Town of Boxford Annual Report

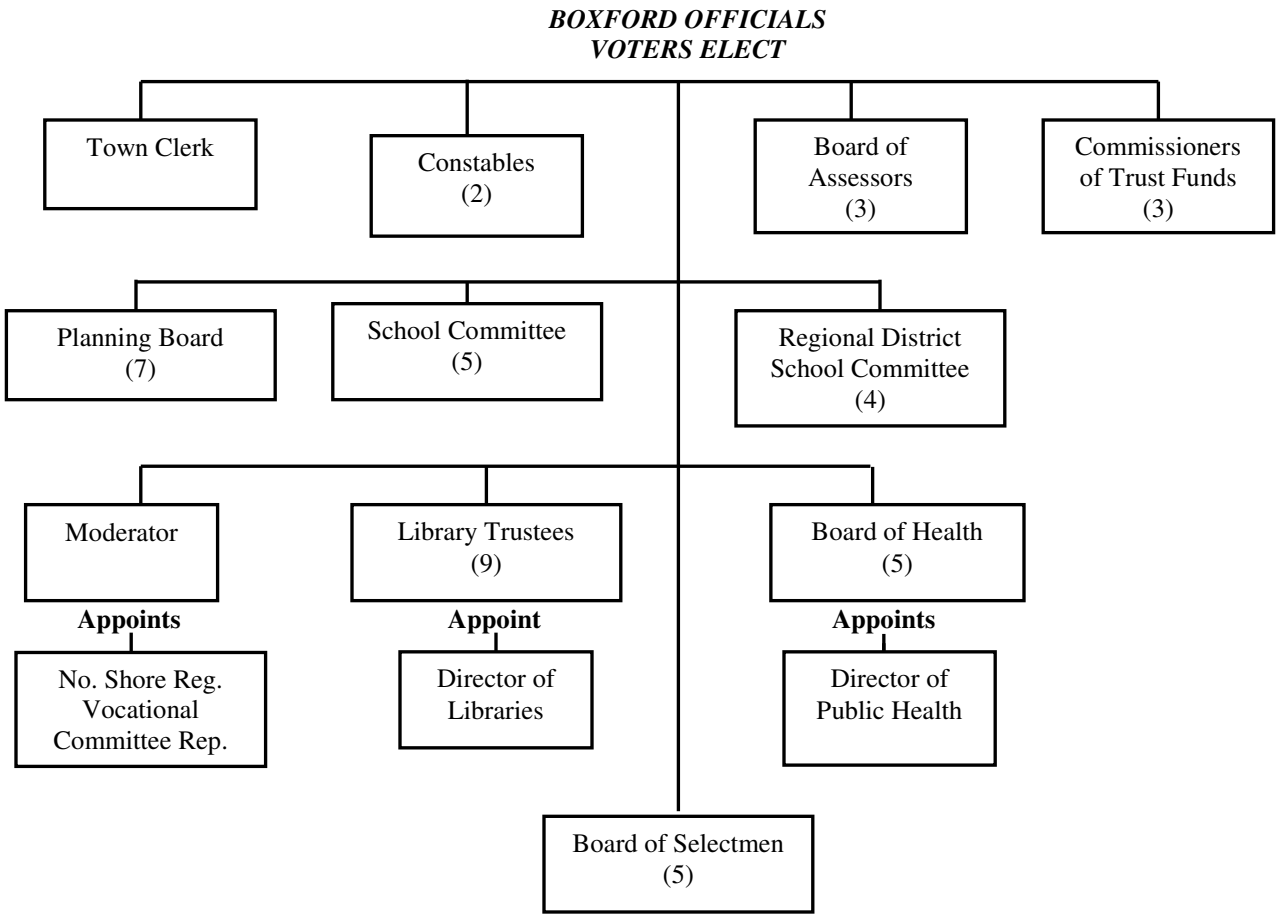
2014

BOXFORD

ANNUAL TOWN REPORT

2014

Boxford, Massachusetts



APPOINTS

OFFICERS
Town Administrator
Animal Control Officer
Communications Director
Director of Municipal Finance/ Emergency Management Director
Town Accountant
Fire Chief
Election Officers
Forest Warden
Inspectors of Animals, Buildings, Wiring, Plumbing/Gas
Treasurer/Tax Collector
Parking Clerk
Police Chief
Supt. of Public Works
Sealer of Weights & Measures
Town Counsel
Veterans' Agent
Veterans' Graves Officer

COMMITTEES
Agricultural Commission
Community Preservation
Council on Aging
Board of Appeals
Cultural Arts Council
Cable TV Advisory
Capital Budgeting
Community Preservation Act
Computer Management
Conservation Commission
Fence Viewers
Finance Committee
Town Forest
Historic Districts Commission
Lakes, Ponds & Streams
Boxford Land
Personnel Board
Permanent Non-School Building
Recreation
Recycling
Registrar of Voters

AD HOC COMMITTEES
Border to Boston Trail
Haynes Land Advisory
Housing Partnership
Friends of the Ackerman Playground Committee

INDEPENDENT SERVICES FOR THE TOWN OF BOXFORD
Boxford Athletic Association
BTA/BOLT, Inc.
Historic Document Center
H.A.W.C. (Help for Abused Women & Children)
Tri-Town Council on Youth & Family Service
Boxford Cable Access Television

IN MEMORIAM
2014

Paul French (1942-2014)

Paul French was a past member of the Town Forest Committee, BTA-BOLT, and the Conservation Commission. He had his house built in Boxford and moved here in December 1971, with his wife and three girls. Paul French was a State Trooper for over 40 years, reporting out of the Topsfield barracks for many years, patrolling Route 95 through Boxford.

Paul loved nature and every chance he got he was hiking, skiing (both downhill and cross-country), canoeing or kayaking. He was an avid weight lifter, and he was always interested in fitness. Paul knew every trail in Boxford and skied extensively in New Hampshire and Maine. He was known in Boxford for buying only native plants for the gardens he planted in his yard.

His interests and the areas he served his community were many: Below is a list of organizations/roles to which Paul French committed his energy:

Past President, Sons of Norway, Morgensolen Lodge, Beverly
Member of the Birka Lodge (Sweden), Hamilton (where he was a member of the Scandinavian Folk Dance Troupe
Member of the All Saints Episcopal Church in Danvers (formerly Calvary), served on the vestry
Member of the Audubon Society
Member of the Blue Angels
Charter member of Hogan Regional ARC

Paul was devoted to his family, his church, and nature, in that order. He was born October 15, 1942 and died June 12, 2014, after a lengthy battle with a bacterial infection. Paul French is sorely missed by his family and his community and we have chosen 2014 as the year we honor his memory with the dedication of the Town of Boxford's Annual Report.

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Town Officers

Elected

Appointed

Committees, Boards & Commissions

Ad Hoc Committees

Schools

Independent Services

Meeting Schedules

ELECTED TOWN OFFICIALS

MODERATOR	Gerald R. Johnston (2017)
BOARD OF SELECTMEN	*Stephen A. Davis (2014)*
	Mary Anne Nay, Chair (2016) Peter C. Perkins, Clerk (2016) Charles J. Costello (2015) Charles E. Killam (2015) William R. Cargill, Jr. (2017)
TOWN CLERK	Robin Phelan (2016)
BOARD OF ASSESSORS	David F. Benson, Chair (2016) Judy Murray-Magill (2017) Diane Headrick (2015)
BOXFORD SCHOOL COMMITTEE	*Pamela Messenger (2014)*
	Marc C. Mercier (2015) Heather N. Vaz (2017) David Rivers.(2015) Christine Bolzan (2016) Yu Ching Buehler (2017)
MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE	*Kathleen Tyler (2014)*
	Daniel J. Volchok (2017) Paula Fitzsimmons (2015) Ben Messenger (2016) Carolyn Julia Miller (2017)
PLANNING BOARD	Robert C. Gore, Chair (2015) Angela Steadman (2016) Jeff Kruck(2019) Holly Langer (2017) Ellen Nestervich (2015) J. Steve Merriam, Jr. (2016) Patrick G. Canonica (2017)

BOARD OF HEALTH	*Alexander Constan (2014)*
	Louise Kress (2016) Richard Taylor (2017) Malcolm Kinnaird (2015) Rick Fahrner (2015) Heather L. Forand (2017) Vacancy (2017) Vacancy (2015)
TRUSTEES OF THE BOXFORD PUBLIC LIBRARIES	*Susan E. Daley (Resigned)* *Pauline Jenkins, (Resigned)*
	Jullian Troake, Chair (2016) Heidi Ellard,(2017) Jane M. Moody (2015) Carole Davis (2015) George A. Fischer (2016)
CONSTABLES	
- *EAST PARISH*	Mark J. Balding (2017)
- *WEST PARISH*	David Smallman (2017)
COMMISSIONERS OF TRUST FUNDS	Anthony C. DiNanno, Chair (2016) Judith A. Stickney (2015) Kathy Zolla (2017)

APPOINTED TOWN OFFICERS

TOWN COUNSEL	Kopelman and Paige, P.C.
TOWN ADMINISTRATOR	Alan J. Benson
DIRECTOR OF MUNICIPAL FINANCE/ TOWN ACCOUNTANT	Kathleen J. Benevento
SUPERINTENDENT, DEPARTMENT OF PUBLIC WORKS	John C. Dold
POLICE CHIEF	Michael J. Murphy
FIRE CHIEF	Kerry C. Stickney
INSPECTOR OF BUILDINGS	Robert Aldenberg
DIRECTOR OF COMMUNICATIONS	Warren E. Gould
DIRECTOR OF PUBLIC HEALTH	Kendell Longo
DIRECTOR BOXFORD EMERGENCY MANAGEMENT	Robert D. Hazelwood
DIRECTOR OF PUBLIC LIBRARIES	Patty Dittulio (Resigned) Jeanette Glesmann (Interim)
PROCUREMENT OFFICER	Alan J. Benson
TREASURER/TAX COLLECTOR	Ellen S. Guerin
VETERANS' AGENT	Edward Vincent Mitchell *(District Director)*
VETERANS' GRAVE OFFICER	Javier G. Morales
FOREST WARDEN	Kerry C. Stickney
ANIMAL CONTROL OFFICER	Helen L. Phillips
ALTERNATE ANIMAL CONTROL OFFICER	Reed Wilson

AMERICAN DISABILITIES ACT COORDINATOR	Mary Anne Nay
PARKING CLERK	Ellen S. Guerin
SEALER OF WEIGHTS & MEASURES	Robert H. Cronin
ESSEX NORTH SHORE REGIONAL AGRICULTURAL & TECHNICAL SCHOOL DISTRICT REPRESENTATIVE	Michelle Amato
DIRECTOR OF ASSESSMENT	Kristin Hanlon
ASSISTANT TREASURER	Kelley Coye
DEPUTY TAX COLLECTOR	Kelley & Ryan Associates, Inc 7 Rosenfeld Drive Hopedale, MA 01747

COMMITTEES, BOARDS AND COMMISSIONS

COUNCIL ON AGING	*Christine Northrup (Resigned)*
	Richard F. Taylor, Chair (2015) F. Richard Shaw (2018) Judith Andersen (2018) Joan Tarleton (2016) Elizabeth Murphy (2016) Stephen A. Harvey (2015) Suzanne Cox (2015)
AGRICULTURAL COMMISSION	Randolph Johnson, Chair (2017) Laura Sapienza-Grabski, Vice-Chair (2015) Chuck Kornely (2017) Dr. Changnong Lui (2016) Louis Athanas (2016)
BOARD OF APPEALS	*Kathleen O'Sullivan-Fortin, Esq. (Resig)*
	Paula Fitzsimmons, Chair (2017) Barbara Jessel (2016) Vacancy (2015)
BOARD OF APPEALS (*Alternates)*	*Peter Angle (Resigned)* David Peterson (2015) Vacancy (2017) Vacancy (2016)
CAPITAL BUDGETING COMMITTEE	*Susan Fowler (2014)*
	Joyce Ricklefs (2017) Michael E. White (2015) Robert W. Conroy (2015) Kayla Aikins (2017) Vacancy (2016)
COMMUNITY PRESERVATION COMMITTEE	Peter Delaney, Chair (2015) J. Steven Merriam, Jr. (2015) Natasha Grigg (2015) Virginia Havey (2015) Barbara G. Jessel (2015) Barbara Shade (2015) F. Richard Shaw (2015) Gerard A. Papin (2015)

COMPUTER MANAGEMENT	David Manzi (2015) Vacancy (2015) Vacancy (2016 2 Vacancies (2017)
CONSERVATION COMMISSION	Peter Delaney (2017) Alan S. Fowler (2016) Lana Spillman (2015) Francis A. DiLuna (2017) Mark P. Mitsch (2016) Natalie Grigg (2016) Paris Beckett (2015)
BOXFORD CULTURAL COUNCIL (ARTS COUNCIL)	Diane Annunziato, Co-chair (2017) Michele Delfino, Co-chair (2015) Sarah Arrigo (2015) Anna Barbieri (2015) Denise Galligan (2015) Judy Miller Bailey (2017) Vacancy (2016)
ELECTION OFFICERS	Judith Andersen Lois E. Bell Mary E. Bolen Ruthann Budrewicz Thomas P. Budrewicz Karen Collari-Troake Harry Crockett Michelle Delfino Donna Jacoby Patricia Gleason Judith Gore Leona Gormley Natalie Grigg Anne V. Gyles Bernice Kehoe Virginia Keilty Ann Knight Stephen Knowles Mary (Holly) Langer Charlene Mead Cynthia Middleton Nancy Merrill Robyn Muetterties Beverly Perkins

	Sandra C. Pinkham Linda Shea Janet Silva Jayne E. Smallman Judith A. Stickney Jayne Theodore Meredith Zafonte Steven Zafonte Joseph Zaryski
FENCE VIEWERS	Board of Selectmen
FINANCE COMMITTEE	*G. Carl Noblitt, III (Resigned)* Geoffrey E. Buswick, Chair (2017) Peter Bernardin (2017) Michael E. White (2016) Susan G. Fowler (2016) Christopher Wakeman (2015) Bill Shickolovich (2015) Joyce Ricklefs (2015)
TOWN FOREST COMMITTEE	*Harold E. Garside, Chair (2014)* *Paul R. French (2014)* Thomas Thomassen (2015) David Smallman (2017) Brian Shea (2016)
HISTORIC DISTRICT COMMISSION	Gwendolen Perkins, Chair (2017) Virginia Havey (2017) Andrew Gori (2016) Matthew Juros (2016) R. Lisa DiLuna, M.Ed.J.D. (2015)
HISTORIC DISTRICT COMMISSION ***(Alternates)***	Nancy N. Merrill (2016) Vacancy (2017) Vacancy (2015)
INSPECTORS:	
ANIMALS *(Alternate)*	Allison A. Hayes (2015) Nancy E. Drago (2015)
BUILDING *Building (Alternate):*	Robert Aldenberg (2016) David Harris (2015)

DIRECTOR OF HEALTH	Kendell Longo (2015)
GAS/PLUMBING	Stephen Galinsky (2015)
Gas/Plumbing (Alternate)	Ray Abbott (2015)
ELECTRICAL	Douglas Small (2015)
Electrical (Alternate)	Peter Murphy (2015)
LAKES, PONDS & STREAMS COMMITTEE	Brooks Tingle (2015) Peter Morbeck (2016) Gregory Murrer (2016) Karen Melanson (2015) Timothy M. Smith (2016) Mark P. Mitsch (Conservation Rep.) Vacancy (2015) Vacancy (2015)
LAND COMMITTEE	Peter Delaney, Chair (2015) Peter Bernardin (2016) Robert C. Gore (2016) Natasha Grigg (2016) Stuart Saginor (2017)
MASCONOMET REGIONAL SCHOLARSHIP COMMITTEE	*Jane R. Ferrara (2014)* *Carole Davis (2014)* *Barbara G. Jessel (2014)* Diane E. Gori (2015) Martha Maysek (2015) Andrew Gori (2015) 2 Vacancies (2015)
PERMANENT NON-SCHOOL BUILDING COMMITTEE	Margaret Chow-Menzer, Chair (2015) Frank Quackenbush (2015) Robert Hazelwood (2015) Garth Tolman (2015) Miika Ebbrell (2015)
PERMANENT BUILDING COMMITTEE SENIOR CENTER MEMBERS	F. Richard Shaw (2015) Judith Andersen (2015)
PERMANENT BUILDING COMMITTEE LIBRARY MEMBERS	George Fischer (2015) *Pauline Jenkins (Resigned)*

PERSONNEL BOARD	*Nancy Galarneau (Resigned)*
	Timothy Feeney (2015) Stephanie Moody (2016) Vacancy (2017)
POLICE DEPARTMENT **Chief of Police**	Michael J. Murphy (2017)
Lieutenants	Robert D. Hazelwood (2015) James B. Riter (2017)
Full Time Patrolmen	Louann M. Bonney Joseph S. Borodawka Robert E. Corliss Kara Fitzpatrick John D. Iannazzo Thomas J. Nentwig Brian Williams Matthew Dupont David Barker Brian Neeley (2014)
Reserve Police Officers	Attillio Paglia (2015) Peter Cheverie (2015) Tyler Dechene (2015) Michelle Nowak (2015) Garry Abraham (2015) Brian Hertel (2015) Brooke Dechene (2015) Kurtis Anderson (2015) Michael Ferraro (2015) Eric Renda, Jr. (2015) Jamie Johnson (2015)
RECREATION COMMITTEE	*Bernard H. Belle (2014)* *Michele Mathers (Resigned)*
	Jim Gikas, Chair (2015) John A. Rowen (2015) Christina Eckert (2015) Paije Andrews (2016) Heather Reid (2016) Vacancy (2017) Vacancy (2015)

RECYCLING COMMITTEE	Karen Sheridan, Chair (2016) Nancy C. Woolford (2015) Linda H. Shea (2015) Patty Hojnowski-Diaz (2015) Georgia Cameron (2017)
REGISTRAR OF VOTERS	Robin Phelan, Town Clerk (2016) Anne C. Mannheim (2015) Karen L. Sheridan (2017) Bradley A. Sweet (2016)
ASSISTANT REGISTRAR	Kimberly Clemson (2015)
WEIGHER OF COMMODITIES	Officer Thomas J. Nentwig (2015) Officer Brian Williams (2015) Officer Robert Corliss (2015)

AD HOC COMMITTEES

BORDER TO BOSTON TRAIL COMMITTEE	Steve Davis (2015) Carole Davis (2015) Nancy Merrill (2015) Anthony Brogna (2015) Peter Perkins (2015) Mark Phelan (2015) Vacancy (2015)
CABLE TELEVISION ADVISORY COMMITTEE	Bradley Sweet (2015) Richard Rivers (2015) James Barnes (2015) Matt Ellis (2015) Vacancy (2015)
FRIENDS OF THE ACKERMAN PLAYGROUND COMMITTEE	Kimberly Alberta (2016) Kelly Blanchette (2016) Vacancy (2015) Vacancy (2017) Vacancy (2017)
HAYNES LAND ADVISORY COMMITTEE	William Brown, Chair (2015) Howie Emmons (2015) Joseph Callahan (2015) Martin Jessel (2015) Peter Delaney (2015) John Schwartz (2015) Vacancy (2015)
HOUSING PARTNERSHIP COMMITTEE	Joseph C. Hill, Chair (2015) Peter Delaney (2015) Vacancy (2015)
OPEN SPACE AND RECREATION COMMITTEE:	Natasha Grigg (2015) Dennis W. Pyburn Jr.(2015) Jon Schwartz (2015)

TOWN OF BOXFORD SCHOOLS

TRI-TOWN SCHOOL UNION – 978-887-0771 (FAX: 978-887-8042)
Superintendent's Office
28 Middleton Road
Boxford, MA 01921

Dr. Bernard Creeden, Superintendent
Antoinette Valcourt, Administrative Assistant
Steven Greenberg, Director of Finance & Human Resources
Stephen Clifford, Director of Facilities

SPOFFORD POND ELEMENTARY SCHOOL – 978-352-8616 (Fax: 352-7855)
31 Spofford Road, Boxford, MA 01921

Kathryn Nikas, Principal
Kathleen Cyr, Student Services Coordinator
Michelle Hughes, Student Services Coordinator
Karen Hussey, Secretary
Lannie Foster, Secretary

HARRY LEE COLE ELEMENTARY SCHOOL – 978-887-2856 (Fax: 887-0703)
26 Middleton Road, Boxford, MA 01921

Mr. Brian Middleton-Cox, Principal
Mary Dodge, Secretary

MASCONOMET REGIONAL DISTRICT HIGH SCHOOL – 978-887-2323
20 Endicott Street, Topsfield, MA 01983
Dr. Kevin M. Lyons, Superintendent (X 6110) (Fax: 887-3573)
Laurie Hodgdon, High School Principal (X 6107) (Fax: 887-7243)
Peter Delani, Assistant High School Principal (X 6269)
Katherine DiNardo, Assistant High School Principal (X 6349)
Susan Givens, Chief Financial Officer (X 6112)
Patricia Bullard, Director of PPS (x6114)
Olga Langlois, Administrative Assistant (X 6111) (Fax: 887-3573)
Dorothy Flaherty Ed.D., Middle School Principal (X 6122)

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT
978-762-0001
Daniel R. O'Connell, Superintendent-Director
30 Logbridge Road, P.O. Box 230
Middleton, MA 01949
Michelle Amato, Boxford Representative

INDEPENDENT SERVICES FOR THE TOWN OF BOXFORD

BOXFORD CABLE ACCESS TELEVISION
1 Camelot Drive
Boxford, MA 01921
www.boxfordcabletv.com

Scott Dahlgren
President

BTA/BOLT, Inc.
Boxford Trails Association-
Boxford Open Land Trust, Inc.
7 Elm Street, 2nd Floor
P.O. Box 95
Boxford, MA 01921

Natasha Grigg
President
(978) 887-7031

H.A.W.C.
Help For Abused Women and their Children
27 Congress Street
Salem, MA 01970

Anthony DiPietro
Executive Director
(978) 744-8552

HISTORIC DOCUMENT CENTER
173A Washington Street – P.O. Box 122
West Boxford, MA 01885
Hours: Wednesday 9AM - 4PM
Saturday 10AM - 3PM

Martha Clark
Archivist
(978) 352-2733

TRI-TOWN COUNCIL ON YOUTH AND FAMILY SERVICES, INC.
P.O. Box 219
5 Main Street
Topsfield, MA 01983

Lisa Teichner
Executive Director
(978) 887-6512

MEETING SCHEDULE
TOWN BOARDS/COMMITTEES

Board of Selectmen – Meets every Monday at 7:00 pm in Meeting Room #1 in the Town Hall at 7A Spofford Road. (Summer Schedule varies)

Finance Committee – Meets in the Town Hall, 7A Spofford Road during budget season. (Check Town Website and bulletin board in Town Hall for postings)

Conservation Commission – Meets every first and third Thursday of the month at 7:30 pm in Meeting Room #1 in the Town Hall.

Board of Health – Meets the second and fourth Wednesday of the month at 7:30 pm in Meeting Room #1 in the Town Hall.

Planning Board – Meets every third Wednesday of the month at 7:30 pm in Meeting Room #1 in the Town Hall.

Zoning Board of Appeals – Meets the fourth Thursday of the month at 6:30 pm in Meeting Room #1 in the Town Hall.

Board of Assessors – Meets monthly. in the Town Hall. (Check Town Website and bulletin board in Town Hall for postings)

All other Boards and Committee meetings will be posted on the Town Hall Bulletin Board by the Town Clerk's Office. Call the Town Clerk's Office on 978-887-6000 ext. 501 if you wish to post a committee/board meeting.

(Additional meetings and/or changes are posted
on the Town Hall Bulletin Board.)

General Government

Board of Selectmen

Town Counsel Report

Personnel Board

Housing Partnership Committee

BOARD OF SELECTMEN

Our 2014 report will include all of the usual statistics covering the decisions of town meeting, capital expenditures and personnel management, however, it will also highlight a few happenings which make 2014 exceptional. While past reports have reviewed the results of well-planned initiatives that have come to completion in the year past, 2014 has kept the board focused on unforeseen issues that have at times monopolized its attention and time. Included were the unexpected need to relocate the Town Library away from 10 Elm Street and a difficult challenge to select the next Fire Chief. In both of these circumstances, the Board of Selectmen was faced with challenging issues with a multitude of possible resolutions. In the end, on each of these issues, a majority was able to achieve a conclusion, and the administration was tasked with a clear direction. As a volunteer board we continue to strive to implement the will of the residents of Boxford. As we provide this summary of the efforts and results of past year, we want to thank all of our volunteers and staff that help make these decisions come to life.

Personnel & Benefits

We begin our reflection on 2014 noting that similar to all Massachusetts' municipalities, Boxford previously began a long-term funding plan for its Other Post Employment Benefits (OPEB) liability. The Town has continued its commitment to funding its OPEB liability with a transfer to the OPEB Trust Fund of $250,000.

With the Personnel Classification & Compensation Plan now in place, the Selectmen's Office and Personnel Board invested significant time in 2014 to continue to ensure Boxford's personnel were evaluated in the manner adopted by the new plan. Accountability and job performance feedback are an integral part of the new system, along with development of meaningful annual performance objectives. The Board of Selectmen plans to continue its work with the Personnel Board in this professional approach to attracting and retaining high quality employees in the Town of Boxford. Duly noted, in 2014 there was a decrease in the number of positions filled within the Town from 9 in 2013 to 3 in 2014. The three positions which were advertised and filled in the non-school portion of the Town of Boxford included Outreach Worker at the COA, a full-time Firefighter, and the DPW Part-time Clerical Assistant. While in transition, the library decreased its staff by one part-time circulation assistant and did not rehire when its long time secretary retired.

Capital Improvements

Other activities during the year included the adoption of Town Meeting warrant articles to fund capital purchases for multiple town departments. The Police Department received funding for additional security locks at the police station, chairs for the station, a

sump pump at the Police Station's water treatment plant, LED light fixtures and the purchase and training of electrical weapons (tasers).

Town Hall's approved capital funding included repair of hot water heating system, new LED lights and a new large format printer.

The DPW received funding for replacement of doors at DPW, repair of ceiling fans, removal of the communications tower at DPW, and purchases including a 6 wheel dump truck, a replacement tractor and replacement 72" deck mower.

The Community Center received approval to upgrade its electrical subpanel, replace its window treatments and replace the Town Holiday tree.

The Fire Department secured funding for the replacement of overhead door safety controls at the fire station, refurbishment of fire pumper vehicle, additional SCBA air packs and bottles, and 2 hand held thermal imaging devices.

In addition, the town continued its upkeep of uninhabited buildings by funding the replacement of roof shingles and paint trim at former West Branch Library, 188 Washington Street. The town continues to develop its multi-year plan for culvert repair and maintenance; along with its planning for renovation of Route 133.

Expenditures to Support Mandates

The Town committed funds to support several mandated Town reports including:

- The sum of $10,000 of free cash to support the mandatory update of the Town's Open Space Recreation Plan.
- The sum of $2,500 for Consulting Services to assistant and prepare the Town's mandatory update report for OPEB Liability.

Boxford Town Library Move

This report cannot be completed without the acknowledgment of the massive amount of time devoted to resolving the issue of the Boxford Village Library. After receiving regulatory approval, the library building project was successfully marketed and competitively bid with three GC bids below cost estimates from highly experienced qualified vendors. The 2014 Town Meeting was assured accuracy of the library vote with a transparent balloting procedure, but in the end, failed to achieve the 2/3rd majority required for debt authorization. This action rerouted the Board of Selectmen toward attempting to rectify the 10 Elm Street building's deficiencies.

While last year we touted a successful reopening of the 10 Elm Street Library after the mold remediation project was completed, we were again faced with complaints from patrons and employees which lead to the discovery of lingering air quality issues at the facility. These issues were cited by both past and present employee as the explanation for claims of illness. Employees who had since left their employment at the library reported renewed health since leaving their employment in Boxford at the 10 Elm Street building. The recently completed Air Quality Report commissioned by the Department of Public Health cited issues at a level that needed corrective action to improve air quality at the Boxford Village Library. These factors led the Library Trustees' to choose to close the 10 Elm Street Library for reasons concerning the health of the employees.

Upon closure of the Library, the Board of Selectmen asked a task force to evaluate alternative options to include Lincoln Hall, 188 Washington Street and Town Hall. After significant discussion of the options, a majority voted to move the Library into the Town Hall, thereby resulting in the moves of five departments including the Treasurer, Assessor, Health Department, Conservation & Planning and Building Inspection within the Town Hall to achieve the required separation of departments. The Library's move to the Town Hall was successfully completed and received the Massachusetts Board of Library Commissioner's nod of approval as a viable solution for the present time.

Other Construction Projects

The Board sat at the helm of several other large projects this year, the first being the Replacement of the Culvert on Glendale and Main Street, an extremely successful project that was achieved within 72 hours with minimal impact on residents at 30% less cost than estimated. The Town will continue in 2015 to evaluate and address replacement of deteriorating culverts. In addition, the superior volunteer expertise of the Sustainability Committee allowed the Board of Selectmen to contract to construct the Town's solar array. This project will result in implementation of the new net metering credit program which will be completed in 2015.

Other Noteworthy Events

Finally the highlights of our year included two ceremonies in which the Board honored its veterans and Purple Heart recipients. Boxford's World War II veterans were honored by the Board in a highly successful initiative of the Chair that was well received by the community and the Town's veterans. In addition, the Board acknowledged the Town's Purple Heart veterans in a ceremony that recognized Boxford as a Purple Heart Community in 2014.

Technology Upgrades

While preservation of our open space and reverence to our historical charm are never far from our minds, the administration of the town continues to move toward all the benefits of modern systems for management and protection of data. In regard to technology upgrades, the Town has continued to implement the projects approved at the 2013 Town Meeting. The wireless project is now complete and committees and visitors can log on to the Town Hall's wifi using the password "SurfsUp!" We continue to benefit from our partnership with HiQ, the town's IT vendor, as the technology plans of the Town of Boxford come to fruition. We will soon be rolling out a policy for remote participation for board members which is our attempt at attracting talented volunteers to participate in town boards and committees even though their personal jobs not allow their physical presence at all meetings. This technology will allow them to participate in meetings wherever they are through skype. We have tested this system recently with successful results in our interviews with Fire Chief applicants from other areas in the United States.

In an effort to increase the transparency in all forms of public administration of the Town of Boxford, we continue to strive to expand our use of technology to better inform the public. The Solar Array will be the focus of our transparency effort to keep the public in-the-know about all that relates to the project. Please visit the site at http://www.town.boxford.ma.us/Pages/solar/ to be better informed of the Town's progress.

In the May election, the Board said goodbye to longtime Selectman Stephen A. Davis and welcomed William R. Cargill, Jr. to the Board of Selectmen. We look forward to the future - confident that Boxford maintains its position as one of the finest communities in the state to live and raise a family.

Mary Anne Nay, Chair

Peter C. Perkins, Clerk

Charles J. Costello

Charles Killam

William R. Cargill, Jr

2014 ANNUAL REPORT OF TOWN COUNSEL

1. Nissenbaum v. Town of Boxford (II)
   Essex Superior Court, C.A. No. 08-541-B

   In this matter involving a challenge to an agricultural use, the Appeals Court affirmed the Superior Court dismissal of the plaintiff's complaint for contempt. The Appeals Court concluded that the action had been frivolous and directed the Town to submit a motion to recover attorney's fees incurred in defending the appeal as well as twice its costs, i.e., for printing the appellate brief. The Appeals Court denied the plaintiff's request for reconsideration, and the plaintiff has filed an application with the Supreme Judicial Court for further appellate review.

2. Silverman v. Boxford Planning Board
   Land Court, Misc. No. 294134

   Inactive for 10 years.

3. Enes v. Boxford Zoning Board of Appeals and Town of Boxford
   Land Court 14 MISC 483304-KCL

   Resolved.

4. Town of Boxford v. Historic District Commission
   Essex Superior Court

   Resolved.

5. Williams v. Town of Boxford

   Resolved.

Personnel Board
2014 ANNUAL REPORT

FY2014 remained an active year for the Personnel Board (the "Board") as it continued to implement, monitor and evaluate the final phases of the town's Non-Union Classification and Compensation Plan.

With the departures of Neil O'lansky and Nancy Galarneau, the Board welcomed longtime Boxford resident Stephanie Moody who possesses extensive human resource experience. The Board is still seeking [at least] one more member to join.

Budget considerations for FY 2015 included the proposals summarized (and approved at town meeting) below:

Description	Amount
Reserve for ELIGIBLE Non-Union employees (2.0%)	$ 24,407
Phase II of Personnel Board Compensation Plan	$ 24,779
Implementation of Full Salary (50% in FY'15/50% in FY'16)	$ 9,906
Merit Allowance	$ 30,000
	$ 89,092

Merit allowances proposed by the Board amounted to approximately $17,500 despite not being approved (paid out) by the Board of Selectman.

The Board's commitment to ensuring accountability of town employees and their supervisor(s) to provide timely and constructive job performance feedback while also developing meaningful annual performance objectives is essential for personnel development. The Board is pleased with town employee's receptiveness and responsiveness to a more detailed thought-provoking review and evaluation process.

The Board's "open door" policy continues to provide town employees an opportunity to discuss matters impacting their performance compensation and/or ability to perform their duties and responsibilities for the town of Boxford.

Respectfully submitted,

Personnel Board:

Timothy Feeney (Chair)

Stephanie Moody

BOXFORD HOUSING PARTNERSHIP

The Partnership's directive is to address the housing needs in the community. During the research for a previous proposal, it was determined that the Town is lacking in senior housing that is compliant with the American Disabilities Act (ADA). This means that senior residents who have limited mobility have difficulty finding accessible accommodations in Boxford are forced to leave the Town.

A survey in 2012 demonstrated a need and market for housing that was affordable and accessible. There was broad based support for such a development. A consultant was hired in 2013 to assist the Committee in determining the financial viability of such a development. As part of that determination, preliminary sketches were generated to assess the construction costs with input from general contractors. It was determined that a 40B was NOT good for the Town or financially viable. Consequently, a development under the CPC guidelines in an Elderly Housing District was brought forward. This would allow residents who were at the 100% level of AMI and had residual assets from a previous residence to purchase a unit.

At the May 2014 Town meeting, the Housing partnership proposed an affordable accessible senior development in the 13 acre community housing portion of the Haynes land. It would consist of 5 buildings with a total of 30 one and two bedroom units, all of which would be accessible. The development would be funded by existing CPA funds and no additional Town funds would be required. The development would be zoned as an Elderly Housing District (as is Four Mile Village) and so would conform to Boxford regulations, with the exception of the required 26acres. The warrant article to change the minimum acreage from 26 to 13 did not pass at the Town meeting and so the senior development did not go forward.

Boxford Housing Partnership

Town Clerk

Annual Town Meeting May 13, 2014

Annual Town Election May 20, 2014

State Primary Election September 9, 2014

2014 State Election November 4, 2014

Licenses, Permits and Vital Statistics

A quorum being present, Boxford Annual Town Meeting was called to order by Town Moderator Gerald R. Johnston at 7:57pm on Tuesday, May 13, 2014 in the Masconomet Auditorium with 927 voters in attendance. The articles were disposed of as follows:

It was moved by Stephen A. Davis, Chair of the Board of Selectmen, and duly seconded, that the Moderator not be required to read articles or motions of the warrant articles verbatim, and further that he be authorized to summarize articles and motions as he deems appropriate.

