeffrey McClure was elected to the Water Commission, and Robert Hoover was elected to the Planning Board.

**New Revenue Source Adopted** - Voters at the Annual Town Meeting adopted the Local Options Meals Tax, which will add an additional .75% to the States 6.5% meals tax. The additional revenue from the increase will be paid to the Town on meals purchased at local Georgetown restaurants, which is estimated to generate around \$50,000 per year in general fund revenue.

In other Town Meeting action the citizens adopted a new Personnel Bylaw, which eliminated the Town's appointed Personnel Board in favor of giving the personnel management of the Town to the Town Administrator. This was one of the FY 13 DOR Financial Management Study recommendations.

**The New Penn Brook Elementary School – Construction Is Well Underway** – The \$46 million dollar construction project was briefly delayed after a late October 2013 start due to the unexpected detection of what was eventually classified as naturally occurring arsenic at the construction site. Construction is back on track, and the expected July 2015 completion date is ahead of schedule.

The new elementary school will change the existing makeup of classes from at the current Penn Brook Elementary School from 2<sup>nd</sup> through 5<sup>th</sup> grades, to an expanded Kindergarten through 6<sup>th</sup> grades. By

pulling 6<sup>th</sup> grade from the Georgetown Middle/High School, this configuration further serves to remove the existing NEASC High School accreditation warning by addressing improvements needed at this facility and relieving capacity issues.

**Georgetown Middle/High School Rehab Project Approved** – As a key component to replacing the Penn Brook Elementary School, the rehabilitation of the Middle/High School was approved on a two to one margin by voters for a total of \$7.9 million dollars to address 1) the aging physical structure –2) space constraints –3) electrical issues and 4) HVAC/plumbing issues.

**Town Financial Condition** – The long-term financial health of Georgetown continues to be strong according to State officials and the Town's auditors. While we continue to face challenging operating budgets, the Town continues to maintain a strong Tax Stabilization Fund balance (rainy day fund) of 5% of our annual operating budget.

**In Memoriam** – While we appreciate the efforts all of the people who volunteer their time to the Town, we would like to remember two tireless individuals who contributed so much to our town over the years. Chris Rich and Terry Hart leave behind a legacy of volunteerism for the good of the community that will be hard to match.

## REPORT FROM THE GEORGETOWN PUBLIC SCHOOLS

On behalf of the Georgetown School Committee, the administration, staff and students, it is my pleasure to submit the 2013-2014 Annual Town Report for the Georgetown Public Schools.

Once again this year, we were recognized by Boston Magazine when our high school was ranked 25<sup>th</sup> in the Greater Boston area. The only local district that ranked higher than us was Andover which was ranked 22<sup>nd</sup>. Thanks to the generosity of the town, funding for the schools allowed us to maintain all existing programs and add science and engineering courses for middle and high school students in order to be aligned with the state frameworks. In addition, we were able to add a fulltime Technology Director. As of July 1, 2014, Mr. Wesley Vaughan was hired as the district's Director of Technology and he hit the ground running right away assessing the status of our technology programs and equipment. He immediately became involved in the planning process for making decisions about the technology for the new Penn Brook School and he has convened a large scale technology committee of key stakeholders with the goal of completing a technology plan before January 1, 2015.

This year will be remembered as the year of the building projects. Thanks to the generosity of the town's voters and the GAA, construction began on a brand new synthetic turf field. The project broke ground in August of 2014 and is scheduled for completion by the end of November 2014. It will be wonderful for the town's children to have the use of a multipurpose all weather field upon which to practice and play. For years, there has been a shortage of well-maintained fields available in town and this turf field is going to go a long way toward addressing the need for more fields. Once again, thanks go out to the CPC, the town's voters and the GAA for their kind generosity. The Penn Brook construction project has been in full swing all year and is predicted to be completed on time and under budget in the spring of 2015 even though the project has been plagued with challenges caused by the presence of high levels of arsenic in the soil. The contractor has taken precautions outlined in a health and safety plan and the replacement of the current playing fields had to be added to the scope of the project. Construction of the new septic system and three new fields began in the summer of 2014 and the new school continued to take shape. The exterior of the school is largely completed and the finish work continues inside. The school will be ready to open as originally planned in September of 2015. The Middle/High School project is in the design phase and work is scheduled to begin in April 2015 and continue in certain areas of the building through the fall of 2015. The majority of the work will be done in the summer of 2015. Finally, the Perley roof is the design phase. Using CPC funds, this project will replace sections of the slate roof, restore the dentistry under the roof, repoint some of the brick and replace the gutters. All work will be completed with attention paid to preserving the historical character of the building.

Our students continued to make the town proud with their many accomplishments. Thirty six (36) seniors earned John and Abigail Adams Scholarships. These scholarships are awarded by the state based upon high MCAS performance and

they qualify students for free tuition at a Massachusetts college or university of their choice. Twenty nine (29) students were inducted into the National Honor Society. The average scores on Advanced Placement exams in all six subjects were within the proficient score range of 3-5 with the average score being 4.2 overall. One hundred percent (100%) of graduating seniors passed the MCAS reading and mathematics exams and met the graduation requirement from the state. Our SAT scores continued to exceed state and national benchmarks as shown in the chart below.

### **2014 SAT Summary Results**

<u>Georgetown</u>	<u>Massachusetts</u>	<u>National</u>
Critical Reading -- 533	Critical Reading -- 516	Critical Reading --497
Mathematics -- 540	Mathematics -- 531	Mathematics -- 513
Writing -- 531	Writing -- 509	Writing -- 487

#### **2012 GHS SAT Writing Sub scores**

Multiple Choice Mean -- 52.2  
Essay Mean -- 7.9

#### **2012 Massachusetts SAT Writing Sub**

Multiple Choice Mean -- 50.7  
Essay Mean -- 7.3

#### **2012 National SAT Writing Sub scores**

- Multiple Choice Mean -- 48.9
- Essay Mean -- 7.0
- Writing -- 487

As you can see, the critical reading performance on the SAT was 17 points above the statewide average and 36 points above the national average. Math performance was 9 points above the statewide average and 27 points above the national average. Writing performance was 22 points above the state average and 44 points above the national average.

Ryan Bahar received the Superintendent's Award and the School Committee awarded \$20,000 in Baker Adams Scholarships to ten students in recognition of their academic performance, school involvement and commitment to community service. Ryan Bahar was awarded the \$4000 Citizen's Scholar Award for community service.

Ninety two (92%) of the graduating class went on to further their education, 7% planned to enter the workforce and 1% joined the military. Our seniors were accepted to many prestigious colleges including American University, Boston University, Boston College, Brown University, Clark University, Emerson College, Fairfield University, George Washington University, James Madison University, Merrimack College, Northeastern University, Rensselaer Polytechnic Institute, Syracuse University, Trinity College, University of Massachusetts, University of North Carolina, Williams College and Worcester Polytechnic Institute.

The Middle/High School continued to be fully accredited but remained on warning status for Standard 7 Community Resources for Learning. The issues with the facility that were identified in 2006 have not been fully remediated so the Commission has elected to retain the warning status at least until the new Penn Brook School is opened in the fall of 2015. The next review by a visiting team is scheduled for 2016-2017 but the school will begin its self-study in 2015-2016. If all goes well, the school will continue to remain fully accredited but will be removed from warning for standard 7 because the school, with the support of the town, will have addressed the issues with the building that were cited in the 2006 report.

We continue to use MCAS results as one important way to measure the progress of our students. For the second year in a row, the high school was ranked Level 1 according to the state's accountability system (out of Levels 1-5). The district as a whole and the Penn Brook and Middle School were rated Level 2. The district did not meet the targets in the subgroup of special education although scores improved from the previous year. Included in the table below you will see the district's performance on MCAS for 2013-2014. We take these results very seriously and use all available data points, from this test, as well as other assessments, to learn as much as we can about our students and our curriculum so that we can make adjustments to improve performance.

Grade and Subject	Proficient or Higher		Advanced		Proficient		Needs Improvement		Waiting/Failing		Included	CPI	SGP	Included in SGP
	DISTRICT	STATE	DISTRICT	STATE	DISTRICT	STATE	DISTRICT	STATE	DISTRICT	STATE				
GRADE 03 - READING	65	57	5	12	59	46	29	33	6	10	110	88.0	N/A	N/A
GRADE 03 - MATHEMATICS	81	68	30	31	51	38	13	21	6	11	110	91.1	N/A	N/A
GRADE 04 - ENGLISH LANGUAGE ARTS	54	54	16	13	38	41	34	33	12	13	112	79.9	51.0	111
GRADE 04 - MATHEMATICS	52	52	29	20	32	32	25	36	11	12	112	82.6	57.0	111
GRADE 05 - ENGLISH LANGUAGE ARTS	72	64	22	18	50	46	24	26	4	10	117	89.3	43.0	112
GRADE 05 - MATHEMATICS	80	61	45	30	35	30	15	24	5	16	117	90.4	63.0	113
GRADE 05 - SCIENCE AND TECH/ENG	59	53	21	20	38	33	37	34	4	13	116	83.6	N/A	N/A
GRADE 06 - ENGLISH LANGUAGE ARTS	74	66	13	16	61	52	20	23	5	9	127	86.9	40.0	121
GRADE 06 - MATHEMATICS	85	60	24	23	32	31	29	25	10	15	126	76.3	27.0	121
GRADE 07 - ENGLISH LANGUAGE ARTS	88	72	9	11	77	61	12	21	2	7	110	93.4	49.0	107
GRADE 07 - MATHEMATICS	67	50	22	17	45	33	21	28	12	24	110	83.4	52.0	107
GRADE 08 - ENGLISH LANGUAGE ARTS	85	73	11	14	71	65	13	14	1	9	105	94.3	38.0	107
GRADE 08 - MATHEMATICS	49	52	15	19	24	33	38	29	13	19	149	73.6	35.0	127
GRADE 08 - SCIENCE AND TECH/ENG	40	42	2	4	35	38	30	21	11	18	149	73.5	N/A	N/A
GRADE 10 - ENGLISH LANGUAGE ARTS	94	90	59	41	35	48	2	8	4	3	102	97.8	67.0	93
GRADE 10 - MATHEMATICS	85	79	67	53	18	25	9	15	6	7	101	93.1	75.5	82
GRADE 10 - SCIENCE AND TECH/ENG	87	71	32	29	54	42	10	24	3	5	90	95.6	N/A	N/A
ALL GRADES - ENGLISH LANGUAGE ARTS	76	69	19	18	57	51	19	22	5	9	527	90.4	48.0	831
ALL GRADES - MATHEMATICS	67	60	32	28	35	32	23	25	10	13	828	84.3	61.0	631
ALL GRADES - SCIENCE AND TECH/ENG	58	53	15	17	42	38	35	33	7	12	358	63.2	N/A	N/A

The School Committee had the chance to decide whether to continue to administer the MCAS test to students in the 2014-2015 school year only or decide to administer the PARCC assessment while the Department of Education and the State Board of Education make their final decision about the future of the state test in the spring of 2015.

### Athletics

Georgetown had a very successful year in athletics in 2013-2014. Participation numbers were strong, with over 500 athletes joining one of our 22 sports. We began a Co-Op Swim Team with Triton, and also moved our outdoor track co-op to Triton, enabling many student-athletes to participate in sports in which they would otherwise not be able to since we could not offer them on our own.

We saw many individual accomplishments over the year. In basketball, Matt Gott was named Newburyport News Player of the Year. In wrestling, Charlie Galanis earned his 100<sup>th</sup> win and Graceann Conte got her 100<sup>th</sup> goal. Both being juniors, these student athletes will add to those records as seniors. Coaches Matt Laut and Andrew Boepple earned Coach of the Year status in soccer and lacrosse respectively.

We also had some great team accomplishments. Field hockey and girls and boys lacrosse teams earned Cape Ann League Sportsmanship Awards. The boys basketball team won the McCoy Award for Overcoming Adversity. In golf, Kyle Nelson advanced to individual states. In swim, Jen Nutter and Kali Vetree qualified for states. Cross country saw Tom Mulligan compete in All-States for the second straight year. In wrestling, five student athletes qualified for states, two for all-states and Charlie Galanis advanced all the way to New Englands. Boy's lacrosse and boys basketball earned state tournament bids. Girls soccer and baseball also made the state tournament and advanced to the North Finals. Boys soccer took home the Division North Soccer title, our lone banner for the year.

Athletics participated in two leadership programs: a captain's workshop in the fall through Core Trainings and, thanks in part to a generous donation from the Packy Thompson Memorial Fund, we were lucky enough to go to Fort Devens for a leadership training along with Triton and Manchester Essex in the spring.

Sadly, we lost Head Basketball Coach Mike Rowinski who was on a one year leave for medical reasons. He passed away just after the season began but the team and community rallied around his memory, creating a scholarship fund in his honor. He was also posthumously awarded the Elliot Roundy Award from the Cape Ann League for distinguished service.

Some big improvements were announced for next year, including a state of the art turf field, made possible through a substantial donation from the GAA, and a much needed gym renovation.

### **Staff News**

In May 2014, the School Committee said goodbye to Rob Hoover after one term on the Committee. Rob was a passionate Committee member who asked tough thoughtful questions and worked hard to represent the views of the public. Rob was also willing to offer and share his personal and professional expertise regarding projects that had to do with the look and feel of the facilities while always working toward the overall improvement of the district. Chairman Barbie Linares was reelected unopposed and, for the first time ever, there were no candidates vying for the open seat left by Rob Hoover. There were several write in candidates but none of them were able to accept the position. The town then conducted a process where applicants were asked to express interest in writing for the open position. Three people expressed interest and the School Committee and the Board of Selectmen jointly appointed Michael Hinchliffe to the open seat.



In June of 2014, the district celebrated with Penn Brook Principal Donna L. Tanner on the occasion of her retirement from a long and successful career in public education. Donna served for seven years as the Principal at the Penn Brook School and she leaves a legacy of strong instructional leadership, a focus on building community at the school and a dedication to doing what she believed was "right and best" for her students and their families. We wish Donna a long, healthy and happy retirement. Donna turned the reins of Penn Brook over to Margaret Maher who has been the Perley School Principal for four years. For the 2014-2015 year only, Margaret and newly hired Assistant Principal Hope Doran will lead both the Perley and Penn Brook Schools and then assume the role of leading the new Penn Brook School (The School In the Woods) when it opens in September of 2015. This is a busy year as we work to make critical transition decisions so opening the new school will be as seamless as possible.

The district celebrated the retirement of two teachers, Frank Goldberg and Robin Hickey, in June 2014 after many years of dedicated service. Both teachers each devoted years more than 30 years to molding the young minds of the districts' children and they will be remembered for the many contributions that they made during their tenure here in Georgetown. Mrs. Hickey (33 years) excited middle school students to the wonders of science and she was famous for her care of the reptiles that lived in the cage right outside of her classroom. Mr. Goldberg (31 years) assumed many additional roles at the school in addition to his teaching duties and students and parents will always remember the support and commitment that he showed to his students that went well beyond the requirements of his position as teacher. He inspired his students to reach high standards, realize the power of the written and spoken word, to challenge themselves as writers and to become fine young people. Both of these talented educators will be missed and we wish them a happy and healthy retirement.

Each year we recognize those employees who have given 20, 25, 30, 35 and 40 years of dedicated service to the district. It is with pride that we recognize the following employees for their longstanding dedication:

25 Years

Nancy Condon

20 Years

Joe Pittella

Theresa Brooks

**School Funding and Maintenance**

In April 2014, the School Committee approved the Superintendent's Recommended FY15 Budget of \$13,577,807 (a 2.9% increase from FY14). It was decided by the Finance Committee that our original proposed budget of \$13,634,807 be reduced by the amount of \$57,000 (budgeted for sick leave buyback for retiring staff) which would be charged to the town's account.

The FY15 budget was developed in accordance with the Finance and Advisory Boards recommendations that all departments keep their increases to negotiated contractual salary obligations and level fund all non-salary expenditures. This approved budget contained a slight increase (\$34,094) to fund Student Achievement priorities which are included in the District Strategic Plan. These included a district assessment program (MAPS), the Ready School Assessment for Kindergartners as required by the state, new high school textbooks and the new middle school science technology curriculum. This budget also included funding for a new full-time Director of Technology for the district as well as the position of Assistant Principal for the Perley and Penn Brook Schools. A half-time teaching position was included for the new middle school science/technology course.

The special education tuition budget for out of district expenses was reduced by \$100,000 based upon the current number of students in out of district placements. The Director of Special Education notified the School Committee that she was facing the possibility of having to add to the budget because of at least two students who may be placed outside the district in FY15. The Budget & Finance Subcommittee decided that, consistent with the prior year's approach and in agreement with the FinCom's recommendation, these two new placements would not be included in the adopted budget.

Through the work of the Special Education Director and the Director of Finance and Operations, the school district was able to generate additional Medicaid revenue for the town. The town received \$58,035 in FY14, another increase over FY13. The district continued to participate in the USAC School and Libraries Division E-Rate program which generates reimbursement for the cost of telephone and Internet services, which offset the cost of our telephones, cell phones and Internet services.

The Food Services program is continually improving and expanding. Under the direction of the new Food Services Director, Heather Torrey, the district has become "Six Cent Certified" by the State which enables the district to be reimbursed an additional \$.06 for each meal served. This certification was obtained by aligning our menu offerings with the Federal School Nutrition standards. The Director has worked hard to increase participation and was very successful in increasing the breakfast participation at the Perley School. The district was recognized by the state for this increased rate of participation.

The district operated successful before and after school programs at each of the elementary schools which also included comprehensive enrichment programs. We continued to offer a vibrant tuition-based preschool program at the Perley School. We experienced a record number of donations through local organizations, the PTA, individual donors and parents. These very generous donations enabled the district to purchase much needed technology equipment and offer additional enrichment.

## Facilities

As noted above, the town and the district collaborated on several important construction projects that will enhance the capital investment in the town's school buildings and grounds. All of these projects are scheduled for completion by the end of 2015.

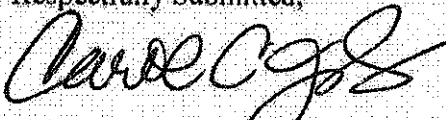
One major capital improvement project that is included in the budget for the Middle/High School renovation is the complete replacement of the GMHS roof. Not included in the building project is the repair and replacement of the roof top units which need replacement due to age and condition. At the last Town Meeting, \$25,000 for the first phase of the replacement/repair of the rooftop units was approved by voters. The original request was for \$200,000 to replace all units, but the approval of \$25,000 allowed us to take temporary measures to keep all units working until funding for their replacement is available in coordination with the construction of the new roof.

Additionally, the Buildings and Grounds Department reconstructed the stairs leading from the parking lot to the Middle High School. A big thank you goes to Peter Durkee and the Highway Department for their help in this very important project. As always, all routine maintenance was completed and the top fields at the Middle/High School were reseeded. In addition, an extra part-time custodian was added to the Penn Brook School in order to help maintain the building and clean any excess dust that might enter the building during the construction phase of the new school. Due to the closing of the existing fields, there was limited space for students to play. Staff and students deserve credit for the way they made this work to the best of their ability.

The district continued to work with the Town Administrator and Finance & Advisory Board to investigate the feasibility of combining services of the school maintenance staff with the town in order to create efficiencies and save money. An initial proposal was developed and presented to the School Committee and reviewed by a working committee charged with studying the viability of this consolidation. The discussion will continue into the 2014-2015 school year.

The district continues the working relationship with the GAA in the maintenance of all our fields.

Respectfully Submitted,



Carol Jacobs, Superintendent of Schools

**School Department Appropriation FY14**  
**Actual Expenditures July 1, 2013 to June 30, 2014**

**\$13,189,893**  
**\$13,189,893**

<b>Expenditure by Category</b>		<b>Salaries</b>	<b>Expenses</b>	<b>Total</b>
<b>Account 1000</b>	<b>Administration</b>			
General Administration		536,517	110,832	647,349
<b>Account 2000</b>	<b>Instruction</b>			
Supervision		196,287	-	196,287
School Leadership		682,318	20,175	702,493
Teaching		7,999,961	132,830	8,132,791
Professional Development		9,155	39,314	48,469
Textbooks		-	30,067	30,067
Technology		176,034	107,182	283,216
Library/Media		114,770	7,728	122,498
Guidance		393,924	4,582	398,506
<b>Account 3000</b>	<b>Other Services</b>			
Medical/Health Services		184,339	4,394	188,733
Transportation		18,562	614,045	632,607
Food Services		54,852	-	54,852
Student Act/Athletics		53,789	26,675	80,464
<b>Account 4000</b>	<b>Operations/Maint.</b>			
Operations & Maintenance		504,323	235,647	739,970
<b>Account 9000</b>	<b>Programs with Others</b>			
Special Education Tuition		-	931,591	931,591
<b>Total Expended</b>		<b>10,924,831</b>	<b>2,265,062</b>	<b>13,189,893</b>

**Georgetown Public Schools  
Grant, Revolving Fund, and Special Article  
Expenditures - FY14**

<b>GRANTS -FEDERAL/STATE/PRIVATE</b>		<b>7/1/2013</b>		<b>6/30/2014</b>	
	<b>FUND</b>	<b>BALANCE</b>	<b>REVENUE</b>	<b>EXPENDED</b>	<b>BALANCE</b>
Kindergarten Enhancement Grant	2250		56,260	56,260	0
Academic Support Grant	2251		4,500	4,500	0
SPED 94-142	2494		297,840	195,737	102,103
SPED Program Improvement	2495		6,699	6,699	0
SPED Early Childhood	2496		8,162	8,162	0
Title One	2497		38,476	37,125	1,351
Teacher Quality	2498		19,327	17,227	2,100
School to Career	2502	408	0	0	408
Exxon Mobile Ed Alliance	2510	500	0	500	0
GEF Teacher Grants	2512	9,664	21,911	28,638	2,937
N.E. Dairy & Food Council	2517		3,310	3,085	225
Winter Wyman Grant	2516		500	496	4
<b>REVOLVING ACCOUNTS</b>					
Athletic Revolving	2000	19,901	235,700	225,769	29,832
Preschool Revolving	2001	72,482	277,848	313,795	36,535
Public School Donation	2004	25,308	51,561	42,835	34,034
Circuit Breaker	2005	252,138	378,184	352,352	277,970
Penn Brook Summer Academy	2006	11,607	750	4,560	7,797
Fee Based Revolving	2007	18,467	50,005	51,624	16,848
Perley Extended Day	2008	88,402	159,083	207,890	39,595
Middle Ground Revolving	2009	80	5,775	5,141	714
School Store Revolving	2010	6,590	21,193	20,809	6,974
Drama Production	2011	11,332	10,015	14,545	6,802
Community Education	2012	4,360	0	710	3,650
Penn Brook Enrichment	2013	18,481	143,389	130,072	31,798
Penn Brook Summer Camp	2014	17,287	24,175	17,062	24,400
Special Education Tuition	2506	0	31,875	23,724	8,151
School Choice	2600	103,797	152,593	215,105	41,285
<b>SPECIAL ARTICLES</b>					
Article 21 Perley/MHS Intercom	A42141		52,000	52,000	0
Article 22 MHS Handicap Ramp	A42142		38,000	35,240	2,760
Article 23 MHS HVAC Repair	A42143		80,000	79,668	332



Richard P. Early, Jr.  
Chairperson  
School Committee

William P. DeRosa  
Superintendent

# Whittier Regional Vocational Technical High School

GEORGETOWN

SEP 17 2014

BOARD OF SELECTMEN  
TOWN ADMINISTRATOR

115 Amesbury Line Road  
Haverhill, MA 01830-1898  
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www.whittiertech.org

September 11, 2014

## ANNUAL OPERATIONAL REPORT

TO: The Honorable Board of Selectmen

FROM: Dr. Jo-Ann Testaverde, Whittier Representative  
William P. DeRosa, Superintendent

Whittier offers 20 vocational technical career areas designed to provide the necessary training and skills for further education or work force success.

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

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

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

Whittier Regional Vocational Technical High School is entering its forty first year. To date we have graduated 10,348 students from the day school.

The enrollment for the Evening School from Georgetown: 14

**Whittier Tech:** *Working on your future*

Honorable Board of Selectmen  
September 11, 2014  
Page 2

The October 1, 2013 Day School Enrollment:

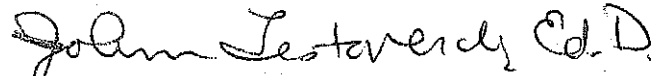
	Boys	Girls
Grade 9	5	5
Grade 10	4	5
Grade 11	5	6
Grade 12	6	3

Total – 39

2014 Graduates – 9

The cost to Georgetown for the school year 2013-2014 was \$418,733.00.

Respectfully yours,



Dr. Jo-Ann Testaverde  
Georgetown Representative



William P. DeRosa  
Superintendent

WPD/lr

Town of Georgetown, Massachusetts										
General Fund Appropriations Expenditures										
For the Fiscal Year Ended										
June 30, 2014										
BUDGET AS OF JUNE 30, 2014										
Acct #	Account Name	Proposed Budget	Total Appropriation	STM	Transfers In/(Out)	Adjustment Indirect Costs	Revised Budget	Amount Expended	Unexpended	Percent Expended
11131	Town Meeting Expenses	1,600	1,600				1,600	316.90	1,283.10	19.81%
11222	Selectmen Staff Salary	36,378	36,378				36,378	36,378.00	0.00	100.00%
11224	Selectmen Office Operations	2,000	2,000				2,000	1,856.86	143.14	92.84%
11225	Computer System Maint & Supplies	129,763	129,763		(10,981)		118,782	114,867.65	3,914.26	96.70%
11226	Town Hall Operating Expense	30,172	30,172		3,859		34,031	34,031.07	0.27	100.00%
11227	Town Administrator Salary	103,500	103,500				103,500	102,500.13	999.87	99.03%
11229	Town Administrator Expenses	4,124	4,124				4,124	3,613.86	510.14	87.63%
11230	Town Administrator Def Comp	5,250	5,250				5,250	5,250.00	0.00	100.00%
11312	Fin/Adv Comm Expenses	200	200				200	200.00	0.00	100.00%
11321	Reserve Fund	96,000	96,000		(96,000)		0	0.00	96,000.00	#DIV/0!
11351	Accountants Salary	68,589	68,589				68,589	68,589.00	0.00	100.00%
11353	Accountants Expenses	3,300	3,300				3,300	3,300.00	0.00	100.00%
11411	Assessors Salaries	900	900				900	900.00	0.00	100.00%
11412	Assessors Asst Salary	68,566	68,566				68,566	68,401.00	165.00	99.76%
11413	Assessors Staff Wages	46,976	46,976				46,976	46,975.01	0.99	100.00%
11414	Assessors Expenses	34,725	34,725				34,725	16,831.19	17,893.81	48.47%
11453	Tres-Col Expenses	25,700	25,700				25,700	19,583.04	6,116.96	76.20%
11454	Tax Collector/Treasurer	68,589	68,589				68,589	68,589.00	0.00	100.00%
11455	Finance Clerk	31,613	31,613		92		31,705	31,704.51	0.00	100.00%
11456	Asst Treasurer	51,284	51,284				51,284	51,284.00	0.00	100.00%
11511	Town Counsel Expense	75,000	75,000		20,000		95,000	76,392.62	18,607.38	80.41%
11512	Electricity Expense	196,151	196,151		50,024		246,175	240,123.17	6,051.39	97.54%
11513	Natural Gas Expense	117,811	117,811		88,298		206,109	202,759.95	3,349.24	98.38%
11581	Tax Title Foreclosure	8,500	8,500				8,500	7,238.38	1,261.62	85.16%
11591	Town Audit	23,900	23,900				23,900	23,900.00	0.00	100.00%
11595	Capital Improvement Projects/op Exp	110,607	110,607		(34,791)		75,816	52,650.00	23,165.74	69.44%
11611	Town Clerk Salary	35,864	35,864				35,864	35,864.00	0.00	100.00%
11612	Town Clerk Staff Wages	19,045	19,045				19,045	18,954.01	90.99	99.52%
11613	Town Clerk Expenses	8,100	8,100				8,100	2,333.38	5,766.62	28.81%
11621	Elections Expenses	9,935	9,935				9,935	8,948.42	986.58	90.07%
11631	Registrars Expenses	5,000	5,000				5,000	3,185.76	1,814.24	63.72%
11711	Conservation Comm Expenses	3,000	3,000				3,000	2,717.74	282.26	90.59%
11712	Conservation Comm Salaries	63,021	63,021				63,021	63,020.03	0.97	100.00%
11713	Conservation Comm Staff Salaries	14,912	14,912				14,912	14,912.00	0.00	100.00%
11751	Planning Board Expenses	15,106	15,106				15,106	13,785.84	1,320.16	91.26%
11752	Planning Board Salaries	78,546	78,546				78,546	73,382.00	5,164.00	93.43%
11761	Z B Appeals Clerk Wages	17,088	17,088		150		17,238	17,215.51	22.49	99.87%
11762	ZB Appeals Expenses	860	860				860	808.53	51.47	94.02%
11951	Reports, Town & Fin Comm	500	500				500	108.26	391.74	21.65%
12111	Police Salaries	1,072,507	1,072,507				1,072,507	1,068,602.10	3,904.90	99.64%
12115	Police School Crossing	9,795	9,795				9,795	9,795.00	0.00	100.00%
12116	Police Cruiser	34,000	34,000				34,000	34,000.00	0.00	100.00%
12118	Police Operating Expenses	115,600	115,600				115,600	115,257.68	342.32	99.70%
12119	Traffic Lights Expense	4,500	4,500				4,500	1,297.57	3,202.43	28.83%
12121	Comm Center Wages	217,574	217,574				217,574	217,472.55	101.45	99.95%
12131	Public Safety Building-Utilities	5,400	5,400				5,400	5,377.78	22.22	99.59%
12132	Public Safety Building-Maint	11,083	11,083				11,083	11,083.00	0.00	100.00%
12211	Fire Salaries & Wages	332,352	332,352				332,352	327,792.91	4,559.09	98.63%
12214	Fire Operating Expenses	97,242	97,242				97,242	97,184.41	57.59	99.94%
12921	Animal Control Off Salary	13,483	13,483				13,483	13,478.08	4.92	99.96%
12922	Animal Control Off Expense	1,200	1,200				1,200	1,196.78	3.22	99.73%
12951	Inspectors Service Wages	122,040	122,040				122,040	120,523.92	1,516.08	98.76%
12952	Inspectors Service Expenses	5,107	5,107				5,107	4,126.78	980.22	80.81%



13121	Whittier Reg'l Assess	418,733	418,733			418,733	418,733.00	0.00	100.00%
14211	Highway Surveyor Salary	82,666	82,666			82,666	82,666.00	0.00	100.00%
14212	Highway Wages	208,568	208,568			223,593	223,326.81	266.45	99.88%
14213	Highway Operating Expenses	84,032	84,032		15,025	81,532	78,977.17	2,554.83	96.87%
14215	Road Maint & Repairs	221,964	221,964		(2,500)	218,488	218,488.00	0.00	100.00%
14221	Const/Maint Drain Expense	0	0		(3,476)	0	0.00	0.00	#DIV/0!
14222	Highway Sidewalks Expense	0	0			0	0.00	0.00	#DIV/0!
14231	Snow/Ice Control Expense	104,000	104,000			344,951	344,950.74	0.00	100.00%
14241	Street Light Assessment	36,650	36,650		240,951	36,650	35,531.50	1,118.50	96.95%
14291	Tree Warden Salary	4,860	4,860			4,860	4,860.00	0.00	100.00%
14292	Tree Warden Expenses	11,509	11,509			11,509	11,509.00	0.00	100.00%
15111	Health Salary & Wages	66,378	66,378		595	66,973	66,972.89	0.11	100.00%
15112	Health Dept Expenses	38,190	38,190		(595)	37,595	30,361.16	7,233.84	80.76%
15411	Council on Aging Expenses	63,348	63,348			63,348	63,080.39	267.61	99.58%
15412	Council on Aging Expenses	26,508	26,508			26,508	14,785.44	11,722.56	55.78%
15431	Veterans Services Expenses	40,000	40,000			40,000	39,004.69	995.31	97.51%
15432	Veterans Graves Expenses	4,000	4,000			4,000	2,000.00	2,000.00	50.00%
15433	E Essex Vet Dist Assessment	31,045	31,045			31,045	31,044.28	0.72	100.00%
16111	Library Salaries & Wages	197,972	197,972			197,972	197,972.00	0.00	100.00%
16112	Library Expenses	108,145	108,145			108,145	108,145.00	0.00	100.00%
16311	Recreation Wages	15,589	15,589			15,589	14,750.01	838.99	94.62%
16312	Park & Rec Expenses	19,885	19,885			19,885	19,845.85	39.15	99.80%
16911	Historical Comm Expenses	500	500			500	495.24	4.76	99.05%
16921	Memorial Day Remembrance Expense	1,300	1,300			1,300	1,281.45	18.55	98.57%
17112	Landfill - Principal	75,000	75,000			75,000	75,000.00	0.00	100.00%
17114	Land Acquisition-Series C	11,000	11,000			11,000	11,000.00	0.00	100.00%
17119	School Reno - Series C Principal	199,000	199,000			199,000	199,000.00	0.00	100.00%
17120	Water Pollution Abatement Bond	10,400	10,400			10,400	10,400.00	0.00	100.00%
17123	Water Pollution Abatement Bond II	10,661	10,661			10,661	10,660.88	0.12	100.00%
17125	Library Addition Principal	120,000	120,000			120,000	120,000.00	0.00	100.00%
17126	Capital Equipment Principal	105,000	105,000			105,000	105,000.00	0.00	100.00%
17127	Elect Sub Station Principal-Series B	80,000	80,000			80,000	80,000.00	0.00	100.00%
17129	Energy Services Principle	129,000	129,000			129,000	129,000.00	0.00	100.00%
17510	Landfill Closure-Interest	12,360	12,360			12,360	12,360.00	0.00	100.00%
17518	School Renov. Int. - Series C	23,598	23,598			23,598	23,597.50	0.50	100.00%
17519	Land Acquisition Int. - Series C	943	943			943	942.50	0.50	99.95%
17521	Short Term Loan Others	6,000	6,000		(5,200)	800	800.00	0.00	100.00%
17525	Library Addition Interest	52,110	52,110			52,110	52,110.00	0.00	100.00%
17526	Capital Equipment Interest	3,818	3,818			3,818	3,818.11	-0.11	100.00%
17527	Elect Sub Station Interest	18,940	18,940			18,940	18,940.00	0.00	100.00%
17528	Penn Brook Study Interest	2,129	2,129			2,129	2,128.50	0.50	99.98%
17529	Energy Services Interest	46,506	46,506			46,506	46,505.50	0.50	100.00%
17530	Penn Brook School Interest	50,000	50,000		(46,531)	3,469	3,468.75	1,000.00	99.92%
19111	County Retirement	1,264,724	1,264,724			1,264,724	1,263,724.00	1,000.00	99.92%
19112	GASB 45	7,500	7,500			7,500	6,550.00	950.00	87.40%
19121	Workmen's Comp Insurance	83,928	83,928		7,081	91,009	91,008.65	0.35	100.00%
19131	Unemployment Insurance	95,000	95,000		4,000	99,000	98,122.06	877.94	99.11%
19141	Medical Insurance	2,182,815	2,182,815		151,696	2,334,511	2,334,510.69	0.00	100.00%
19151	Life Insurance	4,800	4,800			4,800	4,598.10	201.90	95.79%
19161	Medicare Insurance	237,000	237,000			237,000	225,401.28	11,598.72	95.11%
19171	Dental Insurance	153,762	153,762		(384)	153,378	146,031.84	7,346.47	95.21%
19951	Veh, Prop & Liab Insurance	183,364	183,364		20,000	203,364	200,037.61	3,326.39	98.36%
Total General Fund Appropriation		10,609,258	10,609,258	0	401,312	11,010,570	10,844,155.97	166,414.03	98.49%
Total General Fund		10,609,258	10,609,258	0	401,312	11,010,570	10,844,155.97	166,414.03	98.49%
01101	Special Education District Wide	548,573	548,573		6,734	555,307	626,687.29	-71,380.29	112.85%
01102	Spec Out Place District Wide	1,094,247	1,094,247			1,094,247	1,136,814.52	-42,567.52	103.89%
01103	Evaluation Services Dist Wide	0	0			0	0.00	0.00	#DIV/0!
01104	English Language Learn. Service	3,000	3,000			3,000	15,761.14	-12,761.14	525.37%
01302	Substitutes Dist Wide	30,000	30,000			30,000	92,556.52	-62,556.52	308.52%







