

## ANNUAL TOWN MEETING MINUTES

The Annual Town Meeting of the Town of Manchester-by-the-Sea was held on Monday, June 22, 2020, on the football field at the Manchester Essex Regional Middle High School on Lincoln Street, pursuant to the warrant being duly posted and the return of the Constable being received, and to the Moderator's Declaration of Recess and Continuance in accordance with M.G.L. Ch. 39, §10A, dated June 1, 2020. Registrar Eileen Buckley was in charge of the check-in area. She was assisted at check-in and on the field by Sally Curry, Tiffany Marletta, Cheryl Marshall, Sonja Nathan, Bion Pike, Kathy Ryan, Alison Anholt-White, Laura Wright and Patricia Wright. Manchester Essex Regional High School student Tyler Erdmann served as videographer. Two hundred, fourteen voters checked in for the meeting. A quorum was reached at approximately 6:30 p.m., and the meeting was called to order at approximately 6:45 p.m. Moderator Alan Wilson waived reading the return of the warrant but confirmed it was properly served. Moderator Wilson then asked that the meeting rise for the invocation given by Father Paul Flammia of Sacred Heart Church, followed by the Pledge of Allegiance to the flag.

Moderator Wilson asked that the meeting rise in honor of those who had lost their lives to the pandemic, in sympathy with their survivors, and in gratitude and respect for health care workers, public safety personnel and all those front-line people who provide essential services we depend on.

The Moderator then made this statement: "It's worth remembering that town meeting is the oldest creation of American democracy. In the 1770's, New England town meetings were where patriots planted the seeds of revolution and freedom. In recent weeks, our country has witnessed renewed demands for equality and justice. I am inspired by the Manchester Essex high school students and others who joined in supporting those demands. As Deval Patrick wrote recently, 'the marchers remind us that when one group makes a claim on a more just and prosperous future, every American has a stake in their success.' Black lives matter. It's up to all of us to do the work that will, in the words of the Constitution, form a more perfect Union."

The Moderator then read the usual procedural points and announced that electronic voting would be used for this meeting, with green voting cards used if for some reason the electronic voting system failed. He thanked the volunteers who were assisting in conduct of the meeting and also those who had distributed packages of materials for the meeting to all households. He reminded the voters to wear masks except when addressing the meeting and to maintain social distancing both during the meeting and on leaving. He also thanked the Manchester Board of Health and especially Board member Dr. Deborah Bradley for their assistance in developing the Public Health Protocol he prepared for the meeting.

Chairman of the Board of Selectmen Eli Boling presented opening remarks. Chairman of the Finance Committee Mory Creighton presented comments on the Town's finances.

The Moderator called for a test vote to ascertain that the electronic voting system was working properly. It was not, so green voting cards were used instead.

Moderator Wilson announced that the meeting would use a Consent Calendar, in accordance with Article II, §18 of the Town's General By-law. On May 30, he had published a Consent Calendar containing Articles 1, 2, 9, 10 and 11 in the Warrant, including the motions to be made under each article.

### CONSENT CALENDAR

**ARTICLE 1.** To see if the Town will vote to receive and place on file the reports of the Town boards and committees appearing in the Annual Report, or take any other action relative thereto.

Per petition of the Board of Selectmen

**Eli Boling, Chair of the Board of Selectmen, moves the article as printed in the Warrant. Margaret Driscoll, Vice Chair, seconds.**

**ARTICLE 2.** To see if the Town will vote to fix the 12-month fiscal year salary and compensation of all elective officers of the Town as provided in Section 108 of Chapter 41, as amended, as follows; or take any other action relative thereto.

Moderator	\$0.00
Chairman, Selectmen	\$0.00
Other four Selectmen	\$0.00

Per petition of the Board of Selectmen

**Eli Boling moves to set the salaries of the listed officers at \$0.00. Mory Creighton, Chair of the Finance Committee, seconds.**

**ARTICLE 9.** To see if the Town will vote to raise and appropriate or transfer from available funds \$264,769 to be deposited into the Town's Other Post Employment Benefits Trust Fund, subject to said appropriation being expended from the Trust Fund only for the purposes authorized by section 20 of Chapter 32B of the General Laws of the Commonwealth of Massachusetts; or take any other action relative thereto.

Per petition of the Board of Selectmen

**Eli Boling moves to transfer \$264,769 from available funds for the purpose and subject to the condition stated in the article. Mory Creighton seconds.**

**ARTICLE 10.** To see if the Town will vote, pursuant to the provisions of G.L. c.44, §53E½ as most recently amended, to set the following Fiscal Year 2021 spending limitations on expenditures from the revolving fund(s) set forth in the Town's Revolving Fund By-law, Article IV, Section 11 of the General By-laws:

Program or Purpose: Costs Associated with Town of Manchester-by-the-Sea Recreation Programs; FY2021 spending limit: \$290,000.

Or take any other action relative thereto.

Per petition of the Board of Selectmen

**Eli Boling moves the article as printed in the Warrant. Mory Creighton seconds.**

**ARTICLE 11.** To see if the Town will vote to amend Section 5 of Article XXI (Affordable Housing Trust Fund) of the Town's General By-laws, as follows, by deleting text shown below as stricken through, or take any action relative thereto.