It was voted by a greater than majority hand count that the Moderator not be required to read articles or motions of the warrant articles verbatim, and further that he be authorized to summarize articles and motions as he deems appropriate.

ARTICLE 1. To receive and place on file the reports of the Town Officers and Committees without ratification of any action taken or authorization of any action proposed; or take any other action thereon.

Sponsored and Supported by the Board of Selectmen

It was moved by Stephen A. Davis, and duly seconded, to receive and place on file the reports of the Town Officers and Committees without ratification of any action taken or authorization of any action proposed. The motion passed by unanimous voice vote.

ARTICLE 2. To see if the Town will authorize the establishment of the following **revolving accounts** as authorized by Chapter 44, § 53E½ of the Massachusetts General Laws, contingent upon an annual report to the Town on the total receipts and expenditures of each account for each Fiscal Year:

1) **Recycling Revolving Account** under the direction of the Board of Health and used for the deposit of receipts and fees collected on recyclable materials; said recyclable materials to be determined by a joint vote of the Board of Health and Recycling Committee and to be in compliance with all state health regulations; and, further, to allow the Board of Health, or the Recycling Committee, with the approval of the Board of Health, to expend funds not to exceed **$35,000** for Fiscal Year 2015 from said account for the operation and maintenance of the Town Recycling Center;

2) **Printing Revolving Account** under the direction of the Board of Selectmen and used for the deposit of receipts and fees collected on the sale of printed official documents as required by law by several of the elected and appointed committees, commissions, and boards as well as legal advertisements which are reimbursed to the Town; and further to allow the Board of Selectmen to expend funds not to exceed $**5,000** for Fiscal Year 2015 from said account for the costs to the Town for printing supplies, equipment and reimbursable advertising;

3) **Library Photocopy Machine Revolving Account** under the direction of the Board of Library Trustees and used for the deposit of receipts collected through public use of the photocopy machines at the Boxford Village library; and further to allow the Board of Library Trustees to expend fees not to exceed **$5,000** for Fiscal Year 2015 from said account for ongoing supplies and maintenance of the copy machines, and purchase of other library supplies;

4) **Conservation Revolving Fund** under the direction of the Conservation Commission and used for the deposit of receipts collected through fees, including fees collected from applications related to the Town of Boxford Wetlands Protection Bylaw, by direction of the Conservation Commission and further to allow the Conservation Commission, with the written approval of the Selectmen, to expend fees not to exceed **$20,000** for Fiscal Year 2015 from said account for management of land under Conservation Commission control, and for other Conservation Commission expenses approved by a majority of the Commission;

5) **Council on Aging Transportation Revolving Account** under the direction of the Council on Aging and used for the deposit of receipts collected through fees collected from users of the Council's transportation equipment; and further to allow the Board of Selectmen to expend fees not to exceed **$5,000** for Fiscal Year 2015 from said account for the maintenance of the Council's transportation equipment and other related expenses including driver compensation as may be approved by a majority of the Council on Aging;

6) **Town Building Rental Revolving Account** under the direction of the Board of Selectmen and used for the deposit of receipts collected from public use of the various town buildings; and further to allow the Board of Selectmen to expend fees not to exceed **$10,000** for Fiscal Year 2015 from said account for the ongoing administrative expenses, portion of cleaning expenses, utilities, building maintenance and repairs;

7) **Tick Control Product Revolving Account** under the direction of the Board of Health and used for the deposit of receipts collected for tick control products; and

further to allow the Board of Health to expend fees not to exceed **$20,000** for Fiscal Year 2015 from said account for the purchase of tick control products and associated expenses;

or take any other action thereon.

Sponsored and Supported by the Board of Selectmen
Finance Committee recommends adoption of this article

It was moved by Stephen A. Davis, and duly seconded to authorize the establishment of the revolving accounts as listed in Article #2 of the warrant, as authorized by Chapter 44, § 53E½ of the Massachusetts General Laws, contingent upon an annual report to the Town on the total receipts and expenditures of each account for each Fiscal Year.

1) **Recycling Revolving Account** under the direction of the Board of Health and used for the deposit of receipts and fees collected on recyclable materials; said recyclable materials to be determined by a joint vote of the Board of Health and Recycling Committee and to be in compliance with all state health regulations; and, further, to allow the Board of Health, or the Recycling Committee, with the approval of the Board of Health, to expend funds not to exceed **$35,000** for Fiscal Year 2015 from said account for the operation and maintenance of the Town Recycling Center;

2) **Printing Revolving Account** under the direction of the Board of Selectmen and used for the deposit of receipts and fees collected on the sale of printed official documents as required by law by several of the elected and appointed committees, commissions, and boards as well as legal advertisements which are reimbursed to the Town; and further to allow the Board of Selectmen to expend funds not to exceed $**5,000** for Fiscal Year 2015 from said account for the costs to the Town for printing supplies, equipment and reimbursable advertising;

3) **Library Photocopy Machine Revolving Account** under the direction of the Board of Library Trustees and used for the deposit of receipts collected through public use of the photocopy machines at the Boxford Village library; and further to allow the Board of Library Trustees to expend fees not to exceed **$5,000** for Fiscal Year 2015 from said account for ongoing supplies and maintenance of the copy machines, and purchase of other library supplies;

4) **Conservation Revolving Fund** under the direction of the Conservation Commission and used for the deposit of receipts collected through fees, including fees collected from applications related to the Town of Boxford Wetlands Protection

Bylaw, by direction of the Conservation Commission and further to allow the Conservation Commission, with the written approval of the Selectmen, to expend fees not to exceed **$20,000** for Fiscal Year 2015 from said account for management of land under Conservation Commission control, and for other Conservation Commission expenses approved by a majority of the Commission;

5) **Council on Aging Transportation Revolving Account** under the direction of the Council on Aging and used for the deposit of receipts collected through fees collected from users of the Council's transportation equipment; and further to allow the Board of Selectmen to expend fees not to exceed **$5,000** for Fiscal Year 2015 from said account for the maintenance of the Council's transportation equipment and other related expenses including driver compensation as may be approved by a majority of the Council on Aging;

6) **Town Building Rental Revolving Account** under the direction of the Board of Selectmen and used for the deposit of receipts collected from public use of the various town buildings; and further to allow the Board of Selectmen to expend fees not to exceed **$10,000** for Fiscal Year 2015 from said account for the ongoing administrative expenses, portion of cleaning expenses, utilities, building maintenance and repairs;

7) **Tick Control Product Revolving Account** under the direction of the Board of Health and used for the deposit of receipts collected for tick control products; and further to allow the Board of Health to expend fees not to exceed **$20,000** for Fiscal Year 2015 from said account for the purchase of tick control products and associated expenses.

The motion carried by a unanimous show of hands.

ARTICLE 3. To see if the Town will vote to adopt the expanded **Classification Plan and Compensation Plan** for FY 2015, as submitted by the Personnel Board under Chapter 23 of the Town Code; said Classification Plan and Compensation Plan as printed on pages 15 through 17 of this warrant; or take any other action thereon.

Sponsored and Supported by the Personnel Board
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

It was moved by Personnel Board member Timothy M. Feeney, and duly seconded, to adopt the Classification Plan and Compensation Plan for FY 2015, as

submitted by the Personnel Board under Chapter 23 of the Town Code; said Classification Plan and Compensation Plan as printed on pages 15 through 17 of the warrant.
The motion carried by a greater than majority show of hands.

ARTICLE 4. To **act on the proposed budget** and see what sums of money the Town will vote to raise and appropriate, or transfer from available funds, for the use of several departments for Fiscal Year 2015, to wit: General Government, Financial Administration, Public Safety, Education, Public Works, Health & Human Services, Culture & Recreation, Employee Benefits, Debt Service, and all other necessary proper expenses during said fiscal year; and authorize expenditure of these funds under the direction of the appropriate listed department; or take any other action thereon.

Sponsored and Supported by the Finance Committee
Estimate: **$28,835,614.**
The proposed budget is printed on pages 18 and 19 of this warrant.
Board of Selectmen recommends adoption of this article

It was moved by Finance Committee Chair Geoffrey E. Buswick, and duly seconded, to raise and appropriate **$28,804,674**, and transfer **$5,940** from "Receipts Reserved for Appropriation – Septic Loan Program", and transfer **$25,000** from "Overlay Released by the Assessors", for a total appropriation of **$28,835,614**, for the use of several departments for Fiscal Year 2015, to wit: General Government, Financial Administration, Public Safety, Education, Public Works, Health & Human Services, Culture & Recreation, Employee Benefits, Debt Service, and all other necessary proper expenses during said fiscal year as shown on pages 18 and 19 of this warrant; and authorize expenditure of these funds under the direction of the appropriate listed department.

It was moved by Daniel J. Volchok, member of the Masconomet School Committee, and duly seconded, that the Fiscal Year 2015 budget be amended to increase the Masconomet annual operational assessment by $90,053 for a total of $8,299,466 resulting in a total town budget of $28,925,667. The motion passed by a majority show of hands.

It was voted by a greater than majority show of hands to raise and appropriate **$28,894,727**, and transfer **$5,940** from "Receipts Reserved for Appropriation – Septic Loan Program", and transfer **$25,000** from "Overlay Released by the

Assessors", for a total appropriation of **$28,925,667**, for the use of several departments for Fiscal Year 2015, to wit: General Government, Financial Administration, Public Safety, Education, Public Works, Health & Human Services, Culture & Recreation, Employee Benefits, Debt Service, and all other necessary proper expenses during said fiscal year as shown on pages 18 and 19 of this warrant; and authorize expenditure of these funds under the direction of the appropriate listed department.

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NOTE: At this time, we anticipate that **Article #5** will be offered as a "contingent debt exclusion." This means that although the debt appropriation could be approved at the Annual Town Meeting, that appropriation would be fully contingent upon successful passage of the related Proposition 2½ ballot question. Should the exclusion question fail at the election, the Town Meeting debt appropriation would be rendered null and void.

ARTICLE 5. To see if the Town will vote **to appropriate $7,600,000 *[estimate]* to pay costs of architectural, engineering, renovation, construction, landscaping, furnishing and equipping and all other related expenses to construct a new Boxford Village Library and fund demolition of a portion of, and preserve through the restoration of a historically compatible exterior closure to, the current Cummings House, both located at 10 Elm Street** and for the payment of all other costs incidental and related thereto, and that to meet this appropriation: 1) to transfer the sum of **$240,000** from a donation gift fund established for this purpose; 2) to appropriate the sum of **$19,415** from the unexpended balance of the Community Preservation Committee Historic Fund appropriation and debt authorization approved for the historic renovation of Lincoln Hall in Article #14, of the Special Town Meeting October 23, 2007; 3) to appropriate the sum of **$95,832** from the Community Preservation Committee Historic Fund; 4) to appropriate the sum of **$34,753** from the Community Preservation Committee Undesignated Fund and, 5) that the Treasurer, with the approval of the Selectmen, is authorized to borrow **$7,210,000** under and pursuant to Chapter 44, Sections 7(3); 7(3A) and 7(21) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; provided however that no funds shall be borrowed or expended hereunder unless and until the Town shall have voted to exclude the amounts required to pay for any bonds or notes issued pursuant to this vote from the limitations of Chapter 59, section 21C of the General Laws, also known as Proposition 2 1/2; and that in order to aid in the funding of said project, that the Board of Library Trustees be permitted to seek, receive and accept grants, donations or reimbursements for this purpose and to authorize the Board of Library Trustees and the Permanent Building Committee to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to affect the

construction of said project; said funds to be expended under the direction of the Permanent Building Committee and the Community Preservation Committee, or take any other action thereon.

Sponsored and supported by the Library Trustees
Sponsored and supported by the Community Preservation Committee
Permanent Building Committee recommends adoption of this article
Finance Committee recommends adoption of this article
Capital Budget Committee: "A" Essential
Board of Selectmen recommends adoption of this article

It was moved by Heidi F. Ellard, Chair of the Board of Library Trustees, and duly seconded, to appropriate **$7,267,000** to pay costs of architectural, engineering, renovation, construction, landscaping, furnishing and equipping and all other related expenses to construct a new Boxford Village Library and fund demolition of a portion of, and preserve through the restoration of a historically compatible exterior closure to, the current Cummings House, both located at 10 Elm Street and for the payment of all other costs incidental and related thereto, and that to meet this appropriation: 1) to transfer the sum of **$543,000** from a donation gift fund established for this purpose; 2) to appropriate the sum of **$19,415** from the unexpended balance of the Community Preservation Committee Historic Fund appropriation and debt authorization approved for the historic renovation of Lincoln Hall in Article #14, of the Special Town Meeting October 23, 2007; 3) to appropriate the sum of **$95,832** from the Community Preservation Committee Historic Fund; 4) to appropriate the sum of **$34,753** from the Community Preservation Committee Undesignated Fund and, 5) that the Treasurer, with the approval of the Selectmen, is authorized to borrow **$6,574,000** under and pursuant to Chapter 44, Sections 7(3); 7(3A) and 7(21) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; provided however that no funds shall be borrowed or expended hereunder unless and until the Town shall have voted to exclude the amounts required to pay for any bonds or notes issued pursuant to this vote from the limitations of Chapter 59, section 21C of the General Laws, also known as Proposition 2 1/2; and that in order to aid in the funding of said project, that the Board of Library Trustees be permitted to seek, receive and accept grants, donations or reimbursements for this purpose and to authorize the Board of Library Trustees and the Permanent Building Committee to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to affect the construction of said project; said funds to be expended under the direction of the Permanent Building Committee and the

Community Preservation Committee. A vote was taken by ballot. There were 536 yes votes and 360 no votes. The motion was unsuccessful due to its failure to achieve a greater than two-thirds majority.

ARTICLE 6. To see if the Town will vote **to appropriate $300,000 *[estimate]* to pay costs of architectural, engineering, renovation, construction, equipping and all other related expenses to historically preserve through the renovation and rehabilitation of some interior components of a portion of the current Cummings House, located at 10 Elm Street** and for the payment of all other costs incidental and related thereto, said interior restoration to include, but not be limited to, installation of a limited use/limited application elevator, installation of accessible rest room facilities, installation of new fire alarm annunciator system, and other miscellaneous mechanical improvements; and that to meet this appropriation, the Treasurer with the approval of the Selectmen shall be authorized to issue debt in the amount of **$300,000** under the Community Preservation Program for the rehabilitation of historic resources, pursuant to Massachusetts General Laws Chapter 44B and under and pursuant to Massachusetts General Laws Chapter 44, Section 7(3A) and 7(21), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; and that in order to aid in the funding of said project, that the Board of Library Trustees and Boxford Cultural Council be permitted to seek, receive and accept grants, donations or reimbursements for this purpose and to authorize the Board of Library Trustees, and the Permanent Building Committee to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to affect the construction of said project; said funds to be expended under the direction of the Permanent Building Committee and the Community Preservation Committee; provided however that no funds may be expended hereunder unless and until the Town shall have voted to exclude the amounts required to pay for any bonds or notes issued pursuant to Article **# 5** of this warrant from the limitations of Chapter 59, section 21C of the General Laws, also known as Proposition 2 1/2; or take any other action thereon.

Sponsored and supported by the Library Trustees
Sponsored and supported by the Community Preservation Committee
Permanent Building Committee recommends adoption of this article
Finance Committee recommends adoption of this article
Capital Budget Committee: "A" Essential
Board of Selectmen recommends adoption of this article

It was moved by Julian Troake, member of the Board of Library Trustees, and duly seconded, to pass over Article 6. The motion passed by a unanimous voice vote.

ARTICLE 7. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **$413,940 for the purposes of additionally funding the Fiscal Year 2015 Masconomet Regional School District Assessment**, thereby completing the funding required to meet the total assessment and approving the district certified budget, provided that the appropriation authorized herein shall be contingent upon the vote at the Town election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2 ½, so called; or take any other action thereon.

Sponsored by the Masconomet Regional School Committee
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

It was moved by Geoffrey E. Buswick, and duly seconded, to raise and appropriate the sum of **$323, 887** for the purposes of additionally funding the Fiscal Year 2015 Masconomet Regional School District Assessment, thereby completing the funding required to meet the total assessment and approving the district certified budget, provided that the appropriation authorized herein shall be contingent upon the vote at the Town election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2 ½, so called. The motion carried by a majority show of hands.

ARTICLE 8. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **$394,975 for the purposes of additionally funding the Fiscal Year 2015 Elementary School Budget**, provided that the appropriation authorized herein shall be contingent upon the vote at the Town election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2 ½, so called; or take any other action thereon.

Sponsored by the Elementary School Committee
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

It was moved by David Rivers, Chair of the Boxford School Committee, and duly seconded, to raise and appropriate the sum of **$394,975** for the purposes of additionally funding the Fiscal Year 2015 Elementary School Budget, provided that the appropriation authorized herein shall be contingent upon the vote at the Town election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2 ½, so called. The motion passed by a majority show of hands.

It was moved by Stephen A. Davis, and duly seconded to adjourn the Annual Town Meeting to a date and time certain, Wednesday, May 14, 2014 at 7pm at the Masconomet auditorium. The motion passed by a unanimous voice vote. Annual Town Meeting was adjourned at 10:38pm.

A quorum being present at the date and time designated, Boxford Annual Town Meeting reconvened at 7pm and was called to order by Moderator Gerald R. Johnston with 156 voters in attendance.

It was moved by Charles J. Costello, member of the Board of Selectmen, and duly seconded, that the Moderator not be required to read articles or motions of the warrant articles verbatim, and further that he be authorized to summarize articles and motions as he deems appropriate.

It was voted by a greater than majority hand count that the Moderator not be required to read articles or motions of the warrant articles verbatim, and further that he be authorized to summarize articles and motions as he deems appropriate.

ARTICLE 9. To **act on the list of proposed capital purchases** for FY 2015 and see what sums of money the Town will vote to raise and appropriate, or transfer from available funds, for the use of several departments for fiscal year 2015, and authorize expenditure of these funds under the direction of the appropriate listed department and authorize the Board of Selectmen to dispose of any equipment declared surplus if replaced; or take any other action thereon.

Sponsored and supported the Board of Selectmen
Estimate**: $503,346.**
Finance Committee recommends adoption of this article
Capital Budget Committee Recommendations as noted
Permanent Building Committee Recommendations as noted
The proposed capital budget is printed on page 14 of this warrant.

The Moderator called for a vote to allow Department of Public Works Superintendent John Dold to speak on item 14 of the list of Proposed Capital Purchases for FY 2015. This matter passed by a unanimous voice vote.

The Moderator called for a vote to allow Police Chief Michael Murphy to speak on item 18 of the list of Proposed Capital Purchases for FY 2015. This matter passed by a unanimous voice vote.

It was moved by Andrew (Ford) Fischer and duly seconded to amend Article 9 by removing item 18 (to "fund purchase and training for 15 conducted electrical weapons (Taser) and associated equipment-Police Department sic) from the proposed Capital Purchases for FY 2015 thus that total capital purchases would equal $481,346 for Article 9. The amendment was defeated by a majority show of hands.

It was moved by Charles J. Costello to transfer from Free Cash **$503,346** to fund the list of proposed capital purchases for FY 2015 as shown on page 14 of this warrant, for the use of several departments for fiscal year 2015, and authorize expenditure of these funds under the direction of the appropriate listed department and authorize the Board of Selectmen to dispose of any equipment declared surplus if replaced. The motion passed by a unanimous voice vote.

ARTICLE 10. To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of **$300,000 [estimate]** to pay costs for the construction, engineering oversight, traffic safety plan and other expenses related to the repair, reconstruction and **replacement of a stormwater culvert on Main Street at Glendale Road**, and that to meet this appropriation or a portion thereof, the Treasurer with the approval of the Board of Selectmen, is hereby authorized to borrow a sum under and pursuant to Chapter 44, Section 7, Clause (1) of the General Laws or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; said funds to be expended under the direction of the Board of Selectmen, or take any other action thereon.

Sponsored and supported by Board of Selectmen
Finance Committee to make recommendation at Town Meeting
Capital Budget Committee: "B" High Priority

It was moved by Peter C. Perkins, member of the Board of Selectmen, and duly seconded, to transfer **$75,000** from the "Overlay Released by the Assessors" and **$121,500** from Free Cash for a total appropriation of **$196,500** to pay costs for the construction, engineering oversight, traffic safety plan and other expenses related to the repair, reconstruction and replacement of a stormwater culvert on Main Street at Glendale Road. This motion passed by a unanimous voice vote.

ARTICLE 11. To see if the Town will vote to set the **annual curbside solid waste collection fee** at $2.50 for each 32-gallon bag or container (each use); or take any other action thereon.

Sponsored by the Board of Health
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

It was moved by Louise B. Kress, member of the Board of Health, and duly seconded, to set the annual curbside solid waste collection fee at **$2.50** for each 32-gallon bag or container (each use). This motion carried by a unanimous voice vote.

ARTICLE 12. To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of **$25,000 to fund the Compensated Absence fund**, or take any other action thereon.

Sponsored and Supported by the Board of Selectmen
Finance Committee recommends adoption of this article

It was moved by Mary Anne Nay, member of the Board of Selectmen, and duly seconded, to transfer from Free Cash the sum of **$25,000** to fund the Compensated Absence fund. This motion was passed by a unanimous voice vote.

ARTICLE 13. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **$20,625 to fund an existing retirement bonus benefit equal to 50% of accumulated, but unused sick days available to retiring employees with more than twenty-five years consecutive service with the Town of Boxford**, said funds to be expended under the direction of the Board of Selectmen, or take any other action thereon.

Sponsored and Supported by the Board of Selectmen
Finance Committee recommends adoption of this article

It was moved by Peter C. Perkins, and duly seconded, to transfer from Free Cash the sum of **$20,625** to fund an existing retirement bonus benefit equal to 50% of accumulated, but unused sick days available to retiring employees with more than twenty-five years consecutive service with the Town of Boxford, said funds to be expended under the direction of the Board of Selectmen. This motion passed by a majority voice vote.

ARTICLE 14. To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of **$20,000 to engage consulting services to assist with the candidate screening, assessment process and candidate background investigation to hire the next Fire Chief**, or take any other action thereon.

It was moved by Peter C. Perkins, and duly seconded, to transfer from Free Cash the sum of **$20,000** to engage consulting services to assist with the candidate screening, assessment process and candidate background investigation to hire the next Fire Chief.

It was moved by Stuart Saginor, and duly seconded, to pass over this article. The amendment passed by a hand count vote of 89 yes, 49 no. The article was passed over.

Sponsored and Supported by the Board of Selectmen
Finance Committee recommends adoption of this article

ARTICLE 15. To see if the Town will vote to amend the Zoning Bylaw, Town Code Chapter 196, reducing the required minimum acreage for the Elderly Housing District, by deleting from Town Code 196-24B(4) the language, "The minimum area of a lot within the Elderly Housing District shall be 24 acres", an inserting in place thereof the language, "The minimum area of a lot within the Elderly Housing District shall be 12 acres", or take any other action thereon.

Sponsored and supported by Housing Partnership Committee
Planning Board recommends adoption of this article

It was moved by Joseph C. Hill, Chair of the Boxford Housing Partnership, and duly seconded, to amend the Zoning Bylaw, Town Code Chapter 196, reducing the required minimum acreage for the Elderly Housing District, by deleting from Town Code 196-24B(4) the language, "The minimum area of a lot within the Elderly Housing District shall be 24 acres", and inserting in place thereof the language, "The minimum area of a lot within the Elderly Housing District shall be 12 acres". The vote on this motion was 79, yes; 62 no. The motion failed due to the failure to achieve a greater than two-thirds vote.

ARTICLE 16. To see if the Town will **vote to re-zone from Zoning District Class "O" Official or Open Space District to Zoning District Class "E-H" Elderly Housing District a portion of the property located on Middleton Road and shown as Parcel 2 on a plan entitled "Plan of Land in Boxford, MA property of Charles W. Haynes, Trustee Elmlea Partnership Trust,"** dated November 12, 2007, prepared by Donohoe and Parkhurst, Inc. and recorded with the Essex South Registry of Deeds in Plan Book 411, Plan 10; said portion containing 13.4 acres, more or less, and being shown as "Land Use Area 3," the

approximate boundaries of which are depicted on a plan filed in the Town Clerk's office entitled "Conservation Restriction and Use Area Plan," dated April 8, 2010, prepared by Donohoe and Parkhurst, Inc.; or take any other action thereon.

Sponsored and supported by the Housing Partnership Committee
Planning Board recommends adoption of this article

It was moved by J. Steven Merriam, member of the Boxford Housing Partnership, and duly seconded, to pass over this article. The motion passed by a unanimous voice vote.

ARTICLE 17. To see if the Town will vote to **transfer from the care, custody and control of the Board of Selectmen as currently held for one or more of the purposes authorized under the Community Preservation Act to the care, custody and control of the Board of Selectmen for the purpose of community housing,** a portion of the property located on Middleton Road and shown as Parcel 2 on a plan entitled "Plan of Land in Boxford, MA property of Charles W. Haynes, Trustee Elmlea Partnership Trust," dated November 12, 2007, prepared by Donohoe and Parkhurst, Inc. and recorded with the Essex South Registry of Deeds in Plan Book 411, Plan 10; said portion containing 13.4 acres, more or less, and being shown as "Land Use Area 3," the approximate boundaries of which are depicted on a plan filed in the Town Clerk's office entitled "Conservation Restriction and Use Area Plan," dated April 8, 2010, prepared by Donohoe and Parkhurst, Inc. (the "Restriction Plan"), and further **to authorize the Board of Selectmen to convey an affordable housing restriction to be placed upon said property and to grant such restrictions as required by the provisions of M.G.L. ch. 44B, section 12(a)** limiting the use of the aforesaid property shown on the Restriction Plan as restricted area "H" to community housing purposes; or take any other action thereon.

Sponsored and supported by the Housing Partnership Committee

It was moved by J. Steven Merriam, and duly seconded, to pass over this article. The motion was approved by a unanimous voice vote.

ARTICLE 18. To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of **$10,000 to engage consulting services to assist with the preparation and mandatory update of the Town's Open Space and Recreation Plan**, or take any other action thereon.

Sponsored and Supported by the Board of Selectmen

Finance Committee recommends adoption of this article

It was moved by Charles E. Killam, member of the Board of Selectmen, and duly seconded, to transfer from Free Cash the sum of **$10,000** to engage consulting services to assist with the preparation and mandatory update of the Town's Open Space and Recreation Plan. The motion passed by a unanimous voice vote.

ARTICLE 19. To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of **$2,500 to engage consulting services to assist with the preparation and mandatory update of the Town's other post-employment benefit (OPEB) liability report**, or take any other action thereon.

Sponsored and Supported by the Board of Selectmen
Finance Committee recommends adoption of this article

It was moved by Mary Anne Nay, and duly seconded to transfer from Free Cash the sum of **$2,500** to engage consulting services to assist with the preparation and mandatory update of the Town's other post-employment benefit (OPEB) liability report. The motion carried by a unanimous voice vote.

ARTICLE 20. To see if the Town will vote to appropriate or reserve from the **Community Preservation Fund** annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, debt service, community preservation projects and other expenses in Fiscal Year 2015, with each item to be considered a separate appropriation:

Appropriations:

From FY 2015 estimated annual revenues for Sawyer-Richardson Open Space Bond expense		**$201,365**
From FY 2015 estimated annual revenues for Lincoln Hall Historic Renovation Bond expense		**$ 53,725**
From FY 2015 estimated annual revenues for Haynes Land Purchase Bond expense		**$153,500**
From FY 2015 estimated annual revenues for Committee Administrative Expenses		**$ 48,371**
Reserves:		
From FY 2015 estimated annual revenues for Historic Resources Reserve	**$ 43,017**	
From FY 2015 estimated annual revenues for Community Housing Reserve	**$ 96,742**	
From FY 2015 estimated annual revenues for Budgeted Reserve	**$370,000**	

or take any other action thereon.

Sponsored and supported by the Community Preservation Committee
Finance Committee recommends adoption of this article

It was moved by Peter J. Delaney, Chair of the Community Preservation Committee, and duly seconded, to appropriate or reserve from the Community Preservation Fund annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, debt service, community preservation projects and other expenses in Fiscal Year 2015, with each item to be considered a separate appropriation:

Appropriations:

From FY 2015 estimated annual revenues for Sawyer-Richardson Open Space Bond expense	$201,365
From FY 2015 estimated annual revenues for Lincoln Hall Historic Renovation Bond expense	$ 53,725
From FY 2015 estimated annual revenues for Haynes Land Purchase Bond expense	$153,500
From FY 2015 estimated annual revenues for Committee Administrative Expenses	$ 48,371

Reserves:

From FY 2015 estimated annual revenues for Historic Resources Reserve	$ 43,017
From FY 2015 estimated annual revenues for Community Housing Reserve	$ 96,742
From FY 2015 estimated annual revenues for Budgeted Reserve	$370,000

The motion carried by a unanimous voice vote.

ARTICLE 21. To see if the Town will vote to appropriate **$8,500 from the Community Preservation Committee Undesignated Fund** to fund the rehabilitation of farmland soils on the Cargill Field, the appropriated funds to be expended under the direction of the licensees for the Cargill Field and the Community Preservation Committee; or take any other action thereon.

Sponsored and supported by the Community Preservation Committee
Finance Committee recommends adoption of this article

It was moved by Peter J. Delaney, and duly seconded, to appropriate **$8,500** from the Community Preservation Committee Undesignated Fund to fund the rehabilitation of farmland soils on the Cargill Field, the appropriated funds to be expended under the direction of the licensees for the Cargill Field and the Community Preservation Committee. The motion passed by a hand count vote of 73 yes to 68no.

ARTICLE 22. To see if the Town will vote to **transfer care, custody, management, and control** of a parcel of Town-owned land shown on Assessor's Map 19, Block 3, Parcel 28 **from the Board of Selectmen and/or the Board of Health for landfill purposes to the Board of Health for the purposes of landfill site assignment oversight and post closure operation and to the Board of Selectmen for the joint purposes of general municipal use and for conveyance by leasing of such property for renewable energy uses**; and to authorize the Board of Selectmen to lease such property for the installation,

operation and maintenance of a privately-owned, ground-mounted solar photovoltaic facility **for a term of up to twenty-five (25) years** on such terms and conditions as the Board of Selectmen deems to be in the best interest of the Town, and to convey all necessary interests, including easements, for all purposes relating to such lease; FURTHER, to **authorize the Board of Selectmen to enter into a renewable energy power purchase and/or net metering credit purchase agreement**, including an agreement for power and net metering credits generated by a solar photovoltaic facility, for a term of up to twenty-five (25) years, on such terms and conditions as the Board of Selectmen deems to be in the best interests of the Town; and FURTHER, **to authorize the Board of Selectmen to negotiate and enter into an agreement for payments-in-lieu-of-taxes** ("PILOT") pursuant to M.G.L. Chapter 59, Section 38H(b), and Chapter 164, Section 1, or any other enabling authority, for both real property and personal property associated with a privately owned and operated solar photovoltaic facility to be located on the Town's landfill property as shown on Assessor's Map 19, Block 3, Parcel 28 for a term of up to twenty-five (25) years on such terms and conditions as the Board of Selectmen deems to be in the best interest of the Town; and further to authorize the Board of Selectmen to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to undertake the purpose of this article, or take any other action thereon.

Sponsored and supported by Board of Selectmen
Finance Committee recommends adoption of this article

It was moved by Gregory A. Netland, Chair of the Sustainability Committee, to transfer care, custody, management, and control of a parcel of Town-owned land shown on Assessor's Map 19, Block 3, Parcel 28 from the Board of Selectmen and/or the Board of Health for landfill purposes to the Board of Health for the purposes of landfill site assignment oversight and post closure operation and to the Board of Selectmen for the joint purposes of general municipal use and for conveyance by leasing of such property for renewable energy uses; and to authorize the Board of Selectmen to lease such property for the installation, operation and maintenance of a privately-owned, ground-mounted solar photovoltaic facility for a term of up to twenty-five (25) years on such terms and conditions as the Board of Selectmen deems to be in the best interest of the Town, and to convey all necessary interests, including easements, for all purposes relating to such lease; FURTHER, to authorize the Board of Selectmen to enter into a renewable energy power purchase and/or net metering credit purchase agreement, including an agreement for power and net metering credits generated by a solar photovoltaic facility, for a term of up to twenty-five (25) years, on such terms and conditions as the Board of Selectmen deems to be in the best interests

of the Town; and FURTHER, to authorize the Board of Selectmen to negotiate and enter into an agreement for payments-in-lieu-of-taxes ("PILOT") pursuant to M.G.L. Chapter 59, Section 38H(b), and Chapter 164, Section 1, or any other enabling authority, for both real property and personal property associated with a privately owned and operated solar photovoltaic facility to be located on the Town's landfill property as shown on Assessor's Map 19, Block 3, Parcel 28 for a term of up to twenty-five (25) years on such terms and conditions as the Board of Selectmen deems to be in the best interest of the Town; and further to authorize the Board of Selectmen to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to undertake the purpose of this article. The motion passed by a greater than two-thirds voice vote.

ARTICLE 23. To see if the Town will adopt a plan entitled "Town of Boxford Zoning Map August 2012" as the official town Zoning Map; or take any other action thereon.

Sponsored and supported by Planning Board

It was moved by J. Steven Merriam, Planning Board member, and duly seconded, to adopt a plan entitled "Town of Boxford Zoning Map August 2012" as the official town Zoning Map. The motion carried by a unanimous voice vote.

ARTICLE 24. To see if the Town will vote to amend the Zoning Bylaw, Town Code Chapter 196, by deleting the "C Conservancy District" and making clerical corrections to various section references, as follows:

> Listing of Sections: delete the language, "C Conservancy District" and insert in place thereof the word, "reserved"
>
> Section 196-2: delete from the opening paragraph the language, "Zoning Map, dated May 10, 1977" and insert in place thereof the language, "Town of Boxford Zoning Map August 2012"; delete from the opening paragraph the word "nine" and insert in place thereof the word "eight"; delete under the heading "Special Districts" the language, "C Conservancy District (§ 196-17)"
>
> Section 196-13B(1): delete from the phrase "Subsection B(11)(o) of this section" the letter "o" and insert in place thereof the letter "l" so that the phrase reads, "Subsection B(11)(l) of this section" [editor's note: this is a lower case letter l, not the number 1].

Section 196-13D, Farm stand activities: Change section heading to read "E. Farm Stand Activities"

Section 196-13D, Farm stand activities, (2): delete from the phrase, "as described in Section D(3)" the letter "D" and insert in place thereof the letter "E" so that the phrase reads, "as described in Section E(3)".

Section 196-13D, Farm stand activities, (3)(b): delete from the phrase, "the information required by Section D.3.a" the letter "D" and insert in place thereof the letter "E" so that the phrase reads, "the information required by Section E.3.a".

Section 196-14, B-1 Retail Business District, B(1): delete from the phrase, "All uses permitted in § 196-13B(2), (3), (5), (6), (9), (11)(h), (11)(i) and (11)(n)" the langauge, "(11)(i) and (11)(n)" and insert in place thereof the langauge "and (11)(i)" so that the phrase reads, "All uses permitted in § 196-13B(2), (3), (5), (6), (9), (11)(h), and (11)(i)."