Town of Georgetown		Expected to Actual Revenues For the Fiscal Year Ended JUNE 30, 2014 (FY2014)		Rec'd Same Period JUNE (FY13)		Percent Received	
Line #	Account Name	Protected Revenues	Received To Date		Balance		
1	Real Estate & Personal Property Taxes	15,847,066	15,742,839	15,178,218	104,227	99%	
2	Motor Vehicles & Other Excise Taxes	1,050,000	1,251,758	1,159,108	(201,758)	119%	
3	Penalties & Interest on Taxes	50,000	69,718	50,231	(19,718)	139%	
4	Payment in Lieu of Taxes	50,000	49,724	49,545	276	99%	
5	Fees	65,000	112,586	78,408	(47,586)	173%	
6	Rentals	40,000	40,000	40,000	0	100%	
7	Other Dept Revenues	10,000	13,660	12,841	(3,660)	137%	
8	Licenses & Permits	125,000	121,705	149,888	3,296	97%	
9	Fines & Forfeits	70,000	109,311	83,094	(39,311)	156%	
10	QECB Tax Credit	45,412	42,142	26,852	3,270		
11	Investment Income	12,000	24,520	12,558	(12,520)	204%	
12	Elect. Dept. - Benefits & Debt Service	450,000	488,516	440,855	(38,516)	109%	
13	Miscellaneous Receipts	10,000	107,818	28,260	(97,818)	1078%	
14	Non Recurring Miscellaneous Receipts	0	0	0	0	#DIV/0!	
15	Misc. Medicaid Reimbursement	53,000	58,035	48,714	(5,035)	109%	
16	State Aid	5,693,309	5,672,228	6,014,103	21,081	100%	
17	Totals	23,570,787	23,904,559	23,372,674	(333,772)	101%	
18	Other General Fund Revenue:						
19	Roll Back Taxes				0	#DIV/0!	
20	Tax Titles Redeemed		100,331	77,097	(100,331)	#DIV/0!	
21	Foreclosure						
22	Transfers From Water	262,164	262,164	262,164	0	100%	
23	Transfers From Other Funds (Septic Betterment & Special Rev)	33,476	46,847	45,123	(13,371)	140%	
24	Total General Fund	23,856,927	24,313,300	23,677,058	(47,973)	102%	
25							
26							
27	Other Revenue:						
28	Water User Charges 7-4210	1,455,974	1,526,237	1,480,858	(70,263)	105%	
29	Water Interest/Penalties 7-4179		8,532	904			
30	Water Nonutility Usage Charges 7-4240		11,652	50,489	(11,652)	#DIV/0!	
31	Water Other Utility Revenue 7-4220	5,000	21,602	5,601	(16,602)	432%	
32	Water Investment Income 7-4830	2,000	6,950	1,913	(4,950)	347%	
33	Total Water Department Revenue	67,974	157,972	1,539,763	(603,456)	108%	
34							
35	Total Revenue (General & Water)	25,329,401	25,888,873	25,296,823	(550,940)	102.21%	

Account	Description	July	August	September	October	November	December	January	February	March	April	May	June	Total
<b>#5 Fees</b>														
1-43197	Access Fee - Cable TV													-00
1-43198	License Fees - Cable TV													-00
1-43199	Franchise Fee - Cable TV													-00
1-43200	Cord Demand Fee	2,130.00	1,570.00	2,510.00	1,710.00	920.00	1,700.00	865.00	1,265.00	885.00	6,460.00	1,825.00	6,880.00	28,820.00
1-43201	Appeals Board Filing Fees													-00
1-43202	BOH Fee	2,657.00	1,384.00	9,830.00	2,750.00	4,185.00	5,645.00	5,360.00	548.00	2,745.00	3,785.67	2,727.00	3,206.00	44,823.67
1-43203	Conservation Filing Fees													-00
1-43204	MLC's	775.00	325.00	325.00	575.00	250.00	275.00	225.00	275.00	400.00	200.00	500.00	800.00	4,925.00
1-43205	Planning Bd Fees				23,600.00		3,000.00	1,250.00	62.64	4,500.00	200.00	5.00	1,400.00	34,017.64
	<b>Total Fees</b>	<b>5,562.00</b>	<b>3,279.00</b>	<b>12,665.00</b>	<b>28,635.00</b>	<b>5,355.00</b>	<b>10,620.00</b>	<b>7,700.00</b>	<b>2,250.64</b>	<b>8,531.00</b>	<b>10,645.67</b>	<b>5,057.00</b>	<b>12,286.00</b>	<b>112,586.31</b>
<b>#6 Rentals</b>														
1-43602	Rental Income	3,333.33	3,333.33	3,333.33	3,333.33	3,333.33	3,333.33		6,666.66	3,333.33		6,666.66	3,333.33	
	<b>Total Rentals</b>	<b>3,333.33</b>	<b>3,333.33</b>	<b>3,333.33</b>	<b>3,333.33</b>	<b>3,333.33</b>	<b>3,333.33</b>	<b>-00</b>	<b>6,666.66</b>	<b>3,333.33</b>	<b>-00</b>	<b>6,666.66</b>	<b>3,333.33</b>	<b>39,999.96</b>
<b>#7 Other Dept Revenues</b>														
1-43206	Town Clerk Fees													
1-43207	Planning Board Misc Rev	1,175.00	165.00	285.00	100.00	125.00	425.00	575.00	150.00	385.00	375.00	200.00	450.00	4,410.00
1-43208	Animal Control Fees				10.00	25.00	25.00						55.00	
1-43209	SEL Filing Fees	75.00			120.00	25.00	10.00	10.00					35.00	275.00
1-43210	Treasurer's Fees													-00
1-43700	Other Dept Revenue	80.00	35.00	65.00	75.00	50.00	70.00	60.00	55.00	45.00	15.00	75.00	80.00	705.00
1-43702	Police X-Duty	141.20	240.00	180.80	278.30	333.65	250.20	40.00	40.00	80.00		176.00	353.80	2,133.95
1-43703	Police Accident Report	96.00	68.00	91.00	72.58	112.58	91.00	58.00	81.00	66.00	132.00	50.00	99.00	1,016.58
1-43706	COA Yoga Revenue	428.50	436.00	431.00	390.00	284.00	218.00	281.00	270.00	376.00	436.00	384.55	361.00	4,296.05
1-43707	COA Van Revenue	56.00	72.00	52.00	78.00	78.00	66.00	68.00	54.00	64.00	62.00	54.00	64.00	768.00
	<b>Total Other Dept</b>	<b>2,051.70</b>	<b>1,016.00</b>	<b>1,104.80</b>	<b>1,123.30</b>	<b>1,048.23</b>	<b>1,155.20</b>	<b>1,092.00</b>	<b>650.00</b>	<b>1,016.00</b>	<b>1,020.00</b>	<b>939.55</b>	<b>1,442.80</b>	<b>13,659.58</b>
<b>#8 Licenses and Permits</b>														
1-43704	Town Clerk Receipts	755.00	528.00	690.00	210.00	796.60	655.00	555.00	450.00	6,693.00	2,278.00	1,835.70	1,635.00	17,081.30
1-44101	Alcoholic beverage lic				75.00		5,300.00							5,375.00
1-44116	Selectmen Business Lic				200.00	175.00	1,100.00	25.00	175.00	225.00				1,900.00
1-4471	Buildg Insp Permits	2,496.00	6,929.40	4,312.00	4,427.00	7,708.09	2,733.00	2,729.00	563.00	2,568.95	1,232.00	6,012.00	5,681.06	47,391.50
1-4472	Fire Dept Permits	1,360.00	1,050.00	700.00	620.00	750.00	717.00	950.00	890.00	1,165.00	2,260.00	2,330.00	1,740.00	14,532.00
1-4473	Gas/Plumb Permits	353.00	2,083.20	855.00	984.00	1,618.50	981.00	1,034.00	575.00	997.00	642.00	1,321.00	968.00	12,411.70
1-4475	Police Dept Permits	425.00	500.00	112.50	337.50	225.00	225.00	50.00	250.00	412.50	362.50	150.00	350.00	3,400.00
1-4476	Selectmen Permits	9.00	18.00	24.00	18.00							9.00	18.00	96.00
1-4477	Wire Ins Permits	2,788.00	2,678.00	2,310.00	1,299.00	2,671.00	767.00	1,123.00	1,006.00	1,975.00	246.00	1,406.00	1,048.00	19,317.00
	<b>Total Licenses &amp; Permits</b>	<b>8,186.00</b>	<b>13,786.60</b>	<b>9,063.50</b>	<b>8,170.50</b>	<b>13,944.19</b>	<b>12,678.00</b>	<b>6,466.00</b>	<b>3,909.00</b>	<b>14,066.45</b>	<b>7,020.50</b>	<b>13,063.70</b>	<b>11,440.06</b>	<b>121,704.50</b>
1-4550	QECB Tax Credit					21,190.77						20,951.35		42,142.12
<b>#9 Fines &amp; Forfeits</b>														
1-48701	Court Fines													
1-48702	Peabody Library Fines	450.00		300.00	350.00	300.00	450.00	500.00	225.00	910.00	1,000.00	75.00	275.00	4,835.00
1-48703	Parking Clerk Fines		15.00				15.00	30.00	15.00	45.00	20.00	15.00		-00
1-48704	Registry Moving Violations	4,580.00	5,180.00	5,540.00	4,220.00	47,502.50	3,920.00	3,448.26	9,192.50	3,107.50	4,705.00	5,685.00	7,139.84	104,220.60
1-48705	Conservation Comm Fines													-00
1-48706	Solicitation Fines								100.00					100.00
	<b>Total Fines &amp; Forfeits</b>	<b>5,030.00</b>	<b>5,195.00</b>	<b>5,840.00</b>	<b>4,570.00</b>	<b>47,802.50</b>	<b>4,385.00</b>	<b>3,978.26</b>	<b>9,532.50</b>	<b>4,062.50</b>	<b>5,725.00</b>	<b>5,775.00</b>	<b>7,414.84</b>	<b>109,310.60</b>
<b>#10 Investment Income</b>														
1-4830	Interest Income	963.77	1,695.96	1,313.26	1,130.81	1,388.52	942.02	839.23	2,046.25	1,817.66	1,294.24	6,250.39	4,837.94	24,520.05
	<b>Total Investment</b>	<b>963.77</b>	<b>1,695.96</b>	<b>1,313.26</b>	<b>1,130.81</b>	<b>1,388.52</b>	<b>942.02</b>	<b>839.23</b>	<b>2,046.25</b>	<b>1,817.66</b>	<b>1,294.24</b>	<b>6,250.39</b>	<b>4,837.94</b>	<b>24,520.05</b>

<b>#11 Elec Dept Benefits &amp; Debt</b>														
1-49521	Liability Ins												36,881.00	36,881.00
1-49522	Workmens Comp Ins												5,025.00	5,025.00
1-49523	Retirement												154,883.12	154,883.12
1-49525	Health Ins												175,053.70	175,053.70
1-49526	Dental Ins												8,461.34	8,461.34
1-49527	Life Ins												271.35	271.35
1-49528	Medicare Ins												9,000.00	9,000.00
1-49531	Bond Principal												80,000.00	80,000.00
1-49532	Bond Interest												8,670.00	18,940.00
1-49535	Acctg & Finance Service													
	<b>Total Fees</b>	-00	-00	-00	-00	0.00	90,270.00	-00	-00	-00	-00	-00	398,245.51	488,515.51
<b>#12 Misc Receipts</b>														
1-4498	Excess Tonnage													
1-4699	Misc revenue from MA													-00
1-4889	Tax Coll Estimated Receipts													-00
1-4890	Misc Receipts	3,083.57	400.35	153.00	1,411.85	5,030.00		1,529.75	1,307.14	201.00	154.53	305.00	5,943.00	19,519.19
1-48910	Insurance Reimbursement								8,526.12					8,526.12
1-4894	Canceled Pmts Prior Yr													-00
1-4895	Renewed Check Revenue	100.00	25.00	50.00	50.00	50.00	25.00	50.00	75.00	50.00	50.00	150.00	75.00	750.00
1-4897	Non-recurring Misc Rev	5,503.00	234.61	2,886.23			67,294.17			25.00			3,080.00	79,023.01
1-4902	Surplus Equipment													-00
	<b>Total Misc Receipts</b>	8,686.57	659.96	3,089.23	1,461.85	5,080.00	67,319.17	1,579.75	9,908.26	251.00	229.53	455.00	9,098.00	107,818.32
<b>#14 Misc Medicaid Reim</b>														
1-4899	Medicaid Reimbursement													
				2,814.78					1,335.08	3,893.95			49,991.10	58,034.91
<b>#15 State Aid</b>														
1-4612	Abatements to Veterans													
1-4615	Abatements to Elderly	376.00	376.00	376.00	376.00	376.00	376.00	377.00	377.00	377.00	377.00	377.00	21,516.00	21,516.00
1-4618	Police Career Incentives												378.00	4,519.00
1-4623	Veterans Benefits	6,503.00			10,707.00	9,628.00				7,360.00				-00
1-4630	Unrestricted Gen Gov't	51,686.00	51,686.00	51,686.00	51,686.00	51,686.00	51,686.00	51,687.00	51,687.00	51,687.00	51,687.00	51,687.00	51,687.00	34,198.00
1-4626	Highway Fund													620,237.00
1-4627	Lottery													-00
1-4629	Retiree Subsidy													-00
1-4642	School Aid Chapter 70	404,390.00	404,392.00	404,420.00	404,420.00	404,421.00	402,425.00	402,427.00	402,428.00	402,429.00	402,430.00	402,431.00	380,559.00	4,817,172.00
1-4643	FY09 ARRA Grant													-00
1-4647	School Transportation													-00
1-4648	School Choice Receiving													-00
1-4660	Const of School Proj													-00
1-4680	State Owned Land	14,548.00	14,548.00	14,549.00	14,549.00	14,549.00	14,549.00	14,549.00	14,549.00	14,549.00	14,549.00	14,549.00	14,549.00	174,586.00
1-4699	Other Revenue From MA													-00
	<b>Total State Aid</b>	477,503.00	471,002.00	471,031.00	481,738.00	480,660.00	469,036.00	469,039.00	469,041.00	476,402.00	469,043.00	469,044.00	468,689.00	5,672,228.00
<b>Proof</b>														
	<b>Total</b>	511,316.37	499,967.85	510,194.90	530,162.79	579,802.54	659,738.72	490,694.24	505,339.39	513,343.89	494,977.94	528,202.65	966,778.58	6,790,519.86
	<b>Taxes</b>	3,362,089.03	640,243.80	168,984.47	3,122,583.00	503,516.26	127,943.64	3,565,796.08	881,649.02	740,219.09	3,373,269.13	617,795.63	409,791.59	
	<b>Total Revenue</b>	3,873,405.40	1,140,211.65	679,179.37	3,652,745.79	1,083,318.80	787,682.36	4,056,490.32	1,386,988.41	1,253,562.98	3,868,247.07	1,145,998.28	1,376,570.17	24,313,900.60
														1,574,971.35
														25,888,872.15
														Water Dept
														Proof

Account	Description	FY2014	FY2013	FY2012	FY2011	FY2010	FY2009	FY2008	FY2007
	<b>#5 Fees</b>								
1-43197	Access Fee - Cable TV		-00	-00	-00	-00	-00	0.01	-00
1-43198	License Fees - Cable TV		-00	-00	-00	-00	-00	-00	1,298.50
1-43199	Franchise Fee - Cable TV		-00	-00	-00	-00	-00	-00	-00
1-43200	Coll Demand Fee	28,820.00	30,315.00	30,880.41	29,144.59	14,520.00	15,980.00	15,945.00	14,035.00
1-43201	Appeals Board Filing Fees	-00	-00	-00	-00	-00	-00	-00	-00
1-43202	BOH Fee	44,823.67	30,688.40	39,831.00	28,609.00	29,190.72	31,953.36	36,599.35	30,563.75
1-43203	Conservation Filing Fees	-00	-00	-00	-00	-00	-00	-00	-00
1-43204	MLC's	4,925.00	9,875.00	11,150.00	9,275.00	7,900.00	9,760.00	7,400.00	7,525.00
1-43205	Planning Bd Fees	34,017.64	7,529.66	5,635.00	2,750.00	4,125.00	2,220.60	11,126.30	34,356.90
	<b>Total Fees</b>	<b>112,586.31</b>	<b>78,408.06</b>	<b>87,496.41</b>	<b>69,778.59</b>	<b>55,735.72</b>	<b>59,913.96</b>	<b>71,070.66</b>	<b>87,779.15</b>
	<b>#6 Rentals</b>								
1-43602	Rental Income	39,999.96	39,999.96	39,999.96	39,999.96	43,333.29			
	<b>Total Rentals</b>	<b>39,999.96</b>	<b>39,999.96</b>	<b>39,999.96</b>	<b>39,999.96</b>	<b>43,333.29</b>	<b>36,666.63</b>	<b>39,999.96</b>	<b>39,999.96</b>
	<b>#7 Other Dept Revenues</b>								
1-43206	Town Clerk Fees	4,410.00	4,090.00	2,085.00	2,632.00	2,225.00	1,980.00	2,570.00	1,625.00
1-43208	Animal Control Fees	275.00	-00	80.00	150.00	-00	387.00	230.00	927.00
1-43209	SEL Filing Fees	-00	-00	-00	-00	-00	-00	-00	-00
1-43210	Treasurer's Fees	-00	125.00	25.00	50.00	100.00	150.00	125.00	425.00
1-43700	Other Dept Revenue	705.00	721.75	539.00	338.00	330.00	10,567.25	832.00	937.75
1-43702	Police X- Duty	2,133.95	2,089.60	2,040.70	1,749.00	6,563.20	1,925.55	5,427.55	3,655.20
1-43703	Police Accident Report	1,016.58	750.00	614.00	705.00	627.00	620.00	681.00	965.28
1-43706	COA Yoga Revenue	4,296.05	4,357.00	4,594.00	3,974.00	3,699.85	4,228.05	5,081.00	1,481.35
1-43707	COA Van Revenue	768.00	708.00	677.00	1,030.48				
	<b>Total Other Dept</b>	<b>13,604.58</b>	<b>12,841.35</b>	<b>10,654.70</b>	<b>10,628.48</b>	<b>13,545.05</b>	<b>19,857.85</b>	<b>14,946.55</b>	<b>10,016.58</b>
	<b># 8 Licenses and Permits</b>								
1-43704	Town Clerk Receipts	17,081.30	15,389.30	14,275.50	15,246.65	13,446.75	14,866.60	14,352.40	12,886.52
1-44101	Alcoholic beverage lic	5,575.00	5,550.00	8,200.00	7,584.50	6,200.00	6,400.00	6,400.00	6,400.00
1-4416	Selectmen Business Lic	1,900.00	1,650.00	2,550.00	2,025.00	1,750.00	1,575.00	1,650.00	1,625.00
1-4471	Bldg Insp Permits	47,391.50	69,899.40	66,430.70	54,678.55	69,060.00	46,218.50	50,688.00	56,145.70



1-4472	Fire Dept Permits	14,532.00	15,555.00	14,882.70	13,180.00	18,318.00	18,305.00	11,280.00	11,990.00
1-4473	Gas/Plumb Permits	12,411.70	15,426.10	12,686.00	10,137.00	12,987.00	10,951.00	14,628.00	11,985.00
1-4475	Police Dept Permits	3,400.00	4,900.00	2,887.50	2,262.50	1,475.00	1,700.00	2,600.00	3,600.00
1-4476	Selectmen Permits	96.00	108.00	132.00	135.00	150.00	117.00	87.00	111.00
1-4477	Wire Ins Permits	19,317.00	21,409.70	18,283.00	19,158.00	19,988.00	15,495.00	24,079.00	19,091.00
	<b>Total Licenses &amp; Permits</b>	<b>121,704.50</b>	<b>149,887.50</b>	<b>140,327.40</b>	<b>124,407.20</b>	<b>143,374.75</b>	<b>115,628.10</b>	<b>125,764.40</b>	<b>123,834.22</b>
1-4550	QECB Tax Credit	42,142.12	26,851.93						

<b>#9 Fines &amp; Forfeits</b>												
1-48701	Court Fines	4,835.00	12,928.75	10,760.00	14,796.28	9,771.00	18,037.00	16,465.00	9,255.00			
1-48702	Peabody Library Fines	-00	-00	-00	-00	-00	-00	25.40	-00			
1-48703	Parking Clerk Fines	155.00	200.00	185.00	590.00	1,225.00	815.00	700.00	1,285.00			
1-48704	Registry Moving Violations	104,220.60	67,965.54	59,875.00	62,370.00	84,260.19	77,842.50	83,622.50	84,970.00			
1-48705	Conservation Comm Fines	-00	2,000.00	550.00	-00	1,000.00	600.00	10,000.00	-00			
	<b>Total Fines &amp; Forfeits</b>	<b>109,210.60</b>	<b>83,094.29</b>	<b>71,370.00</b>	<b>77,756.28</b>	<b>96,256.19</b>	<b>97,294.50</b>	<b>110,812.90</b>	<b>95,510.00</b>			
<b>#10 Investment Income</b>												
1-4830	Interest Income	24,520.05	12,557.96	11,753.71	18,587.47	28,181.98	189,482.68	199,888.71	214,513.75			
	<b>Total Investment</b>	<b>24,520.05</b>	<b>12,557.96</b>	<b>11,753.71</b>	<b>18,587.47</b>	<b>28,181.98</b>	<b>189,482.68</b>	<b>199,888.71</b>	<b>214,513.75</b>			
<b>#11 Elec Dept Benefits &amp; Debt</b>												
1-49521	Liability Ins	36,881.00	35,866.00	34,832.00	30,631.00	23,589.00	24,663.00	25,164.00	16,867.00			
1-49522	Workmens Comp Ins	5,025.00	5,411.00	4,504.00	6,519.00	4,662.00	4,762.00	6,620.00	6,339.55			
1-49523	Retirement	154,883.12	142,518.00	132,937.44	121,748.38	119,312.00	108,900.52	107,609.68	90,549.99			
1-49525	Health Ins	175,053.70	139,776.08	140,235.85	141,615.87	109,075.80	121,638.92	142,065.58	131,552.72			
1-49526	Dental Ins	8,461.34	7,172.10	7,289.28	7,168.80	6,632.76	6,864.94	7,476.33	7,256.74			
1-49527	Life Ins	271.35	230.85	242.55	253.80	253.80	267.30	244.80	414.00			
1-49528	Medicare Ins	9,000.00	7,740.38	9,000.00	9,000.00	7,332.43	7,332.43	7,332.43	7,276.38			
1-49531	Bond Principal	80,000.00	80,000.00	80,000.00	80,000.00	175,000.00	175,000.00	180,000.00	180,000.00			
1-49532	Bond Interest	18,940.00	22,140.00	25,090.00	27,760.00	32,541.25	39,316.25	46,030.00	52,925.00			
1-49535	Acctg & Finance Service	-00	-00	-00	-00	-00	-00	-00	-00			
	<b>Total Fees</b>	<b>488,515.51</b>	<b>440,854.41</b>	<b>434,131.12</b>	<b>424,696.85</b>	<b>478,399.04</b>	<b>488,745.36</b>	<b>522,542.82</b>	<b>493,181.38</b>			
<b>#12 Misc Receipts</b>												
1-4498	Excess Tonnage	-00	-00	-00	-00	-00	-00	-00	-00			
1-4699	Misc revenue from M/A	-00	-00	-00	-00	-00	-00	-00	-00			
1-4889	Tax Coll Estimated Receipts	-00	-00	1,671.36	1,973.70	753.74	2,269.17	458.92	231.05			
1-4890	Misc Receipts	19,519.19	15,147.90	22,451.46	12,493.81	4,213.68	14,486.92	11,106.50	22,429.49			
1-4894	Cancelled Pmts Prior Yr	-00	-00	-00	-00	-00	-00	-00	-00			
1-4895	Returned Check Revenue	750.00	1,830.00	2,325.00	1,075.00	1,495.00	1,550.00	1,760.00	2,515.00			
1-4902	Surplus Equipment	-00	-00	-00	-00	-00	-00	-00	-00			
	<b>Total Misc Receipts</b>	<b>20,269.19</b>	<b>16,977.90</b>	<b>26,447.82</b>	<b>15,542.51</b>	<b>6,462.42</b>	<b>18,649.09</b>	<b>13,325.42</b>	<b>25,175.54</b>			



# FISCAL YEAR 2014 APPOINTMENTS

## TOWN OF GEORGETOWN ELECTED OFFICIALS, APPOINTED OFFICIALS & DEPARTMENT HEADS

### ASSESSORS

	ELECTED	EXPIRES
David A. Bogdan	5/14/2012	5/2015
Thomas Berube	4/30/2013	5/2016
Arthur MacDonald	5/9/2011	5/2014

**Accountant** See: TOWN ACCOUNTANT

### ADA Coordinator

	Date Appointed	Term Expires
Vacant	6/11/2012	6/30/2013

### Affordable Housing Task Force

	Date Appointed	Term Expires
Shawn McGee	6/3/2013	6/30/2016
Paul Nelson	11/19/2012	6/30/2014
Timothy Gerraughty	10/15/2012	6/30/2015
Francis Puopolo	10/15/2012	6/30/2015
Matthew Martin	12/2/2013	6/30/2016

### Affordable Housing Trustees

	Date Appointed	Term Expires
Paul Nelson	6/25/2012	6/30/2014
Timothy J. Gerraughty	6/25/2012	6/30/2014
Charles Keilty	6/17/2013	6/30/2015
C. David Surface	6/3/2013	6/30/2015
Philip Trapani	6/3/2013	6/30/2015

**Animal Control Officer** See: POLICE DEPARTMENT, Animal Control Officer

**Animal Inspector** See: BOARD OF HEALTH, Animal Inspector

### BOARD OF HEALTH

#### Board of Health Members

	Date Appointed	Term Expires
Vacant	6/11/2012	6/30/2015
Joseph Crane	6/6/2011	6/30/2014
William Gianacoplos	6/17/2013	6/30/2016

**Animal Inspector** (Nomination by Board of Health & Approval by State)

Holly Willard	4/1/2014	4/1/2015
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**Health Director/Agent**

Deborah Rogers (Appointment by Board of Health, Employ Commenced on 12/27/2001) 6/30/2016  
**Health Inspector**  
 Virginia Bacon (Appointment by Board of Health, Employ Commenced on 1/8/2001) 6/30/2016  
**Board of Health Nurse**  
 Pamela Lara Contracted through Board of Health

**Board of Registrars See: "Registrar of Voters"**

**BOARD OF SELECTMEN**

<b>Elected Officials</b>	<b>ELECTED</b>	<b>EXPIRES</b>
C. David Surface	5/14/2012	5/2015
Stephen Smith	5/14/2012	5/2015
Philip J. Trapani	4/30/2013	5/2016
Gary C. Fowler	5/9/2011	5/2014
Stuart M. Egenberg	5/9/2011	5/2014

<b>Town Administrator</b>	<b>Date Appointed</b>	
Michael Farrell	7/1/2013	6/30/2016

<b>BUILDING INSPECTION</b>	<b>Date Appointed</b>	<b>Term Expires</b>
<b>Inspector of Buildings/Zoning Enforcement Officer</b>		
N. Jon Metivier	4/14/2014	3/31/2015

**Alternate Inspectors of Buildings**

Glen Clohecy	3/25/2013	3/31/2014
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**Gas/Plumbing Inspector (Appointment by Building Inspector)**

William Gianacoples	4/14/2014	3/31/2015
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**Alternate Gas/Plumbing Inspector**

Stanley Kulacz	3/25/2013	3/31/2014
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**Wire Inspector**

Mark Unger, Sr.	3/25/2013	3/31/2014
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**Alternate Wire Inspectors**

Robert Brown	3/25/2013	3/31/2014
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**Cable TV Manager/Coordinator (hired July 2, 2007)**

Janet Morrissey

**Cable TV Content/Coordinator (hired July 2, 2007)**

Charles Mendez

<b>Cable TV Advisory Committee</b>	<b>Date Appointed</b>	<b>Term Expires</b>
Charles Davis	6/3/2013	6/30/2014
Dan Walsh	6/3/2013	6/30/2014
Frank Hauser	6/3/2013	6/30/2014
Lyn Lutrzykowski	6/3/2013	6/30/2014
Kelsey Bresnahan Sousa	1/13/2014	6/30/2014

**Camp Denison Committee See: CONSERVATION COMMISSION,  
 Sub-Committees, Camp Denison**

**Capital Improvement Planning Committee** (7 Member Board, 3-Year Appointments)  
*(Art. 5, STM 9/30/96, replaced by Art. 6, STM 10/27/97)*

**Date Appointed**

**Term Expires**

**1-Finance & Advisory Board Member (Appointed by the Finance & Advisory Board)**

Nick DiMaio (Fin Com)

6/30/2016

**6 Citizens of the Town of Georgetown Date Appointed**

**Term Expires**

**2-Board of Selectmen Appointments**

Joshua Nisenbaum 6/6/2011

6/30/2014

Donald Cudmore 6/3/2013

6/30/2016

**1-Finance & Advisory Board Appointment**

Jeff Gillen 11/ /2011

6/30/2014

**1-Moderator Appointment**

Russell Ricker

6/30/2015

**1-Planning Board Appointment**

Michael Hinchliffe 12/17/2013

6/30/2016

**1-School Committee Appointment**

Gregg Snyder 8/27/2013

6/30/2016

**Ex-Officio Members**

Michael Farrell, Town Administrator

For Duration of Employment

Dave Schofield, Light Department Manager

For Duration of Employment

Joan Liporto, School Business Manager

For Duration of Employment

**Cemeteries See: VETERAN'S, Cemeteries**

**Commission for Equal Access Date Appointed**

**Term Expires**

*Appointment Requirements under MGL Ch 40, Sec. 8J & Art. 43 of 5-24-93 ATM  
 (7 Member Commission, 3-Year Staggered Appointments)*

Vacant (disabled)

Vacant (appointed town member)

Vacant (disabled family member)

Vacant (resident)

Vacant (disabled family member)

Vacant (disabled)

Vacant (disabled)

**CONSERVATION COMMISSION**

**Conservation Agent**

Steven Przyjemski

Hired 4/11/2005

**Conservation Commission Members Date Appointed**

**Term Expires**

John Bell 6/11/2012

6/30/2015

Carl Shreder 6/11/2012

6/30/2015

Lillibeth Weis 6/3/2013

6/30/2016

John J. Lopez 6/6/2011

6/30/2014

Thomas Moore 3/3/2014

6/30/2016

Nick Feitz 3/3/2014

6/30/2016

Laura Repplier 7/8/2013

6/30/2016

Vacant

6/30/2016

**Community Preservation Committee (3 year appointment)**

Harry LaCortiglia (Planning Board Appointment)	5/22/2013	6/30/2016
James DiMento (Park & Rec. Appointment)		6/30/2014
Peter W. Burns (Open Space Appointment)	6/27/2013	6/30/2015
Carl Shreder (ConCom Appointment)	6/27/2013	6/30/2016
Elizabeth Davidson (Housing Authority)	6/20/2011	6/30/2014
Paul Nelson (Affordable Housing Trust Appointment)	12/12/2013	6/30/2016
James D. Davenport (Historical Commission)	6/28/2011	6/30/2014
Edward Dobie (FinCom)	8/28/2013	6/30/2016
Gary Fowler (Selectmen)	9/9/2013	6/30/2016

**Conservation Sub-Committees (Appointments by Conservation Commission)**

**Camp Denison Committee                      Date Appointed                      Term Expires**

Robert Gorton	7/2012	6/30/2013
Robert N. Morehouse (Sp. Municipal Emp 9/9/13)	7/2012	6/30/2013
Robert J. Apprich	7/2012	6/30/2013
James Lacey	7/2012	6/30/2013
John LoCicero	6/27/2013	6/30/2014

**Hampshire Woods Stewardship Committee**

**Open Space Committee                      Date Appointed                      Term Expires**

Harry D. LaCortiglia	2/21/2013	6/30/2015
Laura Repplier	7/21/2011	6/30/2014
Richard E. Talbot	6/21/2013	6/30/2015
Peter Burns	6/17/2010	6/30/2013
Jeffrey T. Wade	3/14/2013	6/30/2015

**Pentucket Pond Committee**

**Stewardship Program for the Conservation Land Off of Old Jacobs Rd.**

**Stewardship Committee for the Conservation Land off of Bailey Lane**

**Stewardship Committee for the Conservation Land off Littles Hill**

**COA Director:** (Hired by BoS 4/23/2007)

Colleen Ranshaw-Fiorello

for duration of employment

**COUNCIL ON AGING**

**Council on Aging Members**

	<b>Date Appointed</b>	<b>Term Expires</b>
Claire Maimone	6/6/2011	6/30/2014
Chandler H. Noyes	6/6/2011	6/30/2014
Jeannine E., DesJardins	6/6/2011	6/30/2014
Susan Gardiner	10/7/2013	6/30/2016
Diane Prescott	6/3/2013	6/30/2016
Jean Perley	6/3/2013	6/30/2016

Corona M. Magner	6/6/2011	6/30/2014
Nancy Thompson	9/10/2012	6/30/2015
Esther Palardy	6/11/2012	6/30/2015

<b>Alternate Members</b>	<b>Date Appointed</b>	<b>Term Expires</b>
Caroline Sheehan	9/23/2013	6/30/2014
Ann Stewart	2/10/2014	6/30/2014

Vacant

<b>Cultural Council</b>	<b>Original Appt Date</b> (do not change original appt. date-6 year limits)	<b>Appointed</b>	<b>Term Expires</b>
Nora Cannon	7/8/2013		6/30/2016
Katharine Hanlon	6/17/2013		6/30/2015
Susan Madigan	6/17/2013		6/30/2016
Patricia Durkee	9/5/2008	6/20/2011	6/30/2014
Emilee Ann Hopkins	1/14/2013		6/30/2015
Carol Shalkoski	7/8/2013		6/30/2016

<b>Emergency Management Director</b>	<b>Date Appointed</b>	<b>Term Expires</b>
Donald Cudmore, Police Chief	7/1/2013	6/30/2014
<b>Assistant Director</b>		
Albert Beardsley, Fire Chief	6/3/2013	6/30/2014
Thomas E. Dejoy	6/3/2013	6/30/2014
<b>Emergency Management Team</b>		
Peter Durkee, Highway	6/3/2013	6/30/2014
Deborah Rogers, Health Agent	6/3/2013	6/30/2014
<b>Emergency Response Coordinator (for Northern Essex Regional EPC)</b>		
Donald Cudmore, Police Chief	7/1/2013	6/30/2014

**Economic Development (6 members consisting of 3 local business & 3 residents)**

**Est. 10/1/2001**

Ted Kottcamp	6/25/2012 (2-year)	6/30/2014
Gary C. Fowler	6/17/2013	6/30/2014
James Lacey, Georgetown Alliance	6/25/2012 (2-year)	6/30/2014
Richard Williams	6/17/2013	6/30/2014
Jay O'Malley	1/27/2014	6/30/2014
Howard Snyder, Town Planner	6/17/2013 (2-year)	6/30/2014
Vacant, Planning Board		

**Energy Committee**

**Ethics Commission Liaison**

Michael Farrell	9/28/2009	for duration of employment
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**Federal Emergency Management Association (FEMA)**

**Assistant Director**

Albert Beardsley, Fire Chief	6/3/2013	6/30/2014
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**Team Member**

Thomas Dejoy	6/3/2013	6/30/2014
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**Fence Viewers**

Vacant		
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**Date Appointed****Term Expires****Finance & Advisory Board**

(Appointments by Town Moderator)

**Date Appointed****Term Expires**

Sandy Gerraughty	12/10/2012	6/30/2015
Reginald Tardif	7/1/2012	6/30/2014
James Lacey	7/1/2013	6/30/2015
Edward Dobie	1/2/2013	6/30/2014
Michael Hinchliffe	7/1/2013	6/30/2016
Nick DiMaio	7/1/2013	6/30/2016
Wayne Snow	12/11/2013	6/30/2015
Joseph Bonavita	1/14/2014	6/30/2016
Michelle Sibiga	1/14/2014	6/30/2014

**FINANCE DIRECTOR****Acting Finance Director**

Michael Farrell, Town Administrator	6/3/2013	6/30/2014
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**FIRE DEPARTMENT****Fire Chief** (November 1, 2008 start date)

Albert B. Beardsley, Fire Chief	5/1/2012	2/28/2015
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**Hazardous Materials Coordinator****Date Appointed****Term Expires**

Vacant		
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**Forest Warden****Date Appointed****Term Expires**

Albert Beardsley	6/3/2013	6/30/2014
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**Government Study Committee****Harbormaster** See: POLICE DEPARTMENT, Harbormaster**Hazardous Materials Coordinator** See; FIRE DEPARTMENT, Hazardous Materials Coordinator**Hazard Mitigation Planning Committee** (established November 4, 2013)

Deborah Rogers, Health Agent	6/30/2014
Steven Przyjemski, ConCom Agent	6/30/2014
Howard Snyder, Town Planner	6/30/2014
Peter Durkee, Highway Surveyor	6/30/2014
Michael Farrell, Town Administrator	6/30/2014
Albert Beardsley, Fire Chief	6/30/2014
Donald Cudmore, Police Chief	6/30/2014
David Schofield, Light Manager	6/30/2014

Lou Mammolette, Water Manager

6/30/2014

## **HIGHWAY DEPARTMENT**

### **Highway Surveyor**

Peter J. Durkee, Superintendent

### **Tree Warden**

Peter Durkee

### **ELECTED**

4/30/2013

**Date Appointed** (3-year term)

6/3/2013

### **EXPIRES**

5/2016

**Term Expires**

6/30/2016

### **Historical Commission**

George Perkins

James D. Davenport

Derek Richards

Louis Dispenza

Adam Gibbons

**Date Appointed** (3-Year term)

5/21/2012

6/3/2013

5/21/2012

5/21/2012

1/13/2014

### **Expires**

6/30/2015

6/30/2016

6/30/2015

6/30/2014

6/30/2016

### **Associate Member**

Joseph Knapp

Edward Desjardins

Philip Trapani

6/3/2013

6/3/2013

6/3/2013

6/30/2014

6/30/2014

6/30/2014

## **HOUSING AUTHORITY (5-YEAR)**

David Shauer

Juliette Rec

F/rank Harper

Elizabeth Davidson

Vacant, (State Appointment)