Section 5 Tenure of Trustees

The Trustees hereunder shall be appointed by the Board of Selectmen or Town Moderator. Only persons who are residents of the Town shall be eligible to hold the office of Trustee. Trustees shall serve for a term not to exceed two years and may be re-appointed at the discretion of the Board of Selectmen or Town Moderator, as applicable. Any Trustee who ceases to be a resident of the Town shall cease to be a Trustee hereunder provided that a written notification of the change in residence has been filed with the Town Clerk. Any Trustee may resign by written instrument signed and acknowledged by such Trustee and duly filed with the Town Clerk ~~and recorded with the Registry of Deeds and filed with the Land Registration Office.~~ If a Trustee shall die, resign, or for any other reason cease to be a Trustee hereunder before his/her term of office expires, a successor shall be appointed by a joint meeting of the appointing authority and the remaining Trustees to fill such vacancy provided that in each case the said appointment and acceptance in writing by the Trustee so appointed is filed with the Town Clerk ~~and recorded with the Registry of Deeds and filed with the Land Registration Office.~~ Upon the appointment or election of any succeeding Trustee and the filing of such appointment or a certificate of such election the title to the Trust estate shall thereupon and without the necessity of any conveyance be vested in such succeeding Trustee jointly with the remaining Trustees. Reference to the Trustee shall mean the Trustee or Trustees for the time being hereunder. Of the original Trustees, four shall hold office until July 1, 2017 and three shall hold office until July 1, 2018.

Per petition of the Board of Selectmen

**Eli Boling moves the article as printed in the Warrant. John Feuerbach, Chair of the Trustees of the Affordable Housing Trust, seconds.**

**\*MOTION: Eli Boling moved to approve the motions under Articles 1, 2, 9, 10 and 11 as contained in the Consent Calendar without debate. Margaret Driscoll seconded the motion.**

**The motion under the Consent Calendar was approved unanimously.**

**ARTICLE 3.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money as the Town's share of the Essex North Shore Agricultural and Technical School District, or take any other action relative thereto.

Per petition of the Board of Selectmen

**\*MOTION: Margaret Driscoll moved and Jeff Bodmer-Turner seconded that the Town raise and appropriate \$169,045 and that it be funded by taxation, for the purpose of funding the Town's share of the Essex North Shore Agricultural and Technical School District.**

**The motion was voted unanimously.**

**ARTICLE 4.** To see what sums of money the Town will raise by taxation or otherwise to pay Town debts and charges for the ensuing 12 months, effective July 1, 2020, and appropriate the same.

Per petition of the Board of Selectmen

**DEPARTMENTAL REQUESTS AND FINANCE COMMITTEE RECOMMENDATIONS**

Item No.	Appropriations FY - 2020	Requests FY - 2021	Recommendations FY - 2021	Funding Sources	
<b>GENERAL GOVERNMENT</b>					
32%					
<b><u>SELECTMEN'S DEPARTMENT</u></b>					
1 Salaries	247,473	268,664	268,664	TAXATION	
2 Expenses	32,325	32,050	32,050	TAXATION	
3 Audit	38,000	47,000	47,000	TAXATION	
<b><u>INFORMATION TECHNOLOGY</u></b>					
4 Salaries	2,500	-	-	TAXATION	
5 Expenses	111,500	125,000	125,000	TAXATION	
<b><u>FINANCE COMMITTEE</u></b>					
6 Salaries	4,500	3,500	3,500	TAXATION	
7 Expenses	320	320	320	TAXATION	
8 Reserve Fund	160,000	160,000	160,000	TAXATION	35,000
				OVERLAY SUR.	125,000
<b><u>ELECTION &amp; REGISTRATION</u></b>					
9 Salaries	4,650	4,650	4,650	TAXATION	
10 Expenses	19,205	20,265	20,265	TAXATION	
<b><u>ACCOUNTING</u></b>					
11 Salaries	153,927	157,722	157,722	TAXATION	
12 Expenses	4,700	4,700	4,700	TAXATION	
<b><u>ASSESSORS</u></b>					
13 Salaries	156,955	160,795	160,795	TAXATION	
14 Expenses	41,375	52,875	52,875	TAXATION	
<b><u>TREASURER/COLLECTOR</u></b>					
15 Salaries	174,137	153,572	153,572	TAXATION	
16 Expenses	27,540	28,940	28,940	TAXATION	
<b><u>TOWN CLERK</u></b>					
17 Salaries	116,930	119,603	119,603	TAXATION	
18 Expenses	5,300	5,300	5,300	TAXATION	
<b><u>LEGAL/PROF. SERVICES</u></b>					
19 Expenses	110,000	120,000	120,000	TAXATION	
<b><u>APPEALS BOARD</u></b>					
20 Salaries	15,657	1,600	1,600	TAXATION	
21 Expenses	8,750	8,750	8,750	TAXATION	
<b><u>PLANNING DEPARTMENT</u></b>					
22 Salaries	82,296	98,762	98,762	TAXATION	
23 Expenses	8,600	6,600	6,600	TAXATION	
<b><u>TOWN HALL &amp; COMMON</u></b>					
24 Expenses	82,050	84,050	84,050	TAXATION	