Section 196-16, M Manufacturing or Industrial District, B(5): delete the language", subject to § 196-31" therein.

Section 196-17, C Conservancy District: delete the section heading and the text from this section in its entirety and replace therewith the language, "§ 196-17. Reserved";

or take any other action thereon

Sponsored and supported by Planning Board

It was moved by J. Steven Merriam, and duly seconded, to amend the Zoning Bylaw, Town Code Chapter 196, by deleting the "C Conservancy District" and making clerical corrections to various section references as listed in Article #24 of this warrant. The motion passed by a unanimous voice vote.

ARTICLE 25. To see if the Town will vote to withdraw from membership in the Essex County Mosquito Control District, pursuant to the provisions of Chapter 516 of the Acts of 1958; or take any other actions thereon.

It was moved by Natasha Grigg, and duly seconded, to pass over Article 25.

It was moved by Stephen A. Davis, and duly seconded, to dissolve Annual Town Meeting. The motion passed by a unanimous voice vote.

A true record,
Attest
Robin Phelan, Town Clerk

OFFICIAL					
Election Results Town Election May 20, 2014					
		Pct. 1	Pct. 2	Pct. 3	Total
Board of Selectmen - 3 yr (vote for one)					
	Blanks	15	22	14	51
	Stephen A. Davis	210	280	230	720
	William R. Cargill, Jr.	**289**	**368**	**301**	**958**
	Write-Ins	0	1	2	3
Board of Assessors - 3 yr (vote for one)					
	Blanks	459	620	505	1584
	Write-Ins	55	51	42	148
Board of Assessors - 1 yr (vote for one)					
	Blanks	476	633	522	1631
	Write-Ins	38	38	25	101
Town Moderator - 3 yr (vote for one)					
	Blanks	159	208	171	538
	Gerald R. Johnston	**352**	**460**	**371**	**1183**
	Write-Ins	3	3	5	11
Planning Board - 5 YR (vote for one)					
	Blanks	456	627	512	1595
	Write-Ins	58	44	35	137
Board of Health - 3 yr (vote for TWO)					
	Blanks	449	601	485	1535
	Richard F. Taylor	**268**	**376**	**284**	**928**
	Heather L. Forand	**305**	**362**	**320**	**987**
	Write-Ins	6	3	5	14
Boxford School Committee - 3 yr (vote for TWO)					
	Blanks	431	576	459	1466
	Heather N. Vaz	**335**	**414**	**345**	**1094**
	Yuching Buehler	**256**	**350**	**287**	**893**
	Write-Ins	6	2	3	11
Masco School Committee - 3 yr (vote for TWO)					
	Blanks	682	896	738	2316
	Carolyn Julia Miller	**326**	**409**	**344**	**1079**
	Write-Ins	**20**	**37**	**12**	**69**

OFFICIAL (Page 2)					
Election Results Town Election May 20, 2014					
		Pct. 1	Pct. 2	Pct. 3	Total
Board of Commissioners of Trust Funds - 3 yr (vote for one)					
	Blanks	199	269	211	679
	Kathleen Zolla	**315**	**402**	**335**	**1052**
	Write-Ins	0	0	1	1
Board of Library Trustees - 3 yr (vote for TWO)					
	Blanks	397	550	401	1348
	Heidi F. Ellard	**306**	**401**	**351**	**1058**
	Pauline E. Jenkins	**309**	**376**	**339**	**1024**
	Write-Ins	16	15	3	34
Constable, East Parish - 3 yr (vote for one)					
	Blanks	182	249	196	627
	J. Mark Balding	**331**	**420**	**350**	**1101**
	Write-Ins	1	2	1	4
Constable, West Parish - 3 yr (vote for one)					
	Blanks	169	189	175	533
	David A. Smallman	**345**	**481**	**371**	**1197**
	Write-Ins	0	1	1	2
Q #1: Library Construction Debt Exclusion					
	Blanks	20	39	45	104
	Yes	225	252	226	703
	No	**269**	**380**	**276**	**925**
Q #2: Masco Operating Budge Override - $413,940					
	Blanks	9	11	16	36
	Yes	**325**	**387**	**322**	**1034**
	No	180	273	209	662
Q #3: Elementary Operating Budget Override - $394,975					
	Blanks	10	10	14	34
	Yes	**327**	**390**	**314**	**1031**
	No	177	271	219	667

OFFICIAL					
Election Results September 9, 2014 State Primary Election					
		Pct. 1	Pct. 2	Pct. 3	Total
Representative in General Court					
	Blanks	21	12	14	47
	Leonard Mirra		115	101	**216**
	Edward H. Watson		24	26	50
	James J. Lyons, Jr.	80			80
	Write-Ins	0	0	0	0
District Attorney					
	Blanks	96	141	125	362
	Write-Ins	5	10	16	31
Register of Probate					
	Blanks	25	38	30	93
	Michael E. Morales	76	112	111	**299**
	Write-Ins	0	1	0	1
Republican Ballot Results					
Senator in Congress					
	Blanks	24	38	30	92
	Brian J. Herr	77	112	110	**299**
	Write-Ins	0	1	1	2
Governor					
	Blanks	0	3	1	4
	Charles D. Baker	86	121	110	**317**
	Mark R. Fischer	15	27	30	72
	Write-Ins	0	0	0	0
Lieutenant Governor					
	Blanks	14	32	25	71
	Karyn E. Polito	87	118	116	**321**
	Write-Ins	0	1	0	1
Attorney General					
	Blanks	19	32	26	77
	John B. Miller	82	118	115	**315**
	Write-Ins	0	1	0	1
Representative in Congress					
	Blanks	14	25	16	55
	Richard R. Tisei	87	126	124	**337**
	Write-Ins	0	0	1	1

OFFICIAL					
Election Results September 9, 2014 State Primary Election					
		Pct. 1	Pct. 2	Pct. 3	Total
Councillor					
	Blanks	27	41	37	105
	Maura L. Ryan-Ciardiello	74	109	104	287
	Write-Ins	0	1	0	1
Senator in General Court					
	Blanks	10	22	20	52
	Bruce E. Tarr	91	128	121	340
	Write-Ins	0	1	0	1
Secretary of State					
	Blanks	24	37	27	88
	David D'Arcangelo	77	113	114	304
	Write Ins	0	1	0	1
Treasurer					
	Blanks	22	37	33	92
	Michael James Heffernan	79	114	107	300
	Write-Ins	0	0	1	1
Auditor					
	Blanks	25	42	38	105
	Patricia S. Saint Aubin	76	108	103	287
	Write-Ins	0	1	0	1
Democratic Ballot Results					
Senator in Congress					
	Blanks	59	77	84	220
	Edward J. Markey	130	173	146	449
	Write-Ins	1	15	6	22
Governor					
	Blanks	0	7	4	11
	Donald M. Berwick	45	51	49	145
	Martha Coakley	80	100	82	262
	Steven Grossman	64	104	100	268
	Write-Ins	1	3	1	5

OFFICIAL					
Election Results September 9, 2014 State Primary Election					
		Pct. 1	Pct. 2	Pct. 3	Total
Lieutenant Governor					
	Blanks	44	62	71	177
	Leland Cheung	67	72	45	184
	Stephen J. Kerrigan	55	85	71	211
	Michael E. Lake	24	44	48	116
	Write-Ins	0	2	1	3
Attorney General					
	Blanks	6	26	18	50
	Maura Healey	113	152	131	396
	Warren E. Tolman	71	85	87	243
	write-Ins	0	2	0	2
Secretary of State					
	Blanks	56	67	73	196
	William Francis Galvin	134	195	161	490
	Write Ins	0	3	2	5
Treasurer					
	Blanks	33	27	34	94
	Thomas P. Conroy	34	44	38	116
	Barry R. Finegold	74	126	100	300
	Deborah B. Goldberg	48	67	64	179
	Write-Ins	1	1	0	2
Auditor					
	Blanks	76	93	99	268
	Suzanne M. Bump	114	170	137	421
	Write-Ins	0	2	0	2
Representative in Congress					
	Blanks	3	2	0	5
	John F. Tierney	66	88	73	227
	Marisa A. DeFranco	16	33	17	66
	John Patrick Devine	3	1	1	5
	John J. Gutta	3	6	5	14
	Seth W. Moulton	99	135	140	374
	Write-Ins	0	0	0	0

OFFICIAL					
Election Results September 9, 2014 State Primary Election					
		Pct. 1	Pct. 2	Pct. 3	Total
Councillor					
	Blanks	84	97	105	286
	Eileen R. Duff	106	166	131	403
	Write-Ins	0	2	0	2
Senator in General Court					
	Blanks	181	240	212	633
	Write-Ins	9	25	24	58
Representative in General Court					
	Blanks	182	247	218	647
	Write-Ins	8	18	18	44
District Attorney					
	Blanks	74	98	92	264
	Jonathan W. Blodgett	114	165	142	421
	Write-Ins	2	2	2	6
Register of Probate					
	Blanks	79	103	100	282
	Pamela Casey O'Brien	111	159	134	404
	Write-Ins	0	3	2	5

OFFICIAL					
Election Results November 4, 2014, 2014 State Election					
		Pct. 1	Pct. 2	Pct. 3	Total
Senator in Congress					
	Blanks	4	2	4	118
	Edward J. Markey	474	535	479	1488
	Bran J. Herr	683	715	688	2086
	Write-Ins	0	2	1	3
Governor AND Lieutenant Governor					
	Blanks	9	8	5	2
	Baker and Polito	845	860	837	2542
	Coakley and Kerrigan	324	360	347	1031
	Falchuk and Jennings	1	3	1	7
	Lively and Saunders	3	6	3	1
	McCormack and Post	6	8	4	1
	Write-Ins	0	0	0	0
Attorney General					
	Blanks	5	3	4	137
	Maura Healey	484	535	477	1496
	John B. Miller	664	708	688	2060
	Write-Ins	0	0	2	2
Secretary of State					
	Blanks	6	4	6	167
	William Francis Galvin	582	607	576	1765
	David D'Arcangelo	528	598	553	1679
	Daniel L. Factor	3	3	1	8
	Write-Ins	0	0	0	0
Treasurer					
	Blanks	8	5	6	204
	Deborah B. Goldberg	394	420	393	1207
	Michael James Heffernan	705	762	719	2186
	Ian T. Jackson	2	4	3	9
	Write-Ins	0	0	1	1
Auditor					
	Blanks	110	8	9	292
	Suzanne M. Bump	396	440	426	1262
	Patricia S. Saint Aubin	665	709	664	2038
	MK Merelice	3	4	2	102
	Write-Ins	1	0	0	1

OFFICIAL					
Election Results November 4, 2014, 2014 State Election					
		Pct. 1	Pct. 2	Pct. 3	Total
Representative in Congress					
	Blanks	16	18	26	60
	Seth W. Moulton	523	517	497	1537
	Richard R. Tisei	626	712	663	2001
	Christopher J. Stockwell	40	33	22	95
	Write-Ins	1	0	1	2
Councillor					
	Blanks	136	102	130	368
	Eileen R. Duff	402	440	403	1245
	Maura L. Ryan-Ciardiello	668	737	675	2080
	Write-Ins	0	1	1	2
Senator in General Court					
	Blanks	232	232	206	670
	Bruce E. Tarr	973	1040	995	3008
	Write-Ins	1	8	8	17
Representative in General Court					
	Blanks	299	299	271	869
	James J. Lyons, Jr.	906			906
	Leonard Mirra		971	930	1901
	Write Ins	1	10	8	19
District Attorney					
	Blanks	491	505	514	1510
	Jonathan W. Blodgett	698	752	673	2123
	Write-Ins	17	23	22	62
Register of Probate					
	Blanks	114	101	115	330
	Pamela Casey O'Brien	403	442	398	1243
	Michael E. Morales	688	736	694	2118
	Write-Ins	1	1	2	4
Q1: STATES GASOLINE TAX					
	Blanks	22	24	22	68
	Yes	721	755	701	2177
	No	463	501	486	1450

OFFICIAL					
Election Results November 4, 2014, 2014 State Election					
		Pct. 1	Pct. 2	Pct. 3	Total
Q2: STATES BEVERAGE DEPOSIT					
	Blanks	10	12	11	33
	Yes	241	269	235	745
	No	955	999	963	2917
03e:: CASINO/GAMING					
	Blanks	18	15	11	44
	Yes	541	609	567	1717
	No	647	656	631	1934

2014 STATISTIC REPORT

DOG LICENSES TOTAL ……..…$34,465

VITAL STATISTICS

BIRTHS

FEMALES……24

MALES…….36

TOTAL BIRTHS……..60

DEATHS……47

MARRIAGES……13

Finance

Accountant's Independent Auditor's Report
Combined Financial Statements
And Additional Financial Information

Finance Committee

Board of Assessors

Treasurer/Collector of Taxes

Commissioners of Trust Funds
Perley-Parkhurst-Cole Memorial Trust Fund

Guides for
Perley-Parkhurst-Cole Application

Capital Budgeting Committee

TOWN OF BOXFORD, MASSACHUSETTS

Annual Financial Statements

For the Year Ended June 30, 2014

Town of Boxford, Massachusetts

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melansonheath.com

Additional Offices:
Nashua, NH
Manchester, NH
Greenfield, MA
Ellsworth, ME

INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen
Town of Boxford, Massachusetts

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Boxford, Massachusetts, as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

The Town's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting 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 opin-

ion 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 opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Boxford, Massachusetts, as of June 30, 2014, and the respective changes in financial position and the respective budgetary comparison for the general fund 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 and Schedule of Funding Progress 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 evidence sufficient to express an opinion or provide any assurance.

Melanson Heath

January 16, 2015

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Boxford, Massachusetts we offer readers this narrative overview and analysis of the financial activities of the Town of Boxford for the fiscal year ended June 30, 2014.

A. OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements comprise three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements. The government-wide financial statements are designed to provide readers with a broad overview of our finances in a manner similar to a private-sector business.

The Statement of Net Position presents information on all assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The Statement of Activities presents information showing how the Town's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

The governmental activities include general government, public safety, education, public works, health and human services, culture and recreation, insurance and benefits, interest, and intergovernmental expense.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into two categories: governmental funds and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available

at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the Governmental Funds Balance Sheet and the Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

An annual appropriated budget is adopted for the general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's own programs.

Notes to financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information which is required to be disclosed by accounting principles generally accepted in the United States of America.

B. FINANCIAL HIGHLIGHTS

- As of the close of the current fiscal year, total assets exceeded liabilities by $49,002,092 (i.e., net position), a change of $666,937 in comparison to the prior year.
- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of $9,802,623, a change of $(189,021) in comparison to the prior year.
- At the end of the current fiscal year, unassigned fund balance for the general fund was $3,531,226, a change of $250,761 in comparison to the prior year.
- Total long-term debt (i.e., bonds payable) at the close of the current fiscal year was $8,948,249, a change of $(1,108,566) in comparison to the prior year.

C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of condensed government-wide financial data for the current and prior fiscal years.

NET POSITION

	Governmental Activities	
	2014	2013
Current and other assets	$ 11,916,720	$ 11,100,882
Capital assets	56,048,870	56,379,454
Total assets	67,965,590	67,480,336
Current liabilities	3,135,337	2,154,231
Noncurrent liabilities	15,758,096	16,948,941
Deferred inflows	70,065	42,009
Total liabilities and deferred inflows	18,963,498	19,145,181
Net position:		
Net investment in capital assets	46,929,752	47,057,418
Restricted	4,875,730	4,486,087
Unrestricted	(2,803,390)	(3,208,350)
Total net position	$ 49,002,092	$ 48,335,155

CHANGES IN NET POSITION

	Governmental Activities	
	2014	2013
Revenues:		
Program revenues:		
Charges for services	$ 1,297,460	$ 1,182,853
Operating grants and contributions	3,433,290	3,773,071
Capital grants and contributions	427,319	431,408
General revenues:		
Taxes	24,535,178	24,190,418
Excises	1,448,158	1,372,972
Interest, penalties, and other taxes	83,865	86,739
Grants and contributions not restricted to specific programs	1,187,972	944,344
Investment income	124,928	47,473
Miscellaneous	19,901	52,355
Total revenues	32,558,071	32,081,633

(continued)

(continued)

	Governmental Activities	
	2014	2013
Expenses:		
General government	2,029,672	2,010,179
Public safety	2,568,624	2,460,596
Education	20,772,411	21,903,774
Public works	2,742,615	2,699,501
Health and human services	293,385	303,341
Culture and recreation	849,429	907,390
Insurance and benefits	1,924,034	2,186,923
Interest expense	284,980	316,981
Intergovernmental	175,984	197,131
Total expenses	31,641,134	32,985,816
Change in net position	916,937	(904,183)
Transfers in (out)	(250,000)	(250,000)
Change in net position	666,937	(1,154,183)
Net position - beginning of year	48,335,155	49,489,338
Net position - end of year	$ 49,002,092	$ 48,335,155

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, total net position was $49,002,092, a change of $666,937 from the prior year.

The largest portion of net position $46,929,752 reflects our investment in capital assets (e.g., land, construction in progress, land improvements, buildings and building improvements, machinery, equipment and vehicles, and infrastructure), less any related debt used to acquire those assets that is still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net position $4,875,730 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position is a deficit balance of $(2,803,390), which was primarily caused by unfunded OPEB costs.

Governmental activities. Governmental activities for the year resulted in a change in net position of $666,937. Key elements of this change are as follows:

General fund operations, as discussed further in Section D	$ 263,925
Community Preservation fund change in fund balance	386,371
Library Design fund change in fund balance	(365,851)
Nonmajor funds change in fund balance (accrual basis)	466,293
Depreciation expense in excess of principal debt service	(592,623)
Capital acquisitions funded with general and Community Preservation funds	462,802
Change in OPEB liability	15,302
Other	30,718
Total	$ 666,937

D. FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of $9,802,623, a change of $(189,021) in comparison to the prior year. Key elements of this change are as follows:

General fund revenues and other financing sources in excess of expenditures and other financing uses	$ 263,925
Community Preservation fund revenues over expenditures	386,371
Library Design fund expenditures	(365,851)
Nason Land fund expenditures	(15,264)
Nonmajor fund expenditures and other financing uses in excess of revenues and other financing sources	(458,202)
Total	$ (189,021)

The general fund is the chief operating fund. At the end of the current fiscal year, unassigned fund balance of the general fund was $3,531,226, while total fund balance was $5,267,435. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures. Refer to the table below.

General Fund	6/30/14	6/30/13	Change	% of Total General Fund Expenditures
Unassigned fund balance	$ 3,531,226	$ 3,280,465	$ 250,761	12.0%
Total fund balance	$ 5,267,435	$ 5,003,510	$ 263,925	17.9%

The total fund balance of the general fund changed by $263,925 during the current fiscal year. Key factors in this change are as follows:

Revenues in excess of budget	$ 551,902
Expenditures less than budget	171,543
Use of free cash as a funding source	(993,689)
Current year encumbrances in excess of prior year encumbrances	230,261
Change in stabilization fund balance	21,280
Prior year snow/ice deficit raised	159,965
Other	122,663
Total	$ 263,925

Included in the total general fund balance is the Town's stabilization fund with the following balance:

	6/30/14	6/30/13	Change
General stabilization fund	$ 777,982	$ 756,702	$ 21,280

E. GENERAL FUND BUDGETARY HIGHLIGHTS

Differences between the original budget and the final amended budget resulted in an overall change in appropriations of $31,499. This increase for supplemental capital appropriations was funded by free cash.

F. CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets. Total investment in capital assets for governmental activities at year end amounted to $56,048,870 (net of accumulated depreciation), a change of $(330,584) from the prior year. This investment in capital assets includes land, construction in progress, land improvements, buildings and building improvements, machinery, equipment and vehicles, and infrastructure.

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

- $366,425 of construction in progress for various projects, including the fire station floor drains/tight tanks and the Cole School playgrounds.
- $38,468 for various land improvements, including the reconstruction of the Main Street fire station parking lot.
- $57,912 for building improvements, including renovations at the Elm Street library.
- $440,758 for various machinery, equipment, and vehicles, including a fire pumper tanker and phone system for the Cole and Spofford Pond schools.
- $498,998 for infrastructure improvements to the Spofford Pond school water treatment plant and various Town roads.
- Loss on disposal of various public safety vehicles of $(31,956).
- Current year depreciation expense of $(1,701,189).

Additional information on capital assets can be found in the Notes to Financial Statements.

Credit rating. During the fiscal year, the Town's Moody's credit rating remained unchanged at Aa1.

Long-term debt. At the end of the current fiscal year, total bonded debt outstanding was $8,948,249, all of which was backed by the full faith and credit of the government.

Additional information on long-term debt can be found in the Notes to Financial Statements.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town of Boxford's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Director of Municipal Finance/Town Accountant
Town of Boxford, Massachusetts
7A Spofford Road, 2nd Floor
Boxford, Massachusetts 01921

TOWN OF BOXFORD, MASSACHUSETTS

STATEMENT OF NET POSITION

JUNE 30, 2014

	Governmental Activities
ASSETS	
Current:	
Cash and short-term investments	$ 5,302,469
Investments	6,320,874
Receivables, net of allowance for uncollectibles:	
Taxes	205,265
Excises	47,294
Betterments	5,940
Due from other governments	4,751
Noncurrent:	
Receivables, net of allowance for uncollectibles:	
Betterments	30,127
Land and construction in progress	20,216,526
Capital assets, net of accumulated depreciation	35,832,344
TOTAL ASSETS	67,965,590
LIABILITIES	
Current:	
Warrants payable	140,454
Accrued liabilities	411,343
Tax refunds payable	242,556
Notes payable	1,027,150
Due to OPEB trust	22,282
Other	99,293
Current portion of long-term liabilities:	
Bonds payable	1,108,562
Other liabilities	83,697
Noncurrent:	
Bonds payable, net of current portion	7,839,687
Other liabilities, net of current portion	1,366,557
Other post-employment benefits	6,551,852
DEFERRED INFLOWS OF RESOURCES	70,065
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	18,963,498
NET POSITION	
Net investment in capital assets	46,929,752
Restricted for:	
Community preservation funds	3,449,777
Grants and other statutory restrictions	1,412,362
Permanent funds:	
Nonexpendable	5,082
Expendable	8,509
Unrestricted	(2,803,390)
TOTAL NET POSITION	$ 49,002,092

The accompanying notes are an integral part of these financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2014

		Program Revenues			Net (Expenses) Revenues and Changes in Net Position
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Governmental Activities:					
General government	$ 2,029,672	$ 85,366	$ 30,732	$ -	$ (1,913,574)
Public safety	2,568,624	335,230	25,368	-	(2,208,026)
Education	20,772,411	558,647	3,313,070	-	(16,900,694)
Public works	2,742,615	254,073	80	427,319	(2,061,143)
Health and human services	293,385	31,180	45,479	-	(216,726)
Culture and recreation	849,429	32,964	16,724	-	(799,741)
Insurance and benefits	1,924,034	-	1,837	-	(1,922,197)
Interest expense	284,980	-	-	-	(284,980)
Intergovernmental	175,984	-	-	-	(175,984)
Total Governmental Activities	$ 31,641,134	$ 1,297,460	$ 3,433,290	$ 427,319	(26,483,065)
		General Revenues:			
		Taxes			24,535,178
		Excises			1,448,158
		Interest, penalties, and other taxes			83,865
		Grants and contributions not restricted to specific programs			1,187,972
		Investment income			124,928
		Miscellaneous			19,901
		Transfers, net			(250,000)
		Total general revenues			27,150,002
		Change in Net Position			666,937
		Net Position:			
		Beginning of year			48,335,155
		End of year			$ 49,002,092

The accompanying notes are an integral part of these financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

GOVERNMENTAL FUNDS

BALANCE SHEET

JUNE 30, 2014

	General Fund	Community Preservation Fund	Library Design Fund	Nason Land Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS						
Cash and short-term investments	$ 3,121,949	$ 203,275	$ 29,149	$ 433,386	$ 1,514,710	$ 5,302,469
Investments	2,938,884	3,246,674	-	-	135,316	6,320,874
Receivables:						
Taxes	201,598	3,667	-	-	-	205,265
Excises	59,327	-	-	-	-	59,327
Due from other governments	4,751	-	-	-	-	4,751
TOTAL ASSETS	$ 6,326,509	$ 3,453,616	$ 29,149	$ 433,386	$ 1,650,026	$ 11,892,686
LIABILITIES						
Warrants payable	$ 140,454	$ -	$ -	$ -	$ -	$ 140,454
Accrued liabilities	349,488	-	-	-	-	349,488
Tax refunds payable	242,556	-	-	-	-	242,556
Notes payable	-	-	395,000	448,650	183,500	1,027,150
Due to OPEB trust	22,282	-	-	-	-	22,282
Other	99,293	-	-	-	-	99,293
TOTAL LIABILITIES	854,073	-	395,000	448,650	183,500	1,881,223
DEFERRED INFLOWS OF RESOURCES	205,001	3,839	-	-	-	208,840
FUND BALANCES						
Nonspendable	-	-	-	-	5,082	5,082
Restricted	-	3,449,777	-	-	1,621,404	5,071,181
Committed	580,883	-	-	-	83,763	664,646
Assigned	1,155,326	-	-	-	-	1,155,326
Unassigned	3,531,226	-	(365,851)	(15,264)	(243,723)	2,906,388
TOTAL FUND BALANCES	5,267,435	3,449,777	(365,851)	(15,264)	1,466,526	9,802,623
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	$ 6,326,509	$ 3,453,616	$ 29,149	$ 433,386	$ 1,650,026	$ 11,892,686

The accompanying notes are an integral part of these financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO NET POSITION OF GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET POSITION

JUNE 30, 2014

Total governmental fund balances	$ 9,802,623
• Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	56,048,870
• Revenues are reported on the accrual basis of accounting and are not deferred until collection.	162,809
• In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.	(61,855)
• Long-term liabilities, including bonds payable, compensated absences, landfill liability, and net OPEB obligation are not due and payable in the current period and, therefore, are not reported in the governmental funds.	(16,950,355)
Net position of governmental activities	$ 49,002,092

The accompanying notes are an integral part of these financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

GOVERNMENTAL FUNDS

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 2014

	General Fund	Community Preservation Fund	Library Design Fund	Nason Land Fund	Nonmajor Governmental Funds	Total Governmental Funds
Revenues:						
Taxes	$ 23,962,460	$ 567,041	$ -	$ -	$ -	$ 24,529,501
Excises	1,482,978	-	-	-	-	1,482,978
Interest, penalties, and other taxes	82,679	1,185	-	-	-	83,864
Charges for services	278,721	-	-	-	642,221	920,942
Licenses and permits	279,130	-	-	-	-	279,130
Intergovernmental	3,725,163	382,412	-	-	810,414	4,917,989
Fines and forfeitures	98,027	-	-	-	-	98,027
Investment income	32,010	92,918	-	-	3,974	128,902
Miscellaneous	11,765	9	-	-	134,107	145,881
Total Revenues	29,952,933	1,043,565	-	-	1,590,716	32,587,214
Expenditures:						
Current:						
General government	1,789,414	243,342	-	15,264	36,690	2,084,710
Public safety	2,333,015	-	-	-	459,857	2,792,872
Education	19,652,110	-	-	-	993,895	20,646,005
Public works	1,840,394	-	-	-	496,302	2,336,696
Health and human services	267,840	-	-	-	64,391	332,231
Culture and recreation	416,811	-	365,851	-	28,700	811,362
Insurance and benefits	1,927,599	-	-	-	1,137	1,928,736
Debt service	1,003,787	413,852	-	-	-	1,417,639
Intergovernmental	175,984	-	-	-	-	175,984
Total Expenditures	29,406,954	657,194	365,851	15,264	2,080,972	32,526,235
Excess (deficiency) of revenues over expenditures	545,979	386,371	(365,851)	(15,264)	(490,256)	60,979
Other Financing Sources (Uses):						
Transfers in	5,946	-	-	-	38,000	43,946
Transfers out	(288,000)	-	-	-	(5,946)	(293,946)
Total Other Financing Sources (Uses)	(282,054)	-	-	-	32,054	(250,000)
Change in fund balance	263,925	386,371	(365,851)	(15,264)	(458,202)	(189,021)
Fund Equity, at Beginning of Year	5,003,510	3,063,406	-	-	1,924,728	9,991,644
Fund Equity, at End of Year	$ 5,267,435	$ 3,449,777	$ (365,851)	$ (15,264)	$ 1,466,526	$ 9,802,623

The accompanying notes are an integral part of these financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2014

Net changes in fund balances - total governmental funds	$ (189,021)
• Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:	
Capital outlay purchases, net	1,370,605
Depreciation	(1,701,189)
• Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures, and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (e.g., property taxes) differ between the two statements. This amount represents the net change in deferred revenue.	(29,145)
• The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net position:	
Repayments of debt	1,108,566
• In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.	24,094
• Some expenses reported in the Statement of Activities, such as compensated absences, do not require the use of current financial resources and therefore, are not reported as expenditures in the governmental funds.	83,027
Change in net position of governmental activities	$ 666,937

The accompanying notes are an integral part of these financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

GENERAL FUND

STATEMENT OF REVENUES AND OTHER SOURCES,
AND EXPENDITURES AND OTHER USES - BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2014

	Original Budget	Final Budget	Actual Amounts (Budgetary Basis)	Variance with Final Budget Positive (Negative)
Revenues and other sources:				
Taxes	$ 23,839,798	$ 23,839,798	$ 23,839,798	$ -
Excises	1,116,000	1,116,000	1,482,978	366,978
Interest, penalties, and other taxes	65,000	65,000	82,679	17,679
Charges for services	270,000	270,000	278,721	8,721
Licenses and permits	250,000	250,000	279,130	29,130
Intergovernmental	2,328,668	2,328,668	2,397,534	68,866
Fines and forfeitures	50,000	50,000	98,027	48,027
Investment income	10,000	10,000	10,730	730
Miscellaneous	-	-	11,765	11,765
Transfers in	5,940	5,940	5,946	6
Use of fund balance	962,190	993,689	993,689	-
Total Revenues and Other Sources	28,897,596	28,929,095	29,480,997	551,902
Expenditures and other uses:				
General government	2,067,940	1,796,971	1,752,069	44,902
Public safety	2,282,926	2,377,844	2,341,812	36,032
Education	18,646,844	18,646,844	18,564,471	82,373
Public works	1,594,681	1,717,492	1,857,382	(139,890)
Health and human services	268,137	271,402	266,341	5,061
Culture and recreation	401,348	430,421	416,812	13,609
Insurance and benefits	2,046,563	2,063,964	1,930,929	133,035
Debt service	1,003,788	1,003,788	1,003,787	1
Intergovernmental	172,404	172,404	175,984	(3,580)
Snow/ice deficit raised on recap	159,965	159,965	159,965	-
Transfers out	253,000	288,000	288,000	-
Total Expenditures	28,897,596	28,929,095	28,757,552	171,543
Excess of revenues and other sources over expenditures and other uses	$ -	$ -	$ 723,445	$ 723,445

The accompanying notes are an integral part of these financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

FIDUCIARY FUNDS

STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2014

	Other Post Employment Benefits Trust Fund	Private Purpose Trust Funds	Agency Funds
ASSETS			
Cash and short-term investments	$ -	$ 2,600	$ 65,155
Investments	648,063	46,872	81,038
User fee receivables	-	-	28,379
Due from general fund	22,282	-	-
Total Assets	670,345	49,472	174,572
LIABILITIES AND NET POSITION			
Deposits held in escrow	-	-	122,144
Student activity funds	-	-	27,543
Other liabilities	-	-	24,885
Total Liabilities	-	-	174,572
NET POSITION			
Restricted for:			
Endowment	-	12,706	-
Unrestricted	670,345	36,766	-
Total net position held in trust	$ 670,345	$ 49,472	$ -

The accompanying notes are an integral part of these financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

FIDUCIARY FUNDS

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

FOR THE YEAR ENDED JUNE 30, 2014

	Other Post Employment Benefits Trust Fund	Private Purpose Trust Funds
Additions:		
Investment income	$ 94,293	$ 1,359
Contributions	22,282	16,433
Total additions	116,575	17,792
Other financing sources:		
Transfers in	250,000	-
Total other financing sources	250,000	-
Deductions:		
Education	-	11,201
Total deductions	-	11,201
Net increase	366,575	6,591
Net position:		
Beginning of year	303,770	42,881
End of year	$ 670,345	$ 49,472

The accompanying notes are an integral part of these financial statements.

1. Summary of Significant Accounting Policies

The accounting policies of the Town of Boxford, Massachusetts (the Town) conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The following is a summary of the more significant policies:

A. *Reporting Entity*

The Town is a municipal corporation governed by an elected Board of Selectmen. As required by generally accepted accounting principles, these financial statements present the government and applicable component units for which the government is considered to be financially accountable. In fiscal year 2014, it was determined that no entities met the required GASB 14 (as amended) criteria of component units.

B. *Government-Wide and Fund Financial Statements*

Government-Wide Financial Statements
The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Fund Financial Statements
Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

C. *Measurement Focus, Basis of Accounting, and Financial Statement Presentation*

Government-Wide Financial Statements

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as *program revenues* include (1) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes and excises.

Fund Financial Statements

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Town considers property tax revenues to be available if they are collected within 60 days of the end of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The Town reports the following major governmental funds:

- The *General Fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.
- The *Community Preservation Fund* is used to account for revenues and expenditures related to the levy of a three percent property tax surcharge that is authorized by the Community Preservation Act. This fund was established by the Town for the purpose of acquiring open land for conservation, developing affordable housing, and preserving historical property.

- The *Library Design Fund* is a capital project fund used to account for activity associated with the design of a proposed new library.
- The *Nason Land Fund* is a capital project fund used to account for activity associated with the purchase of undeveloped land.

The Other Post Employment Benefits Trust fund is used to account for the accumulation of resources to fund future health insurance benefits for qualified retirees.

The private-purpose trust fund is used to account for trust arrangements, other than those properly reported in the permanent fund, under which principal and investment income exclusively benefit individuals, private organizations, or other governments.

D. *Cash and Short-Term Investments*

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are invested to the extent available, and interest earnings are recognized in the General Fund. Certain special revenue and fiduciary funds segregate cash, and investment earnings become a part of those funds.

Deposits with financial institutions consist primarily of demand deposits, certificates of deposits, and savings accounts. A cash and investment pool is maintained that is available for use by all funds. Each fund's portion of this pool is reflected on the combined financial statements under the caption "cash and short-term investments". The interest earnings attributable to each fund type are included under investment income.

E. *Investments*

State and local statutes place certain limitations on the nature of deposits and investments available. Deposits in any financial institution may not exceed certain levels within the financial institution. Non-fiduciary fund investments can be made in securities issued by or unconditionally guaranteed by the U.S. Government or agencies that have a maturity of one year or less from the date of purchase and repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase.

Investments for the General Fund, Community Preservation Fund and Town Trust Funds consist of bank certificates of deposit, corporate bonds, marketable securities, and U.S. Treasury/Agency securities. Investments for the OPEB Trust Fund are in the custody of the Pension Reserves Investment Management Board (PRIM). PRIM acts as trustee for investments held in the Pension Reserves Investment Trust (PRIT), a pooled investment fund

created by legislation (Chapter 661 of the Acts of 1983). All investments are carried at market value.