### **ELECTED**

4/30/2013

5/14/2012

5/10/2010

5/9/2011

### **EXPIRES**

5/2016

5/2017

5/2015

5/2016

4/30/2016

### **Insect Pest Control Superintendent**

Deborah Rogers

**Date Appointed**

6/3/2013

**Term Expires**

6/30/2016

## **LIGHT DEPARTMENT**

### **Department Head**

David Schofield, Manager Hired March 4, 2013

### **Elected Officials**

#### **Light Commissioners**

Peter D. Dion

Scott Edwards

John Smolinsky

### **ELECTED**

5/14/2012

4/30/2013

5/9/2011

### **EXPIRES**

5/2015

5/2016

5/2014

**Library Building Committee See: PEABODY LIBRARY, Library Building Committee**

**Master Plan Committee See: PLANNING BOARD, Sub-Committees, Master Plan Committee**

**Memorial Day Committee 2001 Date Appointed**

**American Legion #211**

**Term Expires**

**Merrimack Valley Planning Commission (Planning Board Member)**

Howard Snyder, Town Planner	6/3/2013	6/30/2014
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**Alternate**

Robert Watts, Planning Board	6/3/2013	6/30/2014
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**MODERATOR**

Beverly Enos

**ELECTED**

4/30/2013

**EXPIES**

5/2016

**North East Mosquito Control**

**Date Appointed**

**Term Expires**

*(Designated Liaisons by Board of Selectmen on 5/26/99)*

**Mosquito Larviciding and Spraying**

Deborah Rogers	6/3/2013	6/30/2014
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**Water Management Activities**

Vacant

**"OPEB" Other Post-Employment Benefits Trust Fund Trustees**

Jacqueline Cuomo, Treasurer	7/8/2013	6/30/2014
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Mary McMenemy, Town Accountant	7/8/2013	6/30/2014
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Stephen Smith, Chair BoS	7/8/2013	6/30/2014
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Sandra Gerraughty	7/8/2013	6/30/2014
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Michael Farrell	7/8/2013	6/30/2014
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**Open Space Committee See: CONSERVATION COMMITTEE, Sub-Committees, Open Space Committee**

**Park & Recreation Commission**

**Date Appointed**

**Term Expires**

Richard M. Aberman	6/17/2013	6/30/2014
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James DiMento, Chair	6/17/2013	6/30/2014
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Elizabeth Wade	6/17/2013	6/30/2014
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David Schauer	6/17/2013	6/30/2014
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Suzanne Caulfield	6/17/2013	6/30/2014
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Juliette Rec	6/17/2013	6/30/2014
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Kitchin, Al	6/17/2013	6/30/2014
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**PEABODY LIBRARY**

**Elected Trustees**

**ELECTED**

**EXPIRES**

Thomas F. Falzareno	4/30/2013	5/2016
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Susan L. Clohecy	4/30/2013	5/2016
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Mary Saunders	5/9/2011	5/2014
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George Barnard	5/9/2011	5/2014
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Walter Chris Laut	5/14/2012	5/2015
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Ronald Chorzewski	5/14/2012	5/2015
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**Personnel Board**

**Date Appointed**

**Term Expires**

*(Joint Appointment by Board of Selectmen, Finance & Advisory Board, & Town Moderator)*

C. David Surface (Town Employee/Official)	12/16/2013	6/30/2014
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<b>Personnel Director</b>	<b>Date Appointed</b>	<b>Term Expires</b>
Michael Farrell, Town Administrator	7/2009	duration of employment

## PLANNING

**Town Planner** (Hired by Planning Board on 1/23/2012)  
Howard Snyder

<b>Planning Board Committee Members ELECTED</b>	<b>EXPIRES</b>
Matilda Evangelista	5/2015
Vacant	5/2018
Timothy Howard	5/2014
Robert E. Watts	5/2017
Harry LaCortiglia	5/2016

<b>Planning Board Alternate Member</b>	<b>Expires</b>
Vacant	

<b>Planning Board Sub-Committees</b>	
<b>Master Plan Committee</b>	<b>Date Appointed</b>
	<b>Term Expires</b>

**MVPC/Regional Brownfields Advisory Committee**  
Vacant

## POLICE DEPARTMENT

### Police Chief

Donald Cudmore

Hired 7/1/2013

<b>Lieutenant</b>	<b>Date Appointed</b>	<b>Term Expires</b>
David F. Thomson	6/3/2013	6/30/2016

<b>Sergeant</b>	<b>Date Appointed</b>	<b>Term Expires</b>
Scott Hatch	6/3/2013	6/30/2016

Kevin M. DeFeo	6/3/2013	6/30/2016
Thomas E. Dejoy	7/8/2013	6/30/2016

<b>Detective</b>		
James Rodden	6/3/2013	6/30/2016
Michael P. Goddu	8/19/2013	6/30/2016

### Master Patrolmen

### Patrolman

Dennis Sullivan	6/3/2013	6/30/2016
Derek Jones	6/3/2013	6/30/2016
Adam Raymond	6/3/2013	6/30/2016
Phillip Klibansky	6/3/2013	6/30/2016

<b>Reserve Officers</b>	<b>Date Appointed</b>	<b>Term Expires</b>
Mark Anderson	6/3/2013	6/30/2014
Tyler Dechene	6/3/2013	6/30/2014
Timothy P. McGuire	6/3/2013	6/30/2014
Joanne Vallone	6/3/2013	6/30/2014

Neil Turmenne	6/3/2013	6/30/2014
Keith D. Deguio	6/3/2013	6/30/2014
Dean A. Julien	6/3/2013	6/30/2014
Joanne Ballard	6/3/2013	6/30/2014
Jay Martel	6/3/2013	6/30/2014
Michael Broderick	6/3/2013	6/30/2014
Jeffrey French	6/3/2013	6/30/2014
Heather Lifebvre	6/3/2013	6/30/2014
Jonathan Henriquez	6/3/2013	6/30/2014
Matthew Carapellucci	6/3/2013	6/30/2014
Christopher S. Pelusi	6/3/2013	6/30/2014
Eric Cochrane	10/21/2013	6/30/2014
Scott H. Yanosick	1/13/2014	6/30/2014
Henry Olshefsky	3/3/2014	6/30/2014

#### **Animal Control Officer**

Derek Jones	8/19/2013	6/30/2014
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#### **Assistant Animal Control Officer**

Keith D. Deguio	8/19/2013	6/30/2014
Dean A. Julien	8/19/2013	6/30/2014
Reed Wilson	8/19/2013	6/30/2014

<b>Constables</b>	<b>Date Appointed</b>	<b>Term Expires</b>
Donald Cudmore, Police Chief	6/3/2013	6/30/2014
Arthur Murphy, Jr. (3 yr appt)	5/16/2011	6/1/2014

#### **Harbormasters**

Carl Shreder	6/3/2013	6/30/2014
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<b>School Crossing Guards</b>	<b>Appointed</b>	<b>Term Expires</b>
Kenneth Woodbury	6/3/2013	6/30/2014
Joseph Bouchard	6/3/2013	6/30/2014
George Comiskey	6/3/2013	6/30/2014

#### **Sexual Harassment Grievance Officer**

Michael Farrell, Town Administrator	6/3/2013	6/30/2014
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#### **SATURN (Statewide Anti-Terrorism Unified Response Network)**

Donald Cudmore, Police Chief	7/1/2013	6/30/2014
Thomas Dejoy	6/3/2013	6/30/2014
Albert Beardsley, Fire Chief	6/3/2013	6/30/2014

#### **Registrar of Voters**

	<b>Date Appointed</b>	<b>Term Expires</b>
DEMOCRAT		
Douglas Baird	6/3/2013	6/30/2016
REPUBLICAN		
Virginia Adams	6/11/2012	6/30/2015

Richard Boucher	6/20/2011	6/30/2014
Janice McGrane as Town Clerk	No apt needed by the Board of Selectmen	Tenure

Recreational Path Committee	Date Appointed	Term Expires
Bill Monroe	6/3/2013	6/30/2014
Bill Hastings	6/3/2013	6/30/2014
Jeff Wade	6/3/2013	6/30/2014
Christian Roop	6/3/2013	6/30/2014
Sandra Martin	6/3/2013	6/30/2014

## SCHOOL DEPARTMENT

### Superintendent of Schools (Appointment by School Committee)

Carol Jacobs (July 1, 2007)	*no apt needed by the Board of Selectmen
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School Committee Elected Officials	ELECTED	EXPIRES
Elana Peled	5/14/2012	5/2015
Pamela Lundquist	5/14/2012	5/2015
Laurene A. Polignone	4/30/2013	5/2016
Robert C. Hoover	5/9/2011	5/2014
Barbara M. Linares	5/9/2011	5/2014

**Crossing Guards See: POLICE DEPARTMENT, School Crossing Guards**

Scholarship Committee	Date Appointed	Term Expires
Carol Jacobs	By Virtue of Employment	
Kenneth G. Woodbury	6/3/2013	6/30/2014
Pamela G. McKay	6/3/2013	6/30/2014
Deborah Mulligan	6/3/2013	6/30/2014

Whittier Regional Vocational Technical High School, District Committee Representative (School Committee Appointment)	Date Appointed	Term Expires
Dr. Jo-Ann Testaverde	2011	3/31/2014

School Feasibility Committee	Date Appointed	Term Expires
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School Building Committee	Date Appointed	Term Expires
Stuart Egenberg, Selectman	6/3/2013	6/30/2014
Tillie Evangelista, Planning Board	6/3/2013	6/30/2014
Rob Hoover, School Committee	6/3/2013	6/30/2014
Peter Durkee, Highway Surveyor	6/3/2013	6/30/2014
Jeff Wade, Tech Exp	6/3/2013	6/30/2014
George Comiskey, Citizen	6/3/2013	6/30/2014
Ellie Sinkewicz, Citizen	6/3/2013	6/30/2014
Michelle Smith, Parent	6/3/2013	6/30/2014
Kerry Stauss, Parent	6/3/2013	6/30/2014
Eric Zadina, Parent	6/3/2013	6/30/2014
James Lacey, FinCom	10/7/2013	6/30/2014

**Non-Voting Members**

Michael Farrell, Town Administrator	6/3/2013	6/30/2014
Carol Jacobs, Superintendent	6/3/2013	6/30/2014
Dr. Donna Tanner, Principal	6/3/2013	6/30/2014
Joan Liporto School Business Manager	6/3/2013	6/30/2014
Margaret Maher, Perley Principal	6/3/2013	6/30/2014
Peter Lucia, M/H Principal	6/3/2013	6/30/2014

**Sealer of Weights & Measures**

Robert Rose

**Date Appointed**

6/3/2013

**Term Expires**

6/30/2014

**Selectman's Office: See: BOARD OF SELECTMEN and/or TOWN ADMINISTRATOR****Sexual Harassment Grievance Officer See: POLICE DEPARTMENT, "Sexual Harassment"****Stormwater Management Committee (established 5/17/2004)**

Deborah Rogers, Health Agent	6/3/2013	6/30/2014
Steven Przyjemski, ConCom Agent	6/3/2013	6/30/2014
Howard Snyder, Town Planner	6/3/2013	6/30/2014
Peter Durkee, Highway Surveyor	6/3/2013	6/30/2014
Michael Farrell, Town Administrator	6/3/2013	6/30/2014

**Synthetic Turf Advisory Committee (established 12/3/2012)**

(1-Finance and Advisory member, 1 School Committee member, 2 Georgetown Athletic Assoc. members, 1 Park &amp; Recreation member, and 4 Selectmen appointments 2 voting and 2 non-voting members)

Jim DiMento, Park & Recreation	6/3/2013	6/30/2014
Jon Pingree, GAA	6/3/2013	6/30/2014
Mark Perry, GAA	6/3/2013	6/30/2014
Michael Anderson	6/3/2013	6/30/2014
Peter Durkee	6/3/2013	6/30/2014
Barbie Linares, School Committee	6/3/2013	6/30/2014
Sandy Gerraughty, FinCom	6/3/2013	6/30/2014
Carol Jacobs, Superintendent (non voting)	6/3/2013	6/30/2014
Joan Liporto, School Business Manager(non voting)	6/3/2013	6/30/2014

**TOWN ACCOUNTANT**

Mary McMenemy

5/21/2012

5/31/2015

**TOWN ADMINISTRATOR**

Michael Farrell

**Date Appointed**

6/3/2013

**Term Expires**

6/30/2016

**TOWN CLERK**

Janice McGrane

**ELECTED**

4/30/2013

**EXPIRES**

5/2016

**Asst. Town Clerk***(Appointment by Town Clerk)***Date Appointed****Term Expires**

Kathleen Roche

5/15/2013

5/15/2014

**TOWN COUNSEL**  
Kopelman & Paige

**Date Appointed**  
6/3/2013

**Term Expires**  
6/30/2014

**TRAFFIC REVIEW COMMITTEE** (BoS reduced to a 3-member Committee 6/3/2013)

Peter Durkee, Highway Surveyor  
Kevin Defeo, Sgt.  
Philip Trapani

**Date Appointed**  
6/3/2013  
6/3/2013  
6/3/2013

**Term Expires**  
6/30/2014  
6/30/2014  
6/30/2014

**TREASURY**

**Treasurer/Tax Collector**  
Jacqueline Cuomo

**Date Appointed** (3-year term)  
6/20/2011

**Term Expires**  
6/30/2014

**Assistant Treasurer/Assistant Collector**  
Pam Rogers

6/20/2011

6/30/2014

**Tree Warden: See Highway Surveyor**

**VETERANS'**

**Veterans' District Representative**  
Philip Trapani

**Date Appointed**  
6/3/2013

**Term Expires**  
6/30/2014

**Veteran's District Agent**

Vacant

**Veterans' Graves Officer**

**Date Appointed**

**Term Expires**

Vacant

**Assistant Veterans Graves Officer**  
Vacant

**WATER DEPARTMENT**

**Elected Water Commissioners**

Nicholas Lawler  
Scott Edwards  
James Viera

**ELECTED**  
5/14/2012  
4/30/2013  
5/9/2011

**EXPIRES**  
5/2015  
5/2016  
5/2014

**Water Superintendent**

Louis Mammolette--hired 9/16/2013

**Water Conservation Committee**  
(Appt by the Water Commissioners)

**Date Appointed**

**Term Expires**

**Whittier Regional Vocational Technical High School District Committee Representative**  
**See; SCHOOL DEPARTMENT, Whittier Regional Technical High School**  
**District Committee Representative**

**ZONING BOARD OF APPEALS**

Jeffrey Moore

**Date Appointed**  
6/3/2013

**Term Expires**  
6/30/2017



Sharon Freeman  
Dave Kapnis  
Gina Thibeault  
Paul Shilhan

6/20/2011  
6/3/2013  
6/7/2010  
6/29/2009

6/30/2016  
6/30/2018  
6/30/2015  
6/30/2014

**Alternate Members of Zoning Board of Appeals**  
**Date Appointed**

*(3 Associate Members)*

**Term Expires**

Vacant

## The Board of Assessors Town Report ANNUAL REPORT 2014

The Georgetown Assessors' Office would like to acknowledge Thomas Berube (Chairman), Arthur McDonald (member) and Dave Bogdan (member). Members of The Board of Assessors for there tireless work and dedication representing the residents of Georgetown.

The fiscal year 2014 has been a very busy and productive year. Fiscal year 2014 was an Interim year for The Town of Georgetown. This was the Assessors Office fourth In-House Interim update. I am happy and humbled to report that we were one the first (Interim Towns) in Essex county to have their values certified by The Department of Revenue for FY 14. The new values were based on sales that took place between 7/1/2012 and 6/30/2014. The overall value difference between FY12 and FY13 was -.00964%. This shows the Real Estate market has stabilized and values will be increasing slightly in the upcoming years.

For FY14 the average single family house assessment was \$355,787 for FY13 the average assessment was \$356,639. The percentage breakdowns for the different Real Estate class's are as follows. Residential = 90.8%, Commercial = 3.7%, Industrial = 3.7%, Personal Property = 1.7%. These percentages have stayed consistent for the past 6 years.

The Fiscal Year 2014 tax rate as certified by the Department of Revenue is \$14.05. New Growth was calculated at \$111,445.00. Below is a table with the parcel counts, values and taxes distributed by their tax classification.

Tax Classification	# Parcels	Total Value by Class	Tax Rate	Tax by Class
Residential 14,399,503.41	2,909	1,024,875,388	14.05	14,399,499.20
Commercial	55	42,198,392	14.05	592,887.41
Industrial	88	41,979,700	14.05	589,814.79
<u>Personal</u>	<u>227</u>	<u>19,650,155</u>	<u>14.05</u>	<u>276,084.68</u>
Total	3,279	1,128,709,635	14.05	15,858,286.08

The Board of Assessors would like to thank the residents of Georgetown for their continued support during the past year. The board continues its commitment to the high standards of customer service,

Accurate reporting methods, cooperation with other Town departments and boards and maintaining equitable assessments.

Respectfully submitted,  
Board of Assessors

Chairman: Thomas Berube  
Arthur McDonald  
Dave Bogdan



## ***Georgetown Board of Health***

1 Library Street Georgetown, MA 01833- Tel. 978-352-5720  
Fax. 978-352-5714

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### **FY14 Annual Report**

The Board of Health members consists of Joe Crane, Bill Gianacoples and Paul Thompson. Our office also includes Health Agent Deborah Rogers, Health Inspector Virginia Bacon and Animal Inspector Holly Willard.

Our mission is to protect the health and safety of our residents and those who visit our town. The Board of Health plays a vital role in emergency preparedness. The Agent and Inspector were often called upon to participate in a coordinated response and to protect residents from the H1N1 pandemic flu.

In addition to local preparedness activities, the Board of Health is coordinating preparedness activities with 14 other communities that comprise Massachusetts Emergency Preparedness Region 3a. The Health Agents from each community meet every month to strengthen the regions collective capacity to effectively respond to emergencies. The coalition focuses on health emergencies that could potentially harm many people, such as pandemic flu, food borne diseases, hazardous releases, natural disasters, terrorism and public health emergencies.

Furthermore, the Health Agent and Health Inspector have been busy with their daily inspectional services throughout the year. These inspections include, 7 tobacco compliance checks, 62 food inspections, 40 housing / complaints, 2 camps, 4 semi-public pools, 26 pond testing, 33 dumpsters, 2 tanning / nail salons, 31 stable inspections, 53 soil & perc testing, 70 Septic plan reviews and 160 septic installation inspections.

The Board of Health looks forward to another productive and successful year.

Respectfully Submitted,  
Deborah Rogers, RS  
Health Agent



## **Georgetown Cable Access Committee Annual Report FY'14**

The Georgetown Cable Access committee is charged with administering the relationship between the two CATV providers and the town. Additionally, the committee is responsible for managing the funds provided for local access programming and for operating our local access station.

The Committee's membership for 2014 was Chuck Davis – Chair, Members – Lyn Lutzykowski, Kelsey Sousa and Dan Walsh. We had one vacant seat during 2014.

Through our contract negotiated last year we have added a second channel on each of our providers, we have been working to round out our programming offering, and looking to get more community access to program origination. To that end, we have been working with the Library Trustees to explore addition of a small production capability to the Library's main meeting room. We are hopeful of being able to cover lectures and other meetings held in this room. This will hopefully be able to be completed within the next fiscal year.

During the past year we were able to cover the Santa Parade live with two cameras operating from one of the trucks in the convoy. This capability, we hope, will be used in coming years to air selected important events live.

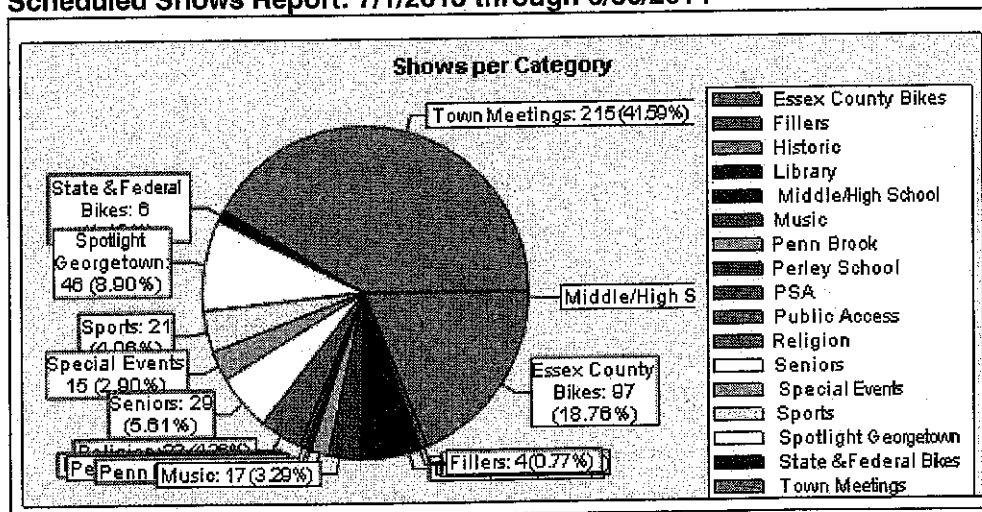
Following are some bulleted highlight facts about GCTV:

- Current Status
  - Staffing
    - Manager – Janet Morrissey
    - Production Assistant (supports taping of local events) – Charlie Mendez
    - 2 Technical Assistants – Chris Southwick and Kathleen Kosmowski
  - FY2014 Programming
    - 215 meetings, most aired live with replays on TV and on demand on web.
    - Sports: GMHS football and basketball games and other activities -- 21 Sports Events.
    - Senior Focus -- 29 Council on Aging programs covered.
    - Concerts from Park & other music -- 17 new programs aired.
    - School Coverage -- 29 events.
    - "Spotlight Georgetown"-- 46 episodes have been produced or replayed. Beverly Enos produces 4 shows once a month.
    - "Bicycled" programming from Essex County communities – 97 programs. This is programming produced by other local cable outlets and made available for showing on our channel.

- Georgetown Peabody Library: 10 programs
- Other programming: Fillers, PSA's, Public Access, Historic, Special Events, Religion & State/Federal – 46 programs.
- See detailed statistics in later section of this report
- Community Announcements
  - Significant use of community calendar
  - Kept fresh and visually interesting
- Facility Upgrade
  - During the year we set up Internet streaming of the live programming, and on-demand access to major recent programs of interest.
  - In process of making older programming available online.
  - Upgrade of meeting cameras – 2 HD cameras plus remote control device purchased waiting to be installed.
- Plans for FY '15
- Facility and Equipment
  - Replace remaining 2 Town Hall Studio cameras.
  - Build production capability at the Peabody Library.
  - Improve temperature control in Town Hall Control Room.

## Programming Summary

Scheduled Shows Report: 7/1/2013 through 6/30/2014



## Financial Summary

	FY '07	FY '08	FY '09	FY '10	FY '11	FY '12	FY '13	FY '14
Regular Income	\$51.6K	\$51.6K	\$63.3K	\$67.6K	\$76.2K	\$81.8K*	\$98K*	\$103K
Capital Income	\$100K	\$0	\$25K*	\$25K*	0	\$25K	0	0
<b>Expense</b>								
Salary	\$25.9K	\$42.6K	\$40.2K	\$44.9K	\$47.0K**	\$56.2K**	\$61.1K**	\$66.8K
Equipment/Supplies	\$16.7K	\$27.7K	\$9.7K	\$16.5K	\$23K	\$17K	\$13.9K	\$12.8K
Utilities, Etc.	\$11.6K	\$9.1K	\$10.0K	\$10.7K	\$7.6K	\$7K	\$9.1K	\$10.5K
Legal/IT	\$1.4K	\$0	\$0	\$0	\$0	\$2.3K	\$1K	0
<b>Total Expense</b>	\$59.7K	\$79.4K	\$59.9K	\$72.1K	\$77.6K	\$82.5K	\$85K	\$90K
<b>Total Originated Programming</b>	370	310	269	316	293	334	424	402
<b>Total Programming Hours</b>	5691**	2479	3502	4265	4243	4424	5288	5183

\*Comcast capital is now paid quarterly based on the specific revenue during the previous period.

\*\*Salary expense saw a sharp increase due to a change in the way benefits were accounted within the Town.

\*\*Note: Schedule was filled by mostly back to back replays without any bulletin board. Schedule now contains more bulletin board content which deserves "airtime" which is not included in programming total time.

## Georgetown Community Preservation Committee Annual Report, FY 2014

**Background and Authority:** The Community Preservation Committee (CPC) is a coalition of representatives from multiple municipal boards and commissions charged with making recommendations for the funding of projects for vote by residents at the annual town meeting. Revenues available for expenditure during the FY 2014 were generated through a 3% surcharge on property values as well as matching funds by the state under the authority of the Community Preservation Act. In 2014, approximately \$ 493,000 was available for disbursement for projects approved by the citizens of Georgetown at the annual town meeting.

Under the Act, the CPC solicits and reviews proposals for projects and makes recommendations to the Select Board for inclusion on the town meeting warrant. Residents of the town vote at town meeting on whether to fund the projects. To be eligible for CPA funds, the project must address a need under one of the following categories: The support of Community Housing; the creation and preservation of Open Space; the acquisition, creation, preservation, rehabilitation and restoration of land for recreational use; and Historical Preservation. The Act requires the CPC to reserve at least 10% of the available revenues for each category. In FY 2014, \$78,000 was reserved for each of the required categories.

**Membership:** The CPC is comprised of representatives from the Conservation Commission (Carl Shreder), Planning Board (Harry LaCortiglia), Park and Recreation Commission (James Dimento), Select Board (Gary Fowler), Finance and Advisory Committee (Ed Dobie), Open Space Committee (Peter Burns), Affordable Housing Trust (Paul Nelson), Housing Authority (David Schauer), and the Historical Commission (James Davenport).

**Meetings:** The CPC meets the first and third Tuesdays of each month in the Town Hall. The CPC held a public information meeting on April 1, 2014 to inform the town of the projects that it intended to send to the Select Board for inclusion on the town warrant. This meeting was broadcast on local cable television. Additionally, the CPC offered several opportunities for public comment during the project review period.

**Project Suggestion Submission Period:** The CPC solicited projects from September 1 through December 3, 2013.

**Project Selections/Recommendations for Town Meeting:** The CPC received seven proposals for funding during FY 2014. Five of the seven projects were recommended for funding and all five were approved for funding by the citizens of Georgetown at the Annual Town Meeting in May 2014.



**Approved Projects, FY 2014:** The projects below were approved for funding during the Annual Town Meeting.

Project	Town Meeting Article	Responsible Party	Amount Funded
Affordable Housing Trust Grant	Warrant Article 31(B)	Affordable Housing Trust	\$100,000
Flagpole Restoration and Rehabilitation	Warrant Article 31 (C)	Historical Commission; Parks and Recreation Commission .	\$6,700
Pentucket Pond Vista View Restoration and Rehabilitation	Warrant Article 31 (D)	Highway Dept.	\$62,000
American Legion Park Rehabilitation	Warrant Article 31(E)	Park and Rec. Commission	\$29,800
West Street Soccer Fields Rehabilitation	Warrant Article 31 (F)	Park and Rec. Commission	\$10,000
Total Amount Funded			\$208,500

## **Conservation Commission**

### **FY14 Annual Report**

The Georgetown Conservation Commission is responsible for administering the Massachusetts Wetland Protection Act and the Georgetown Wetlands Protection Bylaw. These laws are intended to protect wetlands, ponds, lakes, brooks, streams, rivers, and any land subject to flooding and their resource areas. Resource areas include land within 200 feet of perennial rivers, streams and brooks, and within 100 feet of all wetland areas. In these "resource areas", the Commission is charged with controlling activities that could degrade water quality, increase flooding, impair wildlife habitat or have any other adverse impacts to the environment.

In working with the Department of Environmental Protection and the Natural Heritage Endangered Species Program with the Division of Fisheries and Wildlife, the Commission strives to continually educate themselves and the community about the importance on preserving our valuable natural resources. As we work together as a community to protect, preserve and conserve, we will continue to establish a town that has a tremendous sense of pride.

The Georgetown Conservation Commission meets on Thursday nights in a Town Hall Meeting Room. Site reviews and additional meetings are held as needed. Exact dates and times of the public hearings and public meetings are posted outside the Assessor's office in Town Hall, as well as, on the town website. All required forms for filing with the Commission are available on the town website or at the Conservation office. The public is welcomed and encouraged to attend.

Each year, the Conservation Commission makes steady progress towards a proactive methodology to conservation. The Commission has developed several standard "Orders of Conditions" which helps applicants better understand the Commission requirements. The local "Orders of Conditions" give the Commission the opportunity to protect specific sites and their unique resources.

The Commission supports town subcommittees such as the "Open Space Committee", "Camp Denison Committee" and "Littles Hill Stewardship Committee", all of which are vigorously working to create conservation areas open for public use. The following are the Commission's current open space locations: Camp Denison, Hampshire Woods, Littles Hill, Bailey Lane, Lufkin's Brook, Spruce Pond, Pentucket Acres, Parker River Landing and Pentucket Pond. Also, the Commission recently acquired additional land abutting the Camp Denison property.

The Camp Denison Committee is in the process of improving the use and appearance of Camp Denison off Nelson Street. There are a number of volunteers who have dedicated their time and effort to make Camp Denison a pleasurable location for the people of Georgetown to spend time. The Camp Denison crew is always working hard to maintain the property. Volunteers and donations have really made a big difference at Camp Denison. The "Work Shop in the Woods" summer day camp for kids and the "Be-Epic" theater show have been a tremendous source of income for the camp, as well as the number of other camp rentals such as boat and property rentals.

The Commission continues to move forward on conservation land maintenance. The Department of Wildlife & Fisheries has given the Conservation Commission and the Board of Health a leading role in issuing permits to alleviate threats from beavers. With the beaver population on the rise, the local government can best determine what action is best for the town and how to best protect the public from property damage.

Through the Open Space Committee, the Georgetown Open Space Plan is nearly completed. The Open Space Plan is helping the Commission plan acquisitions and manage Georgetown's open space. The Open Space Committee is helping the Conservation Commission become proactive by acquiring ecologically sensitive and upland resource areas for the passive recreational enjoyment of all Georgetown citizens. Their efforts will help preserve Georgetown character, environmental and natural heritage for our future generations. The Open Space Committee has been very active and has helped open lines of communication with neighboring Communities.

The Georgetown Conservation Commission has also been working with the Community Preservation Committee. The Community Preservation Act passed at the May 2001 Town Meeting. The Community Preservation Committee provides much needed grant money for open space, historic properties, and creating affordable housing. In 2003, Hampshire Woods was purchased through a CPC grant for \$290,000. In 2004, the first of the Trails and Access preservation CPC grant was approved for \$5,000. Also, the first Pentucket Pond Fanwort control CPC grant was approved for \$45,000. The Conservation Restriction for Hampshire Woods was also approved for \$15,000 through CPC grant money. In 2005, the second of the Trails and Access preservation CPC grant was approved for \$10,000. Also, Bailey Woods purchase was approved for \$240,000.00. In 2006, the second of the Pond Fanwort control CPC grant was approved for \$36,000.00. The 32 acre CPC purchase of Driftway farms was approved in 2011 for \$255,000

The Commission will continue to be actively involved with educating the people of Georgetown on the Wetland Bylaw and Wetland Protection Act. Making every citizen aware of these valuable resources will help Georgetown become a prize community. Residents who would like to learn more can check out the town web site, come by the Conservation office, or call the office at: (978) 352-5712. We look forward to assisting the residents of Georgetown.

The Commission would like to thank all of the community volunteers who spend their personal time to make Georgetown a great place to live. We would also like to thank the other town boards and their staff for their continued support and help.

Respectfully submitted,

Carl Shreder – Chairman  
John Bell – Commissioner  
Nick Feitz – Commissioner  
Laura Repplier – Commissioner  
Lillabeth Wies- Commissioner  
Thomas Moore – Commissioner  
Steve Przyjemski – Conservation Agent

## Georgetown Council on Aging FY 14 Annual Report

As a result of solid community support and partnerships, the Georgetown Council on Aging (COA) ended Fiscal Year 2014 in a strong position, with positive financial growth and expanded connections within the community. Based on the documentation of increased services and care management required for an expanding elder population, voters at Town Meeting agreed to increase the COA Personal Services (salary portion) from \$63,348 to \$68,772, a 6 percent increase in the COA's FY15 budget. A steadily growing elder population and the resulting demand for services provided by the COA in a variety of locations by one full time director and three part-time staff members successfully demonstrated the need for the increase in the number of weekly hours for the COA's Outreach Worker and Administrative Assistant positions. In FY08, the number of duplicated elders served by COA programs and services was 4,814 while the number of unduplicated elders served was 488. As a result of growth as well as the Georgetown COA's increased connections within the community, the number of duplicated elders served by COA programs and services grew to 7,484 in FY13, a 56 percent increase from FY08. The budget increase has allowed the Outreach Worker's position to increase from 16 to 19.5 hours per week and the Administrative Assistant's position to increase from 10 to 13 hours per week, providing the COA office with more daily support.

In Fiscal Year 2014, board members and their positions included: Claire Maimone, Chair; Esther Palardy, Vice Chair; Jean Perley, Secretary; Chandler Noyes, Treasurer; Corona Magner, Diane Prescott, Sue Gardiner, Jeannine DesJardins, Nancy Thompson and Alternate Board Members Carol Sheehan and Ann Stewart. Council on Aging staff members in FY 14 included Director Colleen Ranshaw-Fiorello, Outreach Worker Kirsten Klueber, Newsletter Editor/Administrative Assistant Julie Pasquale, Van Driver David Hall, Meal Site Supervisor Ailene "Mickie" Locke and Meal Site Assistant Al Miller.

Committed to the goal of supporting elders as they age in place, the COA offers a wide range of cultural, social, health, informational and educational programs to local elders and their families. According to the 2010 Federal Census, 1,428 elders over the age of 60 live in Georgetown. However, the 2014 local residents' age list shows that 1,774 elders over the age of 60 live in Georgetown representing approximately 20 percent of the town's total population.

With the recent approval of a new Kindergarten-Grade 6 school building project, a wing of one of the Town's current elementary schools will become available and continues to be discussed as potential space for the COA's programs, activities and services. Meetings with town officials continue to be positive regarding the opportunity to locate all of the Council on Aging programs and services in the space that will become available as the new school is complete. The documented growth of COA programs and services along with strong community and municipal partnerships have

placed the Georgetown Council on Aging in a good position for future growth and expansion.

Following the success of last year's three-part Essential Skills for Caregivers Series, the COA partnered with the Alzheimer's Association to present a Coping with Early Memory Loss program for people living with diagnosis of Alzheimer's or related dementia in September. Care partners attended the program as well. The program was very successful with eight individuals and care partners in attendance. In response to the identified need for continued caregiver support, the COA again partnered with the Alzheimer's Association to provide a three-part Essential Skills for Caregivers Series in March. Community outreach to promote both programs included press releases in the local newspapers, announcements in the Alzheimer's Association Events Calendar, COA newsletter and on the Cable TV community bulletin board. The successful series provided 13 unduplicated family members and care partners with education and practical tools for care giving. As a result, the COA will continue to work with the Alzheimer's Association to provide future programs for people living with diagnosis of Alzheimer's or related dementia and their care partners in the future.

As an example of community partnership, the Trustees of the Perley Free School provided a fuel assistance program to local residents who experienced difficulty with heating costs again this year. In addition to the money that is used to fund scholarships for Georgetown graduates and alumnae, the Trustees oversee a small endowment to aid Georgetown residents facing financial hardships. Concerned for people who may have difficulty with heating costs, the Trustees approved the plan for a limited heating assistance program. In FY14, the Trustees provided seven individuals with heating assistance. The grassroots effort enhanced heating assistance programs available through Community Action and Citizen's Energy, allowing more individuals to receive services within the community.

As a new initiative this year, Dr. Shradha Sharma of Georgetown Family Dentistry provided two days of free cleanings, oral exams and digital x-rays to local elders who are without dental coverage and living with need. By providing access to preventative dental care, Dr. Sharma has been able to improve elder wellbeing and will continue the program this fall. In addition to publicizing the program through newspaper press releases, the COA newsletter, Cable TV Community Bulletin Board announcements, the town's website and flyers posted in public locations, the program was advertised on Dr. Sharma's website as well as websites of other local dentists. The COA coordinated registration and assisted with medical history and release forms. Four unduplicated elders were served during the past fiscal year.

A new partnership this spring with local elder law attorney Elaine Dalton has allowed the COA the opportunity to provide a monthly elder law consultation program. Answering questions regarding elder law, estate planning, health care proxies and advance directives, the program provides elders with resources and information about the next steps to take. In May, the program served four unduplicated individuals and will continue in the new fiscal year.

The continued support of Crosby's Marketplace, a local grocery store, as a sponsor for our monthly Men's Breakfast program further illustrates the strength of the COA's Community Partnerships. Along with a nutritious hot breakfast for the participants, speakers are planned and coordinated for each program. Topics range from health and wellness, Medicare, retirement, Veterans' issues, current events, town government, home and personal safety, and local history. During Fiscal Year 2014, the COA served a total of 172 men, an average of 16 per month. Participation in the monthly breakfast program continues to evolve and expand with new participants joining the group. Along with an opportunity to share a nutritious meal with friends, the breakfast program provides the COA with an opportunity to develop relationships with men in the community and to identify their specific needs and concerns.

Changes within the income tax preparation program available through the Association for the Advancement of Retired People (AARP) allowed the COA to expand this year's income tax program to include two tax preparers. Under the expanded program, two volunteer Tax Aides prepared state and federal tax returns for 89 unduplicated individuals at the Council on Aging's office this year, a 54 percent increase from the 58 individuals served in FY14. Along with income tax preparation, the Tax Aides also provided participants with information regarding the state's Circuit Breaker Tax Credit.

A continued partnership with the Georgetown School Department has allowed the COA to maximize opportunities available to local elders within the community. Six elders participated in a monthly guest reading and "listening" program that allows participants to read to early elementary students while also listening to young readers read to them. To supplement the exercise classes available through the COA, the Georgetown School Department continues to offer the use of their building for indoor walking during the fall and winter. Three participants walked a total of 11 times at the school this year. As another intergenerational opportunity, fourteen elders attended a high school concert program and holiday breakfast. The programs offered in partnership with the School Department continue to be well-received and are all scheduled to resume this fall.