Item No.	Appropriations FY - 2020	Requests FY - 2021	Recommendations FY - 2021	Funding Sources		
<b><u>PENSIONS</u></b>						
25	Contributory	1,265,948	1,330,489	1,330,489	TAXATION	1,207,616
					SEWER RATES	69,981
					WATER RATES	52,892
26	Non-Contributory	2,111	2,111	2,111	TAXATION	
<b><u>INSURANCE</u></b>						
27	Group Health Insurance	1,450,000	1,450,000	1,450,000	TAXATION	1,298,954
					MOORING FEES	18,500
					SEWER RATES	78,349
					WATER RATES	54,197
28	Workers' Compensation	75,000	95,000	95,000	TAXATION	75,500
					SEWER RATES	9,000
					WATER RATES	10,500
29	Fire/Auto/Liability	120,000	130,000	130,000	TAXATION	108,450
					SEWER RATES	10,000
					WATER RATES	11,550
30	Unemployment Compensation	7,000	7,000	7,000	TAXATION	
31	FICA-Medicare	95,000	97,850	97,850	TAXATION	90,846
					SEWER RATES	3,605
					WATER RATES	3,399
<b>Total General Government</b>		<b>4,623,749</b>	<b>4,777,168</b>	<b>4,777,168</b>	TAXATION	4,330,195
					OVERLAY SUR.	125,000
					MOORING FEES	18,500
					SEWER RATES	170,935
					WATER RATES	132,538
						<b>4,777,168</b>
<b>PUBLIC SAFETY</b>						
25%						
<b><u>POLICE</u></b>						
32	Salaries	1,671,909	1,665,592	1,665,592	TAXATION	
33	Expenses	95,263	97,164	97,164	TAXATION	
<b><u>PARKING CLERK/RESIDENT PARKING</u></b>						
34	Salaries	12,365	12,674	12,674	TAXATION	
35	Expenses	16,350	16,550	16,550	TAXATION	
<b><u>FIRE</u></b>						
36	Salaries	1,274,942	1,320,336	1,320,336	TAXATION	
37	Expenses	141,850	143,850	143,850	TAXATION	
<b><u>HARBOR MASTER</u></b>						
38	Salaries	152,442	154,760	154,760	MOORING FEES	
39	Expenses	19,300	23,260	23,260	MOORING FEES	178,020
<b><u>BUILDING DEPARTMENT</u></b>						
40	Building Inspector	48,835	46,173	46,173	TAXATION	
41	Gas/Plumbing Inspector	13,302	13,634	13,634	TAXATION	
42	Sealer of Weights & Measures	3,000	3,000	3,000	TAXATION	
43	Electrical Inspector	13,302	13,634	13,634	TAXATION	
44	Inspector's Expenses	4,500	4,500	4,500	TAXATION	
<b><u>EMERGENCY MANAGEMENT</u></b>						
45	Salaries	4,000	4,000	4,000	TAXATION	
46	Expenses	1,000	1,000	1,000	TAXATION	
47	Emergency Notification	4,500	4,500	4,500	TAXATION	
<b><u>ANIMAL CONTROL</u></b>						
48	Expenses	16,315	16,315	16,315	TAXATION	
<b>Total Public Safety</b>		<b>3,493,175</b>	<b>3,540,942</b>	<b>3,540,942</b>	TAXATION	3,362,922
					MOORING FEES	178,020
						<b>3,540,942</b>

Item No.	Appropriations FY - 2020	Requests FY - 2021	Recommendations FY - 2021	Funding Sources	
<b>PUBLIC WORKS</b>					
15%					
<b><u>DEPARTMENT OF PUBLIC WORKS</u></b>					
49 Salaries	848,971	916,026	916,026	TAXATION	889,226
				SEWER RATES	13,400
				WATER RATES	13,400
50 Expenses	358,950	389,800	389,800	TAXATION	
<b><u>SNOW REMOVAL</u></b>					
51 Salaries	32,000	32,000	32,000	TAXATION	
52 Expenses	170,000	170,000	170,000	TAXATION	
53 STREET LIGHTING	40,000	35,000	35,000	TAXATION	
<b><u>SANITATION/COMPOSTING/RECYCLING</u></b>					
54 Salaries	14,000	14,500	14,500	TAXATION	
55 Expenses	60,000	60,000	60,000	TAXATION	
56 Rubbish Collection/Recycling	426,000	416,000	416,000	TAXATION	
57 Disposal	120,000	164,250	164,250	TAXATION	
Total Dept. of Public Works	<u>2,069,921</u>	<u>2,197,576</u>	<u>2,197,576</u>	TAXATION	2,170,776
				SEWER RATES	13,400
				WATER RATES	13,400
					<u>2,197,576</u>
<b>OTHER ENVIRONMENTAL</b>					
1%					
<b><u>HISTORIC DISTRICT COMMISSION</u></b>					
58 Salaries	1,600	1,600	1,600	TAXATION	
59 Expenses	850	850	850	TAXATION	
<b><u>CONSERVATION COMMISSION</u></b>					
60 Salaries	76,657	78,813	78,813	TAXATION	73,813
				WETLANDS FD.	5,000
61 Expenses	2,425	2,640	2,640	TAXATION	
Total Other Environmental	<u>81,532</u>	<u>83,903</u>	<u>83,903</u>	TAXATION	78,903
				WETLANDS FD.	5,000
					<u>83,903</u>