F. *Property Tax Limitations*

Legislation known as "Proposition 2½" limits the amount of revenue that can be derived from property taxes. The prior fiscal year's tax levy limit is used as a base and cannot increase by more than 2.5 percent (excluding new growth) unless an override or debt exemption is voted. The actual fiscal year 2014 tax levy reflected an excess capacity of $923,812.

G. *Interfund Receivables and Payables*

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "due from/due to" other funds.

H. *Capital Assets*

Capital assets, which include property, plant, equipment, and infrastructure assets, are reported in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial individual cost that exceeds $5,000 to $100,000, depending on the asset's category, and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings	40
Building improvements	20
Infrastructure	50
Vehicles	6
Office equipment	5
Computer equipment	5

I. *Compensated Absences*

It is the Town's policy to permit eligible employees to accumulate earned but unused vacation, sick pay, and retirement benefits. All vested sick, vacation, and retirement pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

J. *Long-Term Obligations*

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the Statement of Net Position.

K. *Fund Equity*

Fund equity at the governmental fund financial reporting level is classified as "fund balance". Fund equity for all other reporting is classified as "net position".

Fund Balance – In general, fund balance represents the difference between current assets/deferred outflows and current liabilities/deferred inflows. The Town reserves those portions of fund balance that are legally segregated for a specific future use or which do not represent available, spendable resources and therefore, are not available for appropriation or expenditure. Unassigned fund balance indicates that portion of fund balance that is available for appropriation in future periods.

The Town's fund balance classifications are as follows:

1) *Nonspendable funds* are either unspendable in the current form (i.e., inventory or prepaid items) or can never be spent (i.e., cemetery perpetual care).
2) *Restricted funds* are used solely for the purpose for which the fund was established. In the case of special revenue funds, these funds are created by statute or otherwise have external constraints on how the funds can be expended.
3) *Committed funds* are reported and expended as a result of motions passed by the Town's highest decision making authority (i.e., Town Meeting).
4) *Assigned funds* are used for specific purposes as established by management. These funds, which include year-end budgetary encumbrances, have been assigned for specific goods and services that have been ordered but not yet paid for. This account also includes fund balance voted to be used in the subsequent fiscal year.
5) *Unassigned funds* are available to be spent in future periods.

When an expenditure is incurred that would qualify for payment from multiple fund balance types, the Town uses the following order to liquidate liabilities: restricted, committed, assigned and unassigned.

Net Position - Net position represents the difference between assets/ deferred outflows and liabilities/deferred inflows. Net investment in capital assets, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on its use either through enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The remaining net position is reported as unrestricted.

L. *Use of Estimates*

The preparation of basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures for contingent assets and liabilities at the date of the basic financial statements, and the reported amounts of the revenues and expenditures/expenses during the fiscal year. Actual results could vary from estimates that were used.

2. Stewardship, Compliance, and Accountability

A. *Budgetary Information*

At the annual town meeting, the Finance Committee presents an operating and capital budget for the proposed expenditures of the fiscal year commencing the following July 1. The budget, as enacted by town meeting, establishes the legal level of control and specifies that certain appropriations are to be funded by particular revenues. The original budget is amended during the fiscal year at special town meetings as required by changing conditions. In cases of extraordinary or unforeseen expenses, the Finance Committee is empowered to transfer funds from the Reserve Fund (a contingency appropriation) to a departmental appropriation. "Extraordinary" includes expenses which are not in the usual line, or are great or exceptional. "Unforeseen" includes expenses which are not foreseen as of the time of the annual meeting when appropriations are voted.

Departments are limited to the line items as voted. Certain items may exceed the line item budget as approved if it is for an emergency and for the safety of the general public. These items are limited by the Massachusetts General Laws and must be raised in the next year's tax rate.

Formal budgetary integration is employed as a management control device during the year for the General Fund. Effective budgetary control

is achieved for all other funds through provisions of the Massachusetts General Laws.

At year-end, appropriation balances lapse, except for certain unexpended capital items and encumbrances which will be honored during the subsequent year.

B. *Budgetary Basis*

The general fund final appropriation appearing on the "Budget and Actual" page of the fund financial statements represents the final amended budget after all reserve fund transfers and supplemental appropriations.

C. *Budget/GAAP Reconciliation*

The budgetary data for the general fund is based upon accounting principles that differ from generally accepted accounting principles (GAAP). Therefore, in addition to the GAAP basis financial statements, the results of operations of the general fund are presented in accordance with budgetary accounting principles to provide a meaningful comparison to budgetary data.

The following is a summary of adjustments made to the actual revenues and other sources, and expenditures and other uses, to conform to the budgetary basis of accounting.

General Fund	Revenues and Other Financing Sources	Expenditures and Other Financing Uses
Revenues/Expenditures (GAAP basis)	$ 29,952,933	$ 29,406,954
Other financing sources/uses (GAAP basis)	5,946	288,000
Subtotal (GAAP Basis)	29,958,879	29,694,954
Adjust tax revenue to accrual basis	(122,663)	-
Reverse beginning of year appropriation carryforwards from expenditures	-	(718,976)
Add end of year appropriation carryforwards to expenditures	-	949,237
To record budgeted use of free cash	993,689	-
To reverse the effect of non-budgeted State contributions for teachers' retirement	(1,327,628)	(1,327,628)
To record raising of prior year's snow and ice deficit	-	159,965
Reverse effects of combining general fund and stabilization fund (GASB54)	(21,280)	-
Budgetary basis	$ 29,480,997	$ 28,757,552

D. Deficit Fund Equity

The following funds had deficit balances as of June 30, 2014:

Library Design project	$ (365,851)
Nason Land project	(15,264)
Nonmajor Governmental Funds	
Fire Station Tight Tanks project	(164,286)
Highway Chapter 90 grant	(71,125)
SPED Early Childhood grant	(1,407)
Emergency Management Planning grant	(2,030)
Communications Equipment grant	(4,875)
Subtotal	(243,723)
Total	$ (624,838)

The deficits in these funds will be eliminated through future general fund appropriations, intergovernmental revenues, bond proceeds, and transfers from other funds.

3. Cash and Short-Term Investments

Custodial Credit Risk – Deposits. Custodial credit risk is the risk that in the event of a bank failure, the Town's deposits may not be returned. Massachusetts General Law, Chapter 44, Section 55, limits the Town's deposits "in a bank or trust company or banking company to an amount not exceeding sixty percent of the capital and surplus of such bank or trust company or banking company, unless satisfactory security is given to it by such bank or trust company or banking company for such excess." The Town's policy is to minimize custodial credit risk by limiting unsecured bank deposits to no more than 5% of an institution's assets and no more than 10% of the Town's total cash.

As of June 30, 2014, none of the Town's bank balance of $5,592,641 was exposed to custodial credit risk as uninsured or uncollateralized.

4. Investments

A. Credit Risk

Generally, credit risk is the risk that the issuer of an investment will not fulfill its obligation to the holder of the investment. Investments are governed by Massachusetts General Laws, Chapter 44, Sections 54 and 55, and by the Town's investment policy, which is in full compliance with these laws. The Town's investment policy allows unlimited investment in United States Treasury and Agency obligations, as these investments carry an Aaa rating. All other investments must be in investment grade securities,

a high concentration of which must be rated A or above. As of June 30, 2014, all of the Town's investments are in compliance with these policies. Presented below is the actual Moody's rating as of June 30, 2014 for each investment type of the Town (in thousands):

Investment Type	Fair Value	Minimum Legal Rating	Exempt From Disclosure	Rating as of Year End			
				Aaa	A1	A3	Baa1
Certificates of deposit	$ 3,186	N/A	$ 3,186	$ -	$ -	$ -	$ -
U.S. Treasury notes	589	N/A	-	589	-	-	-
Federal agency securities	1,187	N/A	-	1,187	-	-	-
Corporate bonds	389	N/A	-	-	185	25	179
Corporate equities	718	N/A	718	-	-	-	-
Mutual funds	380	N/A	380	-	-	-	-
State investment pool	648	N/A	648	-	-	-	-
Total investments	$ 7,097		$ 4,932	$ 1,776	$ 185	$ 25	$ 179

B. *Custodial Credit Risk*

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investments. The Town reviews its investment firms' financial statements and the background of sales representatives, which limits exposure to only those institutions with proven financial strength, capital adequacy, and an overall affirmative reputation in the municipal industry. The Town's investment policy also requires that all securities be held in the Town's name and federal tax identification number by a third party custodian approved by the Treasurer and evidenced by safekeeping receipts showing individual CUSIP numbers for each security. In addition, as of June 30, 2014, all of the Town's investments were held in financial institutions that are members of the Securities Investor Protection Corporation (SIPC).

As of June 30, 2014, none of the Town's investments were subject to custodial credit risk.

C. *Concentration of Credit Risk*

The Town's investment policy includes a diversification concept that prohibits the over-concentration of investments in a specific instrument-type and issuer by limiting investments (other than U.S. Treasury and U.S. Agency obligations or investments fully collateralized by U.S. Treasuries or U.S. Agencies) to no more than 5% of an institution's assets and no more than 10% of the Town's cash.

As of June 30, 2014, the Town had no investments in any one issuer that exceeded these limits.

D. Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town's investment policy includes a diversification concept that prohibits the over-concentration of investment maturities; however, the Town places no limit on the length of maturity from date of purchase for Community Preservation, Stabilization, and Trust funds that are invested in U.S. Treasuries or U.S. Agency obligations that may be sold prior to maturity. As of June 30, 2014, the Town's investments are in compliance with these policies.

Information about the sensitivity of the fair values of the Town's investments to market interest rate fluctuations is as follows (in thousands):

		Investment Maturities (in Years)	
Investment Type	Fair Value	Less Than 1	1-5
Certificates of deposit	$ 3,186	$ 2,628	$ 558
U.S. Treasury notes	589	-	589
Federal agency securities	1,187	-	1,187
Corporate bonds	389	25	364
Total	$ 5,351	$ 2,653	$ 2,698

5. Taxes Receivable

Real estate and personal property taxes are levied and based on values assessed on January 1st of every year. Assessed values are established by the Board of Assessors for 100% of the estimated fair market value. Taxes are due on a quarterly basis and are subject to penalties and interest if they are not paid by the respective due date. Real estate and personal property taxes levied are recorded as receivables in the fiscal year they relate to.

The Town typically issues demand bills to delinquent taxpayers within one week of the original bill due date. Fourteen days after the demand notice has been sent the tax collector may proceed to file a lien against the delinquent taxpayers' property. The Town has an ultimate right to foreclose on property for unpaid taxes. Personal property taxes cannot be secured through the lien process.

Taxes receivable at June 30, 2014 consist of the following:

Real estate	$ 200,586
Personal property	1,012
Community preservation	3,667
Total	$ 205,265

6. Allowance for Doubtful Accounts

The receivables reported in the accompanying entity-wide financial statements reflect the following estimated allowances for doubtful accounts:

	Governmental
Excises	$ 12,033

7. Interfund Fund Receivables/Payables

The following is an analysis of the June 30, 2014 balances in interfund receivable and payable accounts:

Fund	Due From Other Funds	Due To Other Funds
General Fund	$ -	$ 22,282
Other Post Employment Benefits Trust Fund	22,282	-
Total	$ 22,282	$ 22,282

8. Capital Assets

Capital asset activity for the year ended June 30, 2014 was as follows (in thousands):

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
Capital assets, being depreciated:				
Land improvements	$ 272	$ 117	$ -	$ 389
Buildings and building improvements	20,320	888		21,208
Machinery, equipment, and vehicles	3,844	648	(131)	4,361
Infrastructure	32,473	942	-	33,415
Total capital assets, being depreciated	56,909	2,595	(131)	59,373
Less accumulated depreciation for:				
Land improvements	(120)	(19)	-	(139)
Buildings and building improvements	(7,807)	(554)	-	(8,361)
Machinery, equipment, and vehicles	(2,345)	(258)	99	(2,504)
Infrastructure	(11,667)	(870)	-	(12,537)
Total accumulated depreciation	(21,939)	(1,701)	99	(23,541)
Total capital assets, being depreciated, net	34,970	894	(32)	35,832
Capital assets, not being depreciated:				
Land	19,636	-	-	19,636
Construction in progress	1,774	366	(1,559)	581
Total capital assets, not being depreciated	21,410	366	(1,559)	20,217
Governmental activities capital assets, net	$ 56,380	$ 1,260	$ (1,591)	$ 56,049

Depreciation expense was charged to functions of the Town as follows (in thousands):

Governmental Activities:	
General government	$ 189
Public safety	208
Education	293
Public works	975
Human services	2
Culture and recreation	34
Total depreciation expense - governmental activities	$ 1,701

9. Warrants Payable

Warrants payable represent 2014 expenditures paid by July 15, 2014 as permitted by law.

10. Accrued Liabilities

Governmental activities: This balance represents the amount accrued in the current period for interest on the Town's outstanding general obligation bonds, as well as accrued employee payroll.

Governmental funds: This balance represents accrued employee payroll.

11. Tax Refunds Payable

This balance consists of an estimate of refunds due to property taxpayers for potential abatements. These cases are currently pending with the state Appellate Tax Board and the State courts.

12. Notes Payable

The Town had the following notes outstanding at June 30, 2014:

	Interest Rate	Date of Issue	Date of Maturity	Balance at 6/30/14
Library Design	1.25%	10/04/13	10/03/14	$ 395,000
Nason Land Acquisition	1.25%	10/04/13	10/03/14	448,650
Fire Station Drains	1.25%	10/04/13	10/03/14	183,500
Total				$ 1,027,150

The following summarizes activity in notes payable during fiscal year 2014:

	Balance Beginning of Year	New Issues	Maturities	Balance End of Year
Library Design	$ -	$ 395,000	$ -	$ 395,000
Nason Land Acquisition	-	448,650	-	448,650
Fire Station Drains	-	183,500	-	183,500
Total	$ -	$ 1,027,150	$ -	$ 1,027,150

13. Long-Term Debt

A. *General Obligation Bonds*

The Town issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds currently outstanding are as follows:

Governmental Activities:	Amount of Original Issue	Serial Maturities Through	Interest Rate(s) %	Amount Outstanding as of 6/30/14
Bonds payable - Inside the Debt Limit				
Lockwood/Lord/Haynes land - refunding	$ 943,000	06/15/17	2.21%	$ 310,000
Fire truck refunding	60,000	08/15/17	0.91%	60,000
Police station refunding	1,367,000	08/15/20	1.18%	1,042,000
Town Hall construction refunding	1,955,000	08/15/22	1.36%	1,955,000
Sawyer/Richardson land refunding	1,393,000	08/15/22	1.38%	1,393,000
Spofford Pond Road drainage refunding	85,000	08/15/22	1.35%	85,000
Anvil Farm land acquisition	850,000	06/15/26	3.90%	550,000
Haynes land acquisition	1,900,000	06/15/27	3.94%	1,300,000
Lincoln Hall building renovations	675,000	06/15/27	3.93%	455,000
School remodeling	355,000	09/15/27	1.60%	330,000
Land acquisition	190,000	09/15/27	1.55%	175,000
Fire truck	430,000	09/15/27	1.70%	405,000
Dump truck	205,000	09/15/22	1.24%	180,000
Bonds payable - Outside the Debt Limit				
School construction - refunding	310,500	06/15/16	2.12%	95,000
Landfill closure - refunding	456,500	06/15/17	2.24%	160,000
Title V MWPAT - Loan 1	200,000	08/01/18	0.00%	54,340
Title V MWPAT - Loan 2	48,524	02/01/21	0.00%	18,909
Water treatment plant	400,000	09/15/27	1.70%	380,000
Total Governmental Activities:	$ 11,823,524			$ 8,948,249

B. *Future Debt Service*

The annual payments to retire all general obligation long-term debt outstanding as of June 30, 2014 are as follows:

Governmental	Principal	Interest	Total
2015	$ 1,108,562	$ 260,156	$ 1,368,718
2016	1,088,561	228,781	1,317,342
2017	1,008,562	196,319	1,204,881
2018	858,561	164,569	1,023,130
2019	838,562	137,469	976,031
2020 - 2024	3,150,441	353,444	3,503,885
2025- 2029	895,000	56,856	951,856
Total	$ 8,948,249	$ 1,397,594	$ 10,345,843

The following governmental funds have been designated as the sources to repay the governmental-type general obligation long-term debt outstanding as of June 30, 2014:

General fund	$ 5,800,249
Community preservation fund	3,148,000
Total	$ 8,948,249

C. *Changes in General Long-Term Liabilities*

During the year ended June 30, 2014, the following changes occurred in long-term liabilities (in thousands):

	Total Balance 7/1/13	Additions	Reductions	Total Balance 6/30/14	Less Current Portion	Equals Long-Term Portion 6/30/14
Governmental Activities						
Bonds payable	$ 10,057	$ -	$ (1,109)	$ 8,948	$ (1,109)	$ 7,839
Other:						
Compensated absences	414	44	(69)	389	(39)	350
Landfill postclosure	1,104	-	(43)	1,061	(45)	1,016
OPEB	6,567	672	(687)	6,552	-	6,552
Totals	$ 18,142	$ 716	$ (1,908)	$ 16,950	$ (1,193)	$ 15,757

14. Landfill Postclosure Care Costs

The Town's landfill was closed and capped in the spring of 2001. State and Federal laws and regulations require the Town to perform certain maintenance and monitoring functions at the site of its capped landfill for thirty years

after closure. These *postclosure care* costs are reported as a long-term liability in the government-wide financial statements, and a portion of the liability is expensed each year. The amount of the postclosure care liability and the portion of costs expensed each year are based on estimates provided by management. In 1999, the Town issued $1,050,000 in general obligation bonds to fund estimated closure and monitoring costs.

15. Deferred Inflows of Resources

Deferred inflows of resources are the acquisition of net assets by the Town that are applicable to future reporting periods. Deferred inflows of resources have a negative effect on net position, similar to liabilities.

The following is a summary of deferred inflow of resources balances as of June 30, 2014:

	Entity-wide Basis	Governmental Funds	
	Governmental Activities	General Fund	Community Preservation Fund
Unapportioned septic betterments	$ 36,067	$ -	$ -
Committed taxes	-	172,762	2,081
Taxes paid in advance of commitment	33,998	32,239	1,758
Total	$ 70,065	$ 205,001	$ 3,839

16. Restricted Net Position

The accompanying entity-wide financial statements report restricted net position when external constraints from grantors or contributors are placed on net position.

Permanent fund restricted net position is segregated between nonexpendable and expendable. The nonexpendable portion represents the original restricted principal contribution, and the expendable represents accumulated earnings which are available to be spent based on donor restrictions.

17. Governmental Funds - Balances

Fund balances are segregated to account for resources that are either not available for expenditure in the future or are legally set aside for a specific future use.

The Town has implemented GASB Statement No. 54 (GASB 54), *Fund Balance Reporting and Governmental Fund Type Definitions*, which enhances the usefulness of fund balance information by providing clearer fund balance

classifications that can be more consistently applied and by clarifying existing governmental fund type definitions.

The following types of fund balances are reported as of June 30, 2014:

Nonspendable - Represents amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. This fund balance includes nonmajor governmental fund reserves for the principal portion of permanent funds.

Restricted - Represents amounts that are restricted to specific purposes by constraints externally imposed by creditors, grantors, contributors, or laws and regulations of other governments, or constraints imposed by law through constitutional provisions or enabling legislation. This fund balance classification includes Community Preservation funds, various special revenue and expendable trust funds, capital projects funded by borrowing and state grants, and the income portion of permanent funds.

Committed - Represents amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Town's highest decision making authority. This fund balance classification includes general fund encumbrances for non-lapsing, special article appropriations approved at Town Meeting and capital project and expendable trust funds funded by general fund appropriations.

Assigned - Represents amounts that are constrained by the Town's intent to use these resources for a specific purpose. This fund balance classification includes general fund encumbrances that have been established by various Town departments for the expenditure of current year budgetary financial resources upon vendor performance in the subsequent budgetary period, the remaining balance of premiums received on the issuance of excluded debt, and general fund surplus fund balance that has been appropriated as a funding source for the subsequent fiscal period.

Unassigned – Represents amounts that are available to spend in future periods. This fund balance classification includes general fund surplus fund balance and various special revenue and capital project temporary deficit fund balances.

Following is a breakdown of the Town's fund balance as of June 30, 2014:

	General Fund	Community Preservation Fund	Library Design Fund	Nason Land Fund	Nonmajor Governmental Funds	Total Governmental Funds
Nonspendable						
Nonexpendable permanent funds	$ -	$ -	$ -	$ -	$ 5,082	$ 5,082
Total Nonspendable	-	-	-	-	5,082	5,082
Restricted						
Community preservation funds	-	3,449,777	-	-	-	3,449,777
Special revenue funds:						
School revolving funds	-	-	-	-	582,349	582,349
Town revolving funds	-	-	-	-	128,666	128,666
Federal grants	-	-	-	-	29,021	29,021
State grants	-	-	-	-	58,000	58,000
Nason land gifts	-	-	-	-	501,430	501,430
Other gifts	-	-	-	-	58,657	58,657
Expendable trust funds	-	-	-	-	62,551	62,551
Capital projects funded by borrowing	-	-	-	-	192,221	192,221
Expendable permanent funds	-	-	-	-	8,509	8,509
Total Restricted	-	3,449,777	-	-	1,621,404	5,071,181
Committed						
Expendable trust funds	-	-	-	-	66,679	66,679
Capital projects funded by appropriation	-	-	-	-	17,084	17,084
Article carryforwards	580,883	-	-	-	-	580,883
Total Committed	580,883	-	-	-	83,763	664,646
Assigned						
Encumbrances	368,354	-	-	-	-	368,354
Designated fund balance	35,500	-	-	-	-	35,500
Appropriated fund balance	751,472	-	-	-	-	751,472
Total Assigned	1,155,326	-	-	-	-	1,155,326
Unassigned						
General fund	2,753,244	-	-	-	-	2,753,244
Stabilization fund	777,982					777,982
Special revenue fund deficits	-	-	-	-	(8,312)	(8,312)
Capital project fund deficits	-	-	(365,851)	(15,264)	(235,411)	(616,526)
Total Unassigned	3,531,226	-	(365,851)	(15,264)	(243,723)	2,906,388
Total Fund Balances	$ 5,267,435	$ 3,449,777	$ (365,851)	$ (15,264)	$ 1,466,526	$ 9,802,623

18. General Fund Unassigned Fund Balance

The unassigned general fund balance reported on the balance sheet is stated in accordance with generally accepted accounting principles (GAAP), which differs in certain respects from the Massachusetts Uniform Municipal Accounting System (UMAS). The following paragraphs summarize the major differences.

Massachusetts general laws include provisions to allow municipalities to over-expend certain appropriations if they are incurred in an emergency situation and for the safety of the public. The most common example involves the "snow and ice" appropriation. All such overexpenditures, however, must be funded in the subsequent year's tax rate.

The accompanying financial statements include an estimate for future potential tax refunds, which is not recognized under UMAS.

The following summarizes the specific differences between GAAP basis and budgetary basis of reporting the general fund unassigned fund balance:

GAAP basis balance	$ 3,531,226
Snow and ice deficit	159,965
Appellate tax board cases	242,556
Stabilization fund	(777,982)
Statutory (UMAS) Balance	$ 3,155,765

19. Subsequent Events

Debt

Subsequent to June 30, 2014, the Town has incurred the following debt:

	Amount	Interest Rate	Issue Date	Maturity Date
Bond anticipation note	$ 615,000	0.45%	10/03/14	10/02/15

20. Commitments and Contingencies

Outstanding Legal Issues - There are several pending legal issues in which the Town is involved. The Town's management is of the opinion that the potential future settlement of such claims would not materially affect its financial statements taken as a whole.

Grants - Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

21. Pension Plan

The Town follows the provisions of GASB Statement No. 27, (as amended by GASB 50) *Accounting for Pensions by State and Local Governmental Employers*, with respect to the employees' retirement funds.

A. *Plan Description*

The Town contributes to the Essex Regional Retirement System (the "System"), a cost-sharing multiple-employer, defined benefit pension plan administered by the Essex Regional Retirement Board. The System provides retirement, disability and death benefits to plan members and beneficiaries. Chapter 32 of the Massachusetts General Laws assigns the System the authority to establish and amend benefit provisions of the plan and grant cost-of-living increases. The System issues a publicly available financial report that can be obtained through the Essex Regional Retirement Board at 491 Maple Street, Suite 202, Danvers, Massachusetts 01923-4025.

B. *Funding Policy*

Plan members are required to contribute to the System at rates ranging from 5% to 11% of annual covered compensation. The Town is required to pay into the System its share of the remaining system-wide actuarially determined contribution plus administration costs which are apportioned among the employers based on active covered payroll. The contributions of plan members and the Town are governed by Chapter 32 of the Massachusetts General Laws. The Town's contributions to the System for the years ended June 30, 2014, 2013, and 2012 were $860,567, $785,596, and $752,054, respectively, which were equal to its annual required contributions for each of these years. The payroll for employees covered by the System for the year ended June 30, 2014 was not available.

C. *Teachers*

As required by State statutes, teachers of the Town are covered by the Massachusetts Teachers Retirement System (MTRS). The MTRS is funded by contributions from covered employees and the Commonwealth of Massachusetts. The Town is not required to contribute.

All persons employed on at least a half-time basis, who are covered under a contractual agreement requiring certification by the Board of Education are eligible, and must participate in the MTRS.

Based on the Commonwealth of Massachusetts' retirement laws, employees covered by the pension plan must contribute a percentage of gross earnings into the pension fund. The percentage is determined by the participant's date of entry into the system and gross earnings, up to $30,000, as follows:

Before January 1, 1975	5%
January 1, 1975 - December 31, 1983	7% *
January 1, 1984 - June 30, 1996	8% *
July 1, 1996 - June 30, 2001	9% *
Beginning July 1, 2001	11%

*Effective January 1, 1990, all participants hired after January 1, 1979, who have not elected to increase to 11%, contribute an additional 2% of salary in excess of $30,000.

The Town's current year covered payroll for teachers and administrators was not available.

In fiscal year 2014, the Commonwealth of Massachusetts contributed $1,327,628 to the MTRS on behalf of the Town. This is included in the intergovernmental revenues and education expenditures in the general fund.

22. Post-Employment Healthcare and Life Insurance Benefits

GASB Statement 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions,* requires governments to account for other post-employment benefits (OPEB), primarily healthcare, on an accrual basis rather than on a pay-as-you-go basis. The effect is the recognition of an actuarially required contribution as an expense on the Statement of Activities when a future retiree earns their post-employment benefits, rather than when they use them. To the extent that an entity does not fund their actuarially required contribution, a post-employment benefit liability is recognized on the Statement of Net Position over time.

A. Plan Description

In addition to providing the pension benefits described in Note 21, the Town provides post-employment medical and prescription drug benefits for eligible retirees. The benefit levels, employee contributions and employer contributions are governed by Chapter 32 of the Massachusetts General Laws. As of July 1, 2013, the actuarial valuation date, approximately 191 active and 101 retirees/disabled employees meet the eligibility requirements. The plan does not issue a separate financial report.

B. Benefits Provided

The Town provides comprehensive medical insurance to all eligible retirees through a variety of plans from Blue Cross Blue Shield of Massachusetts. All active employees who retire from the Town and meet the eligibility criteria are eligible to receive these benefits.

C. *Funding Policy*

Retirees contribute between 21% and 50% for Individual and Family medical plans, depending on the chosen coverage level and plan. The Town contributes the remainder of all retiree health plan costs on a pay-as-you-go basis.

D. *Annual OPEB Costs and Net OPEB Obligation*

The Town's fiscal year 2014 annual OPEB expense is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost per year and amortize the unfunded actuarial liability over a period of thirty years.

The following table shows the components of the Town's annual OPEB cost for the year ending June 30, 2014, the amount actually contributed to the plan, and the change in the Town's net OPEB obligation based on an actuarial valuation as of July 1, 2013.

Annual Required Contribution (ARC)	$ 1,271,447
Interest on net OPEB obligation	262,686
Adjustment to ARC	(365,172)
Amortization of actuarial (gains) / losses	(496,977)
Annual OPEB cost	671,984
Expected employer contributions	(416,723)
Contribution to trust fund over 30 years	(270,563)
Increase (decrease) in net OPEB obligation	(15,302)
Net OPEB obligation - beginning of year	6,567,154
Net OPEB obligation - end of year	$ 6,551,852

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the 2014 fiscal year and the two preceding years were as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of OPEB Cost Contributed	Net OPEB Obligation
2012	$ 1,546,937	30.65%	$ 5,412,545
2013	$ 1,660,693	30.47%	$ 6,567,154
2014	$ 671,984	102.28%	$ 6,551,852

The Town's net OPEB obligation as of June 30, 2014 is recorded as a noncurrent liability in the Statement of Net Position.

E. *Funded Status and Funding Progress*

The funded status of the plan as of July 1, 2013, the date of the most recent actuarial valuation was as follows:

Actuarial accrued liability (AAL)	$ 10,909,192
Actuarial value of plan assets	283,207
Unfunded actuarial accrued liability (UAAL)	$ 10,625,985
Funded ratio (actuarial value of plan assets/AAL)	2.6%
Covered payroll (active plan members)	$ 9,961,028
UAAL as a percentage of covered payroll	106.7%

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 healthcare cost trends. Amounts determined regarding the funded status of the plan and the employer's annual required contributions 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 following the Notes to Financial Statements, presents multiyear trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

F. *Actuarial Methods and Assumptions*

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the Town and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the Town 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 July 1, 2013 actuarial valuation, the Projected Unit Credit actuarial cost method was used. The actuarial value of assets is equal to the market value of the plan's assets. The actuarial assumptions included a 4.0% investment rate of return and an FY 2013 healthcare trend rate of 6.0% graded down to 5.0% through FY 2015. It was assumed that 80% of employees eligible to receive retirement benefits would enroll in the retiree medical plans upon retirement. The UAAL is amortized at 4.5% per year over a period of thirty years at transition, with annual compensation increases of 3.0% and a general inflation assumption of 2.5% per annum.

As of July 1, 2013, the most recent actuarial valuation date, the Town's remaining amortization period was 24 years.

23. Risk Management

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. There were no significant reductions in insurance coverage from the previous year and have been no material settlements in excess of coverage in any of the past three fiscal years.

24. Implementation of New GASB Standards

The Governmental Accounting Standards Board (GASB) has issued Statement No. 68, *Accounting and Financial Reporting for Pensions*, which the Town is required to implement in fiscal year 2015. Management's current assessment is that this pronouncement will have a significant impact on the Town's basic financial statements by requiring the Town to recognize, as a liability and expense, its applicable portion of the Essex Regional Retirement System's (System) actuarially accrued, unfunded pension liability.

As of July 1, 2013, the System's most recent actuarial valuation date, the System's unfunded actuarially accrued liability (UAAL) was $304,773,155.

TOWN OF BOXFORD, MASSACHUSETTS
SCHEDULE OF FUNDING PROGRESS
REQUIRED SUPPLEMENTARY INFORMATION
June 30, 2014
(Unaudited)
(Amounts Expressed in thousands)

Other Post-Employment Benefits

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]
07/01/09	$ -	$ 15,839	$ 15,839	0%	N/A	N/A
07/01/11	$ -	$ 16,318	$ 16,318	0%	$ 34,392	47%
07/01/13	$ 283	$ 10,909	$ 10,626	3%	$ 9,961	107%

ESSEX REGIONAL RETIREMENT SYSTEM
REQUIRED SUPPLEMENTARY INFORMATION
(Unaudited)

Employees' Retirement System
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]
01/01/08	$ 301,421	$ 445,172	$ 143,751	68%	$ 111,727	129%
01/01/11	$ 278,332	$ 536,116	$ 257,784	52%	$ 119,707	215%
01/01/13	$ 314,566	$ 619,339	$ 304,773	51%	$ 119,292	255%

Employees' Retirement System
Schedule of Employer Contributions

	System Wide				Town of Boxford	
Plan Year Ended	Annual Required Contributions	Annual Required Contributions If paid by 7/1	Actual Contributions	Percent Contributed	Actual Contributions	Town Contributions as a % of Actual Contributions
12/31/11	$ 21,084	$ 20,671	$ 20,732	98%	$ 752	4%
12/31/12	$ 22,771	$ 22,324	$ 22,364	98%	$ 785	4%
12/31/13	$ 24,593	$ 24,110	$ 24,115	98%	$ 861	4%

See Independent Auditors' Report.

FINANCE COMMMITTEE

The Finance Committee had a unique year as two new members added great knowledge and perspective in dealing with the very significant concerns of 2014. These new members, combined with the experience of the more established volunteers, gave the committee an ability to assess the significant challenges of the year in a pragmatic and fiscally sound basis, as well as with good humor and patience. The Finance Committee maintains the Town policy of using recurring revenues to fund recurring expenses. It is our belief that this balanced budget policy engenders a Town Meeting expectation of conservative financial management of Town resources, regardless of who presents the spending ideas.

The budget for Fiscal Year 2015 (July 1, 2014 through June 30, 2015) was presented at the May 13, 2014 Annual Town Meeting, and passed unanimously. Free Cash was certified in the fall of 2014 at $2,544,985

Kathleen Benevento, Boxford's Finance Director, has provided the Finance Committee with detailed, high quality financial reports and supporting materials. The town is very fortunate to have Ms. Benevento working for the residents of Boxford.

Looking back over 2014, the Finance Committee dealt with very large overrides, unknown outcomes of Town Building needs, as well as a tight budget year. Looking forward to 2016 and beyond, the Finance Committee expects major capital items, and school budget increases/overrides to again lead the financial discussion. The Finance Committee very much looks forward to the Town setting priorities on the myriad of questions that have arisen regarding current and proposed new facilities. It seems untenable for the Town to continually support and pay for empty facilities when many Town needs go unattended.

An additional consideration in the affordability question remains the state of the pension and other post employment benefit (OPEB) costs. The good news on this front is, given the latest estimate, the reduced amount of the unfunded liability, although we still have a long way to go. With both having sizable unfunded liabilities, how the town addresses these needs today, could have long standing financial implications for the quality of life provided by the local government.

Respectfully submitted,
Geoffrey Buswick, Chair
Michael White, Vice Chair
Joyce Ricklefs
Peter Bernardin
Susan Fowler
Christopher Wakeman
Bill Shickolovich

BOARD OF ASSESSORS

ANNUAL REPORT

Boxford's Fiscal Year 2015 total property valuation of $1,625,298,251 includes $13,412,224 in new growth that occurred during this past fiscal year, which is an increase of $3,978,347 over the prior year. This increase is primarily due to a new subdivision, as well as the completion of several new single family homes and an increase in building permits for miscellaneous improvements.

New home construction is a major contributor to new growth. The number of new home permits is still historically low compared with permits issued during the last decade. However, there was a 75% increase in Fiscal Year 2014 compared with just one year ago.