The Georgetown and Merrimack Councils on Aging continue to share an eight-passenger van as part of a regional transportation plan. Funded with a grant from the state Department of Transportation's Mobility Assistance Program, the van is leased from the Merrimack Valley Regional Transit Authority (MVRTA) and provides a vital link to needed services for elders and disabled individuals in Georgetown and Merrimack. To support independence and the goal of aging in place, the COA van traveled 4,864 miles in FY14 providing 17 individuals with 316 weekly shopping trips and 43 elders with 231 social recreational outings to restaurants, shopping areas, museums and other recreational areas, a 115 percent increase in participation from FY13.

The Friends of the Council on Aging group continues to increase community support and raise awareness for the COA's mission of serving elders and their families in the community. Gift basket raffles at recent elections have raised both funds and "friends" for the Council on Aging. The COA donation account has also gratefully received several gifts which have been used to support COA programs and activities.

Providing elders with transportation to medical appointments, six volunteer drivers serving through Northern Essex Elder Transportation (NEET), Inc. supplied 14 elders with 118 round-trip out-of-town medical appointments located in Salem, North Andover, Newburyport, Amesbury, Beverly, Lawrence, Ipswich, Wenham, Peabody, Danvers, Haverhill, Rowley, Georgetown and Groveland this past fiscal year. The six volunteer drivers with the NEET program donated 102 hours driving a total of 1,456 miles to provide elders with transportation to their medical appointments. To further address elder transportation needs, the COA staff also provides elders with information regarding the Merrimack Valley Regional Transit Authority's (MVRTA) Ring and Ride transportation service. Using wheelchair lift-equipped MVRTA vehicles, the Ring and Ride program provides Georgetown residents with free curb-to-curb transportation to anywhere in Amesbury, Boxford, Georgetown, Groveland, Haverhill, Lawrence, Methuen, Newbury/Byfield, Newburyport, North Andover and West Newbury as well as to the Rowley Commuter Rail Station and Market Basket.

Currently, the COA continues to offer programs and services in three different locations: office space at Town Hall; rented space at the First Congregational Church which is used for congregate meals, programs, services and activities; and activity space made available without charge by the Georgetown Housing Authority at the Trestle Way Community Building. Exercise classes, the Men's Breakfast, TRIAD and some social events are held in the community room located at the town's public housing while referral, insurance counseling, outreach, transportation coordination, income tax assistance and newsletter production take place in the COA office space located at Town Hall. Although the logistics of facilitating programs and activities located at multiple sites continues to present a staffing challenge, the different locations have raised visibility and garnered community participation in COA programs and services. With an expansion of the Tax Incentive Program to include up to 30 participants, the COA has gained assistance from five volunteers who provide support for some of our programs and activities at the three different locations.

In addition to the on-going exercise, game and craft programs, thirteen community education and health information and prevention programs were well attended this past year. Along with seasonal luncheons and parties, monthly birthday parties now include games, entertainment or a seasonal theme, leading to a four percent increase in participation morning recreation programs at the activity site from 884 participants in FY13 to 919 participants in FY14. Morning cribbage and card group continues to be enjoyed before lunch. This year, at least ten participants played 233 games of cribbage and various card games, a six percent increase from FY13. Sponsored by a grant from the Georgetown Cultural Council, a series of eight musical and theater programs were well attended by 132 people this past year.

A continued connection with Emmaus, Inc. of Haverhill allows the doll-making group to create hand-sewn dolls for children living in local emergency shelters. This year, the COA delivered 193 dolls to the program's family shelter in Haverhill. The relationship with Emmaus has brought real meaning and purpose to the doll-making group and the relationship continues to be a benefit to the participants as well as to the recipients of the dolls.

On a monthly basis, a SHINE Counselor (Serving the Health Insurance Needs of Elders) is available to meet with people to discuss health insurance questions and concerns. During the past year, the SHINE counselor met with 25 people at least once to assist with Medicare, Medigap policies, prescription drug plans and other health insurance issues. In October, seven individuals attended a forum with SHINE representatives from Elder Services of Merrimack Valley (ESMV) to discuss recent changes in the health insurance industry. The program was televised by Cable TV, reaching an even greater audience within the community.

Along with the new Dental Day programs, monthly blood pressure clinics, the annual flu clinic and health education programs all saw increased participation in FY14. The COA's Durable Medical Lending Program saw a significant increase, lending 67 pieces of equipment to 37 unduplicated individuals, a 37 percent increase from FY13.

The Georgetown TRIAD continues to hold successful safety presentations and programs at Trestle Way in Georgetown. Along with the Essex County Sheriff's Department, the Georgetown TRIAD includes active participation by the Georgetown Police and Fire Departments, the Council on Aging, the Housing Authority and local elders. During the past year, 34 elders participated in a variety of programs presented by the TRIAD group including a Canine Unit demonstration by the Essex County Sheriff's Department as well as a CarFit Program, that recommends personal vehicle adjustments and adaptations and offer enhance driver safety for elders. Staffed by TRIAD volunteers, File of Life and Grab and Go information tables were also available at the events while several members of the Georgetown Police Department were also on hand to present important community safety information.

Providing evidence of the Georgetown COA's increased community connections, the COA received 2,486 telephone calls and requests for information, assistance and referrals this year, a 1.5 percent increase from the 2,452 requests for information last year. Including requests for support and assistance with food resources, fuel assistance, transportation as well as support for complex clients living with a variety of physical and psycho/social needs, case management and advocacy also increased this year. The COA provided 126 unduplicated clients with case management services in FY14. The COA maintains a confidential client file with emergency contact information on each elder as well as ongoing progress notes on specific elders who receive case management services. In addition to home visits and office appointments, ongoing client support is provided with weekly reassurance calls to frail and homebound elders. In FY14, 430 reassurance/wellbeing calls were made to 356 elders.



To offer additional outreach within the community, I wrote 110 sympathy, get well, thank you and thinking of you notes to local elders and family members during FY14.

The COA held the seventh annual Volunteer Appreciation Breakfast in April as a way to acknowledge and thank many of our volunteers. The breakfast was attended by more than 50 volunteers, including town officials and administration. During the breakfast, the COA also held a training session for the volunteers that included an overview of Georgetown's Community Profile from the Massachusetts Healthy Aging Data Report, the Nine Principles of Aging Well and research regarding the connection between volunteerism and wellbeing and a review of COA participation statistics.

In the past fiscal year, a total of 9,439 COA newsletters were mailed or delivered to 800 households. To further strengthen the COA's community outreach, I write press releases for local newspapers and cable television and update the Town's website on a monthly basis. Along with posting information on the Cable TV community bulletin board, the Cable TV station frequently records our programs for use on the local Cable TV community access station, allowing information related to elder programs and services to reach a greater audience within the Town. Along with Cable TV interviews, opportunities to present information regarding COA programs and services to community groups and town departments have also expanded the COA's connections within the community. The local newspapers have also supported the COA's community outreach work by publishing feature stories connected to specific elder issues as well as press releases and photographs advancing COA programs and events. This year, two local newspapers published 33 press releases, feature stories, photographs and letters to the editor publicizing COA programs and activities.

Along with increases in requests for information, assistance and referrals and client findings, an analysis of this year's statistics found that increases were primarily seen in transportation and wellness programs, which provides evidence to support the top three areas of concerns of health and wellness, financial worries and concerns regarding maintaining independence cited by elders in the COA's 2011 participation survey. The increases in this year's statistics also reflect the concern for economic security and health care noted by elders in the greater Haverhill area surveyed by Elder Services of Merrimack Valley in the 2012 Community Needs Assessment. The number of unduplicated elders served by the Georgetown COA in FY14 was 660, a consistent trend with the number of unduplicated elders served in FY 13 and FY 12, 677 and 661 respectively. Non-elders often contact the COA seeking information regarding programs and services for family members, but also participate in COA programs and activities. As a reflection of continuing need, the number of unduplicated non-elders served by the Georgetown COA grew from 294 to 296 in FY14.

The COA thanks the Kiwanis, the Georgetown School Department, Georgetown Cultural Council, Georgetown Country Gardeners Club, the Over the Hill Band, Ashland Farms, Crosby's Marketplace, the Trustees of the Perley Free School, Nunan

Florist and Greenhouses, the Friends of the Georgetown Council on Aging as well as the Town departments including the Georgetown Housing Authority, and the Georgetown Police and Fire Department for their continued support during the past fiscal year. With deep appreciation, the COA thanks the more than 154 volunteers who serve as board members, volunteer drivers, program assistants, newsletter production crew, office support and volunteers during special events. Providing the Georgetown COA with almost 3,000 hours of volunteer service this past fiscal year, an estimated value of \$62,550, their hours of service are a valuable asset as well as a significant savings to the town. Their service strengthens and enriches the connections which exist within this community and remains essential to the COA's mission of serving elders and their families.

**TOWN OF GEORGETOWN, MASSACHUSETTS**  
**MUNICIPAL ELECTRIC LIGHT**  
**DEPARTMENT**

**Financial Statements**

**December 31, 2013**

**(With Accountants' Report Thereon)**

***Giusti, Hingston and Company***  
***Certified Public Accountants***

***36 Jackman St., Unit 1***

***\* Georgetown, MA 01833***

***\****

***(Tel) 978-352-7470***

Town of Georgetown, Massachusetts  
Municipal Electric Light Department  
**FINANCIAL STATEMENTS AND AUDITORS' REPORT**

For the Year Ended December 31, 2013

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INDEPENDENT AUDITORS' REPORT ON GENERAL PURPOSE FINANCIAL STATEMENTS –  
TOWN OF THE GEORGETOWN, MASSACHUSETTS, MUNICIPAL ELECTRIC LIGHT  
DEPARTMENT

Board of Commissioners and Board of Selectmen  
Town of Georgetown, Massachusetts  
Municipal Electric Light Department  
94 Searle Street  
Georgetown, MA 01833

We have audited the accompanying financial statements of the Town of Georgetown, Massachusetts, Electric Light Department ("the Department"), and the related notes to the financial statements, as of and for the year ended December 31, 2013.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence, about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Town of Georgetown, Massachusetts, Electric Light Department, as of December 31, 2013, and the results of its operations and its cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## Other Matters

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the retirement system schedules and the other post employment benefit schedules listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Georgetown, Massachusetts, Electric Light Department's basic financial statements. The Schedule of Electric Operating Revenues and the Schedule of Electric Operations and Maintenance Expenditures are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The Schedule of Electric Operating Revenues and the Schedule of Electric Operations and Maintenance Expenditures have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Sincerely,

*Giusti, Hingston and Company*

Giusti, Hingston and Company  
Certified Public Accountants  
Georgetown, Massachusetts  
August 26, 2014

Georgetown Municipal Electric Light Department  
Management's Discussion and Analysis  
Required Supplementary Information  
December 31, 2013

As management of the Georgetown Municipal Electric Light Department, we offer readers of these financial statements this narrative overview and analysis of the financial activities of the Georgetown Municipal Electric Light Department for the fiscal year ended December 31, 2013.

**Financial Highlights**

- The assets of the Georgetown Municipal Electric Light Department (including the Other Post Employment Benefit trust) exceeded its liabilities at the close of the most recent fiscal year by \$9,480,970 (*net position*).
- The Department's total net position increased by \$332,797.
- At the end of the current fiscal year, the balance in the unrestricted net position account was \$2,362,194, or 35.5 percent of the total proprietary fund expenses.

**Overview of the Financial Statements**

The discussion and analysis are intended to serve as an introduction to the Georgetown Municipal Electric Light Department's basic financial statements.

**Proprietary funds.** The Georgetown Municipal Electric Light Department maintains one proprietary fund type. The Georgetown Municipal Electric Light Department uses an enterprise fund to account for its electric operations.

**Financial Analysis**

**Net Position**

Net position may serve over time as a useful indicator of a government's financial position. The following table reflects the condensed net position for the past two years.

	<b>Business-Type Activities <u>2013</u></b>	<b>Business-Type Activities <u>2012</u></b>
Current Assets	\$ 2,109,062	\$ 2,006,220
Non Current Assets	8,976,213	8,814,985
Total Assets	<u>11,085,275</u>	<u>10,821,205</u>

	Business-Type Activities <u>2013</u>	Business-Type Activities <u>2012</u>
Current Liabilities	1,204,305	1,147,782
Long Term Liabilities	400,000	525,250
Total Liabilities	<u>1,604,305</u>	<u>1,673,032</u>
Net Position:		
Net Investments in Capital Assets	6,614,268	6,614,245
Restricted for Other Post Employment Benefits	504,508	329,575
Unrestricted Net Position	2,362,194	2,204,353
Total Net Position	<u>\$ 9,480,970</u>	<u>\$ 9,148,173</u>

The net position of the Department increased by \$332,797 or 3.64% during fiscal year 2013.

#### Changes in Net Position

The following condensed financial information was derived from the Department's Statement of Revenues, Expenses and Changes in Net Position. It reflects how the Department's net position has changed during the past two fiscal years.

	Business-Type Activities <u>2013</u>	Business-Type Activities <u>2012</u>
Revenues:		
Charges for Services	\$ 6,770,977	\$ 6,509,804
Miscellaneous Operating	15,960	15,612
Earnings on Investments	27,829	29,615
Contributions to Other Post Employment Benefits	150,623	67,659
Miscellaneous Nonoperating	29,322	18,713
Total Revenues	<u>6,994,711</u>	<u>6,641,403</u>
Expenses:		
Operations	6,001,711	5,766,953
Maintenance	340,275	429,647
In Lieu of Tax Payments	46,768	47,357
Depreciation	253,064	249,863
Interest on Long Term Debt	19,696	23,604
Total Expenses	<u>6,661,514</u>	<u>6,517,424</u>



	<b>Business-Type Activities 2013</b>	<b>Business-Type Activities 2012</b>
Other:		
Loss on Disposal of Asset	(400)	-
<b>Total Other</b>	<b>(400)</b>	<b>-</b>
<b>Increase (Decrease) in Net Position</b>	<b>\$ 332,797</b>	<b>\$ 123,979</b>

## Financial Analysis of the Department's Funds

### Proprietary Fund

**Electric Enterprise Fund** — The following table reflects the trend in all the components of net position for the past ten years.

<b>Fiscal Year</b>	<b>Invested in Capital Assets Net of Related Debt</b>	<b>Restricted for Other Post Employment Benefits Trust</b>	<b>Unrestricted</b>	<b>Total Net Position</b>
2004	\$ 5,286,023	\$ -	\$ 1,814,044	\$ 7,100,067
2005	5,556,802	-	1,104,778	6,661,580
2006	5,722,090	-	1,825,354	7,547,444
2007	5,806,281	-	2,075,360	7,881,641
2008	5,970,831	-	1,387,046	7,357,877
2009	6,034,061	-	2,153,879	8,187,940
2010	6,097,600	164,265	2,699,182	8,961,047
2011	6,624,042	238,994	2,161,158	9,024,194
2012	6,614,245	329,575	2,204,353	9,148,173
2013	6,614,268	504,508	2,362,194	9,480,970

### Capital Asset and Debt Administration

**Capital assets.** The Georgetown Municipal Electric Light Department's investment in capital assets as of December 31, 2013, amounts to \$7,094,268 (net of accumulated depreciation). This investment in capital assets includes land, buildings, improvements, poles, towers, fixtures, equipment and vehicles.

Major capital asset acquisitions during the current fiscal year included the following:

- Poles, Towers and Fixtures (\$58,039).
- Station Equipment (\$28,959).
- Overhead Conductors and Equipment (\$28,486).
- Line Transformers (\$24,467).

**Capital Assets at December 31, 2013**  
(Net of Depreciation)

	<b>Business- Type Activities <u>2013</u></b>	<b>Business- Type Activities <u>2012</u></b>
Land	\$ 300,171	\$ 300,171
Distribution and Plant	6,508,956	6,558,605
Structures and Improvements	40,688	40,303
Office Equipment	17,372	17,007
Transportation Equipment	190,242	225,360
Stores Equipment	1,697	1,733
Tools, Shop and Garage Equipment	26,571	30,487
Communication Equipment	8,571	579
	<hr/>	<hr/>
Total	<u>\$ 7,094,268</u>	<u>\$ 7,174,245</u>

**Debt**

The Department's outstanding debt for the past two years is as follows.

	<b><u>2013</u></b>	<b><u>2012</u></b>
Electric Light Department	<u>\$ 480,000</u>	<u>\$ 560,000</u>

The Departments long term debt decreased by \$80,000 or 14.3% during fiscal year 2013.

**Fiscal Year 2014 Budget**

The Department's fiscal year 2014 budget will be funded primarily by electric rates. Fluctuations in power costs are anticipated. However, the Department has the ability and intent to increase rates in order to offset the additional power costs. Management tools are in place to review power costs and forecast cash flow on a monthly basis.

Town of Georgetown, Massachusetts  
Municipal Electric Light Department  
Statement of Net Position  
December 31, 2013  
(Continued on Page 8)

	Proprietary <u>Fund Type</u>
	Electric <u>Enterprise</u>
<u>Assets</u>	
Current Assets:	
Petty Cash	\$ 500
Unrestricted Operating Cash	693,989
Accounts Receivable:	
Customer (Net of Allowance for Uncollectible Accounts)	784,134
Municipal	2,961
Other	5,050
Plant Inventory	29,771
Purchased Power Prepayments	592,657
Total Current Assets	<u>2,109,062</u>
Noncurrent:	
Restricted for Depreciation Fund Cash	1,377,437
Restricted for Other Post Employment Benefits Cash	504,508
Fixed Assets:	
Utility Plant in Service	13,111,468
Less - Reserve for Depreciation	(6,017,200)
Total Noncurrent Assets	<u>8,976,213</u>
Total Assets	<u>\$ 11,085,275</u>

Liabilities and Net Position

Liabilities	
Current:	
Accounts Payable	\$ 755,775
Customer Deposits	119,357
Bonds Payable	80,000
Accrued Sick and Vacation Leave Payable	67,697
Accrued Employee Benefits Payable	181,476
Total Current Liabilities	<u>1,204,305</u>

Town of Georgetown, Massachusetts  
Municipal Electric Light Department  
Statement of Net Position  
December 31, 2013  
(Continued from Page 7)

	Proprietary <u>Fund Type</u>
	Electric <u>Enterprise</u>
Noncurrent Liabilities:	
Bonds Payable	400,000
Total Noncurrent Liabilities	<u>400,000</u>
Total Liabilities	<u>1,604,305</u>
Net Position:	
Net Investments in Capital Assets	6,614,268
Restricted for Other Post Employment Benefits	504,508
Unrestricted	<u>2,362,194</u>
Total Net Position	<u><u>\$ 9,480,970</u></u>

Town of Georgetown, Massachusetts  
Municipal Electric Light Department  
Statement of Revenues, Expenses and Changes in Net Position  
For the Year Ended December 31, 2013

	Proprietary <u>Fund Type</u>
	Electric <u>Enterprise</u>
Operating Revenues:	
User Charges	\$ 6,770,977
Miscellaneous	15,960
Total Operating Revenues	<u>6,786,937</u>
Operating Expenses:	
Operations	6,001,711
Maintenance	340,275
In Lieu of Tax Payments	46,768
Depreciation	253,064
Total Operating Expenses	<u>6,641,818</u>
Operating Income (Loss)	<u>145,119</u>
Nonoperating Revenues (Expenses):	
Earnings on Investments	27,829
Contributions to Other Post Employment Benefits Fund	150,623
Miscellaneous	29,322
Loss on Disposal of Asset	(400)
Interest on Long Term Debt	(19,696)
Total Nonoperating Revenues (Expenses):	<u>187,678</u>
Net Increase (Decrease) in Net Position	<u>332,797</u>
Net Position, January 1, 2013	<u>9,148,173</u>
Net Position, December 31, 2013	<u>\$ 9,480,970</u>

Town of Georgetown, Massachusetts  
Municipal Electric Light Department  
Statement of Cash Flows  
For the Year Ended December 31, 2013  
(Continued on Page 11)

Cash Flows from Operating Activities:	
Receipts from Customers	\$ 6,664,106
Payments to Employees and Vendors	<u>(6,263,734)</u>
Net Cash Flows Provided (Used) by Operating Activities	<u>400,372</u>
Cash Flows from Non Capital Related Financing Activities:	
Miscellaneous	<u>29,322</u>
Net Cash Flows Provided (Used) by Non Capital Related Financing Activities	<u>29,322</u>
Cash Flows from Capital and Related Financing Activities:	
Acquisition and Construction of Capital Assets	(173,486)
Principal Payments on Bonds	(80,000)
Interest Expense	<u>(20,540)</u>
Net Cash Flows Provided (Used) by Capital and Related Financing Activities	<u>(274,026)</u>
Cash Flows from Investing Activities:	
Earnings on Investments	<u>27,829</u>
Net Cash Flows Provided (Used) by Investing Activities	<u>27,829</u>
Net Increase (Decrease) in Cash and Cash Equivalents	183,497
Cash and Cash Equivalents, January 1, 2013	<u>2,392,437</u>
Cash and Cash Equivalents, December 31, 2013	<u><u>\$ 2,575,934</u></u>

Town of Georgetown, Massachusetts  
Municipal Electric Light Department  
Statement of Cash Flows  
For the Year Ended December 31, 2013  
(Continued from Page 10)

Reconciliation of Net Income to Net Cash Provided (Used)  
by Operating Activities:

Operating Income (Loss)	\$ 145,119
Adjustments to Reconcile Operating Income to Net Cash Provided (Used) by Operating Activities:	
Depreciation and Amortization Expense	253,064
(Increase) Decrease in Accounts Receivable	(122,831)
(Increase) Decrease in Prepayments	(37,719)
Increase (Decrease) in Payables	162,739
Net Cash Provided by Operating Activities	<u>\$ 400,372</u>

Town of Georgetown, Massachusetts  
Municipal Electric Light Department  
Notes to the Financial Statements  
December 31, 2013

I. Summary of Significant Accounting Policies

The significant accounting policies of the Electric Light Department are as follows:

(a) Reporting Entity

The Georgetown Municipal Electric Light Department is an enterprise fund of the Town of Georgetown, Massachusetts. The Light Department purchases power from various sources and sells it to customers at rates submitted to the Massachusetts Department of Telecommunications and Energy. The Board of Commissioners is an elected Town Board that has full charge of operations and management of the Plant. There are no entities which are component units of the Town of Georgetown, Massachusetts, Municipal Electric Light Department.

(b) Regulation and Basis of Accounting

The Light Department maintains its books in accordance with the accounting practices prescribed by the Massachusetts Department of Telecommunications and Energy (DTE). The Department's policy is to prepare its financial statements in accordance with generally accepted accounting principles, except that depreciation is charged at a fixed percentage rate (in accordance with practices approved by the DTE). Under the GAAP basis of accounting depreciation is charged over the useful life of the asset.

Under Massachusetts law, the electric rates of the Light Department are set by the Municipal Light Board and may be changed once every three months. Rate schedules are filed with the Massachusetts Department of Telecommunications and Energy. While the DTE exercises general supervisory authority over the Light Department, the Light Department's rates are not subject to DTE approval.

(c) Depreciation

The general laws of Massachusetts allow utility plants in service to be depreciated at an annual percentage rate. In order to change this rate, approval must be obtained from the Department of Telecommunications and Energy. Changes in annual depreciation rates may be made for financial factors relating to cash flow rather than for engineering factors relating to estimates of useful lives. The Light Department used a depreciation rate of 2.0% for fiscal year 2013.

(d) Revenues

Revenues from the sale of electricity are recorded on the accrual basis of accounting as bills are rendered from monthly readings taken on a cycle basis. The revenues are based on rates approved by the Board of Commissioners and filed with the Department of Telecommunications and Energy.

(e) Unbilled Revenue

No recognition is given to the amount of usage by customers which is unbilled at the end of the accounting period.



## II. Purchased Power Prepayments

Prepayments are made throughout the year in accordance with contractual agreements. The balance in this account represents the various purchased power prepayments for the period ended December 31, 2013.

## III. Deposits and Investments

### a. Deposits

#### Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a bank failure, the Department's deposits may not be returned to it. The Department does not have a formal deposit policy for custodial credit risk. Although the deposit risk is to the Department, the Town manages the Department's bank accounts and investments. Since the deposits are pooled with the Town's deposits, the Department's exposure to custodial credit risk could not be determined.

### b. Investments

#### i) Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Department does not have a formal policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

#### ii) Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Department does not have a formal policy relating to credit risk.

#### iii) Concentration of Credit Risk

Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. The Department does not have a formal policy that limits the amount it may invest in a single issuer.

#### iv) Depreciation Fund Cash

Pursuant to provisions of the Commonwealth's General Laws, cash in an amount equivalent to the annual depreciation expense is transferred from unrestricted funds to the depreciation fund. Other amounts may be transferred to the depreciation fund at the direction of the Board of Commissioners. Interest earned on the balance of the fund must remain in the fund. Depreciation fund cash may only be used to pay for additions to the utility plant.

#### IV. Long Term Debt

Bonds payable outstanding at December 31, 2013, consist of general obligation bonds of the Town of Georgetown, Massachusetts. The Electric Light Department submits payments to the Town for principal and interest payments as they become due. The bonds outstanding at year end are as follows:

<u>Name</u>	<u>Issue Date</u>	<u>Amount</u>	<u>Interest Rate</u>
Substation	February 28, 2005	\$ 480,000	3.40%
	Total	<u>\$ 480,000</u>	

#### A. Changes in Long Term Debt

The following is a summary of bond transactions for the year ended December 31, 2013.

Balance 01/01/2013	\$ 560,000
Add: New issues	0
Less: Maturities	(80,000)
Balance 12/31/2013	<u>\$ 480,000</u>

#### B. Summary of Debt Service to Maturity

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2014	\$ 80,000	17,340	\$ 97,340
2015	80,000	14,540	94,540
2016	80,000	11,740	91,740
2017	80,000	8,860	88,860
2018	80,000	5,960	85,960
2019	80,000	3,000	83,000
Total	<u>\$ 480,000</u>	<u>\$ 61,440</u>	<u>\$ 541,440</u>

#### C. Bond Authorization

There were no bonds authorized that had not been issued or rescinded as of December 31, 2013.

## V. Capital Assets

Capital asset activity for the year ended December 31, 2013 is as follows:

Assets	Cost		Additions	Dispositions	Cost		Accumulated Depreciation		Reversed Depreciation	Accumulated Depreciation		Net Book Value
	January 1, 2013	December 31, 2013			January 1, 2013	December 31, 2013	January 1, 2013	December 31, 2013		January 1, 2013	December 31, 2013	
Electric Utility Plant in Service												
Distribution Plant:												
Land and Land Rights	\$ 300,171	\$ 300,171	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,171
Structures and Improvements	496,659	496,659	-	-	187,305	8,696	196,001	196,001	-	196,001	196,001	300,658
Station Equipment	3,355,005	3,383,964	28,959	-	1,354,778	58,746	1,413,524	1,413,524	-	1,413,524	1,413,524	1,970,440
Poles, Towers and Fixtures	1,274,940	1,332,979	58,039	-	552,168	22,324	574,492	574,492	-	574,492	574,492	758,487
Overhead Conductors and Equipment	3,353,752	3,382,238	28,486	-	1,491,784	58,724	1,550,508	1,550,508	-	1,550,508	1,550,508	1,831,730
Underground Conductors	224,196	224,422	226	-	73,018	3,926	76,944	76,944	-	76,944	76,944	147,478
Underground Conductors and Devices	883,673	887,723	4,050	-	408,875	15,473	424,348	424,348	-	424,348	424,348	463,375
Line Transformers	1,221,566	1,246,033	24,467	-	674,574	21,389	695,963	695,963	-	695,963	695,963	550,070
Services	268,599	271,230	2,631	-	203,439	4,693	208,132	208,132	-	208,132	208,132	63,098
Meters	287,181	297,031	9,850	-	23,493	5,028	28,521	28,521	-	28,521	28,521	268,510
Installations on Customers' Premises	13,470	13,470	-	-	8,682	236	8,918	8,918	-	8,918	8,918	4,552
Leased Property on Customers' Premises	1,686	1,686	-	-	644	30	674	674	-	674	674	1,012
Street Lighting	405,049	405,049	-	-	248,411	7,092	255,503	255,503	-	255,503	255,503	149,546
Total Distribution Plant	12,085,947	12,242,655	156,708	-	5,227,171	206,357	5,433,528	5,433,528	-	5,433,528	5,433,528	6,809,127
General Plant:												
Structures	64,792	66,311	1,519	-	24,489	1,134	25,623	25,623	-	25,623	25,623	40,688
Office Equipment	97,736	91,271	5,984	(12,449)	80,729	5,220	73,899	73,899	(12,050)	73,899	73,899	17,372
Transportation Equipment	561,152	561,152	-	-	335,792	35,118	370,910	370,910	-	370,910	370,910	190,242
Stores Equipment	2,048	2,048	-	-	315	36	351	351	-	351	351	1,697
Tools, Shop and Garage Equipment	114,934	112,584	1,150	(3,500)	84,447	5,066	86,013	86,013	(3,500)	86,013	86,013	26,571
Communications Equipment	27,322	35,447	8,125	-	26,743	133	26,876	26,876	-	26,876	26,876	8,571
Total General Plant	867,984	868,813	16,778	(15,949)	552,515	46,707	583,672	583,672	(15,550)	583,672	583,672	285,141
Total Utility Plant in Service	\$ 12,953,931	\$ 13,111,468	\$ 173,486	\$ (15,949)	\$ 5,779,686	\$ 253,064	\$ 6,017,200	\$ 6,017,200	\$ (15,550)	\$ 6,017,200	\$ 6,017,200	\$ 7,094,268

VI. Accounts Receivable Customer – Reserve for Uncollectible Accounts

The Electric Department has established a reserve for uncollectable accounts as indicated below:

Accounts Receivable - Customer	\$ 787,393
Reserve for Uncollectable	<u>(3,259)</u>
Accounts Receivable - Customer Net	<u>\$ 784,134</u>

VII. Compensated Absences

A liability for compensated absences is reflected in the financial statements. The vacation and sick leave policies are as follows:

Vacation Leave - Employees of the Department earn vacation leave based on length of services as follows:

After six months	1 Week
After one year to five years	2 Weeks
After five years to ten years	3 Weeks
After ten years	4 Weeks

Employees may carry a maximum of five of their vacation days to the next fiscal year.

Sick Leave - Employees of the Department are allowed fifteen sick days per year. Sick leave may be accumulated to 150 days. Upon retirement, employees may receive a buy back of 50% of their accumulated sick leave at their current rate of pay.

VIII. Retirement System

(a) Plan Description

The Electric Light Department (as a component unit of the Town of Georgetown) is a member of the Essex Regional Retirement System, a cost sharing multiple-employer defined benefit pension plan administered by the Essex Regional Retirement System. The system provides retirement benefits, cost of living adjustments, disability benefits and death benefits.

The system is a member of the Massachusetts Contributory Retirement System and is governed by Chapter 32 of the Massachusetts General Laws (MGL). The authority to establish and amend benefit provisions requires a statutory change to Chapter 32. The Essex Regional Retirement System issues a publicly available financial report in accordance with guidelines established by the Commonwealth's Public Employee Retirement Administration Commission.. That report may be obtained by writing to Essex County Retirement System, 491 Maple Street, Suite 202, Danvers, Massachusetts 01923-4025.

(b) Funding Plan

Active members of the Essex Regional Retirement System contribute either 5, 7, 8 or 9% of their gross regular compensation depending on the date upon which their membership began. An additional 2% is required from employees for earnings in excess of \$30,000. The Light Department is required to pay an actuarially determined rate. The contribution requirements of plan members is determined by M.G.L. Chapter 32. The Department's contribution requirement is established and may be amended by the Essex Regional Retirement System with the approval of the Public Employee Retirement Administration.

The Department's contributions for the years ending December 31, 2013, 2012 and 2011 were \$148,683, \$118,729 and \$117,843, respectively, equal to the required contributions each year.

IX. Other Post Employment Benefits (OPEB) Disclosures

In accordance with Governmental Accounting Standards Board (GASB) Statement No. 45 (GASB 45), "Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions," the Department accounts for and reports the value of its future OPEB obligations currently rather than on a pay as you go basis. Certain information that is required to be disclosed by GASB 45 is noted below. In addition, other Required Supplementary Information (RSI) required by GASB 45 is presented following the notes to the financial statements.

- a. **Plan Description.** In addition to providing pension benefits described above, the Department provides the majority of retired employees with payments for a portion of their health care and life insurance benefits. All of the Department retirees receiving a pension from the Essex Regional Retirement System are eligible for post retirement medical benefits. Currently there are approximately 8 active employees and 11 retired employees (including beneficiaries and dependents) who are eligible to participate in the plan.
- b. **Funding Policy.** The Department pays 60% of the total premiums for health insurance, 50% of the premiums for dental insurance and 50% of the premiums for a \$5,000 life insurance policy. The contribution requirements of plan members and the Department are established by union agreements and may be amended from time to time.
- c. **Annual OPEB Cost and OPEB Obligation.** The annual Other Postemployment Benefit (OPEB) cost is calculated based on the Annual Required Contribution (ARC) of the Department, an amount that has been actuarially determined in accordance with the parameters of GASB 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal costs each year and to amortize any unfunded actuarial liabilities over a period not to exceed thirty years. The following table shows the components of the Department's annual

OPEB cost for the fiscal year ended December 31, 2013, the amount actually contributed to the plan, and the Department's Net OPEB Obligation (NOO):

Annual Required Contribution (ARC)	\$202,534
Interest on Net OPEB Obligation	2,263
Adjustment to Annual Required Contribution	(2,944)
Annual OPEB Cost (Expense)	<u>201,853</u>
Employer Contributions:	
Premiums Paid	69,418
Implied Subsidy	27,062
OPEB trust Deposits	<u>150,623</u>
Total Employer Contributions	<u>247,103</u>
Increase in Net OPEB Obligation	(45,250)
Net OPEB Obligation (NOO)- Beginning of Year	<u>45,250</u>
Net OPEB Obligation (NOO)- End of Year	<u><u>\$0</u></u>

The Department's annual OPEB cost, the percentage of the annual OPEB cost contributed to the plan and the net OPEB obligation for recent years are as follows:

<u>Fiscal Year</u> <u>Ended December 31</u>	<u>Annual</u> <u>OPEB Cost</u>	<u>Percentage of</u> <u>Annual OPEB</u> <u>Cost Contributed</u>	<u>Net OPEB</u> <u>Obligation</u>
2013	\$201,853	122%	\$0
2012	\$196,823	77%	\$45,250
2011	\$145,839	102%	\$0

- d. **Funded Status and Funding Progress.** As January 1, 2012, the most recent actuarial valuation, the Actuarial Accrued Liability (AAL) for benefits was \$2,208,329 and the actuarial value of plan assets was \$238,994, resulting in an Unfunded Actuarial Accrued Liability (UAAL) of \$1,969,335. **Subsequent to the valuation date the Department continued funding the Plan. The value of the Plan's assets as of December 31, 2013 was \$504,508.**

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as Required Supplementary Information (RSI) following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

- e. **Actuarial Methods and Assumptions.** Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members). The projections consider the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the January 1, 2012 actuarial valuation, the projected unit credit and level dollar method was used. The actuarial assumptions included a 5.0% (previously 4.0%) investment rate of return (net of administrative expenses) and an annual healthcare cost trend rate of 9% initially, reduced by decrements of 1% annually to an ultimate rate of 5%. The actuarial value of assets is determined using market value. The UAAL is being amortized over a thirty year closed amortization period.

X. Litigation

No provision for loss on litigations and/or claims has been made. It is the opinion of management that the disposition of any claims against the Department will not materially affect the financial statements.

XI. Contingent Liabilities

Town of Georgetown, acting through its Light Department, is a Participant in certain Projects of the Massachusetts Municipal Wholesale Electric Company (MMWEC).

MMWEC is a public corporation and a political subdivision of the Commonwealth of Massachusetts, created as a means to develop a bulk power supply for its Members and other utilities. MMWEC is authorized to construct, own or purchase ownership interests in, and to issue revenue bonds to finance, electric facilities (Projects). MMWEC has acquired ownership interests in electric facilities operated by other entities and also owns and operates its own electric facilities. MMWEC sells all of the capability (Project Capability) of each of its Projects to its Members and other utilities (Project Participants) under Power Sales Agreements (PSAs). Among other things, the PSAs require each Project Participant to pay its *pro rata* share of MMWEC's costs related to the Project, which costs include debt service on the revenue bonds issued by MMWEC to finance the Project, plus 10% of MMWEC's debt service to be paid into a Reserve and Contingency Fund. In addition, should a Project Participant fail to make any payment when due, other Project Participants of that Project may be required to increase (step-up) their payments and correspondingly their Participant's share of that Project's Project Capability to an additional amount not to exceed 25% of their original Participant's share of that Project's Project Capability. Project Participants have covenanted to fix, revise and collect rates at least sufficient to meet their obligations under the PSAs.

MMWEC has issued separate issues of revenue bonds for each of its eight Projects, which are payable solely from, and secured solely by, the revenues derived from the Project to which the bonds relate, plus available funds pledged under MMWEC's Amended and Restated General Bond Resolution (GBR) with respect to the bonds of that Project. The MMWEC revenues derived from each Project are used solely to provide for the payment of the bonds of any bond issue relating to such Project and to pay MMWEC's cost of owning and operating such Project and are not used to provide for the payment of the bonds of any bond issue relating to any other Project.