Item No.	Appropriations FY - 2020	Requests FY - 2021	Recommendations FY - 2021	Funding Sources	
<b>HUMAN SERVICES</b>					
2%					
<b>HEALTH</b>					
62 Salaries	64,916	66,505	66,505	TAXATION	
63 Expenses	52,800	50,800	50,800	TAXATION	
<b>VETERANS' SERVICES</b>					
64 Expenses	15,000	15,000	15,000	TAXATION	
65 Veterans' Benefits	20,000	28,000	28,000	TAXATION	
<b>COUNCIL ON AGING</b>					
66 Salaries	168,224	172,808	172,808	TAXATION	
67 Expenses	18,025	19,100	19,100	TAXATION	
Total Human Services	<u>338,965</u>	<u>352,213</u>	<u>352,213</u>	TAXATION	<u>352,213</u>
<b>LIBRARY</b>					
3%					
<b>LIBRARY</b>					
68 Salaries	328,510	338,203	338,203	TAXATION	
69 Expenses	160,300	163,029	163,029	TAXATION	
Total Culture and Informational Services	<u>488,810</u>	<u>501,232</u>	<u>501,232</u>	TAXATION	<u>501,232</u>
<b>RECREATION</b>					
3%					
<b>PARKS &amp; RECREATION</b>					
70 Salaries	142,721	146,827	146,827	TAXATION	96,827
				PROGRAM FEES	50,000
71 Expenses	7,609	7,609	7,609	TAXATION	
<b>SINGING BEACH OPERATIONS</b>					
72 Salaries	72,041	74,341	74,341	TAXATION	
73 Expenses	16,300	16,800	16,800	TAXATION	
<b>LIFEGUARDS</b>					
74 Salaries	59,259	60,740	60,740	TAXATION	
75 Expenses	3,400	3,400	3,400	TAXATION	
<b>TUCK'S POINT</b>					
76 Salaries	6,400	6,600	6,600	TAXATION	
77 Expenses	30,870	31,195	31,195	TAXATION	
<b>OTHER RECREATION</b>					
78 Memorial Day	3,000	3,000	3,000	TAXATION	
79 Fourth of July	14,000	15,000	15,000	TAXATION	
Total Recreation	<u>355,600</u>	<u>365,512</u>	<u>365,512</u>	TAXATION	<u>315,512</u>
				PROGRAM FEES	<u>50,000</u>
					<u>365,512</u>

Item No.	Appropriations FY - 2020	Requests FY - 2021	Recommendations FY - 2021	Funding Sources
<b>DEBT SERVICE</b>				
8%				
<b>DEBT SERVICE</b>				
Principal on Bonds	883,365	850,018	850,018	
Interest on Bonds	349,150	322,746	322,746	
WPAT Administration Fees	2,248	2,038	2,038	
<b>80 Total Debt Service</b>	<b>1,234,763</b>	<b>1,174,802</b>	<b>1,174,802</b>	
				<b>TAXATION 978,144</b>
				<b>SEWER RATES 196,658</b>
				<b>1,174,802</b>
<b>ENTERPRISE FUNDS</b>				
11%				
<b>SEWER FUND</b>				
81 Salaries	284,554	323,332	323,332	SEWER RATES
82 Expenses	318,300	300,950	300,950	SEWER RATES
<b>WATER FUND</b>				
83 Salaries	232,071	268,749	268,749	WATER RATES
84 Distribution Expenses	163,500	136,000	136,000	WATER RATES
85 Treatment Expenses	591,000	583,225	583,225	WATER RATES
<b>Total Enterprise Funds</b>	<b>1,589,425</b>	<b>1,612,256</b>	<b>1,612,256</b>	
				<b>SEWER RATES 624,282</b>
				<b>WATER RATES 987,974</b>
				<b>1,612,256</b>
<b>TOTAL ARTICLE 4</b>	<b>14,275,940</b>	<b>14,605,604</b>	<b>14,605,604</b>	