Fiscal Year	New Home Permits
2004	11
2005	12
2006	9
2007	4
2008	5
2009	3
2010	3
2011	2
2012	4
2013	4
2014	7

After a review of home sales that occurred during 2013, the Board determined that property valuations increased a little over four percent from the prior year. The average residential property assessment for Fiscal Year 2015 is $574,000, an increase from the Fiscal Year 2014 average residential property assessment of $549,000. The 2015 tax rate was set at $15.99 per thousand of assessed value, an increase of about three percent from last year. A total of 3,054 real and personal property tax bills were issued for Fiscal Year 2015.

As in previous years, the selectmen voted a multiplier of 1 for all commercial and industrial properties, meaning their tax rate stays the same as residential. The town relies heavily on individual homeowners for tax revenues as residential properties account for over 96 percent of all properties.

The assessors recognize that the requirement to follow specific state revaluation regulations creates a hardship for some residents, particularly the senior population. The assessors continue to work with the Council on Aging to ensure that all seniors are familiar with any and all tax lowering programs that are available to them.

In Fiscal Year 2014 (prior year), of the 3,051 real and personal property tax bills that were issued, only 11 resulted in abatement filings. The percentage of abatement filings was less than half a percent. Approved abatements resulted in three valuation changes and a $3,185 reduction in taxes. The board granted 52 personal exemptions totaling $93,073 in reduced taxes to qualified homeowners based on age, financial condition, blindness or veteran's service connected disability. The board also granted 42 Community Preservation Surcharge abatements due to age and financial status, which totaled a $7,522 reduction in taxes. An additional $12,382 was abated due to the Senior Tax Work-Off Program.

Auto excise taxes resulted in approximately $1,483,000 in income to the town from over 7,700 vehicles. Vehicle owners should be aware that in order to receive an abatement, the vehicle must be disposed of (i.e. sold, traded, junked, etc.) as well as the plates being cancelled or transferred to another vehicle.

Data collection and maintenance of current and accurate property inventory data is a critical element in the development of uniform, fair market value. The department continued our Cyclical Inspection Project, in accordance with the Massachusetts Department of Revenue's requirement that each property be inspected once in every nine-year cycle. The inspections are being conducted by retired Ipswich Assessor, Frank Ragonese. The board is grateful for his assistance in helping the department to continue to meet this requirement.

The Board welcomed new member Diana Headrick in May. Diana brings a strong financial background to the board and is currently employed as a math teacher for the Hamilton-Wenham school district. She has been a resident of Boxford for over six years. The Board believes she will be a valuable addition and looks forward to working with her.

The Board of Assessors would like to thank Kristin Hanlon, Director of Assessment, and Jan Silva, Assessing Clerk, for their assistance in our ongoing efforts to maintain fair and equitable assessments. The Board members and office staff also appreciate the help and support received from other town departments and all the townspeople.

Respectfully submitted,

David F. Benson, Chairman
Judy Murray-Magill
Diana Headrick

TREASURER/COLLECTOR OF TAXES

To the Director of Municipal Finance, Town Administrator, Board of Selectmen, Finance Committee and Residents of the Town of Boxford:

The Treasurer is required to issue an annual report to the town that lists cash account balances, investment types, earnings and compliance with the terms of the town's Investment Policy. The **Report on Investments** provides that information for the $12,155,636 held by the town on June 30, 2014. Comparative data is provided for the current and previous fiscal year and a brief explanation of significant changes.

General Fund monies are all invested as provided by state statutes in money market bank accounts, the state investment pool (MMDT) or in Certificates of Deposit with maturities of one year or less. Trust Funds and Community Preservation Funds may be deposited into longer term accounts and are invested in money markets, CDs, bonds and those equities on the Massachusetts Legal List for Public Investments.

OPEB funds are appropriated by Annual Town Meeting to reduce the town's Unfunded Actuarial Accrued Liability for employees' Other Post Retirement Benefits. The fund balance of $597,231 is on deposit in the State Retiree Benefits Trust Fund within the PRIT and managed by PRIM (Pension Reserves Investment Management Board). Reported earnings were $45,649 and annualized rate of return for FY 2014 was 17.6%.

The town's General Fund cash balance of $7.1 million on 6/30/14 is $0.42 million greater than at the end of the previous fiscal year. The increase represents the delayed expenditure of short-term borrowings for the Nason Land Acquisition.

Trust Fund earnings in FY 2014 were $5K greater than earned in the previous fiscal year due to the purchase of equity positions within the investment portfolio. FY 2014 earnings on the Community Preservation Fund were approximately 25% higher than in the previous year due to higher equity allocation and higher average account balance.

The market value of the Community Preservation Fund is 3% greater than book value primarily due to appreciation of the equity portion of the portfolio. Addition of equities to the Trust Fund portfolio produced a 1.6% increase in market value over book value.

The **Report of Trust, Gift and Restricted Funds** provides account activity by fund for Fiscal Year 2014.

Respectfully submitted,
Ellen S. Guerin, Treasurer/Collector of Taxes
Town of Boxford

Town of Boxford
Report on Investments
Year Ended 6/30/14

Depository Institution	Purpose	Balance 6/30/14	FY 2014 Earnings	Rate of Return 6/30/14	% of G/F Cash	Investment Policy Guideline/ Collateralization
General Fund (Short Term):						
Cash on Hand	Petty Cash/COA Advance Fund	$ 2,575	$ -	0.00%	0.0%	Minimum required; properly secured
TD Bank	Depository	$ 3,350,451	$ 2,094	0.15%	47.3%	FHLB Irrevocable Letter of Credit
TD Bank	Municipal Money Market	$ -	$ 2,001	0.15%	0.0%	FHLB Irrevocable Letter of Credit
TD Bank	Escrow Checking	$ 5,644	$ 0	0.00%	0.1%	FHLB Irrevocable Letter of Credit
TD Bank	School Lunch	$ 33,243	$ 9	0.00%	0.5%	FHLB Irrevocable Letter of Credit
TD Bank	Student Activity--Cole	$ 16,735	$ 34	0.15%	0.2%	FHLB Irrevocable Letter of Credit
TD Bank	Student Activity-Spofford Pond	$ 9,398	$ 27	0.15%	0.1%	FHLB Irrevocable Letter of Credit
Unibank	State Aid/Grant Receipts	$ 447,744	$ 634	0.15%	6.3%	FDIC and DIF
Unibank	On-line Tax Collections	$ 88,870	$ 190	0.10%	1.3%	FDIC and DIF
Unibank	Fire Department	$ 39,190	$ 22	0.10%	0.6%	FDIC and DIF
Unibank	Town Clerk	$ 2,746	$ 4	0.10%	0.0%	FDIC and DIF
Century Bank	On-line Tax Collections	$ -	$ 38	0.05%		
Century Bank	Municipal Money Market	$ 96,236	$ 134	0.30%		
Century Bank	Tax Payment Lockbox	$ 100,058	$ 266	0.05%	1.4%	FDIC
Mass Municpl Depository Trust	State Investment Pool	$ 544,096	$ 1,035	0.18%	7.7%	G.L. Ch. 29, Sec. 38A
Eastern Bank	Municipal Money Market	$ 117,455	$ 131	0.10%	1.7%	FDIC
Eastern Bank	Vendor/Payroll Checking	$ (108,607)	$ -	0.00%		
First Trade Union Bank	Municipal Money Market	$ 107,717	$ 265	0.25%	1.5%	FDIC
Commonwealth Financial	Certificates of Deposit	$ 2,231,913	$ 6,653	0.40%	31.5%	FDIC ins. Money Mkts@ various banks)
Total General Fund		**$ 7,085,464**	**$ 13,536**		**100%**	
Trust Funds (Long Term):						
Commonwealth Financial	Trust Funds	$ 1,039,465	$ 11,752	1.25%		G.L. Ch. 44, Sec. 54
Commonwealth Financial	Community Preservation Fund	$ 3,396,865	$ 56,076	1.13%		G.L. Ch. 44, Sec. 54
SRBTF @ PRIT	OPEB Fund	$ 597,231	$ 45,649	17.6%		G.L. Ch. 32, Sec. 23(2A)
Developer's Performance Bonds:						
TD Bank	Reddington Ridge	$ 27,911	$ 12	0.05%		G.L. Ch. 41, Sec. 81U
North Shore Bank	Meadowwood	$ 5,343	$ 8	0.15%		G.L. Ch. 41, Sec. 81U
Eastern Bank	Burning Bush	$ 3,357	$ 3	0.10%		G.L. Ch. 41, Sec. 81U
Total Cash		**$ 12,155,636**	**$ 127,037**			

Town of Boxford
Changes in Cash and Earnings
FY 2013 - 2014

	Fiscal Year Ended 6/30/13		Fiscal Year Ended 6/30/14	
	Cash Balance	Earnings	Cash Balance	Earnings
General Fund	$ 6,664,046	$ 12,004	$ 7,085,464	$ 13,536
Community Preservation Fund	$ 3,044,547	$ 44,639	$ 3,396,865	$ 56,076
Trust Funds	$ 1,020,728	$ 6,980	$ 1,039,465	$ 11,752
OPEB Trust Fund	$ 281,019	$ 9,780	$ 597,231	$ 45,649
Performance Bonds	$ 36,585	$ 29	$ 36,611	$ 24
Totals	**$ 11,046,925**	**$ 73,432**	**$ 12,155,636**	**$ 127,037**

Analysis of significant changes in cash balance and earnings:

--Year-end G/F Cash balance increased $.42 million due to delayed spending of short-term borrowing for Nason Land Acquistion.

--Slight increase in G/F earnings due to higher average balances that included short-term borrowing proceeds.

--25% increase in Community Preservation Fund earnings due to higher allocation in equities and higher average account balance over the fiscal year.

--Substantial increase in earnings in Trust Funds due to initiation of equity positions within account (15% target). Brings earnings amount back to FY12 levels.

--OPEB Investments managed by Massachusetts PRIM; annual return was 17.60%; market value as of 6/30/14: $648,064.

	Book Value	Market Value	inc./(dec.)	% inc./(dec)	
Community Pres Fund 6-30-13	$ 3,051,280	$ 3,117,181	$ 65,901	2.2%	Equity gains and dividend income helped to produce higher portfolio earnings and market value gains. Fixed income yields have yet to move materially higher.
Community Pres Fund 6-30-14	$ 3,399,565	$ 3,502,308	$ 102,743	3.0%	
Trust Funds 6-30-13	$ 1,020,728	$ 1,020,781	$ 53	0.0%	Market value increased much more quickly than book value due to appreciation in equities. Equities also positively impacted FY earnings.
Trust Funds 6-30-14	$ 1,042,065	$ 1,059,255	$ 17,190	1.6%	

OFFICE OF THE TREASURER/COLLECTOR OF TAXES
REPORT OF OUTSTANDING DEBT
FISCAL YEAR 2014, ENDED JUNE 30, 2014

Outstanding debts as of June 30, 2014 were as follows:

Purpose	Principal Balance June 30, 2014	Rate of interest payable through remaining term	Year of Issue	Year Callable	Year of Maturity
Outstanding Short-term (Notes)	**$ 1,027,150**	0.51%	2014	2015	2015
Long-term (Bonds):					
Police Station Construction	$ 1,042,000	2.00% - 3.00%	2012	N/A	2020
Mass Water Pollution Abatement Loans	73,249	0%	2001	N/A	2021
Municipal Purpose Loan # 1 (see below)	3,493,000	2.00% - 3.00%	2012	N/A	2022
Municipal Purpose Loan # 2 (see below)	2,305,000	3.25% - 4.75%	2008	2018	2026
Municipal Purpose Loan # 3 (see below)	565,000	2.00% - 3.00%	2009	N/A	2017
Municipal Purpose Loan # 4 (see below)	1,470,000	2.00% - 2.25%	2012	2023	2027
Total Outstanding Principal– Bonds	**$ 8,948,249**				

Short Term Notes:	
Nason Land Acquisition	$ 448,650
Library Design	$ 395,000
Fire Station Tight Tanks and Drains	$ 183,500
Total Short Term Notes	**$ 1,027,150**

Municipal Purpose Loan # 1

Town Hall Construction	$ 1,955,000
Wunnegan Land Acquisition	1,393,000
Spofford Road Drainage	85,000
Fire Truck	60,000
Total Loan # 1	**$ 3,493,000**

Municipal Purpose Loan # 2

Haynes II Land Acquisition	$ 1,300,000
Lincoln Hall Renovation	$ 455,000
Anvil Farm Land Acquisition	$ 550,000
Total Loan # 2	**$ 2,305,000**

Municipal Purpose Loan # 3

Lord, Lockwood, Haynes Land Acquisition	$ 310,000
Landfill Closure	$ 160,000
School Construction '96	$ 95,000
Total Loan # 3	**$ 565,000**

Municipal Purpose Loan # 4

Fire Truck	$ 405,000
Sp. School Water System	$ 380,000
Sp. School HVAC System	$ 330,000
DPW Dump Truck	$ 180,000
Colby Land Acquisition	$ 175,000
Total Loan # 4	**$ 1,470,000**

TOWN OF BOXFORD
TRUST, GIFT AND RESTRICTED FUNDS
Fiscal Year Ended 6/30/14

FUND #	FUND NAME RESTRICTED FUNDS:	RESPONSIBLE BOARD	BALANCE 7/1/2013	FY 2014 RECEIPTS	FY 2014 PAYMENTS	FY 2014 INTEREST	G/L BALANCE 6/30/2014
8078	Arts Cultural Council	Arts Council	$ 5,912.35	$ 4,250.00	$ 4,567.00	$ 39.82	$ 5,635.17
8079	Unemployment Fund	Selectmen	$ 33,994.01	$ -	$ -	$ 390.59	$ 34,384.60
8083	Stabilization Fund	Town Meeting	$ 756,662.70	$ -	$ -	$ 8,693.84	$ 765,356.54
8084	Conservation Fund	Conservation Comm	$ 1,795.02	$ -	$ -	$ 17.76	$ 1,812.78
8085	Insurance Fund	Commission	$ 33,942.52	$ -	$ 3,107.99	$ 367.98	$ 31,202.51
	ConsCom Development Deposits :						
2301	Cons Bond Walker DEP # 114-762	Conservation Comm	$ 2,045.59	$ -	$ -	$ 23.49	$ 2,069.08
2302	Cons Bond M. Hill DEP # 114-750	Conservation Comm	$ 973.37	$ -	$ -	$ 11.21	$ 984.58
2304	Cons Bond E&F DEP # 114-643	Conservation Comm	$ 15,180.63	$ -	$ -	$ 174.41	$ 15,355.04
2305	Cons Bond Maritime DEP # 114-822	Conservation Comm	$ 12,886.96	$ -	$ -	$ 148.08	$ 13,035.04
2306	Cons Bond Wildmeadow DEP # 114-1037	Conservation Comm	$ 151.49	$ -	$ -	$ 1.76	$ 153.25
2308	Cons Bond Willowdale/Decoulos Parcel A	Conservation Comm	$ 1,133.35	$ -	$ 463.41	$ 9.70	$ 679.64
2310	Cons Bond Pine Ridge	Conservation Comm	$ 32.37	$ -	$ 32.66	$ 0.29	$ -
	Consultants' Fees: Planning Board						
2200	Consultants: Village Estates	Planning Board	$ 249.67	$ -	$ -	$ 2.86	$ 252.53
2201	Memory Hills Developer Deposit	Planning Board	$ 22,673.57	$ -	$ -	$ 260.53	$ 22,934.10
2202	Consultants: Aldershot Estate	Planning Board	$ 2,517.76	$ -	$ -	$ 28.91	$ 2,546.67
2203	Consultants: Lauren Woods	Planning Board	$ 6,203.51	$ -	$ -	$ 71.27	$ 6,274.78
2204	Consultants: Johnsons Pond	Planning Board	$ 93.37	$ -	$ -	$ 1.10	$ 94.47
2205	Consultants: Spofford Road	Planning Board	$ 321.06	$ -	$ -	$ 3.67	$ 324.73
2207	Consultants: Glendale Road	Planning Board	$ 3,885.74	$ -	$ -	$ 44.66	$ 3,930.40
2311	Consultants: Haynes Land	Planning Board	$ 1,807.23	$ -	$ 1,808.67	$ 1.44	$ -
2212	Consultants: Weathered Walls	Planning Board	$ 62.99	$ -	$ -	$ 0.74	$ 63.73
2213	Consultants: Budnick Development	Planning Board	$ 2,376.95	$ -	$ -	$ 27.32	$ 2,404.27
2214	Consultants: Pine Ridge	Planning Board	$ 1.70	$ -	$ 1.70	$ -	$ -
2315	Consultants: Pine Ridge (Construction)	Planning Board	$ 7,613.04	$ 34.36	$ 4,680.79	$ 64.98	$ 3,031.59
2316	Consultants: Titus Lane	Zoning Board	$ -	$ 10,000.00	$ -	$ 11.08	$ 10,011.08
	Restricted Funds Sub-Total		**$ 912,516.95**	**$ 14,284.36**	**$ 14,662.22**	**$ 10,397.49**	**$ 922,536.58**
	TRUST FUNDS:						
8214	Emma S. Cote Library Fund--Expendable	Library	$ 3.29	$ -	$ 4.66	$ 1.37	$ -
8219	Emma S. Cote Library Fund--Non-Expend.	Library	$ 1,000.00	$ -	$ -	$ -	$ 1,000.00
8231	Barker Trust Fund	Elementary School	$ 4,511.93	$ 5,000.00	$ 2,339.75	$ 108.21	$ 7,280.39
8401	Town School Fund--Non-Expendable	Commission	$ 4,000.00	$ -	$ -	$ -	$ 4,000.00
8422	Town School Fund--Expendable	Commission	$ 8,230.36	$ -	$ -	$ 140.53	$ 8,370.89
8423	Tri-Centennial Memorial Park Fund	Commission	$ 14,390.88	$ 330.00	$ -	$ 166.02	$ 14,886.90
8424	Michelle Wilson Fund--Expendable	Commission	$ 11,878.28	$ -	$ 865.25	$ 136.47	$ 11,149.50
8425	COA Memorial Van Fund	Commission	$ 15,997.59	$ 21.00	$ -	$ 183.95	$ 16,202.54
8426	Ackerman Playground Maintenance Fund	Commission	$ 5,317.61	$ -	$ 856.25	$ 61.16	$ 4,522.52
	Trust Funds Sub-total		**$ 65,329.94**	**$ 5,351.00**	**$ 4,065.91**	**$ 797.71**	**$ 67,412.74**
	PRIVATE PURPOSE FUNDS						
8221	Scholarship Fund	Scholarship Comm.	$ 118.36	$ 20.00	$ -	$ 1.35	$ 139.71
8222	Education Fund	Scholarship Comm.	$ 1,808.61	$ -	$ -	$ 20.80	$ 1,829.41
8232	Griffin Fund--Expendable	Elementary School	$ 185.58		$ -	$ 88.30	$ 273.88
8233	Griffin Fund--Non-Expendable	Elementary School	$ 7,500.00	$ -	$ -	$ -	$ 7,500.00
8403	Sarah Perley Trust Fund--Non-Expendable	Commission	$ 5,000.00	$ -	$ -	$ -	$ 5,000.00
8411	Boxford Visiting Nurse Fund	Commission	$ 14,443.83	$ -	$ -	$ 165.95	$ 14,609.78
8412	Perley Parkhurst Cole Fund	Commission	$ 3,997.72	$ 16,413.21	$ 11,201.00	$ 110.91	$ 9,320.84
8413	Sarah Perley Trust Fund--Expendable	Commission	$ 5,238.88	$ -	$ -	$ 117.63	$ 5,356.51
8414	Curtis Killam Burial Fund	Commission	$ 4,588.04	$ -	$ -	$ 51.76	$ 4,639.80
	Private Purpose Funds Sub-total		**$ 42,881.02**	**$ 16,433.21**	**$ 11,201.00**	**$ 556.70**	**$ 48,669.93**
	TOTAL FUNDS		**$ 1,020,727.91**	**$ 36,068.57**	**$ 29,929.13**	**$ 11,751.90**	**$ 1,038,619.25**

BOARD OF COMMISSIONERS OF TRUST FUNDS
AWARDS MADE FOR 2014 FROM THE
PERLEY-PARKHURST-COLE MEMORIAL TRUST FUND

Requests for Perley Parkhurst Cole Funds: the Commissioners **VOTED** unanimously to fund the following requests:

- Two $1000 Masconomet Regional Scholarship for two Masconomet students residing in Boxford. Funds to be sent to:
  - **Masconomet Regional Scholarship Foundation** **$2,000**
    Pamela Culver, Scholarship Chair
    Masconomet Regional School District
    20 Endicott Road
    Topsfield, MA 01983

- $1,500 college scholarships for the following Boxford residents in college and post-graduate schools. Funds to be sent to:
  - **Julia Simonetti** **$1,500**
  - **Eric Murrer** **$1,500**
  - **Erin Murphy** **$1,500**
  - **Matthew Chadwick** **$1,500**

- **Boy Scouts of America** **$2,650**
  Boxford Troop 51
  Frank Quackenbush
  Boy Scout Troop 51 Committee Chairman
  13 Cross Road
  Boxford, MA 01921

- **Boxford Elementary Schools Trust, Inc.** **$3,676.44**
  PO Box 176
  Boxford, MA 01921

Total: **$14,326.44**

Respectfully submitted,
Anthony C. Dinanno, Chair
Judi Stickney
Kathy Zolla

GUIDELINES FOR PERLEY-PARKHURST-COLE TRUST FUND

GENERAL GUIDELINES:

1. This fund was established by the Will of Marguerite Bond to aid the children of Boxford and Hamilton for the following purposes:

   - To provide loans and scholarships for the purpose of assisting worthy and needy young persons residing in the said Town of Boxford who have completed their high or secondary school education to attend the college, junior college, post graduate school, vocational training school or other school of advanced training of their choice.

   - To encourage and assist any program undertaken by any organization, public or private, in the Town of Boxford, for the benefit or general welfare of all children and young persons residing in the Town of Boxford.

   - To provide financial or other assistance to or for the benefit of individual needy and worthy children, and young adults residing in the Town of Boxford, for such special purposes as the Commissioners of Trust Funds may, from time to time deem necessary and proper to promote the health, education, or general welfare of such individual children or young adults.

   - To assist and encourage private or public organizations in the Towns of Boxford and Hamilton, which sponsor, encourage, and assist in the formation, operation and maintenance of Boy Scout or Girl Scout Troops in these towns. Such awards for support may be made from time to time as the Commissioner of Trust Funds of the Town of Boxford deem necessary.

2. Any organizations requesting funds must specify that the funds will benefit ONLY children from Boxford, or Scout Troops from **BOXFORD OR HAMILTON**. Funds may not be spent on adults at any time.

3. Applications to the PPCMTF should be in the form of a letter to the Commissioner of Trust Funds. Requests for funds will be accepted through March 18 of the award year. The Commissioners of Trust Funds will conduct interviews as necessary through March 18, and will notify all applicants of their award status in late March and April.

   Requests received after March 18 will not be accepted, but will be considered for the next award period, providing the request is not withdrawn before the following year, March 1.

4. Any request, which, in the opinion of the Trustees or the Board of Selectmen, does not fall within the scope or intent of the Will, will be rejected and returned.

5. All requests for funds, as well as any questions, should be directed to:

PERLEY-PARKHURST-COLE MEMORIAL TRUST FUND
Commissioner of Trust Funds
Boxford Town Hall
7A Spofford Road
Boxford, MA 01921
(978) 887-6000 ext. 202

GUIDELINES FOR INDIVIDUALS

1. The sum of $2,000 will be donated each year to the Masconomet Scholarship Fund to be distributed to Boxford Students according to the following formula:

   $1,000.00 scholarships distributed to (2) students

   Scholarships to be paid to the student's post-secondary school in one (1) installment - at the beginning of the first year.

   Any student who does not continue in his/her post-secondary education shall retain rights to his/her scholarship one year. At the end of that year, the scholarship reverses back to the Boxford Trust Fund Commission - to the Perley Parkhurst Cole Memorial Trust Fund.

   Masconomet scholarships are to be distributed based on need and academic performance.

   All applicants <u>who are high school seniors at Masconomet, must apply directly to</u>:

   MASCONOMET SCHOLARSHIP FUND
   Masconomet Regional District High School
   RFD
   Topsfield, MA 01983

2. A small sum of money will be reserved by the Commissioners of Trust Funds each year to be distributed to Boxford students graduating from private schools, and Boxford High School graduates entering or currently enrolled in the college, junior college, post graduate school or other school of advanced training and learning of their choice. The grants will be in the form of scholarships.

   All individual students applying to the Commissioner of Trust Funds for a scholarship, should submit the following information:

   High School Transcript (if you are in your first or second year of college).
   Current College Transcripts (all years)
   Breakdown of your costs for the school year
   Breakdown of your income toward college costs
   List of activities, within the Town of Boxford or at your school, which you have been involved in.

The Perley Parkhurst Cole Memorial Trust Fund is to be distributed based on need, academic performance and community service to the Town of Boxford.

GUIDELINES OF ORGANIZATIONS AND SCOUT TROOPS

1. Scout Troops are requested to provide the following information:

   Leader's name, address and telephone number
   Number of Scouts in troop
   Number of non-Boxford resident scouts
   Specific request for funds: include amount requested, detail of equipment, activity, reason, etc. and date by which funds are needed.

2. Scout Troops are requested to apply individually.

3. All organizations and Scout Troops must, before December 1 of the award year, submit an accounting of how the funds were used. A report of all purchases made should be included at this time.

4. Although the Commissioner of Trust Funds would prefer awards for capital or lasting equipment, they also recognize the need for educational trips which are required for badges and advancement. The Commissioners will take these concerns into consideration in their review of pertinent applications.

Anthony C. Dinanno, Chair
Commissioner of Trust Funds
Town of Boxford

CAPITAL BUDGETING COMMITTEE

As the Committee continues ranking capital projects for the current fiscal year, it also updates the five year Capital Needs Projection as presented to the town with the annual warrant. This year was challenging as so many capital projects have been delayed as larger projects moved to Town review with the Library being the most significant and time-intensive. With its ultimate defeat at the ballot box, the continuing issues regarding maintenance of town facilities is of utmost concern to this committee. Quoting from the **2006** Capital Budgeting Annual Report:

"- The continued policy of delaying capital investments and repairs is a long-term recipe for continued requests for more expensive replacements. The Town needs to implement longer term capital policy and inform the taxpayers of the costs of such a program. Larger capital projects such as the DPW facility and library repairs still concern the Committee as these projects continue to age in the Capital life cycle. The Town's financial resources are limited by the tax base and delaying repairs and maintenance of these infrastructure items only results in more costly capital items later."

Sadly eight years later, this paragraph is still accurate. We will be seeing more maintenance items come online for the plan as the "new" Masco school reaches the mature old age of 15, and the elementary schools are older buildings needing updating of capital items. We have an interim library solution and other capital items are outlined on the Capital Plan. We urge the Town to come up with a capital maintenance program that can be monitored by the Permanent Building Committee as defined in their charter.

In mid-October, the Committee welcomed a new member, Kayla Aikins, and thanked Susan Fowler for her service over the last two years.

Joyce Ricklefs, Chairman

Robert Conroy

Michael White

Susan Fowler

Kayla Aikins

Public Safety

Communications

Police

Fire

Animal Control

COMMUNICATIONS DEPARTMENT

The Communications Department serves the residents of Boxford as the 911 and Public Safety Communications Center handling emergency and non-emergency phone calls and radio communications for the Town of Boxford Public Safety Departments. The Department is staffed 24 hours a day, 365 days a year by professional Dispatchers. The Department answers all calls for the Police Department and Animal Control Officer as well as most calls for the Fire Department and Highway Department (unless the call is made directly to those department offices).

Equipment:

We have established an ongoing mobile and portable radio replacement program for the Police Department, Fire Department and Department of Public Works where a percentage of units are replaced annually. This allows for every radio to be replaced on a rotating cycle within a period of 12 to 15 years. Additionally, Town Meeting approved the replacement of the Police radio "voter/comparator" which is one of the integral infrastructure parts of the Police radio system. We will be presenting a similar warrant article in 2015 to replace the identical Fire radio system unit.

Training:

Effective July 1, 2012 Massachusetts has mandated all 911 operators to be trained and certified in Emergency Medical Dispatch as well as attend 16 hours of continuing education every fiscal year. New hires are also required to complete a 40 hours basic Telecommunicator class. This is over and above the training that we provide to new hires. We are also members of the Massachusetts Communications Supervisors Association (MCSA) and benefit greatly from shared experiences of Dispatchers from across the state at monthly meetings.

Emergency Notification System:

Since January 2007 we have been using an internet based Emergency Notification System for urgent or time sensitive relaying of messages to the Citizens of Boxford. Our current vendor is Emergency Communications Network which operates the "Code Red" alert system. This system automatically includes all published residential and business phone numbers in the Town of Boxford. **If a resident has a non published phone number or wishes to add cell phone numbers or email addresses** they should print a copy of the phone number update form available on the Town website or you can pick up forms at the Communications Center located in the Police Station at 285 Ipswich Rd. or at Town Hall. Notifications can be done via Phone/Voice, Email and Text.

Power Outages:

If you should lose power to your residence it is extremely important to notify National Grid at either **1-800-322-3223** or **1-800-465-1212**, as they prioritize their response based on the number of power outage calls received from the residents in a community. Please keep this in a handy location.

House Numbers:
Please POST YOUR HOUSE NUMBER in a manner that is visible day or night to any responding emergency units regardless of what direction they may be coming from. This is vitally important to your safety and the safety of everyone in your house. Please choose **LARGE, reflective numbers.**

Alarm Systems:
If you have a home alarm system I would encourage you to provide the Communications Department with a list of contact #'s in the event that we need to reach you regarding any emergency situation that may arise at your home. Alarm update forms can be picked up at the Communications Center on any day of the week at any time. Information provided is used solely by the Communications Department in assisting the Police, Fire and other Public Safety agencies in town during emergencies. L.W. Bills Co. of Georgetown maintains the equipment at the Communications Center for alarm monitoring of residences and town buildings. Residents interested in connecting directly to the Communications Center can contact me or L.W. Bills Co. directly, please note that there is a yearly maintenance fee for this connection.

False Alarm Fines:
Please be aware that there is a fine of $50 for each false alarm other than those caused by faulty telephone service, electrical storms or the town's main monitoring console. New alarm systems and new residents are allowed a two month grace period during which a penalty fine will not be assessed. This fine applies to all alarms regardless of how they come into the Communications Center.

911:
For more information on the 911 system in Massachusetts please visit the State 911 Department website at www.mass.gov/eopss/agencies/state-911/ .

Residents are encouraged to verify with the Communications Department that the information contained in the state 911 database for your landline phone is correct. To do this, call the Communications Department any time, day or night, at 978-887-8136, and ask to conduct a 911 test to verify the correct information for your residence. This should be done for every phone # on your property (not including cell. phones), especially if you have a home office or in-law apartment. If you have any questions, please do not hesitate to call.

Remember, 911 should only be used for an emergency situation. An emergency is any situation where your call would "SAVE A LIFE, STOP A CRIME, REPORT A FIRE" or for testing purposes as described above.

I would like to thank all the Town Departments and their employees for their assistance and cooperation throughout the year, it is a pleasure to work with professional and dedicated public servants as we serve the residents of Boxford.

I am proud of the work performed on a daily basis by the dedicated Communications Dispatchers who serve the residents of Boxford.

The following Dispatchers were employed during the year along with their date of hire: Tyler Dechene (1999), Peg Decoteau (2004), Ron Dole (1998), Jim Fernandes (2005), Kara Fitzpatrick (1996), Michael Powers (2004), Ted Riter (2002), Andrew Ulman (2002) and Kathleen Zolla (1988).
I would like to thank Ted Riter who has served with us as a Dispatcher since 2002 and retired at the end of April. A big thank you to Ted for your years of service and dedication!

Statistics for the year are shown on the chart on the next page.

Respectfully submitted by

Warren Gould (1986)
Director of Communications

2014 Communications Department Statistics

Telephone Calls (Incoming/Outgoing)

Type of Call		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	**TOTAL**
Animal Control	IN	39	69	43	63	73	129	144	102	100	116	73	64	**1015**
	OUT	26	41	22	34	59	89	80	65	54	75	43	35	**623**
Ambulance	IN	0	0	2	3	8	2	5	3	6	6	6	2	**43**
	OUT	28	27	33	32	48	39	43	33	26	33	41	33	**416**
Communications	IN	260	217	217	174	250	431	303	214	257	291	279	175	**3068**
	OUT	78	46	67	54	45	67	57	45	48	89	53	41	**690**
DPW	IN	36	19	10	15	9	7	25	17	11	24	9	21	**203**
	OUT	66	47	34	41	24	33	40	37	29	38	30	51	**470**
Fire	IN	212	183	270	1253	186	178	205	163	149	141	134	117	**3191**
	OUT	36	36	29	60	42	29	44	63	42	29	24	12	**446**
Alarm Panel	KEL	328	37	10	33	39	16	36	65	29	35	32	16	**676**
Police	IN	1009	822	788	897	994	942	952	904	784	931	649	753	**10425**
	OUT	152	134	150	136	111	128	126	110	90	128	103	102	**1470**
Wrecker	IN	1	2	1	0	3	2	5	4	3	5	5	10	**41**
	OUT	24	15	11	8	13	16	17	14	10	17	9	11	**165**
Walk-in	IN	355	279	257	291	342	317	314	329	331	291	259	274	**3639**
TOTAL 2014		**2650**	1974	1944	3094	2246	2425	2396	2168	1969	2249	1749	1717	26581
TOTAL 2013		2236	2108	2231	3665	2301	2066	2495	2424	2297	2187	2228	2338	28576
TOTAL 2012		2220	2285	2946	3219	2516	2296	2203	2474	**2510**	2783	2070	2074	29596
TOTAL 2011		2112	2012	2599	3724	2358	2415	2342	**2751**	2165	**3147**	**2419**	1926	29970
TOTAL 2010		2232	**2859**	**4841**	3988	2523	2335	2701	2671	2379	2228	2210	2442	33409
TOTAL 2009		2301	2193	3670	4095	2325	2268	2705	2577	2500	2893	2153	2343	32023

BOXFORD POLICE DEPARTMENT

The Boxford Police Department is proud to announce that 2014 was in very large part a safe and crime free year. We are pleased with the fact that during this last calendar year we investigated only one complaint of residential burglary.

We were again fortunate to be well staffed all year allowing us to continue the delivery of the high quality police services that our citizens deserve. We are committed to the continued development of the excellent relationship that exists between this department and the town's citizens.

Other than the previously stated reduction in burglaries, our crime statistics have remained remarkably constant over the past several years and 2014 was no exception.

Our police officers have again taken full advantage of a variety of training opportunities. Officer Neeley was certified as a TASER instructor. Before the end of the upcoming year, all Boxford Police Officers will be trained in the use of TASER, and officers on patrol will be carrying them.

Lt. Riter and Officer Decoteau attended advanced report training and of course all officers participated in our annual legal, medical, and firearms training.

Officer Matthew Dupont took the initiative to become an instructor in the administration of nasal NARCAN. NARCAN is the product name of naloxone which is an emergency measure for use when someone is suffering from an opiate overdose. Following Officer Dupont's training, he certified all of his co-workers in the use of this life saving intervention.