MMWEC operates the Stony Brook Intermediate Project and the Stony Brook Peaking Project, both fossil-fueled power plants. MMWEC has a 3.7% interest in the W.F. Wyman Unit No. 4 plant, which is operated and owned by its majority owner, FPL Energy Wyman IV, LLC, a subsidiary of NextEra Energy Resources LLC, and a 4.8% ownership interest in the Millstone Unit 3 nuclear unit, operated by Dominion Nuclear Connecticut, Inc. (DNCI), the majority owner and an indirect subsidiary of Dominion Resources, Inc. DNCI also owns and operates the Millstone Unit 2 nuclear unit. The operating license for the Millstone Unit 3 nuclear unit extends to November 25, 2045.

A substantial portion of MMWEC's plant investment and financing program is an 11.6% ownership interest in the Seabrook Station nuclear generating unit operated by NextEra Energy Seabrook, LLC (NextEra Seabrook) the majority owner and an indirect subsidiary of NextEra Energy Resources LLC. The operating license for Seabrook Station extends to March 15, 2030. NextEra Seabrook has submitted an application to extend the Seabrook Station operating license for an additional 20 years.

Pursuant to the PSAs, the MMWEC Seabrook and Millstone Project Participants are liable for their proportionate share of the costs associated with decommissioning the plants, which costs are being funded through monthly Project billings. Also, the Project Participants are liable for their proportionate share of the uninsured costs of a nuclear incident that might be imposed under the Price-Anderson Act (Act). Originally enacted in 1957, the Act has been renewed several times. In July 2005, as part of the Energy Policy Act of 2005, Congress extended the Act until the end of 2025.

Georgetown Municipal Light Department has entered into PSAs and Power Purchase Agreements (PPAs) with MMWEC. Under both the PSAs and PPAs, the Department is required to make certain payments to MMWEC payable solely from Department revenues. Under the PSAs, each Participant is unconditionally obligated to make all payments due to MMWEC, whether or not the Project(s) is completed or operating, and notwithstanding the suspension or interruption of the output of the Project(s).

MMWEC is involved in various legal actions. In the opinion of MMWEC management, the outcome of such actions will not have a material adverse effect on the financial position of the company.

Total capital expenditures for MMWEC's Projects amounted to \$1,607,269,000, of which \$12,594,000 represents the amount associated with the Department's share of Project Capability of the Projects in which it participates, although such amount is not allocated to the Department. MMWEC's debt outstanding for the Projects includes Power Supply Project Revenue Bonds totaling \$225,280,000, of which \$1,703,000 is associated with the Department's share of Project Capability of the Projects in which it participates, although such amount is not allocated to the Department. As of December 31, 2013, MMWEC's total future debt service requirement on outstanding bonds issued for the Projects is \$218,518,000, of which \$1,668,000 is anticipated to be billed to the Department in the future.



The estimated aggregate amount of Georgetown Municipal Light Department's required payments under the PSAs and PPAs, exclusive of the Reserve and Contingency Fund billings, to MMWEC at December 31, 2013 and estimated for future years is shown below.

	<u>ANNUAL COSTS</u>
For years ended December 31, 2014	\$488,000
2015	458,000
2016	430,000
2017	211,000
2018	44,000
2019	37,000
TOTAL	<u>\$1,668,000</u>

In addition, under the PSAs, the Department is required to pay to MMWEC its share of the Operation and Maintenance (O&M) costs of the Projects in which it participates. The Department's total O&M costs including debt service under the PSAs were \$1,257,000 and \$1,241,000 for the years ended December 31, 2013 and 2012, respectively.

GEORGETOWN ELECTRIC LIGHT DEPARTMENT  
SUMMARY OF OUTSTANDING DEBT SERVICE AND OPERATION AND MAINTENANCE COSTS  
AS OF DECEMBER 31, 2013  
(\$000)

PROJECTS	PERCENTAGE SHARE	TOTAL PROJECT EXPENDITURES TO DATE	PARTICIPANT'S SHARE	DEBT ISSUED & OUTSTANDING 12/31/2013	PARTICIPANT'S SHARE	TOTAL DEBT SERVICE ON BONDS OUTSTANDING	PARTICIPANT'S SHARE
Stony Brook Peaking Project	1.0144	\$ 59,239	\$ 601	\$ -	\$ -	\$ -	\$ -
Stony Brook Intermediate Project	0.8105	173,640	1,407	-	-	-	-
Nuclear Mix No. 1 -SBK	0.6956	13,840	96	447	3	233	2
Nuclear Mix No. 1 -MLS	0.6956	119,239	829	3,848	27	2,005	14
Nuclear Project No.3 - MLS	0.3020	149,093	450	44,760	135	42,720	129
Nuclear Project No. 4-SBK	0.7180	342,585	2,460	45,180	324	42,628	306
Nuclear Project No. 5-SBK	0.3490	93,026	325	13,355	47	12,801	45
Wyman Project	-	8,790	-	-	-	-	-
Project No. 6-SBK	0.9919	647,817	6,426	117,690	1,167	118,131	1,172
<b>TOTAL</b>		<b>\$ 1,607,269</b>	<b>\$ 12,594</b>	<b>\$ 225,280</b>	<b>\$ 1,703</b>	<b>\$ 218,518</b>	<b>\$ 1,668</b>

PROJECTS	PERCENTAGE SHARE	OPERATION & MAINTENANCE 12/31/2012	PARTICIPANT'S SHARE	OPERATION & MAINTENANCE 12/31/2013	PARTICIPANT'S SHARE
Stony Brook Peaking Project	1.0144	\$ 3,693	\$ 37	\$ 3,591	\$ 36
Stony Brook Intermediate Project	0.8105	18,800	152	21,672	176
Nuclear Mix No. 1 -SBK	0.6956	1,129	8	1,378	10
Nuclear Mix No. 1 -MLS	0.6956	14,547	101	11,868	83
Nuclear Project No.3 - MLS	0.3020	26,267	79	25,453	77
Nuclear Project No.4 - SBK	0.7180	33,870	243	34,522	248
Nuclear Project No.5 - SBK	0.3490	9,082	32	9,018	31
Wyman Project	-	1,169	-	1,693	-
Project No. 6 - SBK	0.9919	59,400	589	60,105	596
<b>TOTAL</b>		<b>\$ 167,957</b>	<b>\$ 1,241</b>	<b>\$ 169,300</b>	<b>\$ 1,257</b>

GEORGETOWN ELECTRIC LIGHT DEPARTMENT  
DEBT AMORTIZATION SCHEDULE  
AS OF DECEMBER 31, 2013  
(\$000)

PROJECTS	PERCENTAGE SHARE	2014	PARTICIPANT'S SHARE	2015	PARTICIPANT'S SHARE	2016	PARTICIPANT'S SHARE
		ANNUAL COST		ANNUAL COST		ANNUAL COST	
Stony Brook Peaking Project	1.0144	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Stony Brook Intermediate Project	0.8105	-	-	-	-	-	-
Nuclear Mix No. 1 -SBK	0.6956	215	1	-	-	-	-
Nuclear Mix No. 1 -MLS	0.6956	2,023	14	-	-	-	-
Nuclear Project No.3 - MLS	0.3020	14,063	42	14,311	43	9,182	28
Nuclear Project No. 4-SBK	0.7180	13,957	100	13,142	94	11,128	80
Nuclear Project No. 5-SBK	0.3490	3,934	14	3,821	13	3,370	12
Wyman Project	-	-	-	-	-	-	-
Project No. 6-SBK	0.9919	31,951	317	31,087	308	31,225	310
TOTAL		\$ 66,143	\$ 488	\$ 62,361	\$ 458	\$ 54,905	\$ 430

PROJECTS	PERCENTAGE SHARE	2017	PARTICIPANT'S SHARE	2018	PARTICIPANT'S SHARE	2019	PARTICIPANT'S SHARE
		ANNUAL COST		ANNUAL COST		ANNUAL COST	
Stony Brook Peaking Project	1.0144	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Stony Brook Intermediate Project	0.8105	-	-	-	-	-	-
Nuclear Mix No. 1 -SBK	0.6956	-	-	-	-	-	-
Nuclear Mix No. 1 -MLS	0.6956	-	-	-	-	-	-
Nuclear Project No.3 - MLS	0.3020	3,492	11	1,672	5	-	-
Nuclear Project No.4 - SBK	0.7180	4,401	32	-	-	-	-
Nuclear Project No.5 - SBK	0.3490	1,559	5	117	-	-	-
Wyman Project	-	-	-	-	-	-	-
Project No. 6 - SBK	0.9919	16,460	163	3,980	39	3,728	37
TOTAL		\$ 25,912	\$ 211	\$ 5,769	\$ 44	\$ 3,728	\$ 36

## **REQUIRED SUPPLEMENTARY INFORMATION**

Essex Regional Retirement System  
Required Supplementary Information  
Schedule of Funding Progress

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Entry Age (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
1/1/1996	\$ 106,176,700	\$ 200,397,500	\$94,220,800	52.98%	\$ 72,953,200	129.15%
1/1/1998	151,293,900	245,965,100	94,671,200	61.51%	85,785,000	110.36%
1/1/1999	180,034,700	268,386,000	88,351,300	67.08%	89,645,300	98.56%
1/1/2000	190,363,700	253,847,100	63,483,400	74.99%	69,525,900	91.31%
1/1/2002	218,346,198	287,390,715	69,044,517	75.98%	85,005,338	81.22%
1/1/2004	229,852,971	333,396,222	103,543,251	68.94%	93,404,002	110.86%
1/1/2006	261,327,047	376,034,621	114,707,574	69.50%	98,641,094	116.29%
1/1/2008	301,420,965	445,171,554	143,750,589	67.71%	111,726,856	128.66%
1/1/2011	278,332,006	536,115,536	257,783,530	51.92%	119,707,156	215.35%
1/1/2013	314,565,925	619,339,080	304,773,155	50.79%	119,292,000	255.48%

This schedule of funding progress presents multi-year trend information about whether the actuarial value of plan as is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

Essex Regional Retirement System  
Required Supplementary Information  
Schedule of Employer's Contributions

System Wide				Georgetown Electric Light Department	
Plan Year Ended December 31	Annual Required Contributions	Actual Contributions (A)	Percentage Contributed	Actual Contributions (B)	Department's Percentage of System Wide Actual Contributions (B/A)
2004	\$12,223,776	\$12,223,776	100.00%	\$59,716	0.49%
2005	13,080,011	13,080,011	100.00%	64,698	0.49%
2006	16,622,274	16,622,274	100.00%	62,800	0.38%
2007	15,788,864	15,788,864	100.00%	79,525	0.50%
2008	21,355,202	21,355,202	100.00%	88,611	0.41%
2009	18,258,062	18,258,062	100.00%	108,998	0.60%
2010	19,136,746	19,136,746	100.00%	120,530	0.63%
2011	19,566,952	19,566,952	100.00%	117,843	0.60%
2012	21,084,190	21,084,190	100.00%	118,729	0.56%
2013	22,770,925	22,770,925	100.00%	148,683	0.65%

Georgetown Electric Light Department  
Required Supplementary Information  
Schedule of Funding Progress - GASB 45  
Fiscal Year Ended December 31, 2013

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded AAL (UAAL) (b) - (a)	Funded Ratio (a) / (b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll [(b) - (a) / (c)]
01/01/12	\$238,994	\$2,208,329	\$1,969,335	10.82%	\$625,106	315.0%
07/01/10	\$0	\$1,927,341	\$1,927,341	0.00%	\$499,383	385.9%
12/31/07	\$0	\$2,316,246	\$2,316,246	0.00%	Not Available	Not Available

This schedule of funding progress presents multi-year trend information about whether the actuarial value of plan is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

**Subsequent to the most recent valuation, the Department continued to fund the Plan. The value of the Plan's assets as of December 31, 2013 was \$504,508.**

Georgetown Electric Light Department  
Required Supplementary Information - GASB 45  
Valuation Details  
Fiscal Year Ended December 31, 2013

Valuation Date	January 1, 2012
Actuarial Cost Method	Projected Unit Credit
Amortization Method	Level Dollar
Remaining Amortization Period	30 years on a closed amortization period
Asset Valuation Method	Market Value

**Actuarial Assumptions:**

Investment Rate of Return	5.0% per annum (previous valuation 4.0%)
Health Care Cost Trend Rate	9.0% graded down 1.0% per year to an ultimate rate of 5.0%
Dental Cost Trend Rate	5% per year

**Plan Membership:**

Current active members	8
Current retirees, beneficiaries, and dependents	<u>11</u>
Total	19



Georgetown Municipal Electric Light Department  
Notes to the Required Supplementary Information  
December 31, 2013

I Pension Plans

(a) Plan Description

The Department provides pension benefits to employees by contributing to Essex Regional Retirement System, a cost sharing multiple-employer defined benefit pension plan administered by the Essex Regional Retirement System. The system provides retirement benefits, cost of living adjustments, disability benefits and death benefits.

The Department is a member of the Massachusetts Contributory Retirement System and is governed by Chapter 32 of the Massachusetts General Laws (MGL). The authority to establish and amend benefit provisions requires a statutory change to Chapter 32. The Essex Regional Retirement System issues a publicly available financial report in accordance with guidelines established by the Commonwealth's Public Employee Retirement Administration Commission. That report may be obtained by writing to the Essex Regional Retirement System, 491 Maple Street, Suite 202, Danvers, Massachusetts 01923-4025.

(b) Funding Plan

Active members of the Essex Regional Retirement System contribute either 5%, 7%, 8% or 9% of their gross regular compensation depending on the date upon which their membership began. An additional 2% is required from employees for earnings in excess of \$30,000. The Department is required to pay an actuarially determined rate. The contribution requirements of plan members is determined by M.G.L. Chapter 32. The Department's contribution requirement is established and may be amended by the Essex Regional Retirement System with the approval of the Public Employee Retirement Administration Commission.

The schedule of funding progress, presented as required supplementary information, presents multiyear trend information about whether the actuarial value of the plan assets is increasing or decreasing over time relative to the accrued liability for benefits. Additionally, a schedule of employer contributions is presented as required supplementary information. The schedules presented relate to the Essex Regional Retirement System as a whole (of which the Department is one participating employer). The Department's data included should be helpful for understanding the scale of the information presented relative to the Department.

(c) Actuarial Assumptions

<b>Valuation Date</b>	January 1, 2013
<b>Actuarial Cost Method</b>	Entry age normal cost method.
<b>Amortization Method</b>	Approximate level percent of payroll - Closed
<b>Remaining Amortization Period</b>	21 years for the fresh start base
<b>Asset Valuation Method</b>	A five-year (20% per year) smoothing method that reflects differences between expected market asset return and actual market return ( <i>changed from a method that used expected asset return on actuarial value of assets</i> ).

**Actuarial Assumptions:**

Investment Rate of Return 8.00% (previously 8.25%)

**Projected Salary Increases**

<u>Year</u>	<u>Salary Increase</u>
0	7.50%
1	6.50%
2	6.00%
3	5.50%
4	5.00%
5+	3.75%

Cost of Living Adjustments 3.00% of the first \$13,000 of retirement income (\$12,000 in prior valuation)

**Plan Membership:**

Retired, Disabled and Beneficiaries	
Receiving Benefits	1,670
Inactives	1,009
Active Participants	<u>2,816</u>
Total	<u>5,495</u>

## II. Other Post Employment Benefits

In accordance with Governmental Accounting Standards Board (GASB) Statement No. 45 (GASB 45), "Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions," the Department accounts for and reports the value of its future OPEB obligations currently rather than on a pay as you go basis.

### Plan Description

In addition to providing pension benefits, the Department provides the majority of retired employees with payments for a portion of their health care and life insurance benefits. All of the Department retirees receiving a pension from the Essex Regional Retirement System are eligible for post retirement medical benefits. Currently there are approximately 8 active employees and 11 retired employees (including beneficiaries and dependents) who are eligible to participate in the plan.

### Funding Policy

The Department pays 60% of the total premiums for health insurance, 50% of the dental premiums and 50% of the premiums for a \$5,000 life insurance policy. The contribution requirements of plan members and the Department are established by union agreements and may be amended from time to time.

### Annual OPEB Cost and OPEB Obligation

The annual Other Postemployment Benefit (OPEB) cost is calculated based on the Annual Required Contribution (ARC) of the Department, an amount that has been actuarially determined in accordance with the parameters of GASB 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal costs each year and to amortize any unfunded actuarial liabilities over a period not to exceed thirty years.

## **SUPPLEMENTARY INFORMATION**

Town of Georgetown, Massachusetts  
Municipal Electric Light Department  
Schedule of Electric Operating Revenues  
For the Year Ended December 31, 2013

Electric Operating Revenues:

User Charges:

Residential	\$ 4,539,545
Commercial	2,080,288
Private Lighting	21,090
Municipal	355,113
Less Discounts	<u>(225,059)</u>
Total User Charges	6,770,977
Miscellaneous	<u>15,960</u>
Total Electric Operating Revenues	<u><u>\$ 6,786,937</u></u>

Town of Georgetown, Massachusetts  
Municipal Electric Light Department  
Schedule of Electric Operations and Maintenance Expenses  
For the Year Ended December 31, 2013

	<u>Amount</u>
Operating Expenses:	
Power Costs	
Purchase Power	\$ 3,030,650
Transmission	1,699,116
Other Purchase Power	69,293
Distribution Expenses:	
Miscellaneous Distribution	184,577
Customer Accounts:	
Customer Record	138,290
Meter Reading	13,008
General and Administration Expenses:	
Employee Pensions and Benefits	416,805
Administrative Salaries	204,761
Transportation	44,966
Outside Services	71,872
Office Supplies	77,065
Property Insurance	37,432
Miscellaneous General	13,876
	<hr/>
Total Operations Expenses	\$ 6,001,711
	<hr/>
Maintenance Expenses:	
Maintenance of Overhead Lines	\$ 316,199
Maintenance of Line Transformers	4,992
Maintenance of Underground Lines	5,411
Maintenance of Equipment	3,424
Maintenance of Street Lights	2,631
Maintenance of Distribution Plant	5,488
Maintenance by Superintendent and Engineer	1,745
Maintenance of Meters	385
	<hr/>
Total Maintenance Expenses	\$ 340,275
	<hr/>

Office of the  
Chief of the Fire Department



Fire Business: 978 352-5757

Fire Facsimile: 978 352-5741

## TOWN OF GEORGETOWN

Fire Department Headquarters

47 Central Street

Georgetown, Massachusetts 01833-2408

Georgetown Fire Department Budget for Fiscal Year 2014

12211	Fire Salaries and Wages	\$332,362
12214	Fire Operating Expense	\$97,242

### Georgetown Fire Department Response Statistics July 1, 2013 – June 30, 2014

#### Incidents

Type of Incident	Total #1,645 FY 2013	Inc/Dec from FY 2013
Fires	53	+15.2%
Explosions	1	-50%
Rescue & EMS responses	579	+2.4%
Hazardous Condition (No Fire)	73	+37.7%
Service Calls	761	+90.7%
Good Intent Calls	56	-26.3%
False Alarm & False Calls	122	-0.8%
Total Number of Incidents:	1,645	+29.8%

#### Apparatus Response

Apparatus	Total Number of Responses
Ambulance 11	599
Ambulance 12	550
Engine 1	337
Engine 4	15
Engine 5	221
Rescue 1	15
Ladder 1	84
Combination 4	4
Car 1	335
Forestry 2	3

During Fiscal 2014 the Fire Department continued to see requests for services and emergency medical calls increase. As the town emerged from the fiscal crisis that began in 2009 the associated positive trends were witnessed with increases in home sales and contractor renovations. With this uptick, the impact on the Fire Department is an increased need for inspections. In FY2014 the Fire Department continued to move forward with the emergency ambulance service as well as focusing on our regular fire activities and Fire Prevention. We saw the graduation of three members from Emergency Medical Technician school and obtaining their EMT licenses. One firefighter completed his Call Firefighter recruit training provided by the Massachusetts Firefighting Academy. Overall, it has been a most rewarding year for the Department, but the demands of the training and call volume does take its toll. Several members had to leave the Department because of the growing demand on their personal time. 45% of our calls for service occur on nights, weekends and holidays. Add training requirements on top of this and it's easy to understand the demands made on people.

Some highlights of the recent fiscal year:

- Fire Prevention & Public Education Division – This Division continues to be pro-active in the community. Besides providing trained personnel to perform inspections on the schools, homes and businesses we're also very actively involved with our senior and people of all ages. Several community outreach programs were initiated during FY 2014 and were aimed at helping to make our seniors safer in their homes. Visits were frequently made to homes and apartments as well as conducting breakfast meetings and other social events. One new project that is becoming more active is the construction of the new school. It's critically important we have a facility that is not only fit for our children in terms of creating a positive learning environment but one that will be safe for them to enjoy.
- Training – Now that we have a transporting ambulance we spend many hours reviewing and training on procedures associated with emergency medical services. As well, we make the same commitment to our fire training. Personnel dedicate anywhere between 3-4 nights per month and often a weekend to training. The business of a fire department requires personnel keep up with new methods and techniques to be more efficient and safe.
- Grants – In FY 2014 the Fire Department received a grant from FEMA, referred to as the Assistance to Firefighters Grant program, in the amount of \$25,000. This is our second AFG grant in as many years and was used to purchase battery powered rescue tools known more commonly as the "Jaws of Life." The town's portion of this grant is only 5% and this funding source in the past two years has netted the town almost \$60,000 in equipment that would otherwise have to have been purchased from the town tax base. Another grant program we applied for and received funding was the previously mentioned S.A.F.E grants and totaled almost \$6,000. This grant allows us to purchase goods and pay the wages to personnel that go into the schools to educate our children and to help our senior population be fire safe.



Lastly, as your Fire Chief I'd like to take this opportunity to thank the Board of Selectmen, Finance Committee and others for their support of our Fire Department. Each year I like to take this space to publicly thank our firefighters and their families as well. This year is no different. As a predominately on-call firefighting force, we rely upon these people for much, and at a minimal cost to the town. Our firefighters dedicate hundreds of hours for training and answering calls for help. As a firefighter you experience a lot of missed meals, missed ball games, and interrupted family functions, holidays and many sleepless nights. We do this out of the love for the job and the desire to help the citizens of our Town. If you're interested in learning more about the Fire Department, or would like to join call 978-352-5757, or stop the station any time. Be Safe!

Respectfully submitted,

Albert B Beardsley  
Fire Chief

## **Housing Authority Annual Report 2014**

The Georgetown Housing Authority consists of 126 elderly and handicapped units on Trestle Way and 10 family units on Jewett Street. The Board of Commissioners is made up of four elected Commissioners and one appointed.

Frank Harper	Chairman	elected, term expires 5/2015
Elizabeth Davidson	Treasurer	elected, term expires 5/2016
Juliette Rec	Vice Treasurer	elected, term expires 5/2017
David Schauer	Vice chairman	elected, term expires 5/18
State Appointee	vacant	

Our monthly meetings are held at 23 Trestle Way on the second Wednesday of each month at 3:15. There are no regular meetings scheduled in July, August and December.

The 2014 fiscal operating budget was set at \$744,051 for income and \$778,308 for expenses.

All units are occupied or being renovated for new residents.

This year we had a private fundraising campaign to have a 9 foot tree stump carved into an American Eagle to honor our veterans.



The students at Whittier Vocational Technical High School built an arbor for our residents as a class project.

Two additional handicapped parking spaces were added this year.

The CPC funded Community Room light energy efficient upgrade was completed this year.

# GEORGETOWN BUILDING INSPECTION DEPARTMENT

1 Library Street, Georgetown, Massachusetts 01833  
tel. (978) 352-5736 fax. (978) 352-5725

## INSPECTIONS DEPARTMENT FISCAL YEAR 2014

### STAFF:

Jon Metivier	Building Commissioner / Zoning Enforcement Officer	35 hrs/week
Linda Valle	Administrative Assistant	24 hrs/week
Mark Unger	Wiring Inspector	20 hrs/week
Bill Gianacoples	Plumbing & Gas Inspector	20 hrs/week

The Georgetown Inspections Department issues and inspects all building, electrical, plumbing, gas, HVAC and sign permits. In Fiscal Year 2014 the following permits were issued in the Building Department:

Single family residences	5
Commercial	7
Additions	13
Renovations	71
Signs	7
Demolitions	6
Wood/Solid wood stoves	12
Porches/Decks	23
Roofs	50
Siding	20
Windows & Doors	32
Pools	10
Solar panels	2
New elementary school	1

TOTAL FY 2014 permits	259
TOTAL FY 2014 fees	\$50,577.06

### WIRING / ELECTRICAL PERMITS:

FY 2014 Electrical permits	197
FY 2014 Electrical fees	\$21,863.00

### PLUMBING PERMITS:

FY 2014 Plumbing permits	122
FY 2014 Plumbing fees	\$8,322.10

**GAS PERMITS:**

FY 2014 Gas permits	103
FY 2014 Gas fees	\$5,049.10

**HVAC PERMITS:**

FY 2014 HVAC permits	8
FY 2014 HVAC fees	\$385.00

<b>TOTAL PERMITS</b>	<b>689</b>
<b>TOTAL FEES</b>	<b>\$86,196.26</b>

Thank you to the other Town departments, boards, commissions, and employees for their assistance and cooperation.

Respectfully submitted,  
Jon Metivier  
Building Commissioner / Zoning Enforcement Officer

## Annual Report FY14 Georgetown Peabody Library

The Georgetown Peabody Library continues to be an active, vibrant community center and place of relaxation for our residents. Despite having our main doors sandbagged for the first three months of the fiscal year, our intrepid patrons still managed to access their library and utilized the library collections in a variety of ways.

Our Circulation numbers are compiled both from what we own and what we borrow from other libraries. We circulated 42,109 in Young adult/adult materials and 28,795 in children's materials. Non-residents coming to Georgetown to borrow materials is 10,039.

This year, Overdrive, our e-book supplier, showed a 7% INCREASE in downloads by our residents. This includes both e-books and audio books. This service is free to all cardholders.

We have 5331 registered borrowers. This represents a 5% INCREASE in borrowers over last year. Our holdings of adult materials is 41,137, young adult materials 2,526 and children's materials 21,826.

People coming into the library dipped a little this year averaging 148 per day. We borrowed 10,920 items from other towns for Georgetown Residents (representing a 5% INCREASE over last year) and sent out 19,475 items to other libraries (a 10% INCREASE)!

The library was open 1595 hours this year, 176 of those hours were Saturdays, and 435 of those hours were after 5pm. We held 184 children's programs with 2,587 attendees. We also hosted 38 Adult/Young adult programs with 161 attendees.

Throughout the year we had 14 volunteers, (primarily young adults doing High School Community Service), who volunteered at total of 41.8 hours.

Our Community meeting room was used for 392 meetings by various groups in town, including library story hour and other library programs, Friends of the Georgetown Peabody Library book sales, Cub, Girl and Boy scout groups, reading clubs, town organizations' meetings, association meetings, yoga and exercise classes for town employees. This is a 10% INCREASE of usage from last year!

### **FY14 Library Budget from Municipal Appropriation:**

Expenses	\$197,192
Salaries	\$108,145

### **Balances of Library Trust Funds June 30, 2014**

State Aid to Public Libraries Received FY14	\$7,652.81
State Aid to Public Libraries Expended FY14	\$16,196.33
State Aid to Public Libraries Balance	\$33,497.03
Michele Patten Fund	\$1,900.02
Memorial Gift Fund	\$30,033.86
Sawyer Fund Interest (Principal: \$5,000)	\$1,622.26
Peabody Fund	\$140,566.43

## **FY 2014 Park and Recreation**

2014 The Park and Rec department has a full board. We received the permit to start design process of the American Legion playground Rehab. We held our annual party in the park and along with the Horribles parade. We are also in the process of permitting a new park on East Main Street. Additional upgrades:

### **American Legion Park**

- Fertilized lower level Ball field
- Updated and replaced sprinkler heads on new T Ball field
- Updated damaged signs for the ALP bathroom area and Parking area
- Built new 20X26 Pavilion
- Purchased 4 new picnic tables
- Updated Swim platform
- Paid the copy rights bill for the concert series
- Annual party in the park
- Horribles parade- Supplied DJ and Trophies
- Planning Board Permit granted for East Main Street

### **West Street:**

- Replaced valve on sprinkler system
- Replaced kick board

### **Littles Hill:**

- Replaced Fence

### **Harry Murch Park:**

- Purchased and displayed Flags for Memorial day, Veteran's Day, July 4th and 9/11

# **Fiscal Year 2014 Report of the GEORGETOWN PLANNING BOARD**

## **ORGANIZATION:**

Mr. Robert Hoover	Chairman
Mr. Harry LaCortiglia	Vice-Chairman
Mr. Robert Watts	Clerk
Mr. Timothy Howard	Board Member
Mrs. Tillie Evangelista	Board Member

Howard Snyder, APA      Town Planner

## **STREET ACCEPTANCES FOR FY14:**

The following Street Acceptances were adopted at the May 7<sup>th</sup> Annual Town Meeting FY14:

- **Harmony Lane.**

## **STREET ACCEPTANCES PROPOSED FOR FY15:**

The Planning Board may consider the following streets for Town acceptance at Annual Town Meeting FY14:

- **Long View Way.**
- **Tiger Row.**

## **ZONING BY-LAW AMENDMENTS FOR FY14:**

The following zoning amendment was approved at the May 7<sup>th</sup> Annual Town Meeting FY14:

- **Medical Marijuana.**

## **ZONING BY-LAW AMENDMENTS PROPOSED FOR FY15:**

The Planning Board may consider the following zoning amendments for approval at Special Town Meeting FY15:

- **Zoning Bylaw Definitions.**
- **Land Use Schedule Designations.**

## **ZONING BY-LAW AMENDMENTS PROPOSED FOR FY15:**

The Planning Board may consider the following zoning amendments for approval at Annual Town Meeting FY15:

- **Solar Energy Generation.**
- **Wind Energy Generation.**

▪ **Housing Balance**

**APPROVAL NOT REQUIRED (ANR) PLANS:**

The Planning Board considered the following ANR plans in FY14:

Location	Applicant	# of Lots	Type	Status / Action
Swanton Way #1	Essex County Greenbelt	2 (Land Transfer)	Lot Line Alteration	Endorsed / October 23, 2013
West Main St #41	Bussing, James	4 Lots into 1 Lot (Combine Lots)	Lot Line Alteration	Endorsed / April 23, 2014

**SITE PLAN AND SPECIAL PERMIT:**

The Planning Board considered following submitted applications in FY14:

Location	Applicant	Use	Type	Filed / Status / Action
East Main Street #186	Georgetown Park and Recreation	Major Outdoor Rec. Facility	Special Permit	September, 2012 / In Review
Tenney Street #124	Ford, Tom	Commercial	Special Permit	July, 2013 / Approved / September, 2013
East Main St #105	Hydraulics Plus, Inc.	Commercial	Site Plan Approval	January, 2014 / Approved / March, 2014
Norino Way #6	Mirra, Co.	Industrial	Mod to Approved Site Plan	January, 2014 / Approved/ July, 2014

**SUBDIVISION APPLICATIONS:**

The Planning Board considered the following submitted applications in FY14:

Subdivision #	Project Name	# of Lots/ Units	Location	Filed / Status / Action
224	Turning Leaf	22	Lisa Lane	October, 2013 / In Review
225	Jefferson Court	2	North Street	December, 2013/ Approved / May, 2014
226	OSRD Chaplin Hills	40	Chaplin Hills	March, 2014/ Withdrew / May, 2014

**ACTIVE PROJECTS:**

The Planning Board maintained oversight on the following active subdivision developments in FY13:

Subdivision #	Project Name	# of Lots/ Units	Location	Status / Action
187	Harris Way	11	Harris Way	Construction ongoing.
206	Harmony Lane	3	119 Central St.	Site Inspection completed.
215	Stone Row Ext.	3	Stone Row Lane	Site Inspection ongoing.

The Planning Board maintained oversight on the following active site and special permit developments:

Site Plan #	Project Name	Use	Location	Status / Action
204	Norino Way	Industrial	6 Norino Way	Construction ongoing.
203	Bank of America	Commercial	38 Main Street	Site Inspection ongoing.
202	Warren Light Craft	Industrial	11 Martel Way	Site Inspection ongoing.



Respectfully submitted,

Robert Hoover      2019  
Harry LaCortiglia   2016  
Timothy Howard      2015  
Robert Watts        2017  
Matilda Evangelista 2015

The Georgetown Police Department had another successful year in Fiscal Year 2014 with many achievements and improvements to report.

The Detective Division had a very busy year and again solved several large property crimes as well as other criminal activity. The addition of Detective Michael Goddu proved extremely valuable and his diligence allowed for many victims to get their personal property returned to them and the suspects prosecuted. The Division's perseverance resulted in a very productive clearance rate of overall crime this year.

The Georgetown Public Safety Building received the appropriate funding for a new septic system which included paving the rear parking lot. The parking lot was in poor condition but as a result of the hard work of the Georgetown Highway Department, today we enjoy a brand new rear parking lot with all new drainage without additional cost to the taxpayers. Since the rehabilitation projects began with the Public Safety Building five (5) years ago, the building is improving every day and should last for many years to come.

The department continued to support the 12th Annual Baseball Clinic which is now being formally organized by Georgetown Baseball. The department also continued its commitment to the senior citizens of Georgetown and participated in several events with the Council on Aging throughout the year. A plan to institute a "*Neighborhood Watch Program*" for seniors has begun and should be completed by year's end.

The police department again achieved the commitment of excellence in law enforcement and was recognized with the award of Accreditation from the Massachusetts Police Accreditation Commission, Inc. under the command of Sergeant Scott Hatch. His commitment to the program has been tireless. I would like to thank the entire Police Department and the Communications Center for their dedication to this program.

All department personnel were trained as required by law and received the appropriate certifications to remain proficient in their skills as police officers and dispatchers. Yearly weapons and tactics training highlighted the year once again.

I would like to personally thank the residents of Georgetown, the Honorable Board of Selectmen as well as the other elected boards for supporting the men and women of the police department. Your support allows us to protect and serve the community and keep everyone safe.

In closing, as a resident and your Police Chief, I am always grateful to our residents who support the police department each and every day as well as provide the department the necessary funding and equipment to keep all of our families safe.

Sincerely,

Donald C. Cudmore  
Chief of Police

## **POLICE DEPARTMENT STATISTICS FOR FY 2014**

### **\* Calls for Service Reported to N.I.B.R.S. pursuant to policy:**

Forcible Rape - 0  
Forcible Fondling - 1  
Aggravated Assault - 2  
Simple Assault - 18  
Intimidation - 23  
Breaking and Entering - 23  
Shoplifting - 1  
Theft from a Building - 30  
Theft from a M/V - 14  
All Other Larceny - 31  
Counterfeiting - 11  
False Pretense/Scams - 13  
Credit Fraud - 15  
Destruction/Vandalism - 35  
Drug/Narcotics - 46  
Disorderly Conduct - 7  
Operating Under the Influence - 37  
Trespassing - 3  
All Other Offenses - 69  
Traffic/Town Bylaw Offenses - 245

### **\* General Calls for Service:**

Arrests/Summons - 163  
Animal Complaints - 77  
Accidental/Abandoned 911 Calls - 117  
Assist other P.D.'s - 181  
Disturbances - 102  
General Services - 197  
Investigations - 90  
M/V Crashes - 150  
Soliciting - 74

### **\* Traffic Enforcement:**

Citations - 212  
M/V Arrests - 109  
Civil Infractions - 160  
Verbal Warnings - 205  
Criminal Complaints - 160  
Warnings - 634  
Municipal Ordinances - 72

## **Recreational Path Committee 2014 Fiscal Year End Report September 12, 2014**

### **Status**

Significant progress continues to be made on the Georgetown 4.5 mile recreational path. The trail is a part of the 30 mile Border to Boston trail that will run from Danvers north through Wenham, Topsfield, Boxford, Georgetown, Newbury, Newburyport, and Salisbury. The Danvers, Wenham, Topsfield, Newburyport, and Salisbury sections are now in use. The Georgetown section is a key part of the overall trail and we are on the verge of opening the trail to use in an unimproved condition.

A lengthy negotiation process was completed in FY2013 with National Grid to obtain a license that would allow us to open an interim trail "as is". This will allow mowing and public use of the trail while the state trail design project is being completed and a 99 year lease is obtained from National Grid. To mow and trim portions of the trail near wetlands, approval from the Georgetown Conservation Commission is required. This approval was received from the ConCom. An appeal of that approval by the state DEP was favorably resolved and was finalized as of June 2014.

The state design project has been slowed by the lack of certainty about construction funding. The project schedule at the beginning of FY2014 projected holding the 25% design public hearings in June 2014, 75% design to be completed by October and submitting the NOI (environmental Notice of Intent) in November. This schedule has been delayed. Working with the Merrimack Valley Metropolitan Planning Organization (MPO) we obtained a commitment of \$3.564 M for partial funding of the trail in June 2013. During FY2014 the MPO reallocated this funding to a different project in a different municipality. Fortunately, we were subsequently able to obtain just under \$2M from the Federal Highway Administration Congestion Mitigation and Air Quality Improvement (CMAQ) Program for construction in the FY2018 budget. Since funding is not fully obtained and even existing funding will take a number of years before construction is possible, we have given consideration to self-funding less expensive interim alternatives to a fully paved trail in order to make full use of the trail possible sooner.

Looking forward to opening the trail we have been reaching out to members of the community who are interested in working with the committee to help make the trail a true community resource. We participated in the Georgetown Days event and were able to sign-up a number of interested people. A Facebook page has been setup to facilitate communication and plans are underway for a trail work party to clear and open portions the trail for use in the near future.

### **Accomplishments**

The following is the timeline of key activities and accomplishments for FY 2014.

- June: Submitted RDA to Georgetown ConCom.
- September: Participated in Georgetown Days, reaching out to build community support.
- November: Received approval from ConCom. DEP appealed finding.
- February: Contacted David Paulson, Endangered Species Review Biologist, to obtain information about accommodations for Blanding turtles.