Item No.		Appropriations FY - 2020	Requests FY - 2021	Recommendations FY - 2021	Funding Sources	
<b><u>EXPENSES BUDGET SUMMARY</u></b>						
GENERAL GOVERNMENT	33%	4,623,749	4,777,168	4,777,168	TAXATION OVERLAY SUR. MOORING FEES SEWER RATES WATER RATES	4,330,195 125,000 18,500 170,935 132,538 <u>4,777,168</u>
PUBLIC SAFETY	24%	3,493,175	3,540,942	3,540,942	TAXATION MOORING FEES	3,362,922 178,020 <u>3,540,942</u>
DEPARTMENT OF PUBLIC WORKS	15%	2,069,921	2,197,576	2,197,576	TAXATION SEWER RATES WATER RATES	2,170,776 13,400 13,400 <u>2,197,576</u>
OTHER ENVIRONMENTAL	1%	81,532	83,903	83,903	TAXATION WETLANDS FD.	78,903 5,000 <u>83,903</u>
HUMAN SERVICES	2%	338,965	352,213	352,213	TAXATION	<u>352,213</u>
LIBRARY	3%	488,810	501,232	501,232	TAXATION	<u>501,232</u>
PARKS & RECREATION	3%	355,600	365,512	365,512	TAXATION PROGRAM FEES	315,512 50,000 <u>365,512</u>
DEBT SERVICE	8%	1,234,763	1,174,802	1,174,802	TAXATION SEWER RATES	978,144 196,658 <u>1,174,802</u>
ENTERPRISE FUNDS	11%	1,589,425	1,612,256	1,612,256	SEWER RATES WATER RATES	624,282 987,974 <u>1,612,256</u>
<b>TOTALS</b>	<b>100%</b>	<b>14,275,940</b>	<b>14,605,604</b>	<b>14,605,604</b>		<b><u>14,605,604</u></b>

<b>FUNDING SOURCES SUMMARY</b>	
TAXATION	12,089,897
OVERLAY SURPLUS	125,000
MOORING FEES	196,520
PROGRAM FEES	50,000
WETLANDS FD	5,000
SEWER RATES	1,005,275
WATER RATES	1,133,912
<b>TOTAL</b>	<b>14,605,604</b>

**\*MOTION: Eli Boling moved and Mory Creighton seconded that the Town raise by taxation or otherwise to pay Town debts and charges for the ensuing 12 months, effective July 1, 2020, and appropriate the same the amounts as follows:**

<u>BUDGET SUMMARY CATEGORY</u>	<u>EXPENSES</u>	<u>FUNDING SOURCES</u>
GENERAL GOVERNMENT	\$ 4,647,168	\$ 4,200,195 Taxation \$ 125,000 Overlay Surplus \$ 18,500 Mooring Fees \$ 170,935 Sewer Rates \$ 132,538 Water Rates
PUBLIC SAFETY	\$ 3,540,942	\$ 3,362,922 Taxation \$ 178,020 Mooring Fees
DEPARTMENT OF PUBLIC WORKS	\$ 2,142,576	\$ 2,115,776 Taxation \$ 13,400 Sewer Rates \$ 13,400 Water Rates
OTHER ENVIRONMENTAL	\$ 83,903	\$ 78,903 Taxation \$ 5,000 Wetland Fund
HUMAN SERVICES	\$ 352,213	\$ 352,213 Taxation
LIBRARY	\$ 501,232	\$ 501,232 Taxation
PARKS & RECREATION	\$ 360,512	\$ 310,512 Taxation \$ 50,000 Program Fees
DEBT SERVICE	\$ 1,174,802	\$ 978,144 Taxation \$ 196,658 Sewer Rates
ENTERPRISE FUNDS	\$ 1,612,256	\$ 624,282 Sewer Rates \$ 987,974 Water Rates
	\$ 14,415,604	\$ 14,415,604

**provided however that, with the prior approval of the Board of Selectmen and the Finance Committee, the Town Administrator is authorized to transfer unexpended funds within a summary category (for example, within General Government).**

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Becky Jaques explained that the revised operating budget for the Fiscal Year starting July 1, 2020 and running through June 30, 2021 (FY21) is as proposed in the Finance Committee Report with the following changes:

Line #	Account	Original #	Plan B #	Reduction	Budget Category
1	Selectmen Salaries	\$ 268,664	\$ 243,664	\$ 25,000	General Gov't
22	Planning Dept Salaries	\$ 98,762	\$ 93,762	\$ 5,000	General Gov't
27	Group Health Insurance	\$ 1,450,000	\$ 1,350,000	\$ 100,000	General Gov't
49	DPW Salaries	\$ 916,026	\$ 861,026	\$ 55,000	Public Works
79	Fourth of July	\$ 15,000	\$ 10,000	\$ 5,000	Recreation

**\*MOTION TO AMEND:** Nathan Evans moved to amend Item 32 in Article 4 (Police Salaries) by reducing the amount to \$832,796.50. The amendment was seconded from the floor.

The amendment did not prevail.

The main motion under Article 4 prevailed by a majority vote.