The Boxford Police Department continues to collaborate with the domestic violence prevention and education initiatives of HAWK, based out of Salem, Massachusetts. Officer Louann Bonny continues to be the department's liaison in this relationship. Officer Bonny also continues to be our lead Domestic Violence investigator and one of our firearms instructors.

In our normal fleet rotation, we obtained a new Ford Police SUV, bringing our total to three of these work horses. The patrol officers frequently comment on the enhanced capabilities of these vehicles and even those who prefer operating a sedan comment favorably on the versatility of that all-wheel drive vehicle.

The Police Chief's contract expired at the end of 2014, but the town and I were able to come to quick terms in order to continue that relationship.

The police department has continued to develop its strong relationship with the Boxford and Masconomet School Districts. Lt. Riter and Officer Decoteau continue to perform periodic patrols at Masco. Lt. Riter and I frequently attend school safety meeting and events and Reserve Officer Nowak teaches the DARE program at the Spofford School two days a week. In addition

to these school events, the department maintains an active involvement with the Tri-Town Council, who is always looking for safe and healthy ways for young people in the Tri-Town region to spend their time.

The Boxford Police Association, supervised by Officer Nentwig, had another busy year funding and helping to serve a picnic lunch at the Council on Aging in September and actively participating with a town based charity, Secret Santa, over the Christmas Holiday. Members of the department also participated in law enforcement sponsored fund raising events in Beverly, Danvers and Boston.

I would be remiss if I did not take the time to thank the Boxford PTO for being our partner in sponsoring the DARE program at the Spofford School. If not for their generosity, the program could not continue.

In closing I want to again thank all of my fellow department heads for their assistance throughout the year, and acknowledge the Board of Selectmen and their staff for providing us with the tools necessary to bring you the services that we do.

Lastly, I again thank the staff of the Boxford Police and Communications for all that they do for this department and town. I see and hear them every day providing extraordinary service with a smile.

Chief Murphy

Michael J. Murphy, Chief of Police
Robert D. Hazelwood, Lieutenant
James B. Riter, Lieutenant

Fulltime Officers
Brian W. Williams
John D. Iannazzo
Thomas J. Nentwig
Robert Corliss
Louann M. Bonny
Kara B. Decoteau
Joseph S. Borodawka
David Barker
Matthew E. Dupont
Brian S. Neeley

Reserve Officers
Atillio J. Paglia
Tyler N. Dechene
Peter J. Cheverie
Michele Nowak
Garry A. Abraham
Brooke L. Dechene
Brian R. Hertel
Kurtis C. Anderson
Eric M. Renda
Michael F. Ferraro
Jamie Johnson

Kathleen Zolla, Police Department Secretary

Boxford Police Department
Incidents by Type

Printed: 1/29/2015 2:02 pm

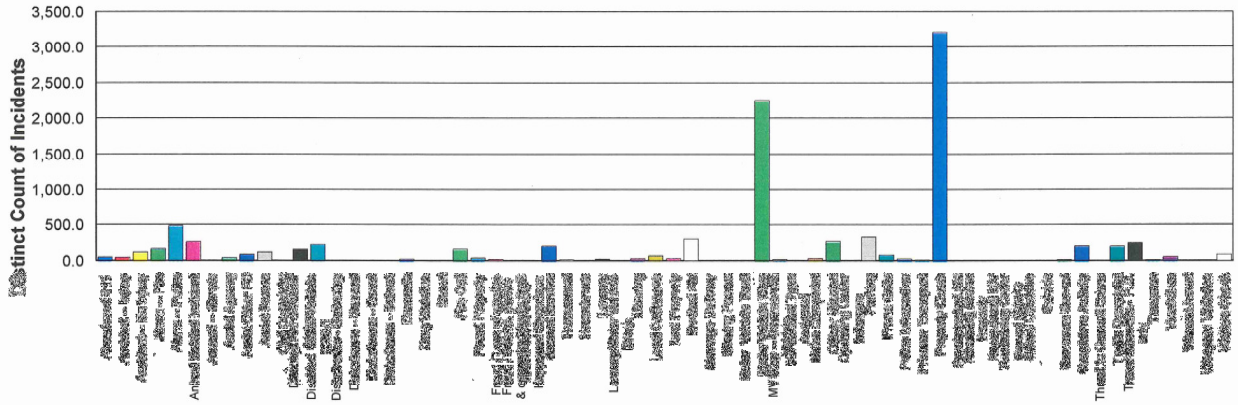
From Date:01/01/2014 to:12/31/2014

Jurisdiction: Boxford

Department: Police Department

Distinct Count of Incidents by Type

For Department: Police Department



Abandoned 911 :	50
Accident -- Injury :	48
Accident -- No Injury :	120
Alarm -- Fire :	163
Alarm -- Police :	455
Animal Related Incident :	283
Assault -- Simple :	2
Assist Agency :	45
Assist Other PD :	69
Assist Person :	122
Civil Complaint :	3
Directed Patrol/Radar Assign :	160
Disabled Motor Vehicle (DMV) :	226
Disturbance - Gathering :	1
Disturbance - General :	4
Disturbance - Guest :	1
Disturbance - School :	1
Domestic :	26
Drug Violation :	1
Escort :	1
Fire Call :	162
Found Property :	40
Fraud / Loss of service :	20
Fraud / Scams, phone & computer Identy theft :	6
Fraud-Credit Card- Happened Elsewhere :	7
General Service :	205
Harassment :	16
Housebreak :	2
Larceny :	25

Boxford Police Department
Incidents by Type

Printed: 1/29/2015 2:02 pm

From Date:01/01/2014 to:12/31/2014

Jurisdiction: Boxford

Department: Police Department

Larceny/Motor Vehicle Break :	3
Littering :	32
Local Ordinance :	70
Lost Property :	31
Medical Aid :	303
Message Delivery :	5
Missing Person :	3
Motor Vehicle Theft :	1
Motor Vehicle Stop :	2,255
MV Stop -- Commercial Vehicle :	21
No Incident Type Assigned :	8
Noise Complaint :	31
Officer Wanted :	271
Operating Under Influence :	1
Parking :	329
Phone Calls :	64
Police Information :	27
Prisoner Transport :	15
Property Check :	3,269
Psychological Aid :	8
Receiving Stolen Property :	1
Repossessed MV :	6
Restraining Order Served (209A) :	4
Sexual Offenses :	1
Suicide :	1
Summons Served :	18
Suspicious Activity :	206
Threat to Commit Crime :	4
Traffic Complaint :	199
Trees/Wires/Etc.- P.D. only :	248
Trespass :	14
Vandalism :	66
Warrant Arrest :	19
Weapons Violation :	1
Welfare Check :	89
Department: Police Department :	9,865
Jurisdiction: Boxford :	9,865
Total Incidents :	9,865

REPORT OF THE BOXFORD FIRE DEPARTMENT

The Boxford Fire Department is pleased to make the following report to the citizens of Boxford.

NEW MEMBERS

We are happy to welcome seven new members. The new recruits completed an eight week training program and started responding September 1st. Mr. Ben Madden, Mr. EJ Cordeiro, and Ms. Hannah Butler are now responding out of the West Station. Ms. Carrie Burke, Mr. Tyler Brown, and Mr. Shane Clemens are now responding out of the East Station.

PROMOTIONS

During the past year the fire department hired Michael Soltys as the new career firefighter. Michael Soltys has also been promoted to the rank of Lieutenant and will serve as the department EMS Officer.

RESIGNATIONS

We would like to thank firefighters Joe Reynolds, Paul Dettorre, Arielle Vandette, and Scott Stickney for their contributions to the department. Joe Reynolds (2 years) Scott Stickney (5 years) Arielle Vandette (3 years) responded out of the West Station and Paul Dettorre (4 years) responded out of the East Station. We would like to wish them all the best in their future endeavors.

Special Thank You

The Boxford Fire Department would like to thank Lieutenant Sean Merrigan for his seven years of service as a Boxford Fire Fighter. For the past five years, Sean was one of our Town's career firefighters, responsible for Fire Prevention, training and EMS Officer. His dedication and hard work will forever be a positive impact not only for the firefighters of Boxford but the Town as a whole.

GRANTS

In the past year, the Fire Department was awarded two grants. The first grant awarded was in the amount of $4,423.00 from The Commonwealth of Massachusetts Executive Office of Public Safety and Security in conjunction with the Department of Fire Services. This grant money will be used to purchase supplies needed to teach elementary school-aged children about fire safety/prevention. The second grant awarded was in the amount of $2,795.00 from The Commonwealth of Massachusetts Executive Office of Public Safety and Security in conjunction with the Department of Fire Services. This grant will be used to implement safety within our elder population. The Fire Department in conjunction with the Council on Aging will have presentations on how to prevent slip and falls, fire prevention awareness and also carbon monoxide awareness. The Boxford Fire Department will also work closely with the Council on Aging on making sure that our elders are all compliant with the codes on smoke/CO detectors in their homes.

BOXFORD FIRE DEPARTMENT PERSONNEL

***Chief Kerry C. Stickney (E)** ***Deputy Chief Michael Madden (E)**

Department Chaplin Mark Balding

EAST OFFICERS

*Captain Hertel, Richard (***E***)
*Lieutenant Aghoian, Tamara (**A, E**)
*Lieutenant Geiger, Brian (**A, E**)
*Lieutenant Philbin, John (**A, P**)
*Lieutenant Merrigan, Sean *(July 2014)*

WEST OFFICERS

*Captain Holland, Peter (**E**)
*Lieutenant Leary, John (**A, E**)
*Lieutenant Soltys, Michael (**A, E**)

FIREFIGHTERS

East

Aghoian, Ryan
Bailey, Thomas (**A, E**)
Beardsley, Nick (**E**)
Brown, Tyler
Burk, Carrie
Caron, James (**E**)
Colangelo, Katie (**E**)
Colangelo, Peter
Collamore, Andrew
Cordeiro, E.J.
*Dechene, Tyler (**A, P**)
Dowling, Matt (**E**)
*Dettorre, Paul (*Nov. 2013*)
*Dyer, Matthew (**E**)
*Ferraro, Michael (**A, E**)
*Foster, Kevin (**E**)
*Gould, Warren
*Greelish, Daron (**A**)
*Grossman, Paul
*Harrington, Michael (**A, E**)
*Hertel, Brian (**A, E**)
Howard, Peter
*Nee, Thomas
Ralph, David (**E**)
*Rowen, John (**A, E**)
Thorpe, James (**A, E**)
Thorpe, Cameron
Zipkin, Emily (**E**)

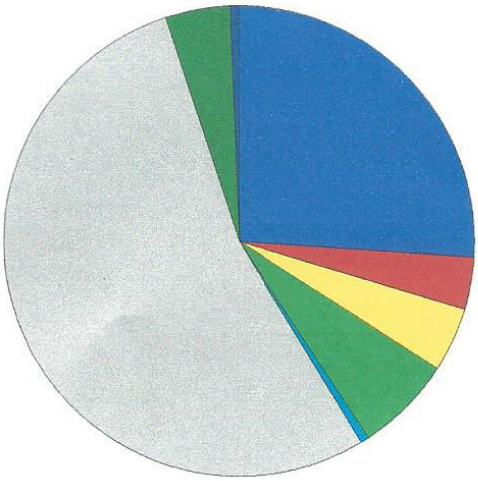
West

*Arba, Nicholas (**A**)
*Bissell, Alfred (**E**)
Butler, Gail
Butler, Hannah
Clemens, Shane
Clark, Mira (**P**)
*Clark, Paul
*Clay, Bruce (**E**)
*Fiedler, Arthur (**E**)
*Lucius, Richard (**A, P**)
Madden, Ben
Madden, Wendy (**E**)
Prescott-Hopping, Lynne (**E**)
Reynolds, Joseph (*Nov. 2013*)
*Slocum, Erik (**E**)
*Stickney, Scott (*Apr. 2014*)
Vandette, Arielle (*Mar. 2014*)
*Yako, Michael

****= Pump Operator***
A= Academy Trained
P= Paramedic
E = EMT-Basic

2014 YEAR END CALL STATISTICS

TYPE OF ALARM	TOTAL
ALARM ACTIVATION	179
CO DETECTOR ALARM	18
INVESTIGATION *(OTHER)*	5
INVESTIGATION *(SMOKE IN AREA)*	12
INVESTIGATION *(SMOKE IN HOUSE)*	5
MUTUAL AID	17
STRUCTURE FIRES	5
CHIMNEY FIRES	3
COOKING FIRES (*CONTAINED*)	1
BRUSH, GRASS, WOODS	6
VEHICLE FIRE	8
VEHICLE ACCIDENT	78
MEDICAL AID	303
HAZARD	36
MISCELLANEOUS	31
TOTAL CALL VOLUME	707



False Alarms & False Calls	26.2%
Fire	3.6%
Good Intent Calls	4.6%
Hazardous Conditions(No Fire)	6.7%
Other Type of Incidents	0.3%
Overpressure, Ruptures, Explosion, Overheat(no ensuing fire)	0.1%
Rescue & Emergency Medical Service	53.6%
Service Calls	4.6%
Severe Weather & Natural Disasters	0.4%
Total:	100.0%

FIRE PREVENTION

The Fire Prevention office is open Monday through Friday 8:00am to 4:00pm. The Fire Prevention office can assist you with questions regarding oil burner instillations, propane storage, plan reviews, smoke/carbon monoxide detectors or any other general question you may have. The Fire Prevention office also issues smoke/carbon monoxide detector certificates needed before the sale of any residential property. All smoke certificate inspections are held on Thursdays. If you have any questions, call 978-887-5725 and ask for Fire Prevention.

Number and Type of Inspections Performed:

1. Oil Burner/Oil Tanks	56
2. Propane Tanks	28
3. Smoke/Heat Detector Permits Issued (New, Remodel or Resale)	138
Number and Type of Field Inspections of Public And Commercial Buildings:	73

Fire Reports Issued:

1. Burned Car/Truck Reports	7
2. Insurance Company Requests	6

Fees Collected:

1. Burning Permits (579 permits)	$11,580.00
2. Smoke Detector Permits (New, Remodel, Resale)	$6,900.00
3. Oil Burners, Propane, and Tanks,	$4,200.00
4. Other Fees	$975.00
Total Fees Collected:	**$23,655.00**

BOXFORD FIRE FIGHTERS GIFT FUND

The Boxford Fire Fighters Gift Fund was the recipient of many memorial gifts in 2014. These funds, along with other generous gifts donated throughout the year, allow us to purchase lifesaving medical and firefighting equipment not usually covered in our annual budget. Donations to the Boxford Fire fighters Gift Fund are always welcome and appreciated, as the ultimate beneficiaries are the residents of Boxford.

BOXFORD FIRE FIGHTER'S RELIEF ASSOCIATION

The Boxford Firefighter's Relief Association is a group of volunteers who provide continued support to the firefighters during illness, injury or other family crises. In addition to supporting our members, the Association sponsors the Boy Scout Troop 51,
The Fire Explore Post 911, Matthew Smith Scholarship and other activities throughout the year. Membership is open to any individual who is 18 years or older. If interested call the fire department for more information.

EXPLORING: THE YOUNG ADULT DIVISION OF THE BOY SCOUTS

The Boxford Fire Explorer Post #911 is a group of young adults interested in learning both EMS and Firefighting skills. The explorers meet on Monday nights and train alongside the fire department. Open enrollment is available to any high school student at least 14 years old. Their attendance and participation fulfills their Public Service obligation at Masconomet Regional High School. I would like to thank firefighters Peter Howard, John Rowen, and Mrs. Kathy Zolla for their dedication and assistance with the Fire Explorer program.

NEW BRUSH TRUCK

I am pleased to report that our newest brush truck has arrived and ready to go. The new truck is a 2014 F550 that was purchased through a grant (Assistance to Firefighter Grant) and cost $140K of which the Town paid $7,000.00. The new truck will run out of the West Station and be designated Brush 1.

BOXFORD RESIDENTS

As always, the Boxford Fire Department is always looking for new members. If you are over the age of 18 and interested in joining the department, please contact Chief Stickney at 978-887-5725.

The Fire Department appreciates the support of all Town Boards, Communications, Inspectional, Police and Department of Public Works. I especially want to thank the fire fighters, and the officers of our department, for their endless dedication.

In conclusion I would like to express my sincere gratitude and appreciation to the wives, husbands and families for their support and understanding throughout the year. Your support helps make the Boxford Fire Department one of the best fire department in the area. Many thanks!

Respectfully submitted,

Kerry C. Stickney, Chief

ANIMAL CONTROL

I begin with my annual reminder to everyone – remember to Rabies vaccinate all domestic pets and livestock for their welfare and that of families and public safety.

An interesting short list of Rabies submittals taken from a newsletter of the Animal Control Officers' Association of Mass by Species for the last quarter of 2014, reveals the most commonly tested animals and their rates of positive confirmation.

Quarterly Rabies Report – September 1st through November 30th

Total # of Animals Tested	391	Unsatisfactory Testing	25
Total # of Animals Confirmed	31	Bats	16
Raccoons	11	Cats	3
Skunks	16	Opossum	1
Cats	2	Skunks	2
Woodchucks	1	Woodchucks	2
Foxes	2	Mink	1
Total # of Bats Tested:	92		
Total # of Bats Confirmed:	11		

As shown, bats are the primary species tested and own the most unsatisfactory results. This can be due to many reasons. Often homeowners who are largely panicked by bats flying through their homes may swat at the animals to disable them. Often, due to the tiny size of bats and their even tinier brains, the organ, which is the only one utilized in testing is easily damaged or destroyed, giving technicians nothing to work with, thus producing an "unsatisfactory" result and usually triggering Rabies Preventative shots all around for members of a household. Other causes often involve waiting too long to submit the bat for testing, or exposing it to extreme heat or sunlight so that it deteriorates beyond testing limits. Bats for sampling should be reported immediately, covered with a box or cloth and left undisturbed for trained personnel to recover and process. In some cases where a person is less intimidated if a bat can be safely transferred into a container and placed in the lower part of the refrigerator, it can prolong testing capability for a more certain diagnosis.

Other issues this year have centered around the implementation of revisions to the Mass. Dog Laws Chapter 140 – Two sections which we have excerpted here in part or whole, may be read with the entire 140 statute on line.

The Kennel License Section – 137A which used to allow for a higher number of individual dogs before triggering the requirement for a Kennel License now cuts in at 4 animals, as explained below:

Section 137A. (a) A person maintaining a kennel shall obtain a kennel license. An owner or keeper of less than 4 dogs, 3 months old or older, who does not maintain a kennel may elect to secure a kennel license in lieu of licensing the dogs under section 137 and shall be subject to this section, sections 137B and 137C and so much of section 141 as it relates to violations of this

section to the same extent as though the owner or keeper were maintaining a kennel. In the case of an applicant for initial licensure and in the case of an applicant for license renewal, a licensing authority shall not issue a kennel license until a kennel has passed inspection by an animal control officer.

(b) A kennel license shall be in lieu of any other license for a dog kept at a kennel during any portion of the period for which the kennel license is valid. A kennel licensee shall cause each dog kept in its kennel to wear, while it is at large, a collar or harness of leather or other suitable material, to which a tag shall be securely attached. The tag shall have inscribed upon it the number of the kennel license, the name of the city or town issuing the license and the year of issue. Tags shall be furnished to the owner or keeper by the licensing authority in quantities not less than the number of dogs kept in the kennel. The issuing city or town shall determine the period of time for which a kennel license shall be valid, including the date of issuance of the license through the date on which the license expires, inclusive, and shall further determine the fee for the issuance and renewal of the license. To determine the amount of the license fee for a kennel, a dog under the age of 6 months shall not be counted in the number of dogs kept in a kennel. The name and address of the owner of each dog kept in a kennel, if other than the person maintaining the kennel, shall be kept at the kennel and available for inspection by an animal control officer, natural resource officer, deputy natural resource officer, fish and game warden or police officer.

The other section which has sparked some questions and comments is the Inspection of Kennels, etc. Section 137C quoted below. The most unusual part of this new requirement is the visitation of Animal Control personnel to approve a kennel either prior to a new kennel license or annually at the time or renewal. This was originally only done routinely and annually by the Animal Inspector, a position initiated by the State Department of Animal Health to assess head counts of livestock and poultry and perform an overview of animal health and living conditions. Some persons have been taken aback by this still unfamiliar charge and are not quite sure it is required and/or permissible. Reproduced here is the 137C section which clears up the authorization of personnel to visit property for this purpose.

Section 137C. The mayor of a city, the selectmen of a town, the police commissioner in the city of Boston, a chief of police or an animal control officer may at any time inspect a kennel or cause the inspection of a kennel. If, in the judgment of such person or body, the kennel is not being maintained in a sanitary and humane manner or if records are not properly kept as required by law, such person or body shall, by order, revoke or suspend the license for the kennel. Upon the petition of 25 citizens, filed with the mayor of a city, the selectmen of a town or the police commissioner in the city of Boston setting forth a statement that such citizens are aggrieved or annoyed to an unreasonable extent by a dog maintained in such city or town due to excessive barking or other conditions connected with a kennel constituting a nuisance, the mayor, selectmen or police commissioner, as the case may be, shall, within 7 days after the filing of the petition, give notice to all parties in interest of a public hearing to be held within 14 days after the date of such notice. The mayor, selectmen or police commissioner shall, within 7 days after the public hearing, investigate or cause to be investigated the subject matter of the petition and shall, by order, either suspend or revoke the kennel license, otherwise regulate the kennel or dismiss the petition. Written notice of an order revoking or suspending the license, regulating the

kennel or dismissing the petition shall be mailed immediately to the officer issuing the license and to the holder of the license. Within 10 days after the order, the holder of the license may bring a petition in the district court within the judicial district in which the kennel is maintained, addressed to the justice of the court, praying that the order be reviewed by the court. After notice to all parties as the court may consider necessary, the court shall review the action, hear the witnesses and affirm the order unless it shall appear that it was made without proper cause or in bad faith, in which case the order shall be reversed. The decision of the court shall be final and conclusive upon the parties. A person maintaining a kennel after the license to maintain a kennel has been so revoked, or while such a license is suspended, shall be punished by a fine of not more than $250.

Helen L. Philips

Education Reports

Trustees of the Boxford Town Libraries

Elementary School Report

Masconomet Regional District High School

North Shore Regional Vocational School Committee

BOXFORD TOWN LIBRARY

Annual Report 2014

The Boxford Town Library had a year of exceptional moves and changes in 2014-15. While in past years this report solely focused on the prior year, we have taken the liberty to include the present state of library affairs in Boxford due to the exceptional amount of activity that has continued into 2015.

The library offers a resource where patrons of all ages can access materials for their diverse informational and personal enrichment needs. The library's mission is to act as a community space for residents to interact with and learn from each other. The Library Board of Trustees is a town agency, established by vote of a special town meeting on December 17, 1965. It is governed by Massachusetts General Law Chapter 78 and other pertinent statutes. Staff and Trustees are committed to providing personal and professional attention to each person using library services.

Facilities and Operations

Public Libraries in Massachusetts are measured against guidelines that ultimately influence the amount of public funding (State Aid) offered by the state government. In order to be certified for State Aid to Public Libraries, a library must meet statutory and regulatory requirements for local funding, hours of operation, service offerings delivered to the town, and staffing levels. In FY 2014, Boxford Library met these requirements without having to apply for a waiver for any requirement; it was fully certified by the Massachusetts Board of Library Commissioners.

However, insurmountable facilities issues (rotting wood, vermin, chronic mold and failed mold remediation, unhealthy air quality) coupled with the failure to achieve a favorable 2/3 majority vote for a new building (61% favorable) forced the formal closure of the Boxford Town Library on December 12, 2014. This action, along with the complexity of relocating the library function, put the town's library service in limbo and at serious risk of losing vital State Certification (needed to maintain reciprocal borrowing privileges with any other libraries in the Commonwealth).

With the leadership of Selectman Chuck Costello, the dedication of the Library Trustees, and the hard work of town staff, especially DPW Director, John Dold; Town Administrator, Alan Benson; Assistant Administrator, Susan Inman; and every member of the Boxford Town Hall staff, the town's library service was moved into the east wing of the ground floor of Boxford Town Hall. The library now operates four days per week (M,T,W, Th) with a limited collection and modified service offerings.

In addition to losing its facility, Boxford Library also lost its Library Director and half of its 10 person staff. An Interim Director, Jeanette Glesmann, was hired while a Search Committee conducted a search for a new permanent director. A new director will assume leadership of Boxford Library in late May 2015.

Library Services and Programs

In 2014 the Boxford Library offered a variety of children's programs, implemented by Children's Librarian **Josh Kennedy**. These ranged from preschool storytimes and the monthly Lego building club for older children, to seasonal events such as the annual spring egg hunt, Halloween party and the December holiday party. In the fall, a special weekly "creative movement" exercise class was offered for preschoolers, with instructor Julie Pike Edmond. Josh Kennedy presented a variety of programs at Lincoln Hall, including a cartooning workshop. The Friends of the Library generously supported these events.

The library's annual Summer Reading Program for children featured the science-oriented theme "Fizz, Boom, Read!". There were 365 participants who earned free admission and ride passes from the Topsfield Fair, as well as free books, provided by the Friends of the Library, for meeting reading goals in the summer. In addition, the Library hosted six special summer youth events, among them a hula hooping program, a clay sculpting workshop, and a "famous scientists" magic show.

Adult programs and events are planned and implemented by staff members and complemented by offerings from volunteers and the Friends. The knitting group and poetry group continue to meet and are led by volunteers.

Among the new and popular adult programs is the Cookbook Club which meets at Lincoln Hall on the second Friday of the month. Participants chose a recipe from the featured book, prepare and bring it to the luncheon, where it is shared by all.

In the spring of 2014, the Library hosted a Community Read and a series of events highlighting the role of food and farmers in our lives. Activities included keynote speaker Ben Hewitt, author of The Town that Food Saved; a discussion moderated by Mike Cosco, proprietor of West Village Provisions, and films. In partnership with the Boxford Historic Document Center, the Library had an exhibit featuring photographs of Boxford farms and farming activity.

In addition, the Friends of the Boxford Library hosted "Flavors from the Farm", an event that promoted eating fresh and locally-sourced food. This hugely successful event won the "Fantastic Friends Award" -- the highest honor given by the Massachusetts Friends Association. The event raised over $25,000 of which a portion was donated back to local food banks in the area.

In 2015, we look forward to greater stability and a period of rebuilding over the next 3-5 years, beginning with increased hours to include Fridays and Saturdays once a full complement of staff are hired.

The Library could not offer its range of programming and services without the dedication of staff, Trustees, Friends, the Boxford Cultural Council, BTA/BOLT, and members of the Boxford community. Many thanks to all!

Statistical Summary
61,592 holdings
57,607 items borrowed
37,236 visits to the Library
5,325 registered borrowers
99 children's programs; 1694 attendance
365 children participated in the Summer Reading Program
83 adult programs; 801 attendance
33 hours open on average per week
833 user sessions on public Internet computers
210 members of the Friends of the Boxford Town Library

Submitted by, Jeanette Glesmann Interim Library Director and the Boxford Library Trustees

Trustees: Julian Troake, Heidi Ellard, Carole Davis, George Fischer, and Jane Moody

2014 ANNUAL REPORT
Boxford Elementary School Committee

School Committee

Christine Bolzan, Term Expires 2016
Yu Ching Buehler, Term Expires 2017
Marc Mercier, Term Expires 2015
David Rivers, Chairperson, Term Expires 2015
Heather Vaz, Vice Chairperson, Term Expires 2017

Pamela Messenger, Term Expired 2014

Mission, Values and Goals

The School Committee's Mission Statement, Core Values and Goals for 2012-2016 are posted at www.tritownschoolunion.com.

School Committee Operation

The Boxford School Committee meets approximately twice per month with a formal agenda on the second and fourth Thursday at Town Hall. All meetings are posted at Town Hall and are open to the public as described in the State Open Meeting Law. The School Committee also meets jointly with the Middleton and Topsfield School Committees as part of the Tri-Town School Union.

The School Committee has all the powers conferred on it by state law and must perform those duties mandated by the state. Its responsibilities are varied, but relate primarily to policy determination. Some of the duties of the School Committee include:

- Preparation of an annual budget
- Program evaluations
- Approval of curriculum and materials
- Planning school services
- Collective bargaining
- Public relations

While the School Committee acts directly as the policymaking body relative to general educational policy, it does not wish to operate in a vacuum. The School Committee actively seeks the counsel and support of the administration, staff, School Councils, the Parent Teacher Organization (PTO), Boxford Elementary Schools Trust (B.E.S.T.), the Special Education Parent Advisory Council, parents and the community. This input is generated through written and verbal communication within the school community, and working closely with other Town Boards and committees. Additional information about the School Committee and its operation as well as the Cole and Spofford Pond Schools can be found on the school district web sites at www.boxfordschools.org and www.tritownschoolunion.com.

Individuals and groups wishing to address the School Committee at a meeting may do so as part of the agenda under "Remarks from the Public" or contact the chairperson by telephone or in writing.

School Management

Principals are responsible for the daily operation of each school. The responsibilities of school-based administrators include curriculum implementation, instruction, personnel matters, student issues and the physical plant. School Site Councils are in place in each school. Members include the principal, parents (elected), teachers (elected), and a community member (appointed by the principal). The role of the School Site Council is to advise the principal on areas of school improvement. Meetings are generally held on the second Monday of each month and are open to the public.

The Superintendent is appointed by the Tri-Town School Union Committee (Superintendency Union 58). The School Union Committee jointly employs the Superintendent (PK-6), Assistant Superintendent of Operations, Assistant Superintendent of Student Services, and Director of Facilities and Operations as well as the secretarial and bookkeeping staff of the Central Office. The Superintendent acts as the Chief Executive Officer of the School Committee in the operation of the schools.

Milestones

In May, 2014, the term of School Committee Vice Chair Pamela Messenger ended after having served nine years on the committee. Yu Ching Buehler filled the vacancy with her election to serve a three year term. Heather Vaz was elected to a three year term.

Mrs. Susan Robinson retired from her position as a teacher at the Spofford Pond School after thirty-two years of service to the community. Mrs. Margaret Costello retired from her position as a physical education teacher at the Harry Lee Cole and Spofford Pond Schools after ore than twenty years of service to the community. Mrs. Elizabeth Scheld retired from her position as a teacher at the Spofford Pond School after twenty years of service to the community. Mrs. Carol Foster retired from her position as a teacher at the Spofford Pond School after seven years of service to the community. Ms. Elaine Foster retired from her position as a teacher at the Spofford Pond School after six years of service to the community. Ms. Pat Regis retired from her position as a teacher at the Spofford Pond School after fifteen years of service to the community. Mrs. Theresa Craig retired from her position as a teacher assistant at the Spofford Pond School after twenty-two years of service to the community. Mrs. Debra MacAuley retired from her position as a teacher assistant at the Spofford Pond School after fourteen years of service to the community.

Staff Anniversaries

Twenty-nine staff members celebrated five-year anniversaries of service in our schools. Five-year service pins were presented to Robert Aho,Vanessa Boyle, Lorelee Graffeo, Elizabeth Koenig, Samantha Kosakowski, and Audrey Quenneville . Ten year pins were presented to Kelly Belthoff, Julie Benson, Patricia Cantone-Maffeo, Richard Clark, Barbara Cloonan, Mary Hamilton, Michelle Hughes, Mary Medugno, Debbie Moore, and Lisa Stewart. Fifteen year pins were presented to Jim Christofferson, Betsy Gadbois, Lesley Gibson, Joyce Rains, Sharon Stewart and Gail Wait. Twenty year pins were presented to Maureen Cronin, Deborah O'Brien, Thaya Puglisi, Kimberly Suther, and James Turner. Mary Farley, was recognized for thirty years of service to the Boxford Elementary Schools.

New Staff Appointments

New teachers and staff this year include: *Janet Brown, Special Education; Valerie Cinseruli, Secretary; Ashley Cummings, Grade 5; Erika Giacchino, Special Education; Jonathan Griffiths, Grade 4; Anupana Iyer, Title I Math; Briana POsanka, School Nurse; Elisa Sanders, Special*

Education; Michelle Sierpina, Grade 6; Ryan Savage, IT Support; Tom Sipple, IT Support; Samantha Tardif, Behavior Specialist; Christopher Tolios, Physical Education; Laura Valzania, Grade 6; and Amanda Wilkie, Grade 5.

Achievements of Note in 2014

Enrollment/ Class Size: Following a significant influx of students new to the district in the later grades along with a strong lobbying effort on the part of Boxford parents, the School Committee added two additional classroom sections at Spofford Pond School with the goal of keeping class sizes at or below 20 students. Over the summer of 2014, additional Kindergarten registrations forced the School Committee to add an additional Kindergarten classroom section, despite not having funding in the budget. This will likely become one of several drivers in an effort to increase the school budget for the 2015-16 school year.

STEM Initiative: Having moved the foreign language program out of the normal school day schedule, the School Committee was faced with the need to either change the school schedule, or offer a different program in the place of foreign language. The Committee decided to offer a Science, Technology, Engineering and Math program as a specialist program in both schools, following a nationwide trend. The program, which is largely project-based, teaches the Engineering Design iterative method for developing and optimizing design and engineering solutions to real world problems. The program covers all grades from Kindergarten through sixth grade, and has been extremely well received among students and parents alike. Dr. Rains' STEM Blog at Spofford Pond can be accessed at https://spoffordstem.wordpress.com/ . Ms. Wainwright's Blog at the Harry Lee Cole School can be accessed at http://hlcole.blogspot.com/ .

Foreign Language Update: With the departure of our foreign language teacher and informed by polarized responses to the annual parent survey, the School Committee changed the foreign language program offering from an in-school program to an extracurricular activity that is fee-based and significantly more comprehensive. Run by an organization called Global Child, Boxford now offers before-school and after-school instruction offerings in Spanish, French, and Chinese. Enrollment has been strong, as has satisfaction with the level of instruction. The only negative feedback has been the scheduling conflict with Band, Chorus, and the BOKS athletic program in the mornings.

DESE Level 1 Status: For the second consecutive year based on MCAS testing results, the Boxford School District achieved Level 1 status with the Massachusetts Department of Elementary and Secondary Education. Level 1 status indicates that Boxford is a top-performing district, resulting in the lowest level of state intervention with regard to operational oversight and planning. This classification will allow our administration to focus more on student achievement and less on bureaucracy.

Harry Lee Cole School Playground Replacement: Following the demolition of the 1980s era "Cole Castle" playground at Harry Lee Cole School, a new ADA-compliant playground began construction in November 2013, most notably including a new play surface designed to require little maintenance, increased safety, and appropriately low environmental impact. The construction process revealed unknown components of the Cole School septic leeching field which were then mapped and avoided for future servicing. Construction completed in April, 2014 with a ribbon-cutting ceremony and active service beginning in the same month. Children, parents and teachers have all expressed great pleasure with the new facilities.

Sharing of Student Directory Information with PTO and BEST: The School Committee revised its policy with regard to sharing directory-related information with the Boxford Parent Teacher Organization

and the Boxford Elementary Schools Trust in 2013, with implementation of the new policy to begin in September, 2014. Formerly, parents needed to actively provide those organizations with contact information such as their addresses, phone numbers, email addresses, and their children's names and classes for inclusion in the PTO annual directory and for these organizations' fundraising purposes. The new policy provides the same information to these organizations by default, unless the parent notifies the school office otherwise. The schools informed parents of this opportunity to opt-out of sharing this information with ample opportunity to respond. This sharing was greatly appreciated by both organizations.