- April: Met with Peter Durkee to coordinate design work for connection between the trail and new Penn Brook School.
- May: Preparations underway for communications to community and organizing work crews to clear trail when DEP approval is received.
- June: DEP issued a "Superseding Determination of Applicability" June 12, 2014, clearing the way to open the trail.
- June: Board of Selectmen finalize National Grid License following finalization of environmental approvals.

### **Committee**

Current members of the committee are Jeffrey Wade (chair), Bill Hastings, Bill Monroe, Chris Roop, Sandy Martin. Bill Monroe will be resigning due to heavy workload and Julie Coolidge has been nominated to replace him.

### **Next Steps**

- Clearing sections of the trail and opening for use (completed in August 2014)
- Meet with the Park & Rec Committee to coordinate their leadership in the maintenance of the Rail Trail (ie mowing and trimming)
- 25% Design Public Hearing
- Determine plan for repair and opening of bridges
- Develop "Friends of the Trail" and additional community engagement
- Investigate cost of alternatives to federally funded construction allowing full use of trail in a more reasonable time frame

TAX COLLECTOR'S REPORT JULY 1, 2013 THRU JUNE 30, 2014									
				Refunds			Tax Title	Re-dist.	
	Balance	Commitments	or audit adj.	Collections	Abatements	Defer/Adjust.	Adjustments	Balance	
	7/1/13							6/30/14	
2003 M.V. Excise	(0.08)							0.08	-
2010 M.V. Excise	7,548.09	-	46.39	(727.50)	(6,866.98)				-
2011 M.V. Excise	10,725.53	-		(3,485.01)					7,240.52
2012 M.V. Excise	25,359.30	-		(17,590.12)					7,769.18
2013 M.V. Excise	49,718.35	203,787.42	6,950.49	(232,632.13)	(8,514.90)				19,309.23
2014 M.V. Excise	-	1,073,641.31	5,963.59	(1,010,803.40)	(16,907.75)				51,893.75
Farm & Animal	-	186.17		(186.17)					-
2009 Pers. Prop.	335.51	-			(335.51)				-
2010 Pers. Prop.	5,227.46	-			(5,227.46)				-
2011 Pers. Prop.	3,278.39	-		(34.40)	(3,243.99)				-
2012 Pers. Prop.	3,971.78	-		(47.59)					3,924.19
2013 Pers. Prop.	7,268.63	-		(1,602.61)					5,666.02
2014 Pers. Prop.	-	276,084.68	43.20	(269,537.59)	(295.19)				6,295.10
2003 Real Estate	535.50	-							535.50
2012 Real Estate	(1.73)							1.73	-
2013 Real Estate	131,471.94	-		(112,680.13)		(17,906.16)			885.65
2013 C P A Surcharge	2,540.01	-		(2,205.41)		(334.60)			-
2014 Real Estate	-	15,582,201.40	10,635.37	(15,368,203.90)	(49,072.47)	(88,371.11)			87,189.29
2014 C P A Surcharge	-	350,763.32	52.09	(345,991.42)	(1,731.96)	(1,443.90)		0.19	1,648.32
In Lieu of taxes	-	49,724.15		(49,724.15)					-
-	247,978.68	17,536,388.45	23,691.13	(17,415,451.53)	(92,196.21)	(108,055.77)		2.00	192,356.75

## **Town Clerk Annual Report**

To the Residents of Georgetown

The Town Clerks Office continues to be extremely busy with only 2 part time workers. In FY13 we licensed 1177 dogs with the assistance of the Animal Control Officers. We continue to work on those dogs which are not licensed in Town. Our revenue for dog licensing has increased thanks to the efforts of the Town Clerks staff and the Police Department.

We processed 64 birth records, 13 marriage licenses and 49 death records in 2013.

The Town Clerk's office also posts all board and committee meetings, issues business certificates, census, voter registrations, open meeting law & conflict of interest filings, elections, town meeting minutes, resident street listings, ZBA filings, Planning Board filings etc.

Respectfully Submitted

Janice M. McGrane  
Town Clerk

**Town of Georgetown  
Annual & Special Town Meeting  
Georgetown Middle High School  
Monday May 5, 2014**

The annual town meeting was called to order at 7:04 PM. We have a quorum present. The return of the warrant has been shown as properly served.

The non- voting members in the audience were introduced by the Moderator.

At this time, the Moderator will accept a motion to adopt a 5 minute speech rule.

MOTION: Harry LaCortiglia moved and it was seconded by Chris Tentindo to adopt a 5 minute speech limit at tonight's meeting

ACTION: By a show of hands, this motion passed by a 2/3rds vote.

We have some FY14 business to attend to before we begin FY15.

MOTION: Harry LaCortiglia moved and it was seconded by Sandy Gerraughty to adjourn the annual town meeting and reconvene immediately after special town meeting articles were acted on.

ACTION: By a show of hands, this passed by a majority.

The Special Town Meeting is now called to order.

**Article 1: Adjustments to the Fiscal Year 2014 operating budget**

To see if the Town will vote to amend the vote taken under Article 2 of the 2013 Annual Town Meeting warrant for the purpose of adjusting line items in the FY 2014 budget, and as necessary, to transfer from available funds a sum of money for the purpose of supplementing departmental expenses, or take any other action in relation thereto.

MOTION: Jim Lacey moved and it was seconded by Sandy Gerraughty that the Town amend the vote taken under Article 2 of the 2013 Annual Town Meeting warrant for the purpose of adjusting line items in the FY 2014 budget and to transfer from Free Cash the sum of \$151,312 (one hundred and fifty-one thousand three hundred and twelve dollars) to be added to the health insurance line item #19141 and \$250,000 (two hundred fifty thousand) to be added to the snow and ice line item #14231 for the purpose of supplementing departmental expenses.

Finance Committee voted 8-0 in favor of this article.

DISCUSSION: Brian Kimball asked what the \$250,000 was for and Jim Lacey explained it was the deficit amount we spent on snow and ice this winter.

ACTION: By a show of hands, this passed by a majority



## **Article 2: Reserve Fund for Accrued Liabilities**

To see if the Town will vote to transfer from available funds a sum of money to be added to the Reserve Fund for Accrued Liabilities, or take any other action in relation thereto.

MOTION: Jim Lacey moved and it was seconded by Sandy Gerraughty to transfer the sum of \$83,100 (eighty three thousand one hundred dollars) from free cash to the Reserve Fund for Accrued Liabilities Account Z-32927.

Finance Committee voted 8-0 in favor of this article

There was no discussion

ACTION: By a show of hands, this passed by a majority

## **Article 3: Information Technology Assessment for School Department**

To see if the Town will vote to transfer from available funds the sum of \$25,000 (twenty five thousand dollars) for an Information Technology Assessment for the School Department, or take any other action in relation thereto.

MOTION: Jim Lacey moved and it was seconded by Sandy Gerraughty to transfer the sum of \$25,000 (twenty five thousand dollars) from Free Cash for an Information Technology Assessment for the School Department, including all costs incidental and related thereto.

Finance Committee voted 8-0 in favor of this article

There was no discussion

ACTION: By a show of hands, this passed by a majority

## **Article 4: Highway Department-Road Maintenance**

To see if the Town will vote to transfer from available funds the sum of \$91,000 (ninety one thousand dollars) to be added to the Road Maintenance line item 14215 in the Highway Department Operating Budget, or take any other action in relation thereto.

MOTION: Jim Lacey moved and it was seconded by Sandy Gerraughty to transfer the sum of \$91,000 (ninety one thousand dollars) from Overlay Surplus to the Road Maintenance line item 14215 in the Highway Department Operating Budget.

Finance Committee voted 8-0 in favor of this article

There was no discussion

ACTION: By a show of hands, this passed by a majority

### **Article 5: Synthetic Turf Field Soil Mitigation**

To see if the Town will vote to transfer from available funds the sum of \$200,000 (two hundred thousand dollars) for soil mitigation at the Middle/High School for the Synthetic Turf Field project, or take any other action in relation thereto.

**MOTION:** Jim Lacey moved and it was seconded by Sandy Gerraughty to transfer the sum of \$200,000 (two hundred thousand dollars) from Free Cash for soil mitigation at the Middle/High School Synthetic Turf Field project, including all costs incidental and related thereto.

Finance Committee voted 8-0 in favor of this article

**DISCUSSION:** Robert Kelley 20 Cedar Lane asked this was an error on the part of the contractor for not finding this and can we go after them and why was this not budgeted with the project

Rob Hoover stated there was no error on the part of the contractor. Jim Lacey stated we did not know of this problem until it was discovered at the Penn Brook School.

**ACTION:** By a show of hands, this passed by a majority.

**MOTION:** Sandy Gerraughty moved and it was seconded by Reggie Tardif to adjourn the special town meeting and return to the annual town meeting.

**ACTION:** By a show of hands this passed unanimously

We all stood for the Pledge of Allegiance before beginning the Annual Town Meeting.

There was a moment of silence for Chris Rich and Terry Hart.

## **ANNUAL TOWN MEETING**

### **Article 1: Town Officers and Committee Reports**

To hear and act on the reports of the Town Officers and Committees.

Ed Desjardins gave a report of the Historical Commission. He stated that Georgetown just received the 2014 Historical Commission Preservation Award from the state. He thanked Chris Comiskey, Joe Knapp, Rick Detwiller & Peter Durkee for all their hard work. Phil Trapani also thanked Ed for all his hard work & dedication.

Sandy Gerraughty gave a report of the Finance Committee. She thanked all the department heads and committee members for their hard work to put together this budget. She thanked Don Cudmore, Mike Anderson and Peter Durkee for replacing the stairs at the High School saving the Town \$40,000

## **Article 2: Middle/High School**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the School Building Committee for the renovation and repair of the Georgetown Middle/High School located at 11 Winter Street, as described in the Project Funding Agreement and Total Project Budget, which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) 52.13% of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; or take any other action in relation thereto.

**MOTION:** Stu Egenberg moved and it was seconded by Harry LaCortiglia that the Town appropriate the amount of Seven million eight hundred and five thousand seven hundred and twenty-six (\$7,805,726) Dollars for the purpose of paying costs of the renovation and repair of the Georgetown Middle - High School located at 11 Winter Street, as described in the Project Funding Agreement and Total Project Budget, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the School Building Committee. To meet this appropriation the Treasurer with the approval of the Selectmen, is authorized to borrow said amount under M.G.L. Chapter 44, or pursuant to any other enabling authority. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided further that any grant that Town may receive from the MSBA for the Project shall not exceed the lesser of (1) 52.13% of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided that any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2½); and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town and the MSBA.

Finance Committee voted 8-0 in favor of this article.

**EXPLANATION:** Ellie Sinkiewicz and Michelle Smith of the School Building Committee explained that the roof of the high school leaks and it needs to be fixed, water management needs to be addressed on the school grounds, the gym will be renovated, some HVAC, plumbing and electrical work needs to be done, and some classrooms will be redone. These were all determined by MBSA when they toured the facility. MSBA is going to be paying half of the cost, so why not take advantage rather than pay for the entire costs as these issues need to be addressed.

DISCUSSION: Robert Kelley thinks this is a great idea but Article 21 is asking for \$200,000 for HVAC. Ellie explained this is not the same work and Jim Lacey stated that the state will not pay for heat pumps and notice that the article was for \$200,000 but the motion is for \$25,000

Gary Fowler said this is a great project, however, he disagrees with the funding source and thinks we should not be raising taxes but finding funding elsewhere. Nick Bruno asked what we spend yearly on school repairs and Carol Jacobs, Supt. Of School could not answer this question. Jim Lacey says we should vote on this tonight and let it go to the ballot for the voters to decide. Sandy Gerraughty explained that since 2002 things have been tight and it's a challenge just to balance the budget. Where are we going to get this money from, it's not in the budget. This is a good deal, accept some state funding.

MOTION: By a show of hands, this passed by a 2/3rds vote.

### **Article 3: General Operating Budget/Reserve Fund**

To see if the Town will raise and appropriate, or appropriate by transfer from available funds, a sum of money to defray charges and expenses of the Town, including debt and interest and including support of the schools, to fix salaries of the several elected offices of the Town, as provided by Section 108, Chapter 41, General Laws, as amended, and to provide for a reserve fund for the ensuing year, as set forth in the Finance and Advisory Board Proposed Budget and Town Meeting Warrant for the Fiscal Year beginning July 1, 2014, or take any other action in relation thereto.

MOTION: Sandy Gerraughty moved and it was seconded by Reggie Tardif that the Town raise and appropriate the sum of \$ 26,216,480 ( Twenty six million two hundred sixteen thousand four hundred eighty dollars), appropriate by transfer from the Water Department Enterprise Fund the sum of \$ 262,164 ( Two hundred sixty two thousand one hundred sixty four dollars), transfer from Septic Betterment the sum of \$ 21,060 ( Twenty one thousand sixty dollars), and transfer from the Affordable Housing Trust the sum of \$ 12,416 ( Twelve thousand four hundred sixteen dollars) , and transfer from CPC the sum of \$41,487 for a total appropriation of \$ 26,553,607 (Twenty six million five hundred fifty three Thousand six hundred seven dollars), to defray charges and expenses of the Town for the fiscal year beginning July 1, 2014, including support of the Town's public schools, Whittier Regional Vocational Technical High School, and Essex North Shore Agricultural & Technical School to fix salaries of the several elected offices of the Town, and to provide for a reserve fund for the Fiscal Year beginning July 1, 2014, in accordance with the line items and Finance Committee and Advisory Board's report to the May 5, 2014, Annual Town Meeting.

Finance Committee recommended approval of this article unanimously

ACTION: By a show of hands, this passed by a majority

### **Article 4: Stabilization Fund**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be added to the Stabilization Fund, or take any other action in relation thereto.

This article was passed over

**Article 5: Capital Fund**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum not to exceed \$50,000 to be added to the Capital Fund, a special purpose stabilization fund created by vote of the May 4, 2009 Annual Town Meeting pursuant to the provisions of Massachusetts General Laws Chapter 40, Section 5B, said funds to be further appropriated by Town Meeting for improvements and/or repairs to municipal buildings and infrastructure, or take any other action in relation thereto.

This article was passed over

**Article 6: Water Department Operating Budget**

To see if the Town will appropriate the receipts and available funds of the Water Department Enterprise Fund for the operation of the Water Department under the direction of the Water Commissioners for the Fiscal Year beginning July 1, 2014, or take any other action in relation thereto.

MOTION: Lou Mammolette moved and it was seconded by Sandy Gerraughty that the Town appropriate Water Department Enterprise Revenues for the operation of the Water Department under the direction and control of the Water Commissioners in accordance with the Water Department Budget as shown in the Finance & Advisory Board's Report to the May 5, 2014 Annual Town Meeting for the Fiscal Year beginning July 1, 2014, such that a total of \$ 262,164 (Two hundred sixty two thousand one hundred sixty four dollars) is appropriated for indirect operating cost as appropriated under Article 3, and a total of \$ 1,222,562 ( One million two hundred twenty two thousand five hundred sixty two dollars), to the Town to pay direct costs.

Finance Committee approved unanimously

There was no discussion

ACTION: By a show of hands, this passed by a majority

**Article 7: Water Department Budget**

To see if the Town will vote to appropriate from the Water Department Enterprise Fund Retained Earnings, the sum of two hundred and fifty thousand dollars (\$250,000) to be expended under the direction of the Board of Water Commissioners for costs associated with water system improvements, or take any other action in relation thereto.

MOTION: Lou Mammolette moved and it was seconded by Reggie Tardif that the Town appropriate \$250,000 (two hundred fifty thousand dollars) from the Water Department Enterprise Fund Retained

Earnings for the purpose of making improvements to the Town's water system and to authorize the Board of Water Commissioners to enter into any contracts necessary or incidental thereto.

Finance Committee recommends approval unanimously

DISCUSSION: Joshua Block asks what the list of improvements are. The water is horrid. Lou explains that the water has been a problem for years. They're looking to improve the flushing program, they shut down a tank & looking at water treatment process. These are all short term fixes but it's a place to start.

ACTION: By a show of hands, this passed by a majority

#### **Article 8: Fire Department Ambulance Operating Budget**

To see if the Town will appropriate the receipts and available funds of the Fire Department Ambulance Enterprise Fund for the operation of the Town's ambulance service under the direction of the Selectmen and Fire Chief for the Fiscal Year beginning July 1, 2014, or take any other action in relation thereto.

MOTION: Russ Moyer moved and it was seconded by Sandy Gerraughty that the Town appropriate Fire Department Ambulance Enterprise Revenues for the operation of the Fire Department's Ambulance Services under the direction and control of the Board of Selectmen and Fire Chief in accordance with the Fire Department Ambulance Budget as shown in the Finance & Advisory Board's Report to the May 5, 2014 Annual Town Meeting for the Fiscal Year beginning July 1, 2014.

Finance Committee approved this article unanimously

There was no discussion

ACTION: This article passed by a majority

The Moderator explained that the next several articles are on a consent calendar. They are routine non controversial articles. The Moderator stated she will read the articles, if you're in doubt just say "hold" and it will be held for discussion or debate. These articles will be passed as one unit.

MOTION: Jim Lacey moved and it was seconded by Reggie Tardif to approve the consent calendar which includes Articles 9 through 17 as printed in the warrant.

**{BEGIN CONSENT CALENDAR}**

#### **Article 9: Municipal Light Department Continuation of Operation**

To see if the Town will appropriate receipts of the Municipal Light Department for the operation of said Department under the direction and control of the Municipal Light Board, as defined in Section 34, Chapter 164, General Laws, for the Fiscal Year beginning July 1, 2014, or take any other action in relation thereto.

#### **Article 10: Zoning Board of Appeals Revolving Fund**

To see if the Town will vote to continue the Zoning Board of Appeals Revolving Fund as authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. This fund shall be funded by applicants' fees to be expended without further appropriation for the purpose of application review including, but not limited to review services, clerical, legal expenses, equipment and office supplies. The Zoning

Board of Appeals may expend from this account an amount not to exceed \$20,000 for the Fiscal Year beginning July 1, 2014; or take any other action in relation thereto.

**Article 11: Road Machinery Fund**

To see if the Town will vote to continue the Road Machinery Fund as authorized by Chapter 44, Section 53E ½ of the Massachusetts General Laws. This fund shall be funded by payments for rental of Highway machinery and shall be expended without further appropriation for the purpose of purchasing highway equipment. The Highway Surveyor, with approval of the Board of Selectmen, may expend from this account an amount not to exceed \$25,000, or the balance in the account, whichever is lesser, for the Fiscal Year beginning July 1, 2014; or take any other action in relation thereto.

**Article 12: Conservation Commission Revolving Fund for Camp Denison**

To see if the Town will vote to continue a Conservation Commission Revolving Fund for Camp Denison as authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. This fund shall be funded by program fees, facility use charges and outside vendor charges to be expended without further appropriation for the purpose of maintaining the support of the land and facilities including, but not limited to utilities, seasonal staff, legal expenses, equipment and office supplies. The Conservation Commission may expend from this account an amount not to exceed \$25,000 for the Fiscal Year beginning July 1, 2014; or take any other action in relation thereto.

**Article 13: Local Access Programming**

To see if the Town will vote to continue a Cable Television Revolving Fund as authorized by Chapter 44, Section 53E ½ of Massachusetts General Laws. This fund shall be funded by the Annual License Fee and the PEG Capital Funding (Section 7.4 of the contract) paid by Comcast and Verizon to the Town to be expended without further appropriation for the purpose of Local Access Programming, including but not limited to, utilities, salaries, equipment, maintenance and office supplies. The Cable Advisory Committee, with the approval of the Board of Selectmen, may expend from this account an amount not to exceed \$100,000 for the Fiscal Year beginning July 1, 2014; or take any other action in relation thereto.

**Article 14: Chapter 90 Reimbursement, Transportation Bond**

To see if the Town will appropriate the sum of \$304,530 (three hundred four thousand five hundred thirty dollars), or any other sum to be reimbursed by the Commonwealth of Massachusetts under the Transportation Bond issue, to be spent by the Highway Surveyor, with approval of the Board of Selectmen, under the provisions of Chapter 90 of the General Laws, or take any other action in relation thereto.

**Article 15: Conservation Department, Conservation Restriction Revolving Fund**

To see if the Town will vote to continue a Georgetown Conservation Restriction Revolving Fund as authorized by Chapter 44, Section 53E ½ of the Massachusetts General Laws. This fund shall be funded by fees and donations to be expended without further appropriation for the purpose of inspecting the condition of land for which the Georgetown Conservation Commission is the holder of Conservation Restrictions including, but not limited to staff expenses, legal expenses, equipment and supplies. The Conservation Commission may expend from this account an amount not to exceed \$1,000 for the Fiscal Year beginning July 1, 2014; or take any other action in relation thereto.

**Article 16: Fire Department, Fire Alarm Revolving Fund**

To see if the Town will vote to continue a Georgetown Fire Department Revolving Fund as authorized by Chapter 44, Section 53E ½ of the Massachusetts General Laws. This fund shall be funded by the

annual fees charged for connection to the Municipal Fire Alarm system to be expended without further appropriation for the purpose of maintaining the Municipal Fire Alarm System. The Fire Department may expend from the account an amount not to exceed \$10,000 for the Fiscal Year beginning July 1, 2014; or take any other action in relation thereto.

**Article 17: Inspections Department, Revolving Fund**

To see if the Town will vote to continue an Inspections Department Revolving Fund as authorized by Chapter 44, Section 53E ½ of the Massachusetts General Laws. This fund shall be funded by fees associated with electronic permit tracking software when permits are issued by the Town of Georgetown. Funds to be expended without further appropriation for the purpose of funding permit tracking software fees, training, computer upgrades, data storage, and electronic data conversion of existing paper files and contract work associated with the electronic permitting system. The Inspections Department may expend from this account an amount not to exceed \$12,000 for the fiscal year beginning July 1, 2014, or take any other action in relation thereto.

**{END CONSENT CALENDAR}**

(See motion and action prior to articles)

**Article 18: Fire Department, Ladder Truck Payment**

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$77,000 (seventy seven thousand dollars) for the Fiscal Year 2015 lease payment for the Fire Department ladder truck, or take any other action in relation thereto.

MOTION: Jim Lacey moved and it was seconded by Sandy Gerraughty to appropriate from Stabilization Fund the sum of \$77,000 (seventy seven thousand dollars) for the Fiscal Year 2015 lease payment for the Fire Department ladder truck.

Finance Committee voted 8-0 to approve this article

There was no discussion

ACTION: By a show of hands, this passed by a 2/3rds vote.

**Article 19: Fire Department, Rehabilitation of Ambulance 11**

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$92,000 (ninety two thousand dollars) for the Rehabilitation and equipping of Ambulance 11 for the Fire Department, or take any other action in relation thereto.



**MOTION:** Jim Lacey moved and it was seconded by Sandy Gerraughty to transfer the sum of \$92,000 (ninety thousand dollars) from the Stabilization Fund for the rehabilitation and equipping of ambulance 11, including all costs incidental and related thereto.

Finance Committee voted 8-0 to approve this article

Jim Lacey explained that the funding has not been in place long enough for certification. The Fire Dept. will replace this money to the Stabilization Fund at fall Town Meeting

**ACTION:** By a show of hands, this article passed by a 2/3rds vote

**Article 20: Other Post-Employment Benefits Trust Fund**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum not to exceed \$50,000 (fifty thousand dollars) to be added to the Other Post-Employment Benefits Liability Trust Fund, created by vote of the May 7, 2012 Annual Town Meeting pursuant to the provisions of G.L. c.32B, §20, or take any other action in relation thereto.

This article was passed over.

**Article 21: Heat Pump Replacement Middle High Schools**

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$200,000 (two hundred thousand dollars) to replace the Heat Pumps on the Middle High School roof, or take any other action in relation thereto.

**MOTION:** Sandy Gerraughty moved and it was seconded by Reggie Tardif to transfer the sum of \$25,000 (twenty five thousand dollars) from the Capital Stabilization Fund to replace the heat pumps on the Middle High School roof, including all costs incidental and related thereto.

Finance Committee recommended approved of this article

**EXPLANATION:** The article was for \$200,000 but with other articles like the cost of soil mitigation we had to reduce the amount. This amount will take care of the issues for now.

**ACTION:** By a show of hands, this article passed by a 2/3rds vote.

**Article 22: Replace Town Hall Fence**

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$50,000 (fifty thousand dollars) to replace the fence at the Town Hall, or take any other action in relation thereto.

This article was passed over.

**Article 23: Replace Car-1 - Fire Department**

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$35,000 (thirty-five thousand dollars) to purchase and equip a replacement for Car-1 of the Fire Department, or take any other action in relation thereto.

MOTION: Joe Bonavita moved and it was seconded by David Surface to transfer the sum of \$35,000 (thirty five thousand dollars) from the Capital Stabilization Fund to purchase and equip a replacement for Car-1 of the Fire Department, including all costs incidental and related thereto.

Finance Committee recommends approval unanimously

There was no discussion.

ACTION: By a show of hands, this article passed by 2/3rds

**Article 24: Exhaust System Expansion – Fire Department**

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$20,000 (twenty thousand dollars) for the expansion of the source capture vehicle exhaust system at the Central Fire Station, including all costs incidental and related thereto, or take any other action in relation thereto in relation thereto.

MOTION: Joe Bonavita moved and it was seconded by Harry LaCortiglia to transfer the sum of \$20,000 (twenty thousand dollars) from the Capital Stabilization Fund for the expansion of the source capture vehicle exhaust system at the Central Fire Station, including all costs incidental and related thereto.

Finance Committee recommended approved unanimously

There was no discussion

ACTION: By a show of hands, this article passed by a 2/3rds vote

**Article 25: One-Ton Dump Truck – Highway Department**

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$64,000 (sixty-four thousand dollars) to purchase and equip a one-ton dump truck for the Highway Department, or take any other action in relation thereto

MOTION: Peter Durkee moved and it was seconded by Sandy Gerraughty to transfer the sum of \$64,000 (sixty four thousand dollars) from the Capital Stabilization Fund to purchase and equip a one-ton dump truck for the Highway Department, including all costs incidental and related thereto.

Finance Committee voted 8-0 to approve this article

There was no discussion

ACTION: By a show of hands, this article passed by a 2/3rds vote.

**Article 26: MHS Parking Lot Stairs**

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$40,000 (forty thousand dollars) for the replacement of the parking lot stairs at the Middle High Schools including all costs incidental and related thereto, or take any other action in relation thereto.

This article was passed over

**Article 27: Police Radar Units**

To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$10,200 (ten thousand two hundred dollars) for the purchase and installation of Police Radar units, or take any other action in relation thereto.

**MOTION:** Nick DiMaio moved and it was seconded by Sandy Gerraughty to transfer the sum of \$10,200 (ten thousand two hundred dollars) from the Capital Stabilization Fund for the purchase and installation of Police Radar units, including all costs incidental and related thereto.

Finance Committee voted to approve this article unanimously

There was no discussion

ACTION: By a show of hands, this article passed by a 2/3rds vote

**Article 28: Local Option Meals Excise**

To see if the Town will vote to accept G.L. c. 64L, §2(a) to impose a local meals excise tax of .75% of the gross receipts from the vendor on the sale of restaurant meals, such excise to be effective on and after July 1, 2014, or take any other action in relation thereto.

**MOTION:** Dave Surface moved and it was seconded by Sandy Gerraughty to accept G.L. c.64L, §2(a) to impose a local meals excise tax of .75% of the gross receipts from the vendor on the sale of restaurant meals, such tax to become effective on and after July 1, 2014.

Finance Committee approved this article unanimously

**EXPLANATION:** Dave Surface stated that we should pass this. There is more activity in town such as weddings, golfing etc. and this revenue would help fund our budget.

**DISCUSSION:** Gregg Snyder from Blueberry Lane doesn't believe this is a good strategy. We have restaurants that come and go in this town.

ACTION: By a show of hands, this passed by a majority

**Article 29: Easement 104 Elm Street**

To see if the Town will vote to transfer from the School Committee for school purposes to the Board of Selectmen for the purpose of conveyance, and authorize the Board of Selectmen to grant, a non-exclusive easement in a certain portion of Town property at 68 Elm Street, shown as Lot 10-A-45 on the Town of Georgetown Assessors' Maps, which property is the site of the Penn Brook Elementary School, to the owner of abutting property located at 104 Elm Street for access and parking purposes incidental to the use of said abutting property and consistent with continued use of the easement property for school purposes, and for such consideration and upon such terms and conditions as the Board of Selectmen deems necessary and proper, which consideration may take the form, in part, of a release deed from the owner of 104 Elm Street of all the owner's right, title and interest in the school property, or take any other action relative thereto.

MOTION: Gary Fowler moved and it was seconded by Dave Surface to transfer from the School Committee for school purposes to the Board of Selectmen for the purpose of conveyance, and authorize the Board of Selectmen to grant, a non-exclusive easement in a certain portion of Town property at 68 Elm Street, shown as Lot 10-A-45 on the Town of Georgetown Assessors' Maps, which property is the site of the Penn Brook Elementary School, to the owner of abutting property located at 104 Elm Street for access and parking purposes incidental to the use of said abutting property and consistent with continued use of the easement property for school purposes, and for such consideration and upon such terms and conditions as the Board of Selectmen deems necessary and proper, which consideration may take the form, in part, of a release deed from the owner of 104 Elm Street of all the owner's right, title and interest in the school property.

Finance Committee approved this article 8-0

Planning Board did not consider this article

Mike Farrell, Town Administrator, explained that the driveway on #104 crosses over town owned land which is the emergency access road for the new Penn Brook School. The property owners thought they owned the land but the Town actually does. We have a permanent agreement with them giving them an easement to pass over town land so they can keep using the driveway but must park off to the side.

ACTION: By a show of hands, this article passed by a 2/3rds vote.

**Article 30: Personnel By-law Amendment**

To see if the Town will vote to amend Chapter 105 of the Town's By-law, Personnel Policies, by deleting the existing bylaw and replacing it with the following revised bylaw, or take any other action in relation thereto.

## Chapter 105. PERSONNEL POLICIES

**[HISTORY: Adopted by the Town of Georgetown 5-4-1974 Annual Town Meeting, Art. 28; amended in its entirety 5-5-1986 Annual Town Meeting, Art. 14, and 5-2-1994 Annual Town Meeting, Art. 24, and 10-23-2000 Special Town Meeting, Art. 3. Subsequent amendments noted where applicable.]**

### § 105-1. Purpose and intent.

The purpose of this chapter is to establish fair and equitable personnel policies and a system of personnel administration based on merit principles that ensure uniform, efficient application of those policies.

### § 105-2. Application.

All employees of the Town, excluding elected officials and employees of the School Department, shall be subject to the provisions of this chapter and personnel policies adopted pursuant thereto. To the extent that the terms of any collective bargaining agreement conflict with any provision of this chapter or personnel policies adopted pursuant thereto, the provisions of the collective bargaining agreement shall prevail.

### § 105-3. Personnel Administration.

The Town Administrator shall serve as the Town's Personnel Officer responsible for the administration of the personnel system and development of a human resources system which meets the needs of the Town. In this capacity, the Town Administrator, upon approval by the Board of Selectmen, shall have the authority to carry out the following functions, including, but not limited to:

- Appointment and removal of employees (excluding employees who by statute are appointed by officials other than the Board of Selectmen)
- Annual review of compensation and benefits
- Development of methods and standards for selection and appointment of personnel
- Development and administration of performance standards
- Supervision of performance appraisals
- Other functions as circumstances necessitate

### § 105-4. Personnel system.

The personnel policies adopted pursuant to this Chapter shall establish a personnel system which shall include, but need not be limited to, the following elements:

- Method of administration: a system which assigns responsibility for the personnel system, including maintenance of personnel records, implementation of effective recruitment and selection processes, maintenance of the classification and compensation plans, oversight of the application of policies, and periodic review and evaluation of the personnel system
- Classification and compensation plan(s), as deemed appropriate;
- Recruitment and selection policies
- Central record keeping system
- Rights and obligations of employees
- Other elements of a personnel system as deemed appropriate and necessary

### § 105-5. Adoption of Policies.

The Personnel Officer, subject to review and approval by the Board of Selectmen, shall be empowered and authorized by this chapter to adopt personnel policies that modify the rights, benefits and obligations of employees subject to this chapter.

**§ 105-6. Severability.**

The provisions of this chapter and the policies adopted pursuant thereto are severable. In the event any provision of this chapter or any policy adopted pursuant thereto is held invalid, the remaining provisions of the chapter or policy shall remain in full force and effect.

**Motion:** Steve Smith moved and it was seconded by Phil Trapani to amend Article 30 as printed in the warrant.

Finance committee voted to approve this unanimously.

Mike Farrell explained that the Selectmen had the DOR do a management review and it was their recommendation that we make these changes to the bylaw. A personnel board is archaic and not needed.

There was no discussion.

**ACTION:** By a show of hands, this article passed by a majority.

The Moderator stated that we are going to act on these the same as the consent calendar. The Moderator will call out the letters and description one by one, if you have any doubt call out to hold for debate, otherwise, we will pass this as a unit.

**Article 31: Community Preservation Committee**

**A: Community Preservation General Budget**

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2015 Community Preservation budget and to appropriate, pursuant to G.L. Ch. 44B §6, from the Community Preservation Fund a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2015; and further, pursuant to G.L. Ch. 44B §6, to reserve for future appropriation from Community Preservation Fund estimated annual revenues the following amounts as recommended by the Community Preservation Committee: a sum of money for open space, including land for recreational use; a sum of money for historic resources; and a sum of money for community housing; as well as sum of money to be placed in the 2015 Budgeted Reserve for general Community Preservation Act projects or purposes recommended by the Community Preservation Committee, as follows:

**Reservations:**

\$78,000 (>10% of the estimated FY revenues) for open space, including land for recreational use; and

\$78,000 (>10% of the estimated FY revenues) for historic resources; and

\$78,000 (>10% of the estimated FY revenues) for community housing.

**Appropriations:**

\$21,000 (less than 5% of the estimated FY revenues) to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for the Fiscal Year;

\$172,000 (One Hundred Seventy Two Thousand dollars) from Undesignated Funds and \$78,000 (Seventy Eight Thousand dollars) from the Open Space / Recreational Land Reserve for a total of \$250,000 for the Debt Service, principal and interest payments and any and all costs incidental and related to the Bond notes and instruments incurred by the Community Preservation Fund related to the Articles previously appropriated at Annual Town Meeting in 2013 (Articles 27(H) ATM 5-6-13 and 27(I) ATM 5-6-13); or take any other action in relation thereto.

Motion: CPC Article 31A - (Majority Vote)

Move that the Town appropriate from the Community Preservation Fund FY2015 estimated annual revenues the sum of \$21,000 (twenty one thousand dollars) to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for the Fiscal Year;

and further to reserve for future appropriation from FY2015 estimated annual revenues the following amounts as recommended by the Community Preservation Committee:

\$78,000 (seventy eight thousand dollars) for the acquisition, creation and preservation of open space including land for recreational use;

\$78,000 (seventy eight thousand dollars) for acquisition, preservation, restoration and rehabilitation of historic resources; and

\$78,000 (seventy eight thousand dollars) for the creation, preservation and support of community housing.

And to appropriate the sum of \$172,000 (One Hundred Seventy Two Thousand dollars) from Undesignated Funds and \$78,000 (Seventy Eight Thousand dollars) from the Open Space / Recreational Land Reserve for a total of \$250,000 for the Debt Service, principal and interest payments and any and all costs incidental and related to the Bond notes and instruments incurred by the Community Preservation Fund related to the Articles previously appropriated at Annual Town Meeting in 2013 (Articles 27(H) ATM 5-6-13 and 27(I) ATM 5-6-13).

**B: Community Preservation Community Housing Category, "Affordable Housing Trust Grant"**

To see if the Town will vote, pursuant to G.L. c. 44B, to appropriate from Community Preservation Fund Community Housing Reserve Account, the amount of \$100,000 (One Hundred Thousand dollars) as a grant to the Georgetown Affordable Housing Trust for the purposes of Affordable Housing initiatives consistent with the Trust's Articles of Incorporation and the accepted Town of Georgetown Affordable Housing Production Plan and to authorize the Board of Selectmen and the Community Preservation Committee to enter into a grant agreement with the Georgetown Affordable Housing Trust setting the terms for such grant, which may include a requirement that the owners of any dwellings subsequently receiving any of these appropriated monies from the Trust grant to the Town an Affordable

Housing Restriction in said dwellings, and further, to authorize the Board of Selectmen to accept such restrictions; or take any other action in relation thereto.

Motion: CPC Article 31 B (Majority Vote)

Move to approve Article 31 (B) as printed in the warrant.

**C: Community Preservation Historic Resources Category, "Flagpoles Installation and Restoration"**

To see if the Town will vote, pursuant to G.L. c.44B, to appropriate from Community Preservation Fund Historic Reserve Account, the amount of \$6,700.00 (Six Thousand Seven Hundred Dollars) to the Georgetown Historical Commission and the Georgetown Parks and Recreation Commission for the costs related to the restoration and installation of Flagpoles at Union Cemetery and Harry Murch Park; and to authorize the Board of Selectmen and the Parks and Recreation Commission, in consultation with the Community Preservation Committee, to enter into all agreements and execute any and all instruments for any grants to defer the costs associated with this initiative. Any funds from this appropriation remaining unspent after a period of 3 years from the date of the approval of this article will be returned to the Community Preservation Historic Reserve only after a vote by the Community Preservation Committee determining that it is unlikely the remaining appropriated funds will need to be spent to this effect; or take any other action in relation thereto.

Motion: CPC Article 31 C (Majority Vote)

Move to approve Article 31(C) as printed in the warrant.