**ARTICLE 5.** To see if the Town will vote to raise and appropriate the sums of money called for under the following items, or any other sums, for the purposes indicated, and to determine whether the money shall be provided by taxation, by appropriation from available funds in the Treasury, or by borrowing; or take any other action relative thereto:

	<b>Dept.</b>	<b>Item</b>	<b>Requested</b>	<b>Recommended</b>	<b>Funding Source</b>
1	DPW	Road Resurfacing	\$ 250,000	\$ 205,000	Fund Balance
2	DPW	F750 Truck to replace 2013 Dump Truck	\$ 130,000	\$ 130,000	Fund Balance
3	DPW	Compressor (replaces 20+ yr. old unit)	\$ 22,000	\$ 22,000	Fund Balance
4	DPW	Shop Equipment	\$ 10,000	\$ 10,000	Taxation/Fund Bal.
5	DPW	Drainage/Sidewalk Improvements	\$ 450,000	\$ 375,000	Taxation
6	DPW	DPW Garage Upgrades	\$ 75,000	\$ 75,000	Fund Balance
7	DPW	Cemetery Expansion Study	\$ 10,000	\$ 10,000	Taxation
8	Town Hall	Renovations/New HVAC System	\$ 160,000	\$ 160,000	Fund Balance
9	Town Hall	Computer Network/Upgrades	\$ 20,000	\$ 20,000	Fund Balance
10	Town Hall	Financial Software Replacement	\$ 75,000	\$ 75,000	Taxation
11	Land Mgmt.	Planning Board Rezoning Efforts	\$ 25,000	\$ 25,000	Fund Balance
12	Land Mgmt.	Conservation Lands Management Plan	\$ 40,000	\$ 10,000	Fund Balance
13	Land Mgmt.	Planning Board Parking Study	\$ 25,000	\$ -	(Grant Funded)
14	Land Mgmt.	Open Space & Recreation Plan	\$ 35,000	\$ -	(Grant Funded)
15	Library	Interior Upgrades	\$ 10,000	\$ 10,000	Taxation
16	Park/Rec	Sweeney Park Design/Engineering Efforts	\$ 150,000	\$ 55,000	Fund Balance
17	Park/Rec	Pay and Display Parking Meter units	\$ 50,000	\$ -	N/A
18	Public Safety	Public Safety Radio System Upgrades	\$ 255,000	\$ 160,000	Taxation
19	Public Safety	Fire Engine Replacement Fund	\$ 300,000	\$ 240,000	Taxation
20	Public Safety	Fire Unit 1 Pick-up Replacement	\$ 60,000	\$ 60,000	Fund Balance
21	Public Safety	Police Cruiser Replacement & Motorcycle	\$ 61,600	\$ 61,600	Fund Balance
22	Public Safety	Fire Gear and Hose replacement	\$ 20,000	\$ 20,000	Fund Balance
23	Public Safety	Fire Station repairs/upgrades	\$ 35,000	\$ 35,000	Fund Balance
24	Public Safety	Fire Dept. "Zodiac" boat replacement	\$ 6,500	\$ 6,500	Fund Balance
25	Public Safety	Fire "Knox Box" replacement	\$ 13,500	\$ 13,500	Fund Balance
26	Harbor	Tuck's Point Floats Permitting	\$ 10,000	\$ 10,000	Waterway Fund
27	Harbor	Harbormaster Office	\$ 150,000	\$ -	N/A
28	Water	Plant Upgrades/Equipment Replacement	\$ 210,000	\$ 210,000	Water Enterprise & Taxation
29	Water	Pipe Replacement/improvements	\$ 775,000	\$ 525,000	Taxation
30	Sewer	Plant Upgrades/Equipment Replacement	\$ 230,000	\$ 230,000	Sewer Enterprise

Per petition of the Board of Selectmen

PROPOSED REVISED TOWN CAPITAL BUDGET, ARTICLE 5  
 (contained in a handout distributed to all households and available at the meeting)

	Dept.	Item	Original		Funding Source
			Recommended	Recommended	
1	DPW	Road Resurfacing	\$ 205,000	\$ 205,000	Fund Balance
2	DPW	Vehicle Replacements	\$ 130,000	\$ 45,000	Fund Balance
3	DPW	Trailer Mounted Compressor	\$ 22,000	\$ 22,000	Fund Balance
4	DPW	Shop Equipment	\$ 10,000	\$ 10,000	Taxation
5	DPW	Drainage/Sidewalk Improvements	\$ 375,000	\$ 205,000	Taxation
6	DPW	DPW Garage Upgrades	\$ 75,000	\$ -	N/A
7	DPW	Cemetery Expansion Study	\$ 10,000	\$ 10,000	Taxation
8	DPW	Storm Damage Repair	\$ -	\$ 150,000	Taxation/Fund Balance*
9	Town Hall	Renovations/New HVAC System	\$ 160,000	\$ 160,000	Fund Balance
10	Town Hall	Computer Network/Upgrades	\$ 20,000	\$ 20,000	Fund Balance
11	Town Hall	Financial Software Replacement	\$ 75,000	\$ -	N/A
12	Park/Rec	Sweeney Park Design/Engineering Efforts	\$ 55,000	\$ -	N/A
13	Land Mgmt.	Planning/Zoning Studies	\$ 25,000	\$ 25,000	Fund Balance
14	Land Mgmt.	Conservation Lands Management Plan	\$ 30,000	\$ 10,000	Fund Balance
15	Library	Interior Upgrades	\$ 10,000	\$ 8,000	Taxation
16	Public Safety	Public Safety Radio System Upgrades	\$ 160,000	\$ 160,000	Fund Balance
17	Public Safety	Fire Engine Replacement Fund	\$ 240,000	\$ 45,000	Fund Balance
18	Public Safety	Fire Unit 1 Pick-up Replacement	\$ 60,000	\$ 60,000	Fund Balance
19	Public Safety	Fire Dept. "Zodiac" boat replacement	\$ 6,500	\$ 6,500	Fund Balance
20	Public Safety	Fire Gear and Hose replacement	\$ 20,000	\$ 15,000	Fund Balance
21	Public Safety	Fire "Knox Box" replacement	\$ 13,500	\$ 9,400	Fund Balance
22	Public Safety	Fire Station repairs/upgrades	\$ 35,000	\$ 35,000	Fund Balance
23	Public Safety	Police Cruiser Replacement & Motorcycle	\$ 61,600	\$ 57,200	Fund Balance
24	Harbor	Tuck's Point Floats Permitting	\$ 10,000	\$ 10,000	Waterway Fund
25	Water	Water System Improvements	\$ 735,000	\$ 625,000	Water Enterprise & Taxation**
26	Sewer	Sewer System Improvements	\$ 230,000	\$ 230,000	Sewer Enterprise
			\$ 2,773,600	\$ 2,123,100	