Christine Elliott Update: Tech Talk Workshops: Given the success of the implementation of Tech Talk Workshops, the series is continuing into its second year. Tech Talk Workshops will continue during the 2014-2015 school-year with core offerings being repeated and many new workshops being offered. Several teachers who were participants in the sessions during the implementation year will now become instructors as well as participants. A full catalog of offerings was posted by the third week of September giving educators a good sense of the topics that would be offered throughout the year. There are 60+ offerings for staff members to choose from. In addition to the 1 hour workshops, there are 8 independent challenge activities that people can choose giving them an opportunity to apply what they have learned in a particular area. This allows participants to go deeper with a particular concept and connect it to the work they are doing at their grade-level.

Technology Investment, Phase One: 2014 marked the beginning of a new approach to investing in technology in the Boxford Schools. Previously, investments were made based on run-fail-model requests, often by utilizing unplanned funding when it was available. This resulted in a fleet of digital devices that was insufficient to meet demand, and unreliable, resulting in underutilization of the fleet's potential. The new approach utilized the Omnibus Technology Advisory Committee to provide guidance to the School Committee in taking inventory of digital devices, making purchasing recommendations, recommending staffing changes, and recommending policy changes to adequately manage the district's approach to technology. The result has been the treatment of technology as a utility across the district, in that it is a regular expense and investement that needs to be maintained on a regular basis in order to maintain the smooth operation of our increasingly technology-based learning in the schools.

Bring Your Own [digital] Device Program: Following the pilot of the Bring Your Own Device (BYOD) program in several classrooms last year, this program remains active to supplement technology in limited situations where BYOD is preferable to utilizing school-owned technology. Teachers now arrange to have students bring in personal devices for specific uses on an as-needed basis.

Coordinated Program Review: Once every six years, the Department of Elementary and Secondary Education is required to conduct an in depth review of every school district in their program implementation and compliance with key regulations; for Boxford, this monitoring review took place in December 2013. The Coordinated Program Review focused on our district's implementation of Special Education, Civil Rights, Title I, and English Language Learner Education programs. The review involved hundreds of hours of document preparation and submission to the DESE, student record reviews, and interviews of staff, administrators, and parents (both through surveys and face to face interviews.)

The Boxford Schools received the written report in the late spring of 2014 which noted very few areas of rated as 'Partially Implemented' meaning the district was in full compliance on most standards of regulatory compliance. The schools have posted the report on its website and it is also posted on the DESE website.

We are in the process during the 2014-2015 school year of conducting trainings and protocol reviews in

order to correct those areas identified by the review. During the school year we will also submit written progress reports to the DESE documenting our correction action plan activities. We will complete all corrective action by the spring of 2015.

Internet bandwidth increase and monitoring: In the fall of 2014, the Internet connection to each school was upgraded from 50mbps (peak) cable modem to 100mbps duplex fiber optic (steady state guaranteed), effectively eliminating the Internet access bottleneck that had been stifling the schools' ability to utilize our digital devices. We have also deployed bandwidth monitoring software so that we may assess the need to increase our bandwidth capacity in the future. The teachers and students have reported no connectivity problems, and utilization of our digital devices has grown immensely as a result of the bandwidth increase.

Extended Studies Program (ESP): The 2013-14 Extended Studies Program at the Spofford Pond School was modified to provide opportunities for **all** students who are motivated to learn in Grades 5 and 6. New for 2014-15, students who wished to participate were required to apply on their own by filling out an online application and obtain a teacher reference indicating that the student was maintaining a minimum of 3's on their report card which also includes looking at their Learner Qualities.

These students demonstrate high ability, creativity, and task commitment in their regular educational setting and benefit from challenging, enriched learning opportunities with a group of their peers.

Mrs. Barbara Boulay continues as the ESP Coordinator and continues to have students meet during the WIN Block. Topics vary for each term, and are an extension of classroom subject curriculum. Students are encouraged to apply to one, two or all three terms based on their interests and availability to attend to extended learning. They meet with members of the Extended Studies staff five days out of the six day schedule, for thirty minutes per class.

Extended Learning Opportunities: In the 2014-2015 school year, we continue to work to intrigue and challenge our students in Boxford. Participation and achievement are outstanding in The Online Math League program (grades 2-6) reaching over 120 students before school. We also have excellent participation and stimulating mental activities with our Math Olympiad Teams (grades 4-6). We service over 80 students during their WIN block, 1 time per cycle through this worldwide program. We also are participating in a community Literary Magazing through the Collaborative for Regional Education and Training (CREST). Students are invited to submit writing, music composition or artwork for possible publication in this magazine. We have had several students published in the Winter and Spring editions!

Students in our schools have also continued to enjoy and learn from cultural enrichment activities provided by funds from the PTO including:

- Miss Frizzle Story Telling
- The Audubon Ark and Drumlin Farm (3 programs) – Winter Survivors, Miraculous Mice and Which Comes First, Chicks or Eggs?
- Museum of Science – Animal Habitats
- New England Aquarium – Water Properties
- Windows on Wildlife
- Young Audiences of Massachusetts – Ben Franklin
- Museum of Science-Rock Detectives
- World of Owls

- Earth View—Bridgewater State College
- Techsploration- 3 Programs: Simple Machines, Electricity, & Transportation
- Hands on History - funded in part by the Cultural Arts Council and in part by the Boxford PTO

Students also participate in after school learning through the Tri-Town Council's Horizons program throughout the school year. Classes are offered at both Cole and Spofford Pond schools. Some of the classes offered this year are Lego engineering, sewing, circus arts, clay sculpture, holiday crafts, still life painting, exercise programs, fashion design, beginner fencing and skateboarding.

EPA "Energy Star" Schools: Spofford Pond and Harry Lee Cole Schools Designated as EPA "Energy Star" School: Notification was received in January from www.energystar.gov that the Spofford Pond School was designated as an EPA "Energy Star" school, with a rating of 85 out of 100 points. The "Energy Star School" designation is an award applied annually that recognizes superior energy performance and identifies the school as among the most energy efficient buildings of their type in the nation as recognized by the Energy Star Program. This marks the fourth award for Spofford Pond School. The Harry Lee Cole School has earned the "Energy Star" designation for five consecutive years.

Leadership Team to Update: Educator Evaluation Model: The district began phasing in a new Educator Evaluation Model that has been mandated by the Massachusetts Department of Elementary and Secondary Education. While the new model places a higher administrative burden on both educators and administrators, the School Committee remains hopeful that it will result in a higher quality educational experience for our students. Approximately half of our DESE licensed educators and all administrators have begun the educational evaluation process. As this is our first year of implementation, we will have more information about the impact this approach has upon educator growth and development. This model is one which requires more frequent unannounced observations and for educators to contribute heavily to collecting and providing evidence of their progress towards meeting multiple state-established standards of performance, and professional practice and student learning goals. The research behind this approach indicates that the more involved educators are in their professional growth the greater the student achievement; it also supports a collaborative approach to teaching and learning, not only amongst educators, but also with parents. We expect to have more information about the implementation of this evaluation model in subsequent years.

Capital Improvements made to Boxford Schools

Playground at Cole School: Although started in the fall of 2013, the new playground at Cole School was completed in the spring of 2014 due to weather related delays. The playground has received rave reviews from students and teachers alike, and hopefully will serve the community for many years to come.

Aaron Wood building study: The study phase and first draft proposal for renovations on the Aaron Wood building, which houses the Tri-Town Union Superintendent's office, were completed. We anticipate that the renovations will be considered for action in 2015.

Boxford Learning Community Support Organizations

Boxford Parent Teacher Organization: The Boxford PTO invested approximately $54,000 in the elementary schools for the 2014 fiscal year. The goal of the PTO is to use parent donations to enhance the education of the students at Cole and Spofford through supportive programs, teacher tools, and community building events.

Over 35% of 2014 spending went to the "Teachers' Wishes" program, which funds teacher grant requests for supplies. This year's Teacher Wishes included guided reading materials, publications, a color printer for the art room, a sound system to support Cole School, musical instruments, document cameras, OT and PT support materials and variety of other curriculum enhancing materials and software. About one-third of PTO spending supported the Curriculum Enrichment program. Each grade level benefits from one or more of these programs each year. For example, last year all fifth grade classes were entertained by the Techsploration show about electricity, which was followed by hands-on electricity experiments in each fifth grade classroom. Many of the enrichment programs cover aspects of science, including biology and geology related topics.

In 2014, the PTO donated approximately $3100 to help start up the BOKS program at Spofford– a before-school exercise program designed to get kids' brains engaged before the start of the academic day. The PTO also helped to defray the costs of the 2nd and 6th grade activities and celebrations. Additionally, the PTO supported teachers by sponsoring the annual teacher appreciation week and by providing refreshments for monthly meetings.

The PTO recruits parent volunteers to host family events throughout the year. These include the Talent Shows, Papas Servin' Pasta, Halloween Party, the Fall Fundown, and a kids' Color Run to celebrate the end of the school year. Fees charged for these events help defray the cost of outside food and entertainment. In addition to running annual programs in 2014, the PTO worked with a local shop to produce a line of school "Spiritwear" clothing and items for students and staff in an effort to increase school spirit.

Primary sources of PTO funds are the membership drive and directory sales in the fall, a fall catalog sale fundraiser, yearbook sales, and a spring fundraiser raffle and auction.

Boxford Elementary Schools Trust: The Boxford Elementary Schools Trust (BEST) is an all-volunteer, non-profit organization dedicated to fostering excellence in our public schools by raising private funds. BEST supports the long-term needs of the Boxford Schools by funding grants in the areas of innovative teaching tools and professional development. During the 2014-2015 school year, BEST had the pleasure of awarding various grants with a value of roughly $9.400. Grants for projects at the Harry Lee Cole School this past year have included: Professional Development for a kindergarten teacher, additional iPads for the Multi-Age classroom teachers (the Boxford PTO shared the cost of this grant with BEST), and iPads for Small Group Differentiated Instruction by the Reading Specialists. In addition, Ms. Puglisi's classroom received the 2nd and last batch of iPads to complete the funding and implementation of a fully functioning 1:1 iPad classroom. At the Spofford Pond School, grants supported: Foundational and Essential Apps for 120 iPads, 4 iPads for the 3rd and 4th grade Learning Center Classroom, and we funded a pilot of 8 Lego Mindstorm sets to be used during STEM Extended Studies. BEST continues working to raise funds for the Enhanced Learning Initiative (ELI). The goal of ELI is to provide Boxford students and staff with 1:1 iPad technology in the classrooms. BEST looks forward to obtaining additional funding to fully fund additional ELI classrooms.

School Enrollment, October 1, 2014

	PK	K	1	2	3	4	5	6	Total
Harry Lee Cole School	46	81	82	87					295
Spofford Pond School					99	118	120	114	451
Total PK-6 Enrollment	46	81	82	87	99	118	120	114	746

Massachusetts Comprehensive Assessment System (MCAS) and School District Accountability System

Educational Reform in Massachusetts is now in its twenty-first year. The revamped School District Accountability System is in its third year of implementation by the Department of Elementary and Secondary Education (DESE). The Boxford School Committee's goal continues to be to increase the number and percentage of our students achieving at the Advanced and Proficiency Levels in each grade and in each subject tested year over year. The Department of Education has rated each school district and school in terms of its performance and improvement over the past two years. Detailed information about the new Progress and Performance Index (PPI), including our designation as a Level 1 District under the federal Elementary and Secondary Education Act (ESEA) can be found on the Massachusetts Department of Elementary and Secondary Education web site, which can be accessed directly at:

http://profiles.doe.mass.edu/accountability/report/district.aspx?linkid=30&orgcode=00380000&orgtypecode=5&http://profiles.doe.mass.edu/accountability/report/district.aspx?linkid=30&orgcode=00380000&orgtypecode=5&

The Massachusetts Comprehensive Assessment System (MCAS) continues to include the following subjects and grades: Grade Three- Reading and Mathematics; Grade Four- English Language Arts, Writing and Mathematics; Grade Five- English Language Arts, Mathematics, Science and Technology; and Grade Six- English Language Arts and Mathematics. Our Overall District Ranking for 2013 continues to be in the top 10% out of 373 school districts participating in the MCAS. Additional information regarding the performance of Boxford students including historical trends, the Composite Performance Index, and the Student Growth Percentiles can be found on the Department of Elementary and Secondary Education's web site at:

http://profiles.doe.mass.edu/mcas/achievement_level.aspx?linkid=32&orgcode=00380000&orgtypecode=5&http://profiles.doe.mass.edu/mcas/achievement_level.aspx?linkid=32&orgcode=00380000&orgtypecode=5&

Our students continue to perform well on MCAS tests. It is anticipated that new curricula may be needed over the next several years to allow our students to keep pace with changes made to the MCAS resulting from the state's Common Core Standards. A complete School and District Report Card published by the Massachusetts Department of Elementary and Secondary Education for Boxford can be found at:

http://profiles.doe.mass.edu/reportcard/districtreportcardoverview.aspx?linkid=37&orgcode=00380000&fycode=2014&orgtypecode=5&http://www.tritownschoolunion.com/district/news/boxford-nclbesea-school-district-report-card

Curriculum and Program Development

The Boxford Elementary Schools maintains a website that contains detailed information about our ongoing initiatives in curriculum, instruction and professional development. These web-based resources can be located at http://www.tritownschoolunion.com/district/curriculum-0.

Educators continue to implement lessons that align with the Common Core State Standards in English Language Arts and Mathematics and have participated in ongoing professional development to support these subject areas since the adoption of the revised standards in 2010. Fundations (Language Word Study Program) has been successfully implemented in grades K and 1 at Cole school and will be implemented at the second grade level during the 2015-2016 school year. A Tri-Town Science Committee was established in the fall of 2014 consisting of educators representing grades Pre K-grade 6 including staff members in a variety of roles. The focus of this committee in year one is to unpack and develop a deep understanding of the proposed MA Science and Technology/Engineering standards and to begin developing an understanding of programs and resources available to help begin the alignment process. It is expected that districts will fully align with the new standards (once officially adopted in 2015) by September of 2017. The Tri-Town Science Committee will likely run for 3-4 years while we unpack the standards, identify and evaluate programs and materials, visit other districts, field test/pilot programs and materials, plan for implementation and ultimately assess the roll-out.

Professional Development

During the spring and summer, first grade teachers participated in Fundations training to prepare for the roll-out of the Language Word Study program in grade 1 at Cole School.

During the summer, many teachers participated in the graduate level course: *Genre Study- Understanding Literature and Informational Text.* This course previously ran during the summer of 2013 and was offered again during the summer of 2014 for those who couldn't participate and for those new to the district. In August, a follow-up Genre Study one day session for the participants of the 2013 course was offered to provide an opportunity to reflect on the implementation of strategies taught and the impact the course had on their instructional practices and student learning.

Patti Chesney, our trainer from Math in Focus, returned to teach a course during the summer of 2014 on Mental Math Strategies which is an integral part of the Math in Focus program.

Many Boxford teachers are participating in a technology course: *Creating and Maintaining a Blog* that will continue on throughout the 2014-2015 school year.

In addition to the courses and workshops offered, there were many projects proposed by groups of teachers that took place during the summer and several will continue on throughout the first part of this school-year.

Given the success of the implementation of Tech Talk Workshops, the series is continuing into its second year. Tech Talk Workshops will continue during the 2014-2015 school-year with core offerings being repeated and many new workshops being offered.

The Induction/Mentoring program was overhauled during the spring of 2014 which proved to be timely given the fact that this September, the Tri-Town welcomed the largest group of new employees in over a decade. All new employees attended a full day orientation session in August. Educators new to our district who hold a provisional or initial license also participated in a series of three full-day Induction Institutes providing them with critical information and professional development needed to be successful working in the Boxford elementary schools. These institutes covered a variety of topics related to curriculum planning and assessment, meeting the diverse needs of all learners, family and community engagement and professional culture. The sessions were led by Tri-Town administrators. The new educators have been matched with a mentor to continue to provide individualized support throughout the year and the Mentor Coordinator in each building will also provide additional support and training to the new educators as well. Mentors participated in a revised mentor training session offered by the Mentor Coordinators in October 2014.

Response to Intervention (WIN BLOCK)

Response to Intervention: Teachers and staff at both the Harry Lee Cole School and Spofford Pond School continue to support students through the Response to Intervention (RTI) process in Reading, Writing, and Mathematics. The RTI program uses district and state assessments, AIMS Web, and teacher recommendations and observations, to identify struggling learners. Students with identified needs are supported with additional targeted math and language arts intervention either by a math coach or reading/literacy specialist, or writing coach (Spofford only) in addition to instruction from the classroom teacher. Math, Reading and Writing Specialists meet with classroom teachers at regular intervals throughout the year to discuss progress and revise student goals and plans.

At the Cole School, the "What I Need" (WIN) Block, which is a 30-minute period each day in which students have historically been receiving Differentiated Instruction in the core areas of English Language Arts and Mathematics. This year, the program has been refined to include unique learning opportunities with specialists, including tablet-based digital painting, and the creation of video news programs using iPads. Differentiation is a mindset or philosophy in which the teacher knows the curriculum and standards, has an understanding of the uniqueness of his or her learners, and then – using an array of instructional approaches and assessment tools – plans with precision and flexibility to enable students to be successful (Gregory, Gayle What Principal's Need to Know About Differentiated Instruction, 2012). During this 30-minute block, our staff members strive for rigor and relevance for all students. The students in need of extra support in these content areas receive direct instruction from RTI Interventionists. Other students are flexibly grouped within their classroom based on clear objectives based on their current academic and social needs.

At the Spofford Pond School, Response to Intervention (RTI) services are delivered during WIN blocks. Students in need of additional academic support have been identified using data collected from: previous MCAS results, universal screenings (Aims web), writing prompt performance, Fountas & Pennell

Reading assessments, Math In Focus assessments, and any additional classroom information that is pertinent. The students are provided with additional writing, math and language arts instruction based on their identified needs from the data. Each grade level team of teachers convenes to analyze the student data, discuss intervention strategies and plan for intervention groupings. Students who are not receiving RTI intervention during the WIN block are in their classrooms working on identified skills and concepts as an opportunity to provide additional reinforcement, practice, or challenge. The principle behind the WIN schedule is to have additional time in the school day to differentiate for student learning without taking away from the core curriculum instructional time. No new instruction is presented during the WIN block at each grade level. Other students who are not identified as needing RTI support are flexibly grouped within their classroom based on objectives on current academic and social needs. Teachers team with one another to differeniate the support that these students need and will change the support according to student needs.

Fiscal Management

The actual expenditures and approved elementary school budgets Fiscal Years 2013 - 2015 are detailed on the chart below.

	FY13 Actuals	FY14 Actuals	FY13 Approved Budget	FY14 Approved Budget	FY15 Approved Budget
Proposed Budget Expenditure Summary					
Total Salaries	6,552,741	6,692,270	7,157,878	7,268,616	7,711,616
Total Supplies/Materials/Textbooks	302,604	430,251	270,924	300,971	379,096
Total Equipment	48,783	48,820	50,632	50,473	57,670
Total Prof. Dev. (Mem./Work./Conf.)	77,129	87,774	92,656	93,066	113,291
Total Special Education & ESL (Tuitions & Services)	536,373	471,066	566,880	608,801	592,430
Total Transportation	392,424	412,663	452,972	428,529	444,918
Utilities	237,015	248,911	250,187	223,978	260,398
Facilities	183,644	188,252	181,057	183,572	183,410
Sub -Total Boxford Elementary Sch Budget	8,330,714	8,580,007	9,023,187	9,158,004	9,742,829
Add: Health Insurance	1,153,327	1,177,210	1,222,794	1,220,370	1,400,693
Less: Applied Income from Grant & Revolving Funds			709,190	555,340	625,340
Local (Town) Appropriation w/o Health Insurance	8,330,714	8,580,007	8,313,997	8,602,664	9,117,489
Local (Total) Town Approp with Health Insurance	9,484,042	9,757,217	9,536,791	9,823,034	10,518,182

Special Education

The special education programs in Boxford have always been outstanding and we continue to assess and modify our program needs each year to ensure we remain flexible enough to meet the complexity and

numbers of our students with disabilities. School districts are mandated by state and federal laws to provide special education services to those students with disabilities who require specialized instruction in order to make effective educational progress and to ensure that these services occur in the least restrictive environment; we are obligated to begin providing special education services to eligible students on their 3rd birthday. We work closely with the local Early Intervention Program (birth to age 3 support program) to gather pertinent information about children with whom they work, allowing us to plan for incoming students during the school year. Special Education programs are required to be individually tailored to ensure the individual student makes steady progress towards meeting the same curriculum standards as all students in our district. Therefore, this is an area over which the local School Committee has little control in terms of costs, which does have a major impact upon our budget. Clearly, there are diverse student needs that must be addressed through highly specialized educational programs and the School Committee asks for your continued support with the local budget to ensure all children's needs are fulfilled to the best of our ability.

As of December 1, 2014, there were 137 students in the Boxford Elementary Schools, grades Pre-Kindergarten through grade 6 identified as eligible for special education; this represents a 6 student increase from the prior year.

The District is deeply committed to an inclusion philosophy pursuing effective ways to integrate all our children into regular education settings. We continue to implement an inclusive Co-Teaching Model at both schools, which combines the strengths of a classroom teacher with those of a special educator to provide intensive instruction right in the regular education classroom setting, one of the goals and requirements of the special education regulations. This structure enables us to provide the most appropriate instruction in the least restrictive setting possible. We also recognize that we need to offer a full continuum of services. Therefore, we also have Resource Room and Learning Center Program models in place in order to address the varied needs of our students. In September 2014 we added a Language-based Learning Center at the Cole School which has been very successful in meeting the unique needs of some of our youngest students.

We have continued our special education program partnership with the Middleton and Topsfield Public Schools at the Spofford Pond School. This partnership program provides highly specialized education and therapeutic supports to a small number of students who require modifications to their curriculum, instruction and therapies in multiple areas; this well supported education program has been of great benefit to not only the students in Boxford, but also for students in our 'partner' communities. The Spofford Pond School community has fully embraced and welcomed all the students and this program is a model of shared resources to provide effective and efficient education programs for students.

We also extend our in-district program options through memberships with two outstanding Collaboratives, CREST (formerly known as the Greater Lawrence Educational Collaborative) and Northshore Education Consortium, which enables us to provide specialized educational programs to low incidence populations of special needs students and to serve as a resource to work collaboratively with member districts to address a variety of special education issues, as well as to provide professional development opportunities for staff. The elementary schools' Special Education Parents Advisory Council (SEPAC) has merged with the Masconomet SEPAC to form one parent support and information resource organization.

The most consistent leadership and participation of parents on both the SEPAC Board and the SEPAC activities is from Boxford parents. The SEPAC is interested in providing information to parents and staff interested in the education of students with disabilities; they provide several parent information sessions and topic specific workshops each year. Anyone interested in learning more about the SEPAC and their calendar of events should check out their website: http://www.tritownsepac.org/

Closing Statement

The School Committee's focus is on teaching and learning measured by increased student achievement in a standards-based environment, which recognizes the value of creativity, the arts, culture and technology. The world is changing very quickly, and we seek the best way to prepare our children for a global future, while ensuring that our schools are safe and supportive environments. The best teaching and learning will happen when all children feel respected and valued.

The ongoing support we receive from the Parent Teacher Organization (PTO), the Boxford Elementary Schools Trust (B.E.S.T), and the Jonathan Tyler Barker Fund, among others, enables the School Committee to accomplish more than we could within our budget alone. We are grateful to the entire Boxford community for their support of our schools, both the curriculum and the facilities.

Respectfully submitted,

Christine Bolzan
Yu Ching Buehler
Marc Mercier
David Rivers, Chairperson
Heather Vaz, Vice Chairperson

2013-2014 MASCONOMET REGIONAL SCHOOL DISTRICT

The Masconomet Regional School District has continued to manifest its vision statement by striving to provide a challenging educational environment for all students that maximizes opportunities for intellectual and personal growth, builds character, promotes learning as a lifelong pursuit, and encourages students to become contributing community members, locally, nationally, and globally. District goals include: improving student performance by providing programs and services which result in improved achievement for all students on state and national assessments, including narrowing achievement gaps for identified student groups; continuing to expand the appropriate use of innovative educational techniques and strategies in the teaching and learning environment; and increasing the number of students exhibiting successful educational, social, career, civic and health/wellness engagement behaviors.

The Tri-Town communities demonstrate continued fiscal commitment to the school district by supporting our budget. For the school year ending on June 30, 2014, total general fund expenditures were $29,664,294 and total general fund income were $29,658,129. Expenses exceeded revenue in FY14 by $6,165 thus reducing reserves slightly. The annual per pupil expenditure continues to be below the state average while MCAS scores continue to remain above the state average. The District continues to strive for a fiscally responsible budget that maximizes economies wherever possible while continuing to offer the high quality education our communities expect and deserve. More information regarding district finances can be found on the website at the following address (http://masconomet.org/co/financial-other-dist-reports).

In the 2013-2014 academic year, 2051 students were enrolled in the District. Of 345 graduates, 93% went on to four and two year colleges; 1.2 % went to post-graduate/other school: 0.6% secured employment; 0.9% enlisted in the military, and 4.3 % indicated other plans such as a "gap" year.

Using multiple assessment tools including the MCAS at grades 7, 8, and 10, PSAT, SAT and Advanced Placement Exams, the District continues to be a high performing one. Masconomet offers 17 College Board Advanced Placement courses. Two-hundred seventy-six students took 568 exams and 86% scored a 3 or higher; score of 5: 159 (28%), score of 4: 187 (33%), and score of 3: 140 (25%). SAT and ACT scores remain above the Massachusetts and National Averages.

The majority of Masconomet students participate in multiple extracurricular activities. Participant fees contribute to the operational costs of each club or sport. In athletics, Masconomet teams had a highly successful 2013-14 school year. Masconomet won the prestigious Division 1 Boston Globe Dalton Award for overall excellence in athletics for the second year in a row. Fifteen varsity teams earned League Championships in field hockey, girls' cross country, boys' soccer, cheerleading, girls' basketball, boys' ice hockey, swimming, baseball, softball, boys' & girls' track and field, boys' and girls' lacrosse and boys' and girls' tennis. Masconomet's varsity teams won State Championships in baseball and boys' soccer. Masconomet students earned all-scholastics designation in field hockey, boys' and girls' soccer, golf, swimming, baseball, and girls' lacrosse. Additionally, a Masconomet student earned a D2 EMass title in the javelin. Each year, Masconomet fields 59 teams across 27 sports.

In the Arts, Masconomet has gained a national reputation for outstanding achievement through the accomplishments of its students and faculty. For the past seven years, Masconomet students have been awarded the greatest number of prizes in the Boston Globe Scholastic Art Awards program of any school

in the state. In 2014, students received 46 Gold Keys, 35 Silver Keys, and 49 Honorable Mentions for individual and portfolio entries including two Best in Show awards and six National Silver Medals.

The Masconomet Music Department offers many programs in vocal and instrumental music as well as music theory and song writing. Masconomet is host to the Heritage Music Festival with schools from across the United States and Canada as part of the Boston Festival experience. In April 2014, the High School Band and Chorus traveled to Barcelona Spain where they performed eight performances in addition to visiting many historical and cultural sites. In 2015, a performance trip is planned to Disney. In the winter of 2014, 14 students participated in the Senior District Music Festival and 3 students participated in the All State Music Festival.

The Middle School continues to shine with a number of achievements this year. After last year's successful pilot program, all 8th graders are benefiting from STEM classes in 2014-2015. Students from each town again participated in Governor Patrick's Project 351 which recognizes quiet leaders and unsung heroes while emphasizing service, volunteerism, and youth leadership. The Math Team carries on its winning ways with another impressive undefeated record of 5 meets and 5 wins in the region and finishing the season in second place overall in the League. Middle School students participated in their second Future Cities Project at Northeastern University winning two awards for communication and best building design. Students were challenged to read a million pages as part of promoting reading for pleasure. Meeting the challenge, a school-wide celebration was held in June in recognition of this accomplishment.

Several key staff retired this year, including, Dr. Darrell Lockwood, Superintendant, Paul Harrington, Middle School Assistant Principal, Ruth Ryan, High School Guidance Counselor, Karen Roberts, Middle School English Teacher, Sandy Crete, House D Support Staff,, Patricia Hughes, High School Writing Tutor, and Karen Blakeslee, Science Department Head, who is serving in an interim capacity for school year 2014-15.
The Masconomet community welcomed several new leaders to the District over the past year, including Dr. Laurie Hodgdon, High School Principal, Patricia Bullard, Director of Pupil Personnel Services, and Kevin M. Lyons, Superintendent of Schools.

The Committee acknowledges and thanks three School Committee members whose service ended in 2014: Lawrence Lindquist, Topsfield who served the District from 2004-2014, Kathleen Tyler, Boxford, from 2008- 2014, and Elizabeth Dierze,Topsfield,from 2011-2014.

The Masconomet Regional School District is proud of its tradition of providing a quality educational experience for the students of Boxford, Middleton, and Topsfield, while being mindful of the financial realities of the communities of which we are comprised. While preparing students for their lives beyond Masconomet, preparing them to live, learn, problem solve, adapt, and work in an increasingly complex world, our schools must keep abreast of new and emerging technologies, changing and evolving teaching strategies, the needs of the 21st century workplace, and the ever changing mandates of the state and federal government. The District could not do this without the continued support of our communities. In addition to our gratitude for critical community fiscal support, we are grateful to our students, parents, teachers, tutors, support staff, administrators, coaches, IT staff, maintenance and grounds staff, volunteers, and citizens for their enthusiastic support, cooperation, and commitment to our mission.

Linda M. Richards, Chair
On behalf of the Masconomet Regional School Committee

Masconomet Regional School Committee Members
Boxford
Daniel Volchok
Paula Lia Fitzsimmons
Ben Messenger
Carolyn Miller

Middleton
Linda Richards, Chair
Teresa Buono
Matthew Cocciardi
Kosta Prentakis

Topsfield
John Spencer, Vice Chair
Kim Sherwood

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT

562 MAPLE STREET, PO BOX 346, HATHRONE, MA 01937-0346

www.essextech.net

2014 ANNUAL REPORT

Daniel R. O'Connell, Superintendent-Director

Essex North Shore Agricultural & Technical School District

George R. Harvey, Chairman

Essex North Shore Agricultural & Technical School District

Essex Technical High School is Massachusetts' newest public regional technical and agricultural high school with 24 career areas serving seventeen (17) North Shore communities and in Agricultural Technology in Essex County: Beverly, Boxford, Danvers, Essex, Gloucester, Hamilton, Lynnfield, Manchester-by-the-Sea, Marblehead, Middleton, Nahant, Peabody, Rockport, Salem, Swampscott, Topsfield and Wenham.

The school opened this fall on-time and on-budget and is the merger of the former Essex Agricultural High School, North Shore Technical High School and three of Peabody's vocational programs. The school was built to accommodate up to 1,440 students and has a four academy model with no more than 360 students in each academy.

District

The Essex North Shore Regional Agricultural & Technical School District Committee, comprised of one member appointed to represent each member community, and three members representing the Department of Agriculture, is the governing body of the School District. The Superintendent-Director and the administrative team carry out the policies of the District School Committee and oversee the daily operation of the school. As required by the District Agreement, the weighted votes of the Committee are adjusted to reflect the student enrollment as of October 1.

Enrollment

Student enrollment as of October 1, 2014 is 1,128. Students cite the interpersonal relationships with teachers, counselors, administrators, athletic programs, the addition of AP and Honors level classes, and the agricultural and vocational/career area programs as the reasons for application.

Curriculum

The academic curriculum follows the Massachusetts Curriculum Frameworks, is aligned with the Common Core, and is consistent with the sending district's programs. All students must pass MCAS tests in three academic areas to graduate. Essex Technical High School will also merge three curricula's over the next couple of years (Essex Aggies, North Shore Tech and Peabody Vocational).

School Council

The School Council is an organization comprised of faculty, parents, students, and business community representatives who meet with the Principal every six weeks during the school year to review programs, curriculum and activities at Essex Technical High School. At each meeting Essex North Shore Agricultural & Technical staff members inform the Council about specific school activities and programs. The Council updated the three-year School Improvement Plan for the new merged Essex Technical High School. The Council also examines the school budget and student handbook and reviews co-curricular activities. The Council's advice to the Principal assists in the process of program expansion and curriculum improvement. School Council members are actively involved and very supportive of the staff and students at Essex Technical High School.

General and Program Advisory Committees

The Program Advisory Committees meet twice a year to discuss and recommend suggestions for improving our agricultural and vocational-technical programs. The instructors from each program use their individual meetings to learn about the latest trends, equipment, materials, techniques, and technology being used in their industry. At the meeting this Fall members were excited to see the space and equipment for each program that they helped design and select throughout the construction process. Improvement in curriculum and delivery of instruction are directly related to their suggestions and industrial standards.

Essex Technical Academies

Four academies unite career areas with a similar focus and business needs. While the academic program is consistent throughout the academies, each academy has an identity and core faculty to ensure students receive the individual attention that has been the hallmark of Essex Tech's legacy – North Shore Tech and Essex Aggie. The rigorous programs prepare students for proficiency in their chosen fields; all freshmen participate in a Career Discovery program which exposes them to all the technical programs that Essex Technical High School has to offer. Student then choose 8 programs they want to explore before choosing a career area for the ensuing three years. Articulation Agreements and Early College Programs with local colleges enable students to receive college credit and advanced placement in several career areas. The dual enrollment program also allows qualified students to earn college credit while satisfying secondary school curriculum requirements. The Cooperative Work Program provides opportunities for students with strong scholastic averages to work during school hours in their junior and senior years.

The career areas continue to teach the students the necessary technical skills required to ensure that our students are successful members of society. They have, in addition, incorporated higher order thinking skills into their curriculums ensuring our compliance to the MASS Common Core. Our Career Technical Education (CTE) literacy initiative introduces students to the value of reading and writing utilizing technical articles related to their field. Parents also received a (CTE) report card twice a year showcasing the student's competency tracking in their career areas.

Technology and Services Academy

Automotive Technology - Automotive Collision Repair & Refinishing - Cosmetology - Culinary Arts - Design & Visual Communications - Graphic Communications - Information Technology Services (ITS) - Machine Tool Technology/Robotics

Students in this academy will develop technical expertise, as well as customer service skills. The careers students experience here require specific technical skills introduced and practiced in state-of-the-art labs. All disciplines provide hands-on practice and the opportunity to continue training after graduation.

Life and Natural Sciences Academy

Biotechnology - Dental Assisting - Environmental Technology - Health Assisting - Natural Resources Management

Students in this academy combine interest in biology and natural sciences and apply this to careers that ensure our communitis are ecologically sound and medically supported. Students develop skills that extend to medical care, as well as, research in a broad range of sciences. This academy prepares students for bachelor degree college programs and for advanced degrees in key research areas.