**D: Community Preservation Historic Resources Category, "Pentucket Pond Vista View Restoration and Rehabilitation"**

To see if the Town will vote, pursuant to G.L. c.44B, to appropriate from Community Preservation Fund Historic Reserve Account \$62,000.00 (Sixty Two Thousand dollars) for the restoration and rehabilitation of the Historic Vista View of Pentucket Pond located on Pond Street; and to authorize the Board of Selectmen, in consultation with the Community Preservation Committee, to enter into all agreements and execute any and all instruments for any grants to defer the costs associated with this initiative. Any funds from this appropriation remaining unspent after a period of eight months from the date of the approval of this article will be returned to the Community Preservation fund Historic Reserve only after a vote by the Community Preservation Committee determining that it is unlikely the remaining appropriated funds will need to be spent to this effect; or take any other action in relation thereto.

Historic Reserve Account for the purposes and subject to the conditions set forth in the warrant.

This section was held for debate.



Harry LaCortiglia moved and it was seconded by Gary Fowler to approve Article 31(D) as printed in the warrant.

Finance Committee voted not to recommend 2 for & 5 against

DISCUSSION: Sandy Gerraughty stated that this fence was put in place years ago for safety. This is not a vista street and we're using CPC funds to satisfy a particular group on the street and not the town as a whole.

Steve Pinto is concerned that this is a lot of money to replace a fence.

Dick Paganelli of Pond Street claims that is was a mistake putting up this fence and it's not a safety issue. It's a dangerous situation with chain link fence on both sides of the street. Dave Lindsay of Pond Street says that Pentucket Pond is an asset for the whole town and not just a few.

Dave Surface says they have been working with Lenny Mirra and there is money in the transportation bond bill for this project. We should wait until the next town meeting before we do the fence. Peter Durkee, Highway Surveyor says we should vote yes tonight and then we can return the money to CPC.

It was called to move the question and Phil Trapani seconded the motion.

ACTION: By a show of hands it passes by a 2/3 rds vote to move the question

Back to the vote on 31D

ACTION: By a show of hands, this passed by a majority

**E: Community Preservation Open Space / Recreational Land Category "Rehabilitation of American Legion Park (Phase 2)".**

To see if the Town will vote, pursuant to G.L. c.44B, to appropriate from the Community Preservation Fund Undesignated funds the amount of \$ 29,800.00 (Twenty Nine Thousand Eight Hundred dollars) to further fund the ongoing engineering, permitting and implementation of improvements as recommended by the Georgetown Park and Recreation Commission, including all costs incidental and related to the rehabilitation of the American Legion Park. This will include the replacement of playground equipment; improvements to comply with the Americans with Disabilities Act and other federal, state or local building, access, and safety codes; and further to authorize the Board of Selectmen and Park and Recreation Commission, in consultation with the Community Preservation Committee, to enter into any and all agreements and execute any and all instruments for any grants to defer the costs associated with the rehabilitation of this Facility. Any funds from this appropriation remaining unspent after a period of 3 years from the date of the approval of this article will be returned to the Community Preservation Open Space / Recreational Land Reserve only after a vote by the Community Preservation Committee determining that it is unlikely the remaining appropriated funds will need to be spent to this effect; or take any other action in relation thereto.

Motion: CPC Article 31 E (Majority Vote)

Move to approve Article 31(E) as printed in the warrant.

**F: Community Preservation Open Space / Recreational Land Category "West St. Soccer Fields Rehabilitation (Phase 1)".**

To see if the Town will vote, pursuant to G.L. c.44B, to appropriate from the Community Preservation Fund Undesignated Funds the amount of \$10,000 (Ten Thousand Dollars) to fund the engineering, permitting and implementation of improvements, as recommended by the Parks and Recreation Commission, to the West Street fields, including all costs incidental and related thereto; and further to authorize the Board of Selectmen, Parks and Recreation Commission and the Georgetown Water Commission, in consultation with the Community Preservation Committee, to enter into any and all agreements and execute any and all instruments for any grants to defer the costs associated with the rehabilitation. Any funds from this appropriation remaining unspent after a period of eight (8) months from the date of the approval of this article will be returned to the Community Preservation fund Open Space / Recreational Land Reserve only after a vote by the Community Preservation Committee determining that it is unlikely the remaining appropriated funds will need to be spent to this effect; or take any other action in relation thereto.

This section was held for debate

MOTION: Harry LaCortiglia moved and it was seconded by George Comiskey to approve Article 31(F) As printed in the warrant

Finance Committee voted to approve this unanimously

DISCUSSION: George Comiskey says his main concern is the fields are 400 feet from the water supply. This is a health and safety issue. The soil is sandy and they want to put in grass. Peter Burn from Geo Youth Soccer states they are aware of this. They will be working closely with DEP and the Water Department to see what can be done there to rehabilitate the fields.

It was called to move the vote and seconded by Phil Trapani.

ACTION: By a show of hands this passes by a 2/3rds vote.

Back to the main vote.

ACTION: By a show of hands, this passes by a majority.

MOTION: Harry LaCortiglia moved and it was seconded by George Comiskey to approve section A; section B; section C & section E.

Finance Committee voted 8-0 to approve A, B, C, & E

ACTION: By a show of hands, this passes by a simple majority

### **Article 32: Community Preservation Committee Bylaw Amendment**

To see if the Town will vote to amend Section 44-2 of the Town's Bylaw, Community Preservation Committee, by deleting Section 44-2(B) as it currently reads (in italics below);

*The Community Preservation Committee shall make one or more recommendations at the Town Meeting for the acquisition, creation and preservation of open space; for the acquisition and preservation of historic resources; for the acquisition, creation and preservation of land for recreational use; for the acquisition, creation and preservation of land for natural resources and conservation purposes; for the creation, preservation and support of affordable housing and for rehabilitation or restoration of such open space, historic resources, land for recreational use and affordable housing that is acquired or created as provided in this section. With respect to community housing, the Community Preservation Committee shall recommend, wherever possible, the reuse of existing buildings or construction of new buildings on previously developed sites.*

and inserting in its place the following wording :

The community preservation committee shall make recommendations at the Town Meeting for the acquisition, creation and preservation of open space; for the acquisition, preservation, rehabilitation and restoration of historic resources; for the acquisition, creation, preservation, rehabilitation and restoration of land for recreational use; for the acquisition, creation, preservation and support of community housing; and for the rehabilitation or restoration of open space and community housing that is acquired or created as provided in this section; provided, however, that funds expended pursuant to this chapter shall not be used for maintenance. With respect to community housing, the community preservation committee shall recommend, wherever possible, the reuse of existing buildings or construction of new buildings on previously developed sites. With respect to recreational use, the acquisition of artificial turf for athletic fields shall be prohibited. The community preservation committee shall keep a full and accurate account of all of its actions, including its recommendations and the action taken on them and independent records of all appropriations or expenditures made from the Community Preservation Fund, and shall approve all expenditures from the fund at public meetings. The committee shall also keep records of any real property interests acquired, disposed of or improved by the city or town upon its recommendation, including the names and addresses of the grantor's or grantees and the nature of the consideration. The records and accounts shall be public records. Or take any other action in relation thereto.

Motion: Harry LaCortiglia moved and it was seconded by Gary Fowler to approve Article 32 as printed in the Town Warrant.

**MOTION TO AMEND:** Steve Smith moved and it was seconded by Tim Howard to amend article 32 by striking "and shall approve all expenditures from the fund at public meetings"

**ACTION:** By a show of hands the amendment passed by a 2/3rds vote.

**EXPLANATION:** Steve Smith explained that this just duplicates the efforts. The work is verified by the department put in charge of the project and it is then approved by the Town Accountant. Approving this again at a public meeting slows down the payment process to the vendor and duplicates what has already been done.

ACTION: By a show of hands the vote on the amended article passed by a majority

**Article 33: FINGERPRINTING BY-LAW**

To see whether the Town will vote, as authorized by Chapter 256 of the Acts of 2010, codified as Chapter 6, Section 172 B ½, General Laws, to enact a by-law as set forth below enabling the Police Department to conduct State and Federal Fingerprint Based Criminal History checks for individuals applying for the following licenses:

1. Hawking and Peddling or other Door-to- Door Salespeople (Solicitors)
2. Manager of Alcoholic Beverage License
3. Owner or Operator of Public Conveyance
4. Dealer of Second-hand Articles
5. Pawn Dealers
6. Hackney Drivers
7. Ice Cream Truck Vendors

and to authorize the Board of Selectmen to, adopt appropriate policies and procedures to effectuate the purposes of this by-law, or take any other action relative thereto.

**ARTICLE 33 : FINGERPRINTING BY-LAW**

**Criminal History Check Authorization:**

A. Civil Fingerprinting. The Police Department shall, as authorized by Massachusetts General Law Chapter 6, Section 172 B ½, conduct State and Federal Fingerprint Based Criminal History checks for individuals applying for the following licenses:

1. Hawking and Peddling or other Door-to- Door Salespeople
2. Manager of Alcoholic Beverage License
3. Owner or Operator of Public Conveyance
4. Dealer of Second-hand Articles
5. Pawn Dealers
6. Hackney Drivers
7. Ice Cream Truck Vendors

At the time of fingerprinting, the Police Department shall notify the individual fingerprinted that the fingerprints will be used to check the individual's criminal history records and obtain the individual's consent. The Police Chief shall periodically check with the Executive Office of Public Safety and Security ("EOPSS") to ensure the Town remains in compliance with guidance issued by that office.

Upon receipt of the fingerprints and the appropriate fee, the Police Department shall transmit the fingerprints it has obtained pursuant to this by-law to the Identification Section of the Massachusetts State Police, the Massachusetts Department of Criminal Justice Information Services (DCJIS), and/or the Federal Bureau of Investigation (FBI) or the successors of such agencies as may be necessary for the purpose of conducting fingerprint-based state and national criminal records background checks of

license applicants specified in this by-law.

**B. Authorization to Conduct Fingerprint-Based Background Checks, and to Utilize Such Information for Purposes of the Bylaw.** The Town authorizes the Massachusetts State Police, the Massachusetts Department of Criminal Justice Information Systems (DCJIS), and the Federal Bureau of Investigation (FBI), and their successors, as may be applicable, to conduct fingerprint-based state and national criminal record background checks, including FBI records, consistent with this by-law. The Town authorizes the Police Department to receive and utilize State and FBI records in connection with such background checks, consistent with this by-law. The State and FBI criminal history will not be disseminated to unauthorized entities.

**C. Notice to Appropriate Licensing Authority.** The Police Department shall communicate the results of fingerprint-based criminal record background checks to the appropriate governmental licensing authority within the Town as listed. The Police Department shall indicate whether the applicant has been convicted of, or is awaiting final adjudication for, a crime that bears upon his or her suitability, or any felony or misdemeanor that involved force or threat of force, controlled substances or a sex-related offense.

**D. Promulgation of Regulations.** The Board of Selectmen is authorized to promulgate regulations for the implementation of the proposed by-law.

**E. Use of Criminal Record by Licensing Authorities.** Licensing authorities of the Town shall utilize the results of fingerprint-based criminal record background checks for the sole purpose of determining the suitability of the subjects of the checks in connection with the license applications specified in this by-law. A Town licensing authority may deny an application for a license on the basis of the results of a fingerprint-based criminal record background check if it determines that the results of the check render the subject unsuitable for the proposed occupational activity. The licensing authority shall consider all applicable laws, regulations and Town policies bearing on an applicant's suitability in making this determination.

The Town or any of its officers, departments, boards, committees or other licensing authorities is hereby authorized to deny application for, including renewals and transfers thereof, for any person who is determined unfit for the license, as determined by the licensing authority, due to information obtained pursuant to this by-law.

**F. Fees:**

The fee charged by the Police Department for the purpose of conducting fingerprint-based criminal record background checks shall be one hundred dollars (\$100). A portion of the fee, as specified in Mass. Gen. Laws Chapter 6, Section 172B 1/2, shall be deposited into the Firearms Fingerprint Identity Verification Trust Fund, and the remainder of the fee may be retained by the Town to be expended by the Police Department to help offset costs associated with the administration of the fingerprinting system.

**G. Effective Date:**

This by-law shall take effect upon approval by the Attorney General, and compliance with the requirements of G.L. c.40, §32.

MOTION: Don Cudmore moved and it was seconded by Dave Surface to approve Article 33 as printed in the Town warrant.

Finance Committee approved this article unanimously

ACTION: By a show of hands, this article passed by a majority

**Article 34: §165 - 69 Accessory Apartments**

To see if the Town will vote to amend the Zoning Bylaw, §165-69 *Accessory Apartments*, by DELETING the following text:

Section 165-69(B) "The special permit shall be issued to the owner of the property."

and INSERTING the following text:

Section 165-69(A) (2) "Meeting the need for affordable housing by conditioning the special permit to require the acceptance of the apartment on the State Subsidized Housing Inventory "SHI" by the State Department of Housing and Community Development. Requirements may include, but not be limited to, deed riders and other restrictions, limitations and reviews as deemed necessary by DHCD and the permitting authority. Permit shall expire if the unit no longer is accepted for inclusion on the SHI."

Section 165-69(B) "In the case where a special permit is issued under the criteria in Section (A) (1),"

or take any other action in relation thereto.

This article was passed over.

**Article 35: Solar Energy Facilities**

To see if the Town will vote to amend the Zoning Bylaw by inserting a new bylaw, Article XVIV Solar Energy Facilities, as set forth below, applicable to solar photovoltaic installations, establishing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on scenic, natural and historic resources and to provide adequate financial assurance for the eventual decommissioning of such installations, or take any other action in relation thereto.

*A 2/3 vote is required to approve this article.*

**ARTICLE XVIV Solar Energy Facilities**

**§ 165-135 Purpose and Intent.**

- A. The purpose of this bylaw is to promote the creation of new solar photovoltaic installations, herein referred to as a Solar Energy Facility, by providing standards for the placement, design, construction, operation, monitoring, modification and removal of such installations that address public safety, minimize impacts on scenic, natural and historic resources and to provide adequate financial assurance for the eventual decommissioning of such installations.

- B. Provisions set forth in this section shall take precedence over all other sections when considering applications related to the construction, operation, expansion, repair, and/or removal of ground-mounted solar photovoltaic installations.

**§ 165-136 Scope of Authority.**

- A. The Planning Board will act as the Permit Granting Authority (PGA) for all Solar Energy Facility applications.

**§ 165-137 Applicability.**

- A. This section applies to a Solar Energy Facility proposed to be constructed after the effective date of this section. This section also pertains to physical modifications that materially alter the type, configuration, or size of these installations or related equipment after approval by the PGA.
- B. Construction and use of a Solar Energy Facility or any part thereof shall be subject to the requirements set forth in this section and as permitted for in any zoning district as allowed for in the Use Regulation Schedule.
- C. Nothing in this section shall be construed to prevent the installation of accessory roof-mounted, solar photovoltaic installations on residential structures. Installation on residential structures shall not require Site Plan Approval.

**§ 165-138 Definitions.**

The following terms as used in this ordinance are defined as follows;

**As-of-Right Siting:** As-of-Right Siting shall mean that development may proceed without the need for a special permit, variance, amendment, waiver, or other discretionary approval. As-of-right development shall be subject to Site Plan Approval to determine conformance with local zoning ordinances or bylaws. Projects cannot be prohibited, but can be reasonably regulated by the Building Inspector and PGA as designated by local ordinance or bylaw.

**Building Permit:** A construction permit issued by an authorized Building Inspector; the building permit evidences that the project is consistent with the state and federal building codes as well as local zoning bylaws, including those governing Solar Energy Facility.

**Commercial Solar Energy Facility:** A ground mounted and/or roof mounted solar photovoltaic installation where the primary use is electrical generation to be sold to the wholesale electricity markets. This includes, but is not limited to, transmission, storage, collection and supply equipment, substations, appurtenant structures, transformers, service and access roads utilized in connection with the conversion of solar energy into electrical power by a production facility.

**Designated Location:** Location(s) shown on the Town of Georgetown Zoning and Overlay Districts Map pursuant to Massachusetts General Laws Chapter 40A Section 5. This map is hereby made a part of this Zoning Bylaw and is on file in the Office of the Georgetown Town Clerk and Planning Office.

**Ground Mounted Solar Photovoltaic Installation:** A solar photovoltaic system that is structurally mounted on the ground and is not roof-mounted.

**On-Site Solar Energy Facility:** A ground mounted and/or roof mounted solar photovoltaic installation for the purpose of electrical generation where the facility is an accessory use to the principal use of the property. An on-site solar energy facility will generate electricity to be primarily consumed by the principal use of the parcel. This includes, but is not limited to, transmission, storage, collection and supply equipment, substations, appurtenant structures, transformers, service and access roads utilized in connection with the conversion of solar energy into electrical power by a production facility.

**Permit Granting Authority (PGA):** For the purpose of this bylaw, the Planning Board shall act as the body of local government designated as the Permit Granting Authority (PGA) for Solar Energy Facility projects that require Site Plan Approval.

**Rated Nameplate Capacity:** The maximum rated output of electric power production of the Photovoltaic system in Direct Current (DC)

**Site Plan Approval:** Review by the PGA to determine conformance with local zoning ordinances or bylaws.

**Solar Energy Facility:** For the purpose of this bylaw, a Solar Energy Facility shall consider both on-site solar energy facilities and commercial solar energy facilities. Such facility shall include, but is not limited to, transmission, storage, collection and supply equipment, substations, appurtenant structures, transformers, service and access roads utilized in connection with the conversion of solar energy into electrical power.

**Zoning Enforcement Authority:** The person or board charged with enforcing the zoning ordinances or bylaws.

## **§ 165-139 General Provisions.**

An application for a Solar Energy Facility shall be reviewed by the PGA for consistency with the provisions of this section. All proponents are required to provide a Site Plan Approval application to the PGA along with compliance, or a written waiver request, to each of the following requirements in order to be deemed a complete application:

### **A. Administration:**

Prior to construction, installation or modification of an existing Solar Energy Facility, a Site Plan Approval application shall be made pursuant to the provisions of Section §165-83 in addition to the provisions of Section §165-140.

### **B. Compliance with Zoning Laws, Ordinances and Regulations:**

The construction and operation of all Solar Energy Facilities shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of a Solar Energy Facility shall be constructed in accordance with the State Building Code.

- (1) A Solar Energy Facility may be erected upon the issuance of an affirmative Site Plan Approval decision by the PGA;
- (2) All setback, yard, buffer and screening requirements applicable in the zoning district in which the installation is located shall apply.
- (3) All security fences surrounding the installations shall be set back from the property line a distance equal to the setback requirement applicable to buildings within the zoning district in which the installation is located.
- (4) The visual impact of the Solar Energy Facility, including all accessory structures and appurtenances, shall be mitigated. All accessory structures and appurtenances shall be architecturally compatible with each other. Whenever reasonable, structures shall be shaded from view by vegetation and/or joined and clustered to avoid adverse visual impacts. Methods such as the use of landscaping, natural features and fencing may be utilized
- (5) Lighting shall not be permitted unless required by the PGA or required by the State Building Code. Where used, lighting shall be directed downward and full cut-off fixtures shall be used.
- (6) All utility connections from the Solar Energy Facility shall be underground unless specifically permitted otherwise by the PGA in the site plan approval. Electrical transformers and inverters to enable utility interconnections may be above ground if required by the Town of Georgetown Light Department.
- (7) Installation of a Solar Energy Facility must meet the requirements of the "Qualifying Facility Power Purchase Rate" and "Standards for Interconnecting Distributed Generation" as published by the Town of Georgetown Light Department.
- (8) Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the commercial solar photovoltaic installation or otherwise prescribed by applicable laws, regulations and bylaws.
- (9) The Solar Energy Facility's owner and/or operator shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, continued compliance with landscaping and screening requirements, and integrity of security measures. The owner or operator shall be responsible for the maintenance of any access roads serving the installation.

### **C. Fees:**



A Site Plan Approval application for a Solar Energy Facility must be accompanied by the filing fee established by the PGA.

**D. General:**

All plans and maps shall be prepared, stamped and signed by a professional civil engineer licensed to practice in the Commonwealth of Massachusetts.

**E. Site Plan Approval:**

A Solar Energy Facility shall undergo Site Plan Approval review by the PGA prior to construction, installation or modification as provided in this section and Section §165-83.

**F. Submission Requirements and Required Documents:**

- (1) As part of the Site Plan Approval process, the applicant shall demonstrate to the PGA's satisfaction that the following design process was followed in determining the layout of a proposed on-site solar photovoltaic installation;
  - (a) Understanding the development site: The first step is to inventory existing site features, taking care to identify sensitive and noteworthy natural, scenic and cultural resources on the site, and to determine the connection of these important features to each other;
  - (b) Evaluating site context: The second step is to evaluate the site in its larger context by identifying physical (e.g., stream corridors, wetlands), transportation (e.g. road and bicycle networks), and cultural (e.g., recreational opportunities) connections to surrounding land uses and activities;
- (2) Zoning district designation for the parcel(s) of land comprising the project site (submission of a copy of the Town of Georgetown Zoning and Overlay Districts Map with the parcel(s) identified is suitable for this purpose);
- (3) A Proof of Liability Insurance that satisfies Section §165-139(J);
- (4) A Description of Financial Surety that satisfies Section §165-139(K);
- (5) An Operation and Maintenance Plan that satisfies Section §165-139(L);
- (6) A public outreach plan, including a project development timeline, which indicates how the project proponent will meet the required Site Plan Approval notification procedures and otherwise inform abutters and the community;
- (7) **Proposed Installation Plan:** In addition to the information required pursuant to Section §165-83, a Proposed Installation Plan drawn at a scale of 1" = 40' shall be submitted. This plan shall be prepared by a registered Professional Engineer, licensed to practice in the Commonwealth of Massachusetts and who shall sign and place their seal upon such a plan and all pertinent documents, shall include the following information:
  - (a) Property lines and physical features, including roads, for the project site;
  - (b) Proposed changes to the landscape of the site, grading, vegetation clearing and planting, exterior lighting, screening vegetation or structures;
  - (c) Blueprints or drawings of the solar photovoltaic installation signed by a professional physical engineer licensed to practice in the Commonwealth of Massachusetts showing the proposed layout of the system and any potential shading from nearby structures;
  - (d) One or three line electrical diagram detailing the solar photovoltaic installation, associated components, and electrical interconnection methods, with all National Electrical Code compliant disconnects and overcurrent devices;
  - (e) Documentation of the major system components to be used, including the PV panels, mounting system, and inverter;
  - (f) Name, address, and contact information for proposed system installer;
  - (g) Name, address, phone number and signature of the project proponent(s) and property owners;
  - (h) The name, contact information and signature of any agents representing the project proponent;

- (i) Location of the proposed solar system panels, arrangement of arrays, appurtenant structures, transmission infrastructure, foundations, and associated ground equipment, fencing, exterior lighting and access to them for maintenance and emergencies;
  - (j) Outline of all existing buildings, including purpose (e.g. residence, garage, storage shed, etc.) on site parcel and all adjacent parcels within 300 feet. Distance from the Solar Energy Facility to each building shall also be shown on the plan;
  - (k) Any overhead utility lines;
  - (l) The right-of-way of any public road that is contiguous with the property and provides the required frontage for the subject property;
  - (m) Proposed service and access driveway and roads, either temporary or permanent; and
  - (n) Location and approximate height of tree cover and any potential shading from nearby structures or vegetation.
  - (o) Designation of NHESP Estimated Habitats of Rare Wildlife and NH Priority Habitats of Rare Species zones if applicable
- (8) **Electrical Diagrams:** One or three line electrical diagram detailing the solar photovoltaic installation, associated components, and electrical interconnection methods, with all National Electrical Code (NEC) compliant disconnects and over current devices;
  - (9) **Component Description:** Documentation of the major system components to be used, specifications of the photovoltaic panels including manufacturer and model, mounting system, collection, storage and supply equipment, and other associated components required for the conversion of solar energy into electrical energy production;
  - (10) **Contact Information:** Name, address, and contact information for proposed system design engineer and installer and project proponent(s) and operator of the Solar Energy Facility, if different from Property Owner;
  - (11) **Legal Documents:** Copies of existing and proposed legal documents pertaining to public and private easements, covenants, agreements and permits affecting the use of the site parcel; and
  - (12) The PGA may waive the aforementioned document requirements as it deems appropriate.

**G. Commercial Solar Energy Facilities:**

For review of a Commercial Solar Energy Facility the PGA may also require the following documents be provided in addition to those noted above;

- (1) **Visualizations:** The PGA may select up to four sight lines, including from the nearest building with a view of the Solar Energy Facility for pre- and post-construction view representations. Sight lines for the view representations shall be selected from populated areas proximate to the proposed Solar Energy Facility. View representations shall have the following characteristics:
  - (a) View representations shall be in color and shall include actual pre- construction photographs and accurate post-construction simulations of the height and breadth of the Solar Energy Facility (e.g. superimpositions of the Solar Energy Facility onto photographs of existing views);
  - (b) All sight line view representations will include existing, or proposed, buildings or tree coverage;
  - (c) Include description of the technical procedures followed in producing the visualization (distances, angles, lens, etc.);
- (2) **Technical Documentation:**  
All supporting documents and calculations used for the design of the Solar Energy Facility in order to reach the nameplate capacity of the proposed facility.
- (3) **Structural Drawings:**  
Engineering drawings for foundations and structures with a report from a registered physical engineer showing that the installation of all structures for the proposed Solar Energy Facility shall be in accordance with the most recent version of the State Building Code

**H. Utility Notification:**

No Solar Energy Facility shall be constructed until evidence, given to and found satisfactory by the PGA, that the utility company that operates the electrical grid where the installation is to be located has been informed of the Solar Energy Facility owner's or operator's intent to install an interconnected customer-owned generator as well as documentation from said utility that it can and will connect the proposed customer-owner generator into its power grid.

**I. Safety Standards:**

Upon request by the PGA, the Solar Energy Facility owner and/or operator shall cooperate with local emergency services in developing an emergency response plan. The owner or operator shall identify a responsible person for public inquiries throughout the life of the installation.

- (1) **Emergency Services Plan:** Prior to issuance of a building permit, the Solar Energy Facility owner and/or operator shall provide a written plan including but not limited to a project summary, electrical schematic, and site plan to the Town's local safety officials including the Police Chief, Fire Chief and Building Inspector. The PGA shall confirm adequacy of emergency access and safety procedures with the local safety officials prior to approval of any Site Plan for the Solar Energy Facility.
- (2) **Unauthorized Access:** The Solar Energy Facility shall be designed to allow access within the area of proposed limit of work to authorized personnel only. Electrical equipment shall be locked where possible.

**J. Proof of Liability Insurance:**

The applicant shall be required to provide evidence of liability insurance in an amount, and for the duration, sufficient to cover loss or damage to persons and property occasioned by the failure of the facility;

**K. Financial Surety:**

Proponents of large-scale ground-mounted solar photovoltaic projects shall provide a form of surety, either through escrow account, bond or otherwise, to cover the cost of removal in the event the Town must remove the facility and remediate the landscape. The surety shall be in an amount and form determined to be reasonable by the PGA but not in an amount to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein, as determined by the project proponent and confirmed by the PGA.

The proponents shall provide a security sufficient to cover the cost of removal for the first ten (10) year period. For every five (5) year term thereafter, the proponent shall return to the PGA to renew the surety in the amount sufficient to cover the costs of removal of the facility for the next five (5) year term. The applicant shall submit a fully inclusive estimate of the costs associated with removal of the facility as outlined in this section. The estimate of cost shall be prepared by a professional civil engineer and shall include a mechanism for cost of living adjustments.

Such surety will not be required for municipal and state-owned facilities.

**L. Operations and Maintenance Plan:**

The project proponent shall submit a plan for the operation and maintenance of the Solar Energy Facility. This plan shall include measures for maintaining safe access to the installation, storm water controls, as well as general procedures for operational maintenance of the installation

**§ 165-140 Site Plan Approval Review Criteria and Procedures.**

The PGA may grant a Site Plan Approval that would require certain requirements be met as conditions of approval. Those certain requirements are inclusive of but may not be outlined in the following section.

**A. Criteria:**

In the review and evaluation of an application and in making a final determination in writing, the PGA shall consider but not be limited to the following as it pertains to a Solar Energy Facility;

- (1) Complies with all requirements set forth in this section;
- (2) Minimizes visual impact by controlling off-site visibility of parking, storage, or other outdoor service areas viewed from public ways and places or land residentially used or zoned;
- (3) Minimizes the volume of cut and fill, the number of removed trees that are six (6) inches or more in

caliper, the area of wetland vegetation displaced, soil erosion, and threat of air and water pollution;

- (4) Provides adequate storm water management and other utilities consistent with the functional requirements of the Town of Georgetown Subdivision Rules and Regulations, Department of Environmental Protection, Massachusetts Stormwater Management Handbook (as revised);
- (5) Minimizes obstruction of scenic views from publicly accessible locations;
- (6) Maximizes pedestrian and vehicular safety on-site, including points of ingress and egress;
- (7) Minimizes glare from headlights and lighting intrusion;
- (8) Minimizes unreasonable departure from character, materials, and scale of buildings in the vicinity, as viewed from public ways and places or premises residentially used or zoned;
- (9) Ensures compliance with the provisions of the Town of Georgetown's Zoning Bylaw, including parking, signs, landscaping, environmental standards and other pertinent sections;
- (10) Nuisance is not expected to be created by the use;
- (11) Adequate and appropriate facilities have been and will be provided for the proper operation and maintenance of the use;
- (12) Provides adequate access to each structure for emergency service equipment;
- (13) Facility shall be constructed and operated in a manner that minimizes adverse visual, safety and environmental impacts;
- (14) Every abutting property is visually screened from the project through one or a combination of location, distance, plantings, existing vegetation and fencing (not to exceed 6 feet).

**B. Waivers:**

The PGA may waive, by an affirmative majority vote, any of the submittal and design requirements if it determines that strict compliance with those submittal and design requirements, because of the size or unusual nature of proposed building(s), structure(s), or lay of the land, may not be in the best interest of the Town and general public.

**C. Final Action:**

No Solar Energy Facility shall be erected, constructed, installed or modified as provided in this section without first obtaining a Site Plan Approval decision from the PGA and a building permit from the Building Inspector.

**D. Modifications to Approved Site Plans:**

All material modifications to a Solar Energy Facility made after issuance of the required permit shall require approval by the PGA as provided in this section. Modifications to an approved Site Plan and/or Proposed Installation Plan shall be allowed upon submission of a written description to the PGA of the proposed modifications. The request for modification shall be subject to the submittal, review and hearing procedures as required for new filings unless the PGA finds that the proposed modifications satisfy the review criteria and the Site Plan and/or Proposed Installation Plan as modified would be consistent with the originally approved plan and therefore a new public hearing may not be required.

**E. Appeals:**

The decision of the PGA and/or Building Inspector made on any project subject to the provisions of this section may be appealed pursuant to the provisions of Chapter §165-98 of Town of Georgetown's Zoning Bylaw.

**F. Enforcement:**

Enforcement of violations of any approvals and conditions of approvals, including violations of any development and/or performance standards identified in this Section shall be governed by Section §165-97 of the Town of Georgetown Zoning Bylaw.

**G. Severability:**

The invalidity of any section or provision of this Bylaw by a Court or Agency of competent jurisdiction shall not invalidate any other section or provision thereof, nor shall it invalidate any permit or determination which previously has been issued.

**H. Issuance of Building Permit:**

No building permit for a Solar Energy Facility shall be issued until the PGA has rendered its decision on the Site Plan Approval application. Any site clearing or disturbance done on a site ultimately proposed to be a Solar Energy Facility without a Building Permit shall be deemed improper clearing, a violation of the provisions of the Town of Georgetown Zoning Bylaw and shall be enforced pursuant to the provisions of Article XVI of the Town of Georgetown Zoning Bylaw.

**I. Expiration:**

A permit issued pursuant to this ordinance shall expire if;

- (1) A Solar Energy Facility is not installed and operational within 48 months from the date the permit is issued; or,
- (2) A Solar Energy Facility is abandoned or deemed abandoned pursuant to this ordinance.

**J. Violations:**

It shall be unlawful for any person to construct, install, or operate a Solar Energy Facility that is not in compliance with this Section or with any condition contained in a permit issued pursuant to this Section. Solar energy facilities installed prior to the adoption of this Section are exempt until any alterations or expansion to the existing systems are made at which time the provisions of this ordinance shall apply to such alterations and expansions.

**§ 165-141 Development and Performance Standards.**

Any proposed Solar Energy Facility shall be subject to development and performance standards, as set forth below, for the placement, design, construction, monitoring, modification and removal. Such development and performance standards exist to address public safety and minimize impacts on scenic, natural and historic resources of the Town. Whereas all projects must demonstrate compliance with applicable provisions of Section §165, the following standards shall be in addition to or take precedence over design standards of Section §165-83 and Appendix 4 Intensity of Use Schedule:

**A. Dimension and Density Requirements.**

- (1) **Setbacks:** The purpose of setbacks is to mitigate adverse impacts on abutting properties. For a Solar Energy Facility, compliance with front, side and rear setbacks shall be as follows:
  - (a) Front yard: The front yard shall have a depth of at least 20 feet from the property line.
  - (b) Side yard: Each side yard shall have a depth at least 20 feet from the property line provided, however, where the locus abuts a conservation use, recreational use or residential district, the side yard shall not be less than 50 feet;
  - (c) Rear yard: The rear yard depth shall be at least 20 feet from the property line provided, however, that where the locus abuts a conservation use, recreation use or residential district, the rear yard shall not be less than 50 feet;
- (2) The PGA may grant a waiver from setback requirements if the applicant can demonstrate:
  - (a) Failing to do so would render the siting of the Solar Energy Facility unfeasible; and
  - (b) The waiver will not impede access or egress for maintenance personnel or emergency responders; and
  - (c) The waiver will not adversely affect the intent of this bylaw section in terms of development and design standards.

**B. Design Standards.**

- (1) **Lighting:** Lighting of a Solar Energy Facility shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of a Solar Energy Facility shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.

(2) **Landscaping:** Applicant shall submit a Landscape Plan detailing the following:

- (a) All proposed changes to the landscape of the site, including temporary or permanent roads or driveways, grading, area of vegetative clearing, all proposed vegetative screening and/or fencing and planting, exterior lighting and structures;
- (b) Planting design shall include details of the types and size of plant materials. To the extent feasible or practicable, landscaping shall be designed in an environmentally sensitive manner with non-invasive drought tolerant native plants, so as to reduce irrigation needs and heating and cooling needs;
- (c) All landscaped areas shall be properly maintained and monitored for at least two growing seasons. Shrubs or trees that die shall be replaced by the applicant or property owner within one growing season. The long term maintenance of approved landscaping shall be the responsibility of the individual or entity identified in the application for facilities maintenance purposes.

(3) **Signage:** Signs on a Solar Energy Facility shall comply with the provisions of Article X of Town of Georgetown Zoning Bylaws and shall be limited to:

- (a) Location, materials and details of proposed signs shall be submitted;
- (b) A sign consistent with a municipality's sign bylaw shall be required to identify the owner and provide a 24-hour emergency contact phone number;
- (c) A Solar Energy Facility shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the solar photovoltaic installation;
- (d) Educational signs providing information about the facility and the benefits of renewable energy;
- (e) Any proposed sign(s) shall be permitted as part of the site plan approval.

**C. Appurtenant Structures:**

All appurtenant structures to a Solar Energy Facility shall be subject to reasonable regulations concerning the bulk and height of structures, lot area, setbacks, and open space, parking and building coverage requirements. All such appurtenant structures, including but not limited to, equipment shelters, storage facilities, transformers, and substations, shall be architecturally compatible with each other. Whenever reasonable, structures should be shaded from off-site view by vegetation and joined and/or clustered to avoid adverse visual impacts. Architectural elevation drawings for structures exceeding 500 square feet of gross floor area shall be submitted as part of the Site Plan Approval application.

**D. Utility Connections:**

Reasonable efforts, as determined by the PGA, shall be made to place all utility connections from the Solar Energy Facility underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.

**E. Land Clearing, Soil Erosion and Habitat Impacts:**

Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the solar energy facilities and per best management practices for natural and/or developed areas and otherwise prescribed by applicable laws, regulations, and bylaws. In particular but not limited to Town of Georgetown's Chapter §49 Earth Removal and Chapter §57 Erosion and Stormwater Control. The limit of work will be shown on the approved Site Plan and Proposed Installation Plan.

**F. Natural Buffer and Wildlife Corridors:**

An undisturbed buffer shall be part of the setback area and maintained between the Solar Energy Facility and the property line. This buffer would only be required on those projects that abut residential district. The natural buffer should be maintained at or slightly above the highest level of the solar panels. If the natural vegetative visual buffer would have a detrimental effect on the ability to generate power, an alternative screening buffer pursuant to Section §165-142 may be proposed. A Solar Energy Facility shall be designed and constructed to optimize the existence and maintenance of natural buffers and wildlife corridors.

**G. Operation, Monitoring and Maintenance:**

- (1) **Solar Photovoltaic Installation Conditions:** The Solar Energy Facility installation owner or operator

shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the local Fire Chief and Emergency Medical Services. The owner or operator shall be responsible for the cost of maintaining the facility and any access road(s), unless accepted as a public way.