\*For Item 8, Taxation contributes \$124,500 and the Fund Balance contributes \$24,500.

\*\*For Item 25, Taxation Contributes \$445,000 and the Water Fund contributes \$180,000.

Items originally recommended not to be funded do not reappear here. See Finance Committee Report, Page 29, Items 13, 14, 17 & 27.

**\*MOTION: Eli Boling moved and Morey Creighton seconded to appropriate the amounts in the Amended Recommendation column from the sources stated in the Funding Sources column, in order to pay the costs of various capital items as set forth above, including all costs incidental and related thereto.**

**The motion was voted unanimously.**

**ARTICLE 6:** To see if the Town will vote to raise and appropriate \$725,000 for the purpose of making capital improvements to the water distribution system, including the payment of all costs incidental and related thereto; provided, however, that said appropriation shall be contingent upon the approval by the voters of a Capital Expenditure Exclusion question in accordance with G.L. c.59, §21C; or take any other action relative thereto.

Per petition of the Board of Selectmen

**\*MOTION:** Eli Boling moved and Mory Creighton seconded that the Town raise and appropriate \$725,000 for the purpose of making capital improvements to the water distribution system, including the payment of all costs incidental and related thereto; provided, however, that said appropriation shall be contingent upon the approval by the voters of a Capital Expenditure Exclusion question at the ballot in accordance with G.L. c.59, §21C. The motion was voted unanimously.

**ARTICLE 7:** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the Town's assessment from the District for the Gross Operating and Maintenance Budget of the Manchester-Essex Regional School District including debt service - said sum to be calculated solely in accordance with the "Agreement Between the Towns of Essex and Manchester-by-the-Sea, Massachusetts with Respect to the Formation of a Regional School District", as most recently amended, by invoking and approving the provision found in paragraph four of G.L. c. 71, § 16B allowing District members "to reallocate the sum of their required local contributions to the District in accordance with the regional agreement", for the fiscal year beginning July first, two thousand twenty; or take any other action relative thereto.

Per petition of the Manchester-Essex Regional School Committee

**\*MOTION:** Shannon Erdmann of the Manchester Essex Regional School Committee moved and Ken Warnock, also of the Manchester Essex Regional School Committee, seconded that the town approve the assessment calculation in accordance with the "Agreement Between the Towns of Essex and Manchester-by-the-Sea, Massachusetts with Respect to the Formation of a Regional School District", by invoking and approving the provision found in paragraph four of G.L. c. 71, § 16B allowing District members "to reallocate the sum of their required local contributions to the district in accordance with the regional agreement", for the fiscal year beginning July first, two thousand twenty. This motion under Article 7 was voted unanimously.

**\*MOTION:** Shannon Erdmann of the Manchester Essex Regional School Committee moved and Ken Warnock, also of the Manchester Essex Regional School Committee, seconded that the Town raise and appropriate \$15,099,835 to fund the Town's assessment from the Manchester Essex Regional School District for the fiscal year beginning July first, two thousand twenty for the gross operating and maintenance budget. This motion under Article 7 was voted unanimously.

**\*MOTION: Shannon Erdmann of the Manchester Essex Regional School Committee moved and Ken Warnock, also of the Manchester Essex Regional School Committee, seconded that the Town raise and appropriate \$2,948,032 to fund the Town’s assessment from the Manchester Essex Regional School District to cover the long-term debt for the fiscal year beginning July first, two thousand twenty. This motion under Article 7 was voted unanimously.**

**ARTICLE 8.** To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2021 Community Preservation budget and to appropriate from the Community Preservation Fund estimated annual revenues a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2021; and further to reserve for future appropriation a sum of money from the Community Preservation Fund estimated annual revenues for open space, including land for recreational space, historic resources, and community housing purposes, as well as a sum of money to be placed in the 2021 Budgeted Reserve for general Community Preservation Act purposes; and further to appropriate from the Community Preservation Fund a sum or sums of money for Community Preservation projects or purposes as recommended by the Community Preservation Committee as follows; or take any other action relative thereto.

1	Community Preservation Committee Expenses (studies, etc.)	(administrative)	\$ 20,000 *
2	Sweeney Park: Design/engineering for field upgrades	(open space & recreation)	\$ 50,000
3	Landscape Restoration for all Parks and Tucks Point	(open space & recreation)	\$ 35,000
4	Park & Recreation facility improvements	(open space & recreation)	\$ 12,000
5	Preservation of Conservation Lands	(open space & recreation)	\$ 20,000
6	Affordable Housing Trust Project Funding	(community housing)	\$150,000
7	Housing Production Plan Update	(community housing)	\$ 8,500
8	Restoration of Historic Cemeteries	(historic preservation)	\$ 35,000
9	Veterans Honor Roll	(historic preservation)	\$ 25,000
10	Exterior Restoration, Seaside 1	(historic preservation)	\$ 39,000
11	First Parish Church Steeple Restoration	(historic preservation)	\$ 30,000

TOTAL \$424,500

(\*Administrative amount limited to 5% of total annual revenue)

Per petition of the Community Preservation Committee & Per petition of the Board of Selectmen

**\*MOTION: Sue Thorne of the Community Preservation Committee moved, and Jack Burke seconded the article as presented with the following clarifications: Item 2 is proposed to be passed over; Items 1, 5, 6, 7, 8 to be funded from FY2021 estimated receipts for the purposes stated; and Items 3, 4, 9, 10, 11 to be funded from FY2020 undesignated fund balance for the purposes stated for a grand total of \$374,500. The motion was voted unanimously.**

**ARTICLE 12.** To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 40, Sections 42A through 42F, and authorize the Town to establish a lien on property for overdue and unpaid water service charges and commit such unpaid amounts to the property tax bill for said property, or take any other action relative thereto.

Per petition of the Board of Selectmen

**\*MOTION: Arthur Steinert moved and Becky Jacques seconded to pass over Article 12. The motion to pass over Article 12 was voted unanimously.**

**ARTICLE 13.** To see if the Town will vote to accept the provisions of G.L. c.64G, §3A, authorizing imposition of the so-called local room occupancy tax on the rental of rooms in a bed and breakfast establishment, hotel, lodging house, short-term rental or motel, at the rate of 6% of the total value of such occupancy, to take effect on July 1, 2020, or take any other action relative thereto.

Per petition of the Board of Selectmen

**\*MOTION: Jeffery Bodmer-Turner moved and Margaret Driscoll seconded to pass over Article 13. The motion to pass over Article 13 was voted unanimously.**

**ARTICLE 14.** To see if the Town will vote to authorize the Board of Selectmen to acquire, by purchase, gift, and/or eminent domain and on such terms and conditions as the Board deems appropriate, a parcel of land containing 12 acres, more or less, known as the "Christian Hill Lot", identified by the Assessors as Parcel 62 0 37, and described in a deed recorded with the Essex South District Registry of Deeds in Book 3746, Page 149, for water supply protection, open space and passive recreation purposes, including the incidental right to use, widen or otherwise improve the existing logging road thereon, after consultation with the Conservation Commission, for passive recreation purposes and/or pedestrian and vehicular access to other conservation or recreational land, with the care, custody and control of said parcel to be held by the Conservation Commission under the provisions of G.L. c. 40, §8C and subject to Article 97 of the Massachusetts Constitution; and to raise and appropriate and/or transfer from available funds \$65,000 under G.L. c. 44, §§ 7 or 8, G.L. c. 44B, the Community Preservation Act, and/or any other enabling authority to cover the cost of the acquisition and costs incidental or related thereto; and, further, to authorize the Board of Selectmen to grant a perpetual conservation restriction on said parcel pursuant to the provisions of G.L. Ch. 184, Sections 31-33, in compliance with G.L. Ch. 44B, Section 12(a), protecting the parcel for the purposes for which it is acquired, and to enter into all agreements and execute any and all instruments as may be necessary or convenient to effectuate the foregoing purposes; or take any other action relative thereto.

Per petition of the Board of Selectmen

**\*MOTION: Steve Gang moved and Eli Boling seconded to approve as printed in the warrant, and to transfer the sum of \$65,000 of previously approved funds for land conservation under**

**G.L. c. 44B, the Community Preservation Act to fund the foregoing acquisition and costs incidental or related thereto.**

**The motion was voted unanimously.**

**ARTICLE 15.** To see what sum of money the Town will vote to appropriate or transfer from available funds for the purpose of reducing the tax rate, or take any other action relative thereto.

Per petition of the Board of Selectmen

**\*MOTION: Eli Boling moved and Mory Creighton seconded to pass over Article 15.**

**The motion to pass over Article 15 was voted unanimously.**

**\*MOTION: Eli Boling moved to dissolve the Annual Town Meeting and Margaret Driscoll seconded.**

**The motion to dissolve the meeting was voted unanimously.**

The Moderator declared the meeting dissolved at 7:14 p.m. and thanked everyone for attending.

A True Copy.