- (2) **Operation and Maintenance Plan:** As required in and to satisfy Section 165-139(L);
- (3) **Minimum Maintenance Responsibilities:** The applicant, owner or operator shall maintain the facility in good condition. The individual or entity responsible for maintenance shall be clearly identified in the application. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the Fire Chief and other public safety officials. The owner or operator shall be responsible for the cost of maintaining the Solar Energy Facility and any access road(s) and the cost of repairing any damage occurring as a result of operation and construction. The owner and/or operator shall be responsible for all activities identified on said plan until the facility is abandoned or decommissioned;

#### H. **Removal / Decommissioning / Discontinuance:**

- (1) **Removal Requirements:** Any Solar Energy Facility that has reached the end of its useful life or has been discontinued shall be removed. The owner or operator shall have completely physically removed the installation no more than 150 days after the date of discontinued operations. At least thirty (30) days prior to the proposed date of discontinuation of operations, the owner or operator shall notify the PGA and the Building Inspector by Certified Mail of the proposed date of discontinued operations and include plans for removal.
- (2) **Decommissioning:** shall consist of:
  - (a) Physical removal of all solar photovoltaic installations, structures, equipment, security barriers and transmission lines from the site;
  - (b) Any municipal utility connections shall be disconnected to the satisfaction of the Municipal Light Department, Highway Surveyor and Fire Department;
  - (c) Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations;
  - (d) Stabilization or re-vegetation of the site as necessary to minimize erosion. The PGA may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.
- (3) **Abandonment:** Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the solar photovoltaic installation shall be considered discontinued when it fails to operate for more than a two (2) year period without the written consent of the PGA. If the owner and/or operator of a Solar Energy Facility fail to remove the installation in accordance with the requirements of this section within 150 days of discontinuance or the proposed date of decommissioning, the Town may enter the property and physically remove the installation.

This article was passed over.

#### **Article 36: Registered Marijuana Dispensary**

To see if the Town will vote to amend the Zoning Bylaw by inserting a new article, Article XVIII Registered Marijuana Dispensary, as set forth below, to provide zoning bylaw standards for a medical marijuana treatment center, a non-profit entity, as defined by Massachusetts law only, registered with

the Department of Public Health that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their caregivers, or take other action in relation thereto.

*A 2/3 vote is required to approve this article.*

## **ARTICLE XVIII Registered Marijuana Dispensary**

### **§ 165-156 Purpose and Intent.**

- A. To provide for the placement of a Registered Marijuana Dispensary ("RMD"), in accordance with the Humanitarian Medical Use of Marijuana Act, G.L. c.94C, App. §1-1, et seq., in locations suitable for lawful medical marijuana facilities and to minimize adverse impacts of a Registered Marijuana Dispensary on adjacent properties, residential neighborhoods, historic districts, schools, playgrounds and other locations where minors congregate by regulating the siting, design, placement, security, and removal of RMDs.
- B. Provisions set forth in this section shall take precedence over all other sections of the Bylaw when considering applications related to the construction, operation, expansion, repair, and/or removal of lawful RMD facilities.

### **§ 165-157 Establishment and Delineation of a Medical Marijuana Overlay District.**

#### **A. Establishment:**

For the purposes of this Bylaw, there is hereby established a Medical Marijuana Overlay District ("MMOD"). Within the MMOD, all requirements of the underlying district(s) remain in effect, except where these regulations provide an alternative to such requirements. Land within the MMOD may be used either for (1) a Registered Marijuana Dispensary ("RMD"), in which case the requirements set forth in this section shall apply; or (2) a use allowed in the underlying district, in which case the requirements of the underlying district shall apply. If the provisions of the MMOD are silent on a zoning regulation, the requirements of the underlying district shall apply. If the provisions of the MMOD conflict with the requirements of the underlying district, the requirements of the MMOD shall control.

#### **B. Delineation:**

The MMOD is delineated and shown on the official zoning map of the Town of Georgetown and the Town of Georgetown Zoning & Overlay Districts Map on file with the Planning Office.

### **§ 165-158 Scope of Authority.**

- A. The Planning Board shall act as the Special Permit Granting Authority (SPGA) for all Registered Marijuana Dispensary applications.

### **§ 165-159 Applicability.**

- A. The cultivation, production, processing, assembly, packaging, retail or wholesale sale, trade, distribution or dispensing of marijuana for medical use is prohibited unless permitted by Special Permit as a Registered Marijuana Dispensary under this Section, except as otherwise provided herein.
- B. No Registered Marijuana Dispensary facility use shall be established except in compliance with the provisions of this zoning bylaw section and all other sections of the Town of Georgetown's Bylaws.
- C. Nothing in this Bylaw shall be construed to supersede federal and state laws governing the sale and distribution of narcotic drugs.

### **§ 165-160 Definitions.**

Where not expressly defined in the Zoning Bylaws, terms used in the MMOD Bylaw shall be interpreted as defined in the Humanitarian Medical Use of Marijuana Act, G.L. c.94C, App. §1-1, et seq. and the Department of Public Health Regulations promulgated thereunder, 105 CMR 725.001, et seq., and otherwise by their plain language. The following terms as used in this ordinance are defined as follows;



**Marijuana:** In addition to the Commonwealth's definition under Chapter §94C of Mass General Laws, a definition of marijuana shall include: Marijuana, Marihuana, Cannabis, Hashish, Cannabis seeds, THC (tetrahydrocannabinol) and its derivatives and extracts as well as any substances containing THC whether in plant, including its flowers, oil, resin, solid, liquid or aerosol form.

**Marijuana Cultivation:** The process of propagation, including germination, using soil, hydroponics, or other mediums to generate growth and maturity. The intended process of bringing a plant or other grown product to maturity for harvesting, sale, refining or use as an ingredient in further manufacturing or processing. This definition encompasses marijuana cultivation related to RMD facilities.

**Registered Marijuana Dispensary:** Also referred to and known as a Medical Marijuana Treatment Center, means a not-for-profit entity registered under 105 CMR 725.100, that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana-infused products ("MIPs"), tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers. Unless otherwise specified, RMD refers to the site(s) of dispensing, cultivation, and preparation of marijuana

## **§ 165-161 General Provisions.**

An application for a RMD and/or Medical Marijuana Treatment Center shall be reviewed by the SPGA for consistency with the provisions of this section. All proponents are required to provide a Site Plan Approval application to the SPGA demonstrating compliance with, or a written waiver request for, each of the following requirements in order to be deemed a complete application:

- A. **Administration:**  
Prior to construction, installation or modification of an RMD, a Site Plan Approval application shall be made pursuant to the provisions of Section §165-83 in addition to the provisions of this Article.
- B. **Compliance with Zoning Laws, Ordinances and Regulations:**  
The construction and operation of any RMD shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements.
- C. **Fees:**  
A Site Plan Approval application for a Registered Marijuana Dispensary must be accompanied by the filing fee established by the SPGA.
- D. **General:**  
All site and structural plans and maps shall be prepared, sealed and signed by a professional civil engineer licensed to practice in the Commonwealth of Massachusetts. All building plans and elevations shall be prepared, sealed and signed by an architect licensed to practice in the Commonwealth of Massachusetts.
- E. **Submission Requirements and Required Documents:**
  - (1) As part of the Special Permit and Site Plan Approval process, the applicant shall demonstrate to the SPGA's satisfaction that the following design process was followed in determining the location of a proposed RMD;
    - (a) Understanding potential development sites: The first step is to inventory existing potential sites;
    - (b) Evaluating the proposed development site: The second step is to evaluate the proposed site in its larger context by taking care to identify eligible locations as described in Section 165-161(I) and beneficial or detrimental connections to surrounding land uses and activities;
  - (2) Zoning district designation for the parcel(s) of land comprising the project site (submission of a copy of a zoning map with the parcel(s) identified is suitable for this purpose);
  - (3) A Proof of Liability Insurance that satisfies Section §165-161(G);
- F. **Safety Standards:**

Upon request by the SPGA, the owner and/or operator shall cooperate with local emergency services in developing an emergency response plan. The owner or operator shall identify a responsible person for public inquiries throughout the life of the facility.

- (1) **Emergency Services Plan:** Prior to issuance of a building permit, the Registered Marijuana Dispensary owner and/or operator shall provide a written plan including but not limited to a project summary to the Town's Board of Selectmen, local safety officials including the Police Chief, Fire Chief and Building Inspector. The SPGA shall confirm adequacy of emergency access and safety procedures with the local safety officials prior to approval of any Site Plan for the Registered Marijuana Dispensary.
- (2) **Unauthorized Access:** The Registered Marijuana Dispensary shall be designed to allow access within the area of the RMD to authorized personnel as well as state and municipal emergency personnel only.

**G. Proof of Liability Insurance:**

The applicant shall be required to provide evidence of liability insurance in an amount, and for the duration, sufficient to cover loss or damage to persons and property occasioned by the failure of the facility;

**H. Eligible Locations:**

Any RMD facility permitted under this Section shall be located only in a zoning district that is designated for its use within this Zoning Bylaw. No RMDs use shall be located within 300 linear feet of a property line where the following zoning district, activity or use occurs, whether within the municipal borders of the Town of Georgetown or adjoining municipality;

- (1) Any Residential District as defined by Chapter §165
- (2) School, including a public or private elementary, vocational, or secondary school or a public or private college, junior college, or university;
- (3) Any child care facility;
- (4) Library;
- (5) Playground;
- (6) Public Park;
- (7) Youth center;
- (8) Public swimming pool;
- (9) Religious institution;
- (10) Video arcade facility;
- (11) Similar facility in which minors commonly congregate;
- (12) Any other Registered Marijuana Dispensary;
- (13) Any drug or alcohol rehabilitation facility;
- (14) Any correctional facility, half-way house or similar facility; or

**I. Separation:**

Distances shall be calculated by direct measurement from the nearest property line of the land used for school or child care purposes or places where minors frequent or any other use listed above in Section 165-161(H) to the nearest point of the property line of the proposed RMD parcel. The distance requirement may be reduced by twenty-five percent or less, but only if:

- (1) The applicant demonstrates that the RMD would otherwise be effectively prohibited within the municipality;
- (2) With regard to locations protected pursuant to Section 165-16(H(1)-(11)), the applicant demonstrates that the RMD will employ adequate security measures to prevent diversion of medical marijuana to minors who are not qualifying patients pursuant to 105 CMR 725.004.

**J. Visibility:** There shall be no visual proof or visibility of use activities, products or treatment occurring within or on the premises of a RMD from the exterior of such facility or premises.

### **§ 165-162 Special Permit Review Procedures and Criteria.**

The SPGA may grant a Special Permit and a Site Plan Approval and require that certain requirements be met as conditions of approval.

#### **A. Procedure:**

The Planning Board shall be the Special Permit Granting Authority (SPGA) for a RMD special permit application.

#### **B. Criteria:**

In the review and evaluation of an application and in making a final determination in writing, the SPGA shall consider but not be limited to the following as it pertains to a Registered Marijuana Dispensary;

- (1) Complies with all requirements set forth in this section;
- (2) Minimizes visual impact by controlling off-site visibility of parking, storage, or other outdoor service areas viewed from public ways and places or land residentially used or zoned;
- (3) Provides adequate storm water management and other utilities consistent with the functional requirements of the Town of Georgetown Subdivision Rules and Regulations, Department of Environmental Protection, Massachusetts Stormwater Management Handbook (as revised);
- (4) Maximizes pedestrian and vehicular safety on-site, including points of ingress and egress;
- (5) Minimizes glare from headlights and lighting intrusion;
- (6) Minimizes unreasonable departure from character, materials, and scale of buildings in the vicinity, as viewed from public ways and places or premises residentially used or zoned;
- (7) Ensures compliance with the provisions of the Town of Georgetown's Zoning Bylaw, including parking, signs, landscaping, environmental standards and other pertinent sections;
- (8) Specific use is an appropriate location for such a use;
- (9) Nuisance is not expected to be created by the use;
- (10) Provides adequate access to each structure for emergency service equipment;
- (11) Facility shall be constructed and operated in a manner that minimizes adverse visual, safety and environmental impacts;
- (12) Proposed RMD use shall does not create a nuisance to abutters or to the surrounding area, or which creates any hazard, including but not limited to, fire, explosion, fumes, gas, smoke, odors, obnoxious dust, vapors, offensive noise or vibration, flashes, glare, objectionable effluent or electrical interference, which may impair the normal use and peaceful enjoyment of any property, structure or dwelling in the area.

#### **C. Special Permit Conditions:**

The SPGA may impose conditions reasonably appropriate to improve site design, traffic flow, public safety, protect water quality, air quality, and significant environmental resources, preserve the character of the surrounding area and otherwise serve the purpose of this section. In addition to any specific conditions applicable to the applicant's RMD, the SPGA may include the following conditions in any special permit granted under this Bylaw;

- (1) Hours of Operation, including dispatch of home deliveries;
- (2) The permit holder shall file a copy of any Incident Report required under 105 CMR 725.110(F) with the Zoning Enforcement Officer and the SPGA within 24 hours of creation by the RMD. Such reports may be redacted as necessary to comply with any applicable state or federal laws and regulations;
- (3) The permit holder shall file a copy of any summary cease and desist order, cease and desist order, quarantine order, summary suspension order, order limiting sales, notice of a hearing, or final action issued by DPH or the Division of Administrative Law Appeals, as applicable, regarding the RMD with the Zoning Enforcement Officer and SPGA within 48 hours of receipt by the RMD;
- (4) The special permit shall lapse within five years of its issuance. If the permit holder wishes to renew the special permit, an application to renew the special permit must be submitted at least 120 days prior to

the expiration of the special permit;

- (5) The special permit shall be limited to the current applicant and shall lapse if the permit holder ceases operating the RMD;
- (6) The special permit shall lapse upon the expiration or termination of the applicant's registration by Department of Public Health ("DPH");
- (7) The permit holder shall notify the Zoning Enforcement Officer and SPGA in writing within 48 hours of the cessation of operation of the RMD or the expiration or termination of the permit holder's registration with DPH.

**D. Application:**

In addition to the materials required under Town of Georgetown Article XIII of Chapter 165, the applicant shall include:

- (1) A copy of its registration as an RMD from the Massachusetts Department of Public Health ("DPH");
- (2) A detailed floor plan of the premises of the proposed RMD that identifies the square footage available and describes the functional areas of the RMD, including areas for any preparation of MIPs;
- (3) Detailed site plans that include the following information;
  - (a) Compliance with the requirements for parking and loading spaces, for lot size, frontage, yards and heights and coverage of buildings, and all other provisions of this Bylaw and Chapter 165 of Town of Georgetown Zoning bylaws;
  - (b) Convenience and safety of vehicular and pedestrian movement off the site, if off-site vehicular and pedestrian traffic can reasonably be expected to substantially affected by on-site changes;
  - (c) Adequacy as to the arrangement and the number of parking and loading spaces in relation to the proposed use of the premises, including designated parking for home delivery vehicle(s), as applicable;
  - (d) Design and appearance of proposed and/or existing buildings, structures, freestanding signs, screening and landscaping; and
  - (e) Adequacy of water supply, surface and subsurface drainage and light.
- (4) Description of the security measures, including employee security policies, approved by DPH for the RMD;
- (5) Copy of the emergency procedures approved by DPH for the RMD;
- (6) Copy of the policies and procedures for patient or personal caregiver home-delivery approved by DPH for the RMD;
- (7) Copy of the policies and procedures for the transfer, acquisition, or sale of marijuana between RMDs approved by DPH;
- (8) Copy of proposed waste disposal procedures; and
- (9) Description of any waivers from DPH regulations issued for the RMD.
- (10) Distance in linear foot from property line to property line of any zoning district, activity or use occurs as described in Section §165-161(H);

**E. Notification:**

Any new applications sought under this Section must be publically advertised for a period of no less than fourteen (14) days, not including the date of the required special permit public hearing. Abutters within three hundred (300) feet shall be notified in writing of said application, and include any and all dates and locations of public hearings on said application.

The SPGA shall refer copies of the application to the Building Department, Fire Department, Police

Department, Board of Health, the Conservation Commission, the Highway Department, Board of Water Commissioners, and the Planning Board. These boards/departments shall review the application and shall submit their written recommendations. Failure to make recommendations within 35 days of referral of the application shall be deemed lack of opposition.

**F. Waivers:**

The SPGA may waive, by an affirmative majority vote, any of the submittal and design requirements if it determines that strict compliance with those submittal and design requirements, because of the size or unusual nature of proposed building(s), structure(s), lay of the land, may not be in the best interest of the Town, the general public and/or an undue hardship on the applicant.

Applicant may request an exemption from special permit requirements if the RMD is able to demonstrate that they are protected pursuant to the agricultural exemption under G.L. c.40A §3 and are not required to obtain a special permit, but shall apply for Site Plan Approval pursuant to Section §165-83.

**G. Final Action:**

After notice and public hearing and consideration of application materials, consultant reviews, public comments, and the recommendations of other town boards and departments, the SPGA may act upon such a special permit. No RMD shall be erected, constructed, installed or modified as provided in this section without first obtaining a Site Plan Approval decision from the SPGA and a building permit from the Building Inspector.

**H. Modifications to Approved Site Plan:**

All material modifications to a RMD made after issuance of the required permit shall require approval by the SPGA as provided in this section. Modifications to an approved Site Plan shall be allowed upon submission of a written description to the SPGA of the proposed modifications. The request for modification shall be subject to the submittal, review and hearing procedures as required for new filings unless the SPGA finds that the proposed modifications satisfy the review criteria and the Site Plan as modified would be consistent with the originally approved plan and therefore a new public hearing may not be required.

**I. Appeals:**

The decision of the SPGA and/or Building Inspector made on any project subject to the provisions of this section may be appealed pursuant to the provisions of Chapter §165-98 of Town of Georgetown's Zoning Bylaw.

**J. Enforcement:**

Enforcement of violations of any approvals and conditions of approvals, including violations of any development and/or performance standards identified in this Section shall be governed by Section §165-97 of the Town of Georgetown Zoning Bylaw.

**K. Severability:**

The provisions of this Bylaw are severable. If any provision, paragraph, sentence, or clause of this Bylaw or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this Bylaw.

**L. Issuance of Building Permit:**

No building permit for a RMD shall be issued until the SPGA has rendered its decision on the Special Permit and Site Plan Approval application and the appeals period pursuant to G.L. c.40A §17 has lapsed or any appeal taken has been finally resolved. Any site clearing or disturbance done on a site ultimately for the purpose of a RMD without a building permit shall be deemed improper clearing, a violation of the provisions of the Town of Georgetown Zoning Bylaw and shall be enforced pursuant to the provisions of Article XVI of the Town of Georgetown Zoning Bylaw.

**N. Expiration:**

A permit issued pursuant to this ordinance shall expire if;

- (1) A RMD is not installed and operational within 48 months from the date the permit is issued; or,
- (2) A RMD is abandoned or deemed abandoned pursuant to this Bylaw.

**O. Violations:**

It shall be unlawful for any person to construct, install, or operate a RMD that is not in compliance with this Section or with any condition contained in a permit issued pursuant to this Section.

## **§ 165-163 Development and Performance Standards.**

Any proposed RMD shall be subject to development and performance standards, as set forth below, for the placement, design, construction, monitoring, modification and removal. Such development and performance standards exist to address public safety and minimize impacts on resources of the Town. Whereas all projects must demonstrate compliance with applicable provisions of Section §165, the following standards shall be in addition to or take precedence over design standards of Section §165-83 and Appendix 4 Intensity of Use Schedule:

### **A. Dimension and Density Requirements.**

- (1) **Setbacks:** The purpose of setbacks is to mitigate adverse impacts on abutting properties. For Registered Marijuana Dispensaries, compliance with front, side and rear setbacks shall be as follows:
  - (a) Front yard: The front yard shall have a depth at least 20 feet from the property line provided, however, where the locus abuts a conservation use, recreational use or residential use district, the front yard shall not be less than 50 feet;
  - (b) Side yard: Each side yard shall have a depth at least 20 feet from the property line provided, however, where the locus abuts a conservation use, recreational use or residential district, the side yard shall not be less than 50 feet;
  - (c) Rear yard: The rear yard depth shall be at least 25 feet from the property line provided, however, that where the locus abuts a conservation use, recreation use or residential district, the rear yard shall not be less than 50 feet;
- (2) The SPGA may grant a waiver from setback requirements if the applicant can demonstrate:
  - (a) Failing to do so would render the siting of the RMD unfeasible; and
  - (b) The waiver will not impede access or egress for maintenance personnel or emergency responders; and
  - (c) The waiver will not adversely affect the intent of this bylaw section in terms of development and design standards.

### **B. Design Standards.**

- (1) **Lighting:** Lighting of a RMD shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Lighting of the RMD shall be per Massachusetts Department of Public Health regulations. .
- (2) **Landscaping:** Applicant shall submit a Landscape Plan detailing the following:
  - (a) All proposed changes to the landscape of the site, including temporary or permanent roads or driveways, grading, area of vegetative clearing, all proposed vegetative screening and/or fencing and planting, exterior lighting and structures;
  - (b) Planting design shall include details of the types and size of plant materials. To the extent feasible or practicable, landscaping shall be designed in an environmentally sensitive manner with non-invasive drought tolerant native plants, so as to reduce irrigation needs and heating and cooling needs;
  - (c) All landscaped areas shall be properly maintained and monitored for at least two growing seasons. Shrubs or trees that die shall be replaced by the applicant or property owner within one growing season. The long term maintenance of approved landscaping shall be the responsibility of the individual or entity identified in the application for facilities maintenance purposes.
- (3) **Signage:** Signs on a RMD shall comply with the provisions of Article X of Town of Georgetown Zoning Bylaws and shall be limited to:
  - (a) Location, materials and details of proposed signs shall be submitted;

- (b) A sign consistent with a municipality's sign bylaw shall be required to identify the owner and provide a 24-hour emergency contact phone number;
- (c) Facility shall not be used for displaying any advertising except for reasonable identification of the operator;

**C. Land Clearing, Soil Erosion and Habitat Impacts:**

Clearing of natural vegetation shall be limited to what is necessary for the construction, operation and maintenance of the RMD and per best management practices and otherwise prescribed by applicable laws, regulations, and bylaws, particularly but not limited to Town of Georgetown's Chapter §49 Earth Removal and Chapter §57 Erosion and Stormwater Control. The limit of work shall be shown on the submitted Site Plan.

**D. Operation and Maintenance:**

The applicant, owner or operator shall maintain the facility in good condition. The individual or entity responsible for maintenance shall be clearly identified in the application. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the Fire Chief and other public safety officials. The owner or operator shall be responsible for the cost of maintaining the RMD and any access road(s) and the cost of repairing any damage occurring as a result of operation and construction. The owner and/or operator shall be responsible for all activities identified on said plan until the facility is closed.

**E. Removal and Decommissioning:**

- (1) **Removal Requirements:** Any RMD that will be closed, has been closed or is determined to be abandoned in a manner consistent with Article XV of Town of Georgetown's zoning bylaw shall be removed. The owner or operator shall have completely physically removed the facility, as it pertains to the interior of the structure and specialized to the use of a RMD, no more than 150 days after the date of discontinued operations. At least thirty (30) days prior to the proposed date of discontinuation of operations, the owner or operator shall notify the SPGA and the Building Inspector by Certified Mail of the proposed date of discontinued operations and include plans for removal.
- (2) **Decommissioning:** shall consist of:
  - (a) Physical removal of all specialized structures and equipment required for a RMD facility;
  - (b) Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations;

Motion: Harry LaCortiglia moved and it was seconded by Stu Egenberg to approve Article 36 as printed in the Town Warrant.

Finance Committee recommended approval 7-1

Planning Board recommended approval

There was no discussion

**ACTION:** By a show of hands, this article passed by a 2/3rds vote

**Article 37: §165 - 7 Definitions**

To see if the Town will vote to amend the Zoning Bylaw, §165-7 Definitions and Word Usage, by DELETING the following definition:

PLANNED UNIT DEVELOPMENT – A tract developed in accordance with Article VII.

and INSERTING the following new definitions in appropriate alphabetical order:

ACCESSORY APARTMENT – A self-contained living area, including kitchen, within an owner occupied single-family property, for a relative(s) thru blood or marriage or for rental to a unrelated person as an affordable housing unit.

MEDICAL OFFICE – A suite of rooms that may include a laboratory where a physician or group of medical practitioners receive and treat patients on an ongoing basis and otherwise provide health services to consumers.

OPEN SPACE RESIDENTIAL DEVELOPMENT (OSRD) – Method of planning residential development that conserves open space in a manner that maximizes the protection of natural resources (wetlands, forests, agriculture lands, open space) while providing for new construction.

REGISTERED MARIJUANA DISPENSARIES – Not-for-profit entity registered under 105 CMR 725.100, that acquires, cultivates, possesses, processes, transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers. Unless otherwise specified, a registered marijuana dispensary refers to the site(s) of dispensing, cultivation, and preparation of marijuana.

SOLAR ENERGY FACILITIES – A solar photovoltaic installation consisting of a single module or unit or an aggregation of such units that generates electric energy which is independently metered.

WIND ENERGY FACILITY – All of the equipment, machinery and structures that together are utilized to convert wind to electricity. This includes, but is not limited to, developer-owned electrical equipment, storage, collection and supply equipment, service and access roads and one or more wind turbines.

or take any other action in relation thereto.

*A 2/3 vote is required to approve this article.*

This article was passed over

### **Article 38: §165 - 11 Use Regulations and Intensity of Use Schedule**

To see if the Town will vote to amend the Zoning Bylaw by amending the text of §165-11 – *Use Regulations and Intensity of Use Schedule*, by DELETING the specified uses as follows:

## **Appendices**

### **A.3 Use Regulation Schedule**

	RA	RB	CA	CB	CC	IA	IB	RC
Other Uses:								
Commercial Radio and Television Transmission	O	A	O	O	O	O	A	A
Signs	P	P	P	P	P	P	P	P
Temporary Structures	P	P	P	P	O	P	P	P
Pipe Organ Making	O	O	P	O	O	O	O	O
Housing for Elderly	P	A	A	A	A	A	P	A

*D = Special Permit by Planning Board, O = An excluded or prohibited use, P = A permitted use*

and INSERTING the following uses in the categories indicated in appropriate alphabetical order:



	RA	RB	CA	CB	CC	IA	IB	RC
<b>Business Uses:</b>								
Registered Marijuana Dispensary	O	O	D	D	D	D	D	O
Pipe Organ Making	O	O	P	O	O	O	O	O
Signs	P	P	P	P	P	P	P	P
Solar Energy Facilities	P	P	P	P	P	P	P	P
Wind Energy Facilities	P	P	P	P	P	P	P	P
<b>Industrial Uses:</b>								
Commercial Radio and Television Transmission	O	A	O	O	O	O	A	A
<b>Residential Uses:</b>								
Housing for Elderly	P	A	A	A	A	A	A	A
<b>Rural Uses:</b>								
Temporary Structures	P	P	P	P	O	P	P	P

D = Special Permit by Planning Board, O = An excluded or prohibited use, P = A permitted use

or take any other action in relation thereto.

A 2/3 vote is required to approve this article.

This article was passed over

#### **Article 39: Street Acceptance – Harmony Lane**

To see if the Town will vote to accept as a public way the roadway known as “Harmony Lane” as heretofore laid out by the Board of Selectmen and shown on a plan on file with the Town Clerk, and to authorize the Board of Selectmen to acquire, on behalf of the Town, by purchase, gift, eminent domain or otherwise, rights sufficient to use said Harmony Lane for all purposes for which public ways are used in the Town of Georgetown, or to take any other action in relation thereto.

MOTION: Harry LaCortiglia moved and it was seconded by Steve Smith to approve Article 39 as printed in the Town Warrant

There was no discussion

ACTION: By a show of hands, this article passed by a majority.

#### **Article 40: Amend Zone Designations of Map 10B, Lot 34 aka 5 Elm St-Citizen Petition** (Submitted by John Maglio)

To see if the Town will vote to amend Town of Georgetown’s Zoning Bylaw §165 Article I – General Provisions, Section §165-2 Designation of Districts and Section §165-3 Description of Districts with the Removal of zone designation Commercial B (CB) from portions of land described by the Town’s Assessor as Map 10B Lot 34 and Replace same portions of land with zone designation Residential A (RA).

MOTION: Jane Iamele (2 Emily Ln) moved and it was seconded by Steve Smith to approve article 40 as passed in the warrant.

Finance Committee recommends approval

Planning Board recommends approval of this article

The Historical Commission recommends this unanimously

**MOTION TO AMEND:** Steve Smith moved and it was seconded by Dave Surface to amend the zoning map.

**ACTION:** By a show of hands, this passed unanimously.

**MOTION:** Steve Smith moved and it was seconded by Dave Surface to accept both the amendment and the zoning map accordingly.

**ACTION:** By a show of hands, this passed by a 2/3rds vote.

**Note that a motion on this article should include a vote to amend the Zoning Map accordingly in order to be effective.**

**MOTION TO ADJOURN:** Dave Surface moved and it was seconded by Steve Smith to adjourn tonight's town meeting.

**ACTION:** By a voice vote, this passed by a majority

The time is 9:40 PM

Attest:

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Janice M. McGrane  
Town Clerk

ANNUAL TOWN ELECTION  
MONDAY MAY 12, 2014

The Annual Town Election was held in the gymnasium at the Penn Brook School on Elm Street. The polls were open from 8 AM until 8 PM. Total registered voters in Georgetown is 6099. Total who voted today 739 or 12%

	Pct 1	Pct 2	Pct 3	TOTAL
SELECTMAN				
VOTE FOR TWO				
Stuart M. Egenberg	180	178	191	549
Gary C. Fowler	189	145	152	486
Write Ins	6	3	6	15
Blanks	<u>135</u>	<u>142</u>	<u>151</u>	<u>428</u>
TOTAL	510	468	500	1478

ASSESSOR				
VOTE FOR ONE				
Arthur MacDonald	202	180	201	583
Write Ins	0	0	2	2
Blanks	<u>53</u>	<u>54</u>	<u>47</u>	<u>154</u>
TOTAL	255	234	250	739

SCHOOL COMMITTEE				
VOTE FOR ONE				
Barbara M. Linares	194	177	199	570
Write Ins	17	16	17	50
Eric Zadina won the write in seat with 9 votes. However, he declined the position in writing				
Blanks	<u>299</u>	<u>275</u>	<u>284</u>	<u>858</u>
TOTAL	510	468	500	1478

LIGHT COMMISSIONER				
VOTE FOR ONE				
John J. Smolinsky	199	187	193	579
Write Ins	2	0	1	3
Blanks	<u>54</u>	<u>47</u>	<u>56</u>	<u>157</u>
TOTAL	255	234	250	739

WATER COMMISSIONER				
VOTE FOR ONE				
Jeffrey W McClure	201	186	199	586
Write Ins	1	1	0	2
Blanks	<u>53</u>	<u>47</u>	<u>51</u>	<u>151</u>
TOTAL	255	234	250	739

PLANNING BOARD

VOTE FOR ONE

Robert C. Hoover	203	178	193	574
Write Ins	0	2	2	4
Blanks	<u>52</u>	<u>54</u>	<u>55</u>	<u>161</u>
TOTAL	255	234	250	739

PEABODY LIBRARY TRUSTEE

VOTE FOR TWO

Mary A. Saunders	207	187	202	596
Write Ins	13	8	5	26

Michelle Brock won the write in position with 13 votes and accepted the position.

Blanks	<u>290</u>	<u>273</u>	<u>293</u>	<u>856</u>
TOTAL	510	468	500	1478

QUESTION #1

Renovation of the middle/high school

YES	147	148	182	477
NO	98	77	64	239
BLANKS	<u>10</u>	<u>9</u>	<u>4</u>	<u>23</u>
TOTAL	255	234	250	739

## **FY14 Town Report Zoning Board of Appeals Mission Statement**

The Zoning Board of Appeals adjudicates requests placed before them. The ZBA is a quasi-judicial body that operates under the authority of Chapter 40A of the General Laws of the Commonwealth of Massachusetts, and the Georgetown Zoning Bylaws Chapter 165 for the purpose of promoting health, safety, convenience and general welfare of the Town of Georgetown.

By statute, The Zoning Board of Appeals must follow strict timelines for their decisions. Anyone aggrieved by a decision of the ZBA may appeal to the relevant judicial body.

Thank you in advance for your consideration.  
The Zoning Board of Appeals

### **Zoning Board Members to June 30, 2013** 5 Regular Member Terms and 3 Associate Member terms

<u>Board Members (5)</u>	<u>Associate Members (3)</u>	<u>Administrative Assistant</u>
Paul Shilhan, Chairman	Vacant	Patty Pitari
Dave Kapnis	Vacant	
Gina Thibeault	Vacant	
Sharon Freeman		
Jeff Moore		

#### **FEE SCHEDULE** Effective December 1, 1991 Amended April 7, 1998

A. Residential Use (single family, personal use)	\$ 200.00
B. Conversion of Single Family Dwelling to Multiple Family or Business Use	\$ 250.00
C. Apartment Complex/Multiple Lot Development	\$ 600.00
D. Industrial/Commercial Use	\$ 600.00
E. Comprehensive Permit (Plus \$100 per unit)	\$1,000.00
F. Water Resource (Water Resource Application)	\$ 450.00
G. Wireless Communication Facilities	\$1,000.00 (Amended 2009)
H. Aggrieved decision of the Building Inspector	Fees to reflect A-E of this schedule

*See next page for Public Hearings*

**TOWN OF GEORGETOWN  
ZONING BOARD OF APPEALS  
Town Report FY14  
July 1, 2013 to June 30, 2014**

Name of Petitioner Name of Owner (If different) Location & File #	Purpose	Date of Hearing	Date of Decision	Disposition
#14-01 24 Pillsbury Ln Janice & Jeremy Derby Map 11, Lot 230.	Special Permit to place an above ground pool 50% closer to the side lot line than allowed in RB zone.	8/6/13	8/6/13	Granted
#14-02 Youssef Ben & Lisa Bessaoud - 144 East Main Street, Map 10, Lot 1	Special Permit requesting to convert a single family dwelling & carriage house ( <i>that has a previous Zoning Decision ZBA File #01-01 that allowed an accessory apartment</i> ), to a Multifamily (2 family) dwelling.	8/6/13	8/6/13	Granted with Conditions
#14-03 Constantine G. Scrivanos, Trustee Mystra Realty Trust, 3 Pluff Ave, North Reading, MA, 01864, owner of 64-74 East Main Street (Georgetown Plaza)  Assessor's Map 11A, Lot 85	<u>A Special Permit</u> to allow for change, extension or alteration of a preexisting lawful nonconforming use or structure (exterior building only), Use <u>Variance</u> to allow additional uses in an RA zone, and <u>Modifications to Two Variance/Section 6 Finding Decisions</u> ; to modify/amend two previous ZBA Decisions, (97-17) and (02-09) in regard to the existing pylon sign <u>A Water Resource Special Permit</u> is required for a sewage flow exceeding 110 gallons per day per 10,000 sq. ft. of lot area.	9/3/13	Withdrew w/o Prejudice	Withdrew both applications without prejudice
#14-04 Dana & Keiko Skinner 9 Lakeridge Drive Assessor's Map 6D Lot 96.	Special Permit for an accessory apartment in the basement of the home.	10/1/13	10/1/13	Granted with Conditions

<b>Name of Petitioner Name of Owner (If different) Location &amp; File #</b>	<b>Purpose</b>	<b>Date of Hearing</b>	<b>Date of Decision</b>	<b>Disposition</b>
<b>#14-05 167 Nelson Street Shawn Maguire Map 4, Lot 13</b>	Special Permit request to construct and addition and deck at front setback on a nonconforming dwelling.	11/5/13	11/5/13	Granted
<b># 14-06 Daniel &amp; Cora Swimm 4 Crescent Meadow Ln. Map 2, Lot 33D</b>	Special Permit request to place in-ground pool 50% closer to side and rear lot line than allowed in RC zone.	1/7/14	1/7/14	Granted with condition
<b># 14-07 Konstantina Bournakis &amp; Mohammad Jammader (lessee) 70 W. Main St. Map 6C, lot 117</b>	Request to move Richdale stores to 70 W. Main St. Special permit pre-existing non-conforming use.	2/4/14	Withdrew	Withdrew w/o prejudice, will refile
<b>#14-08 Mirra Co. Inc. for 6 Norino Way, Assessor's Map 15, Lot 50F and 7 Patriot Lane, Map 15, Lot 50E in the IB District.</b>	Request of the Board to make a determination if their proposed changes, to their previous decision ZBA decision file #13-04 is a major or minor modification.	1/7/14 Business Meeting	Finding that request was not a major modification, no Hearing required	Finding
<b># 14-09 Constantine G. Scrivanos, as Trustee of Mystra Realty Trust, 3 Pluff Ave, North Reading, MA, 01864, for <u>both 60 East Main Street, (identified on Assessors Map 11A, Lot 86), and 64-74 East Main Street (identified on Assessor's Map 11A, Lot 85).</u></b>	Special Permit for Alteration or Extension of Pre-Existing Lawful Nonconforming Use and Structure, Variance for 60 E. Main St. & Variance Modification for ZBA File #97-17 & 04-03 Decisions & Water Resource District Special Permit	3/4/14, continued to 4/1/14, continued to 5/6/14	Withdrew	Withdrew Without Prejudice 5/6/14

Name of Petitioner Name of Owner (If different) Location & File #	Purpose	Date of Hearing	Date of Decision	Disposition
<b>#14-10</b>  <b>Konstantina Bournakis &amp; Mohammad Jammader (lessee)</b> <b>70 W. Main St.</b> <b>Map 6C, lot 117</b>	Request to move Richdale store to 70 W. Main St. Special Permit- pre-existing non conforming use	4/1/14	4/14/14	Finding & Special Permit Granted with Conditions
<b>#14-11</b>  <b>17-19 West Main St.</b> <b>The Spot Restaurant</b> Assessors Map 11A Lot 28  <b>Owner Thomas Walsh</b> <b>Georgetown Grille LLC</b> <b>18A Bartley St.</b> <b>Wakefield MA - &amp;</b> <b>Serenitee Restaurant</b> <b>Group</b>	Finding/Special Permit and or Variance for 3 Signs/Awning	6/3/14	6/10/14	Findings Granted Special Permit Granted – Signage/Awning

*All hearings that take place after June will be on the following fiscal year town report.*