Animal and Plant Science Academy

Arboriculture - Companion Animals Equine Science - Greenhouse Management/Floriculture – Landscape & Turf Management – Veterinary Technology

Working with animals, large and small, and developing deep and broad understanding of trees and plants makes this academy the place to learn how to keep our world green and our culture aware of life outside the human sphere. Students are prepared for college programs in veterinary disciplines, as well as, for professional programs that certify technicians and small business owners.

Construction Technology Academy

Carpentry – Electricity – Heating Ventilation Air Conditioning/Refrigeration – Masonry & Tile Setting – Plumbing

The career programs in this academy prepare students for the gamut of construction careers. Each discipline has a cooperative education program for upperclassmen, along with projects for customers from sending communities and municipalities. Students graduate with the skills necessary to become apprentices and journeymen, or they can choose a college program that builds on the foundations provided in our programs – architecture, engineering, contract management and business.

Technology

Essex Technical High School continues to boast 100% participation in Moodle, a Learning Management System and customizable platform for teachers and learners. The Moodle online classroom is used to extend the classroom beyond the four walls and the daily schedule. Students can access course work, supplemental materials, assessments, communications and outcomes anywhere, anytime. Teachers are provided with a home page and a means of setting up and distributing all course information. All teachers are building their curriculum, providing resources, posting assignments and grades in their Moodle classroom and using this as a form of communication with students and their parents. Many teachers are now using more interactive applications in their Moodle classrooms such as online quizzes, journals and paperless lessons. District wide rubrics are shared in Moodle in order to use authentic assessment in many curricular areas.

Google Apps for Education is a part of everyday teaching and learning practices at Essex Technical High School. Google combines email, chat, documents and scheduling for integrated communication in and out of the building. Students and faculty can access their email and calendars from any computer or mobile device. The use of Google Apps, which is a "cloud" application of office software and a component of our Essex Technical High School Gmail has brought student and teacher collaboration to a whole new level. These applications are being utilized in a variety of curricular areas. All students save school work in the cloud which can be accessed from anywhere and is easily transferred into the school network.

Online resources, evaluating and citing sources are introduced to students during the freshman year in the Freshman Literacy Curriculum, as well as in the science classroom. The librarian successfully utilizes Noodle Tools (an online research and citation program) for the integration of technology in all grade levels via the Research Paper initiative.

iPads continue to be the device of choice for a 1:1 initiative. iPads are provided to teachers to further pilot the use of this product. Teachers are nurturing the minds of their students discovering creative ways to incorporate the technology into the daily routine. The iPad has also been an asset to our students who have vision and learning disabilities.

Professional Development

Professional development activities have focused on the areas of the school improvement plan which address teaching and learning, as well as school safety and climate. A combination of early release time and embedded instructional consultation, along with the use of common planning time is used to create a comprehensive approach to all initiatives.

In addition to these in-school initiatives, faculty members attended a variety of on-site and off-site workshops and conferences, and submitted a review of what was learned and the benefits for Essex Technical High School. Teachers and administrators attended conferences related to technology, English instruction, mathematics instruction, school-wide literacy, reading, effective inclusion practices, common assessment, curriculum mapping, diversity, bullying and civil rights trainings.

Membership in the Northeast Consortium for Staff Development and in the Salem State College Collaborative Project for Math, Science, and Interdisciplinary Education continues to allow us to share ideas, concerns and materials, while expanding the opportunities for professional development.

Athletic Department

Extracurricular activities sports programs that are offered to students are:

- Football
- Soccer (boys & girls)
- Volleyball (girls)
- Lacrosse (boys & girls)
- Cheerleading (Fall & Winter)
- Cross Country (boys & girls)
- Indoor Track (Winter) (boys & girls)
- Track & Field (Spring) (boys & girls)
- Basketball (boys & girls)
- Hockey (boys & girls)
- Softball
- Baseball
- Wrestling

All athletic programs are very successful in the Commonwealth Conference and the participate rate continues to be very high. We also offer Junior Varsity and freshman levels sports in many programs.

Career Exploratory

The focus of the Career Exploratory Program is to familiarize all ninth grade students with Essex Technical High School's career technical areas. The ninth grade guidance counselors worked with each of our ninth graders to provide a more idvidualized guidance program. This program includes in depth interest inventories such as Career Cruising, as well as various skills and abilities, and assessments to help freshman become aware of their strengths and weaknesses. They are encouraged to get in touch with their values, beliefs, and skills to assist in choosing the best possible career path. In addition to this program, they are supplemented through a freshman seminar class that enhances self advocacy, problem solving, and self worth.

Currently, ninth graders explore all agricultural & technical programs. The exploratory program is designed so each student spends five days, four periods in their career area and four periods in academics every other week. This schedule allows for smaller sixcareer classes so that our teachers are

able to comprehensively evaluate students. Students will complete the exploratory program in the early spring and will then re-explore three career areas before making their final career selection.

Career Awareness

Throughout the year, all students participate in a variety of career planning activities in the Career Center. This designated space is utilized by the Guidance Department in collaboration with the CVTE instructors to deliver activities related to career planning. A new requirement for all students is to obtain a Certificate of Occupational Proficiency which is the development of a Four Year Career Plan.

The following activities were presented in the Career Center:

- Career Match Maker (a component of Career Cruising software)
- Non-Traditional Career Choices
- Four Year Career Plan Decision Making
- Final Carrer Choice
- Career Pathways
- Social Dignity
- Study Skills
- Mock Interviews
- Conflict Resolution
- Career Cluster Research
- Academic /Technical Success
- Stress Management
- Bullying and Cyberbullying
- Organization and Time Management Techniques

Tech Prep, a federally funded program, establishes articulation agreements between high school students and post-secondary institutions. This program develops career pathways that allow for a seamless transition from high school to college programs of study, creating opportunities for high school students to earn college credits.

During the 2014-15 school year, articulations in Auto, ITS, Health, Culinary, Graphics, Electrical and Machine were renewed. Currently there are articulations with Central Maine Community College, Southern Maine Community College, Bunker Hill Community College, Middlesex Community College, Mass Bay Community College and Benjamin Franklin Institute of Technology.

The Tech Prep Consortium at North Shore Community College (NSCC) provided our students with the following activities:

- College/Career Expo

- On the Spot Admissions
- Pre-engineering Career Day - (Machine/Electrical students)
- Business Career Day - (Cosmetology students)
- Graphics Career Day - (Graphic/Design-Visual Communications students)
- ITS Career Day - (ITS students)
- Health Career Day - (Health students)
- Pre-Advising Day
- College Fair
- Professions Speaker Day for Grade 10 students

Tech Prep coordinators meet and collaborate with North Shore Community College discussing seamless transitions upon graduation from Essex Technical High School to enrollment at North Shore Community College.

Dual Enrollment

Dual enrollment is a program offered to eligible high school juniors and seniors who want to earn both high school and college credits simultaneously by taking courses at publicly funded higher education institutions.

Cooperative Education

Cooperative Education provides juniors and seniors the opportunity to develop academic, technical and employability skills in a work-based setting. Alternating days between work and classroom, students with good academic/technical standing and discipline record may participate in this program. Students participating in this program are paid for their work in their chosen agricultural and technical field. Students may also participate in internships through this program.

The Co-op Coordinators are Ms. Kathleen Holman for the Life & National Sciences and Construction Technology academies and Mr. Kevin Bell for the Animal & Plant Science and Technology & Services academies.

Adult Education

Adult Evening Education at Essex Technical High School is a self-supporting program that offers agricultural and technical classes that enhance the professional and personal lives of the adult members of our communities. Popular fields of study include: computers, health, construction, machine technology, culinary, automotive, business and personal finance. A number of courses have state approval for professional and trade license preparation i.e. Journeyman and Masters Electrician License, Plumbing Apprenticeship Tiered Training, Manicuring and Auto Damage Appraisal License.

The Adult Education Program initiated the development of online course capabilities; it is our hope to market professional development online options for teachers and other professionals in the near future.

Furthermore, our new online registration option continues to be very popular with our adult students, now representing nearly three quarters of our total registrations.

Business Office

The Fiscal 2016 Budget preparation for Essex North Shore Agricultural & Technical School District is currently in process. Administrators and staff members are working to create a fiscally sound budget to present to our school committee in February.

Superintendent-Director Daniel O'Connell has initiated a level funded budget for fiscal year 2016.

Essex North Shore Agricultural & Technical School Committee

Beverly	Mr. Daniel R. Blake
Boxford	Ms. Michelle Amato
Danvers	Mr. Russell Fravel
Essex	Mr. George R. Harvey, Chairman
Gloucester	Ms. Melissa J. Teixeira
Hamilton	Mr. David W. Ketcham
Lynnfield	Dr. Paul Anderson
Manchester-by-the-Sea	Mr. Joseph Sabella
Marblehead	Mrs. Marcia Sweeney
Middleton	Mrs. Ellen Weitzler
Nahant	Unfilled
Peabody	Mr. Leonard Bonfanti, Secretary
Rockport	Mr. Bruce Perkins
Salem	Mr. Thomas St. Pierre
Swampscott	Mr. William Jackson
Topsfield	Mr. Craig Robinson
Wenham	Mr. William O. Nichols
Department of Agriculture	Mr. Malcolm Patterson, Ed.D., Vice Chairman
Department of Agriculture	Dr. Leslie Siewko-Story
Department of Agriculture	Unfilled

Department

of

Public Works

DEPARTMENT OF PUBLIC WORKS

DPW Equipment Day in June was another success. All of the third grade classes from Spofford Pond School participated. The children climbed into the front cabs of several pieces of equipment. These three young girls in the picture took a break sitting on the wheel of the DPW's John Deere tractor.

The DPW continued to pave roadways in accordance with the Pavement Management Plan. This year completed the eighth year of the plan. The DPW selects roads to be paved from the plan and also determines the selection based on the current condition of the asphalt. In 2014, over 6 miles of roads were paved, including, Ipswich Road from Spofford Road to the North Andover Town Line, Spofford Road, Main Street from Middleton to, and including, Lawrence Road and Maple Road. The shoulders along these roads were reestablished with crushed gravel and brush cutting also occurred.

The Town Drainage Study identified a number of culverts which were to be replaced. The old 4 foot by 4 foot stone culvert at Main Street and Glendale Road was replaced during a weekend in August. The new culvert is a large concrete box 6 feet deep and 8 feet wide. The weekend of work was performed on time and within budget.
The designs and permits for two Adams Road culverts and the culvert at Topsfield Road and Pinehurst were approved. Construction is planned for the spring of 2015. Other

drain pipes were maintained. Debris and brush was removed at their inlets in order to provide for open flow during storm events.

The DPW Parks Department continues to work to improve the 19 acres of Town recreation fields. Regular field maintenance includes fertilizing, lime application, reseeding, aerating, irrigation and mowing. We will continue to provide the best recreational fields for the many sports teams within the budget limitations. We wish to extend our appreciation to the Boxford Athletic Association for their efforts to help the DPW. We would also like to commend the Boxford Garden Club for their efforts to maintain the beautiful flowers and shrubs at many of the Town buildings and several road islands.

The DPW brush cutting tractor continues to maintain the road shoulders throughout the Town. This program helps to keep shoulder foliage in check, as well as provide the space on the shoulders for snow banks during the winter plowing season.

We welcome your comments and suggestions. You may contact the DPW at 978-352-6555 or jdold@town.boxford.ma.us.

Respectfully submitted,

John C. Dold, PE
Department of Public Works Superintendent

Health & Inspections

Board of Health Report

Animal Inspector

Building Inspector

Electrical Inspector

Plumbing & Gas Inspector

Sealer of Weights & Measures

Visiting Nurses Association

BOARD OF HEALTH

Trash Collection

JRM is collecting trash and recycling in Boxford on the same two days of the week as previously experienced by residents. Any new residents may contact the Board of Health office to find out what day their trash and recycling pick up would be. The twice yearly large item collection day will continue under the new 5-year contract. Also under the new contract, JRM will provide a new service: a once a year 'shredding day' for residents. JRM will bring a shredder into town and residents will be able to bring boxes of their private papers to be shredded at no cost to residents. Any complaints regarding trash or recycling are done through the Board of Health office.

Mosquito Borne Disease:

A Board of Health Mosquito Borne Disease Response Protocol developed in 2012 to provide a quick response to early indications of spreading Mosquito borne disease remained in effect through 2014. During 2014 there were no incidences of mosquitos testing positive for Eastern Equine Encephalitis (EEE) in Boxford and one incidence of EEE reported in a non-human biting mosquito from a mosquito pool. There were no incidences of West Nile Virus (WNV) in Boxford or surrounding towns. Roadside spraying or barrier spraying was not conducted by NEMMC during 2014. During the peak hazard period Boxford remained at a "Low probability of locally acquired Human disease" for both Eastern Equine Encephalitis and West Nile Virus.

Boxford is a member of the Northern Essex Mosquito Control District (NEMCD) which weekly tests mosquito pools for EEE and WNV bearing mosquitoes. In addition, NEMCD works to maintain wetland areas and reduce non-native mosquito habitat such as trash. The option-out program which allows residents to option out of roadside spraying through a certified letter sent to the Town Clerk remained in effect through 2014.

Landfill

The BOH has direct authority mandated by the Department of Environmental Protection (DEP) for continuing activities and testing at the (closed) landfill. The BOH has been working with the DEP since the landfill was capped in 1999, to secure final closure of the landfill. Final closure releases the Town from further DEP mandated changes or additional requirements for the closure. It does not release the Town from ongoing water quality and gas testing at the site. In 2011, the BOH, together with our landfill engineers, Weston & Sampson, achieved a major breakthrough with the DEP by defining the final program steps and documents required to receive final closure. The first phase of the program was completed by July, 2012. In 2013, the second phase of the program was completed with a survey of the Spofford Road property. The survey resulted in the

finding that approximately half of the 83 acre site is not assigned landfill, and thus can be reassigned as non-restricted Town land, free of any authority and use review by the DEP and the Board of Health except for normal building regulations. The DEP also promised that final closure of the landfill will occur when the proposal for a solar facility on the closed landfill is approved (see below).

Solar Facility

The 2014 Annual Town Meeting approved a proposal to enter into a 20 year contract with Borrego Solar Systems Inc., to install a solar field on top of the closed landfill. Borrego will assume all costs and liabilities for building and operating the solar field, and the Town will purchase the electricity generated by the field for a reduced cost in comparison to normal electric rates. In discussions with the DEP on landfill closure, the BOH was told that DEP favors the installation of solar fields on closed landfills as a post-closure use. The initial plans for the field have been presented to the Town and to the DEP for approval. The solar field will occupy 2.25 aces of the 7 acre landfill footprint and will generate approximate 1.1 megawatt of electricity using over 3900 solar panels. It is expected that the project will receive DEP approval and will be constructed in 2015.

Topsfield Road Salt Shed and Associated Aquifer Contamination

For over 20 years, Boxford residents living adjacent or near the MassDOT salt shed on Topsfield Road and Interstate 95 have been plagued with high salt concentrations in their well water. After 5 years of non-productive discussions with Mass DOT in attempts to solve the problem, the BOH, with the support of the Selectmen, issued a Cease & Desist Order in 2008 against Mass Highway (now Mass DOT) for closure of the salt shed on Topsfield Road and all salting operations originating from that location. MassDOT refused and the issue proceeded to the courts.

In 2010, Boxford scored major victories in the courts to continue the court-ordered closure of the Topsfield Road salt shed, including a unanimous ruling by the Supreme Judicial Court that the lawsuit could continue, striking down MassDot claims that Boxford could not sue a state agency because of sovereign immunity. In 2011, the Superior Court struck down a motion by MassDOT to divide the lawsuit in their favor.

After an additional 2 years of hearings and discovery, it became evident that MassDOT accepted that the salt shed facility was responsible for the well contamination and, with further testing, that the contamination had been slowly decreasing with closure of the facility. As a result, Boxford's attorneys, Kopelman & Paige, moved for summary judgment from the Court in late 2013. In February 2014, the Court found in favor of Boxford, and issued a permanent injunction against '…storage of salt and other snow and ice control chemicals…' at the site. The court also ordered MassDOT to comply with all Boxford BOH well water regulations when drilling wells in the town. Boxford won its twelve year battle, seven of them in courts.

This case and the decisions of the courts have widespread ramifications for all Massachusetts' Boards of Health. It proves that a Board, acting under its authority, can order a state agency to abate a nuisance and to obey local health regulations, and can pursue enforcement of those orders in the courts. The state agency can refuse, but must prove that the local Board is interfering with its 'essential government functions'. The state agency can no longer simply ignore a local Board by claiming sovereign immunity.
In a separate action, the Selectmen, BOH and a Boxford citizens' group worked with our state legislators to draft a bill for a joint MassDOT/Boxford study to determine the exact nature of the salt contamination in Boxford, and to arrive at potential solutions to resolve and remove the contamination. The bill was passed unanimously by the Legislature and the study is in progress. It is hoped that this study, together with closure of the salt shed, will solve the salt contamination problems in Boxford.

Board of Health Office

The Board of Health regulates private septic systems, food service establishments and summer camps, waste disposal issues for horse stables; provides approvals for construction of private water supplies; manages town trash collection, and hazardous waste collection day; funds elderly health care and immunization clinics; and handles issues of contagious and reportable disease. Our meeting place is the Boxford Town Hall at 7A Spofford Road at 7:30 pm. We invite you to attend and contribute to our meetings.

Kendell Longo continues to serve on the Committee for the Massachusetts Public Health Emergency Preparedness, Region 3A of the Northeast Public Health Coalition and attends meetings which support local public health authorities in the development and expansion of their existing infrastructure by providing resources to be used as determined by the coalition for public health preparedness and response needs. Activities undertaken by the regional coalitions with these funds must be in accordance with the Critical Capacities outlined in the Cooperative Agreement, and would include:

- Preparedness planning and readiness assessment
- Surveillance and epidemiology capacity
- Communications and information technology
- Risk communication
- Education and training

I am pleased to submit the annual report totals for the Health Department for the year 2014. The Health Department is staffed with Kendell Longo, Director of Public Health and Molly Sorensen, the Assistant to the Board of Health Department. Our office hours are Monday thru Thursday from 8am-2pm.

Rick Fahrner, Chair
Malcolm Kinnaird
Louise Kress
Richard Taylor
Heather Forand

	Title 5 review	Soils	Install renew	Hauler renew	Food Renew	Stable renew	Rec. Camps renewals	Well permit	DSCP (new)	DSCP (repair)	Component Repair
January	$1,125.00		$1,900.00	$1,400.00	$225.00					$300.00	$100.00
February	$225.00		$100.00							$100.00	$50.00
March	$375.00	$600.00	$100.00			$10.00				$100.00	
April	$900.00	$300.00			$150.00			$100.00		$100.00	$100.00
May	$825.00	$750.00	$200.00	$100.00	$150.00		$75.00			$300.00	$50.00
June	$1,200.00	$225.00	$100.00		$250.00	$20.00	$225.00			$400.00	$50.00
July	$1,050.00	$150.00	$100.00					$100.00	$800.00	$500.00	$50.00
August *	$975.00	$450.00						$500.00	$800.00	$200.00	$250.00
September	$525.00	$200.00			$100.00	$10.00		$100.00		$200.00	$100.00
October	$1,125.00	$300.00	$200.00					$100.00	$400.00		$100.00
November	$225.00	$375.00	$100.00							$400.00	
December	$600.00		$1,600.00	$2,200.00		$20.00		$100.00		$200.00	$50.00
Totals	**$9,150.00**	**$3,350.00**	**$4,400.00**	**$3,700.00**	**$875.00**	**$60.00**	**$300.00**	**$1,000.00**	**$2,000.00**	**$2,800.00**	**$900.00**
	Trench Permits	**Ticks**	**Copies**	**TOTALS**							
January		$82.50	$18.00								
February		$41.25									
March	$100.00		$13.00								
April	$200.00	$1,031.25									
May	$150.00	$1,155.00	$15.00								
June	$300.00	$371.25	$40.75								
July	$100.00										
August *	$150.00	$82.50	$15.00								
September	$150.00	$82.50	$12.25								
October	$150.00	$82.50	$17.00								
November	$150.00	$41.25									
December	$50.00										
Totals	**$1,500.00**	**$2,970.00**	**$131.00**	**$33,136.00**							

ANIMAL INSPECTOR

The Commonwealth of Massachusetts, Bureau of Animal Health, requires that each town appoint an Inspector who shall make regular and thorough inspection of each premise on which there are domestic animals, in accordance with M.G.L. Chapter 129 section 19. Such inspections are necessary to insure humane and proper care of all livestock, to guard against outbreaks of contagious disease, and to provide a census of animals in the state.

Summary of the 2014 inspections: 110 properties visited with the following numbers recorded: 189 horses, 36 ponies, 15 miniature horses, 11 donkeys, 1 mini mule, 36 goats, 46 sheep, 23 head of cattle, 4 llamas, 4 alpacas, 4 pet pigs, and 60 flocks of poultry comprised of chickens, ducks, geese, turkeys, peacocks, and/or guinea fowl.

The Town of Boxford requires Barn Licenses for residents who keep livestock on their property. Regulations and applications are available at the office of the Health Agent.

Under Massachusetts state law, all bites, whether caused by wild or domestic animals must be reported to the Animal Inspector. In 2014, 11 incidents involving domestic animals biting/scratching humans or domestic animals were reported. Ten day quarantines were completed without complication in 10 cases, 1 case carries over into 2015. Two additional cases were transferred to the town of permanent residence of the animal involved. Animal Inspectors are required to investigate and issue quarantines in cases concerning possible rabies exposure to domestic animals. Eleven such cases were reported involving pet contact with a confirmed rabid animal, wounds of unknown origin, or exposure by proximity. Eight quarantines were completed without incident. Three quarantines carry over into 2015. Owners please keep all pets current on rabies vaccinations – it is very important for the safety of your pet and your family.

Because barn inspections are carried out in the winter months some livestock, principally horses which winter at boarding facilities, are not included in the count. The information gathered during the annual barn inspections is important for emergency contact and planning. If you did not get a pink barn inspection form and keep horses or other livestock on your property during the summer months, please contact Animal Inspector Allison Hayes. Anyone with concerns about livestock health or welfare or questions concerning rabies and quarantine procedures, please contact Allison Hayes.

The able assistance of volunteer Alternate Animal Inspector, Nancy Drago has been greatly appreciated.

Allison Hayes, Animal Inspector

ANNUAL REPORT
OFFICE OF THE INSPECTOR OF BUILDINGS
ROBERT M. ALDENBERG, C.B.O.

During 2014 there were a total of 855 permits issued by the Building Department. The breakdown is as follows:

PERMITS	FEES COLLECTED	COST OF CONSTRUCTION
307 BUILDING PERMITS	$150,242.00	$12,148,595.00
253 ELECTRICAL PERMITS	$27,140.00	
131 PLUMBING PERMITS	$12,722.50	
164 GAS PERMITS	$13,855.00	
TOTAL FEES	$203,959.50	

I wish to thank the members of my staff

Staff members:
Alternate Building Inspector - - - - David Harris
Electrical Inspector - - - - - - - - - - Douglas Small
Plumbing/Gas Inspector - - - - - - - Stephen Galinsky
Secretary - - - - - - - - - - - - - - - - - Robyn Holt

Respectfully Submitted,
Robert M. Aldenberg
Inspector of Buildings

SEALER OF WEIGHTS AND MEASURES

The Sealer of Weights and Measure made the following sealings in the year 2014.

1.	Ingaldsby Farm, Washington St. West Boxford Checked and sealed 3 scales	($18.00)
2.	Paisley Farm, Washington St. West Boxford Checked and sealed 3 scales	($18.00)
Total turned over to the Treasurer		$36.00

Robert Cronin
Sealer of Weights and Measures

VNA CARE NETWORK
2014 ANNUAL REPORT TO THE
BOXFORD BOARD OF HEALTH

OVERVIEW

The VNA Care Network provided public health nursing services for the Boxford Board of Health. Service delivery provided in 2014 includes these elements:

1. Elder Health Clinics
2. Flu Immunizations
3. Communicable Disease Follow-up
4. Publicity
5. Fall Prevention Program – *private foundation grant funded program*

ELDER HEALTH CLINICS

These clinics are free and open to residents age 60 and over. Run by VNA Care Network community health nurses, clinic services include health assessments; blood pressure screening; blood glucose testing; weight, pulse, heart and lung monitoring; medication, diet, preventive health and disease management teaching; vitamin B-12 injections; and referrals to providers and community resources. Appointments may be made by calling the VNA Care Network at **1-888-663-3688 ext. 1372.** The clinics are funded in part by the **Boxford Board of Health**, client donations, VNA Care Network funds and in-kind donations. Clinics are held three times monthly as follows:

Four Mile Village	1st Wednesday	9:00 a.m. - 11:00 a.m.
Four Mile Village	3rd Wednesday	9:00 a.m. - 11:00 a.m.
Boxford Senior Center	4th Wednesday	11:00 a.m. - 1:00 p.m.

2014 BOXFORD ELDER HEALTH CLINIC ATTENDANCE

# Clinic Visits	# Participants
4-Mile Village	160
Senior Center	39
TOTAL CLINIC ATTENDANCE	**199**

2014 INFLUENZA VACCINE ADMINISTRATION

Flu Vaccines *(given to Boxford Residents aged 9 and over)* **175**

A flu clinic was held on October 22, 2014 (*151 attended*). Boxford residents also attended flu clinics in Topsfield as well as walk-in clinics held on Wednesday afternoons in the VNA Care Network's Danvers office. VNA Care Network community nurses held a separate clinic at the Boxford Fire Department for fire fighters and their families on

November 3, 2014; there were 24 additional participants. The Massachusetts Department of Public Health (MDPH) has continued to decrease state-supplied flu vaccine allocations for all local boards of health (LBOH) again this flu season. MDPH has continued to encourage LBOH to privately purchase seasonal influenza vaccine. This trend is expected to continue next year.

2014 BOXFORD COMMUNICABLE DISEASE FOLLOW-UP

Boxford Board of Health staff and VNA Care Network nurses use MDPH's MAVEN (Massachusetts Virtual Epidemiological Network) a secure web-based surveillance system for infectious disease investigation, case management and follow-up.

Overall, the number of communicable disease infections requiring LBOH follow-up was 18 cases. This represented seven fewer cases than 2013. Case investigations and relevant follow-up are conducted per MDPH protocol. As in previous years, physicians are responsible for follow-up for Chronic Hepatitis B, Chronic Hepatitis C, Influenza and Lyme. This was previously done by the LBOH.

Infections	**Number**
Ehrlichiosis & Anaplasmosis	6
Babesiosis	2
Campylobacter	2
Salmonella	2
Cryptosporidiosis	1
Pertussis	2
Legionellosis	1
Viral Meningitis	1
Varicella	1

COMMUNICABLE DISEASE FOLLOW-UP YEAR END TOTAL 18

- **Tick-borne infections (Anaplasmosis, Babesiosis, and Ehrlichiosis)** totaled eight cases which was seven fewer cases than 2013. Another five tested for anaplasmosis were revoked because they did not meet the clinical definition for the infection.
- **Enteric infections** included Campylobacter, Salmonella and Cryptosporidiosis. There were five cases in 2014. Of the five cases, none were employed in a restaurant, hospital or health care facility. None were employed or attended school, day care or a community residential program. One case's Salmonella infection matched several cases in Massachusetts and nationwide. DPH and CDC were trying to identify if there was a common source of infection in these individuals. They requested we (along with several other health departments) conduct additional investigation beyond the case report form. As requested, we completed two extended multi-state cluster questionnaires that looked at multiple factors including food shopping habits, eating habits, attendance at events food was served and more.

- **Lyme –** follow-up is conducted by the providers. There were 19 confirmed cases. There were another 32 suspected cases where individuals did not meet all the clinical criteria. This number is slightly lower than 2013.
- **Influenza –** As of this report, there are twelve confirmed cases of influenza from October 2014 through February 15, 2015. Compared with previous years, this number is slightly higher. Boxford's increased flu is consistent with flu activity seen in other towns, in Massachusetts and nationwide. Of the twelve cases, ten are adults and two are children.
- **Pertussis –** two cases were reported. Both cases involved teenagers who developed Pertussis, were fully immunized and had received the adolescent booster. Post-exposure prophylaxis was recommended for household contacts. Appropriate surveillance was done by the school nurse.
- **Chronic Hepatitis** C (five cases) and **Chronic Hepatitis B** (no cases). Cases received follow-up by physicians. There were no acute cases of Hepatitis B or Hepatitis C this year.

FALL PREVENTION

The VNA Care Network secured private foundation funding and implemented a seven week fall prevention program at Four Mile Village for elders in 2014. ***There was no cost to the Town for program implementation.*** The program included talks, screenings and exercise to help keep seniors healthy and prevent falls from occurring. Nineteen unduplicated elders participated in the program. Feedback was highly positive. Individual session participation was excellent. There was a 95% retention rate in the program. *We are slated to provide this program at Boxford COA in May-June 2015.*

PUBLICITY

The clinics are advertised on an on-going basis in the *Salem Evening News*, *Tri-town Transcript*, *Lawrence Eagle Tribune, Boston Globe* North Weekly Section, and Boxford Council on Aging Newsletter. Information is also dispersed at Health Fairs and in internal publications such as patient admission folders, which allows for additional referral sources. Flyers are also posted at individual clinic sites. Clinic schedules are listed on our agency web site ***www.vnacarenetwork.org***.

Submitted by:
Maureen Sendrowski, RN, BSN, MPH
VNA Care Network
Manager, Preventative Health
199 Rosewood Drive
Danvers, MA 01923
1-888-663-3688 ext. 5603

Planning & Environmental Protection

Agricultural Commission

Community Preservation Committee

Conservation Commission

Haynes Land Advisory Committee

Lakes, Ponds & Streams Committee

Land Committee

Permanent Building Committee

Planning Board

Sustainability Committee

Tree Warden

Zoning Board of Appeals

BOXFORD AGRICULTURAL COMMISSION

The Boxford Agricultural Commission is composed of five members. These members are recommended by the Commission for appointment by the Board of Selectmen. Membership consists of two commercial agricultural enterprise operators (landowner or lessee) or individuals from related professions and industries, with the primary goal of promoting commercial agriculture. One of the remaining positions must be representative of Boxford's recreational farming community and the two remaining positions are appointed at-large. The Commission must represent diversity of farming within the Town of Boxford. The terms are staggered three year appointments. The right to recommend further members of the Agricultural Commission is reserved by the Commission with the intent to be representative of the diversity and scale of agriculture within the Town of Boxford. In addition, up to five nonvoting associate members shall be selected by the Commission for a term of one year to represent Town boards and farming interests.

The Commission holds monthly recorded meetings, generally on the first Tuesday of the month at 7:30 PM. The public is welcome to attend. The Boxford Agricultural Commission, this year, continued its focus to promote agriculture by maintaining educational topics in its meetings and special program presentations. Such topics included: invasive plant and animal species and how we can deal (or not) with them; pesticides: appropriate use and misuse; protecting our pollinators; management of the land we have acquired and The Farm Legacy project.

The Boxford Agricultural Commission completed an application for a Small Grant sponsored by Massachusetts Association of Agricultural Commissions. It was accepted and the Boxford Agricultural Commission received a small grant for the production and dissemination of an educational pamphlet and signage concerning equine use and rights on Boxford's rural roadways.

The Commission continues to be a statewide leader within the Massachusetts Association of Agricultural Commissions of which several members hold key executive positions and are a principal participant for Ag Day at the State House. Several members also were major contributors to the March Annual meeting of the Massachusetts Association of Agricultural Commissions.

Once again the Commission assembled an impressive collection of tractors for the 4th of July parade.

Respectfully Submitted

Randolph Johnson, Chair
Laura Sapienza-Grabski, Vice- Chair
Louis Athanas
Charles Kornely
Dr. Changnong Liu

Associate members
Frank DiLuna, esq
Carol Johnson
Michael Smolak
Katherine Borylo

Annual Report 2014
THE COMMUNITY PRESERVATION ACT COMMITTEE

The Community Preservation Act (CPA) allows communities in Massachusetts to establish a fund that may be spent for certain open space, recreational, historic resource and affordable housing purposes. CPA funds are raised through a local property tax surcharge coupled with matching funds from the state. In May 2001, the voters of Boxford adopted the CPA, approving a 3% surcharge on most property taxes paid by town residents. Moderate income Senior Citizens and low-income households in Boxford may be eligible for an exemption from their Community Preservation Act tax surcharge, if they meet certain criteria. Persons interested in finding out if they are eligible for this exemption should contact the Boxford Assessors' office at 978-887-6000 ext. 141.

In 2014, Boxford received another round of matching funds from the state. Our grant of $236,522 was equal to 41.6% of the $568,216 we collected locally in Fiscal Year 2014 through the 3% CPA surcharge.

One new project was funded at Town Meeting in 2014: $8,500 for the rehabilitation of soils at Cargill Field. The rehabilitation of the Cole School playground, approved by the CPC in 2013, was completed in 2014 to the great pleasure of students and residents. Numerous trail signs were installed using CPC funds previously allocated to the Conservation Commission for such projects.

The CPC continued to monitor and approve payment on invoices for various ongoing projects during 2014, including the planning and design of the Borders to Boston Trail project, trail signs, and the Cole School project. Leftover funds from several completed projects were returned to the CPC Undesignated Fund and the CPC Historic Fund, as appropriate.

The Committee: All CPC members serve for terms of one year, expiring in June. At Large members are appointed by the Board of Selectmen. Representative members are appointed by their respective Boards:
Peter Delaney, Chair, Boxford Housing Partnership Committee representative
Barbara Jessel, At Large member
Barbara Shade, At Large member
F. Richard Shaw, At Large member
Natasha Grigg, Conservation Commission representative
Virginia Havey, Historic Districts Commission representative
Steve Merriam, Planning Board representative
Gerry Papin, At Large member
Vacant, Recreation Committee representative
Staff: Ross Povenmire, CPC Administrator
Phaedra Doucette, Minutes Secretary

CONSERVATION COMMISSION

The Boxford Conservation Commission is composed of seven volunteer members appointed by the Board of Selectmen for renewable three-year terms, and is supported by a full-time Director, a part-time Assistant Administrator, and a Minutes Secretary.

The Commission holds public meetings on the first and third Thursdays of each month, or as otherwise announced. Meetings normally begin at 7:30 p.m. The Commission's office is located at Town Hall, 7A Spofford Road, Boxford, MA 01921, and the telephone number is (978) 887-6000, extension 506.

The Commission has a primary role in administering the following statutes and regulations:

- Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, Section 40;
- Massachusetts Wetlands Protection Act Regulations at 310 CMR 10.00;
- Town of Boxford Wetlands Protection Bylaw, Town Code Chapter 192; and
- Boxford Wetlands Protection Bylaw Regulations at Town Code Chapter 375.
- Boxford Stormwater Management Bylaw, Town Code Chapter 160
- Boxford Stormwater Management Bylaw Regulations, adopted September 20, 2007, Town Code Chapter 295

The Conservation Commission administers several types of permit review processes under the Massachusetts Wetlands Protection Act and the Town of Boxford Wetlands Protection Bylaw. Most projects involving proposed disturbance within a Wetland Resource Area, associated Buffer Zone, or Riverfront Area will require the filing by the project sponsor of a Notice of Intent (NOI). This process involves a comprehensive review of potential project impacts to protected areas, and eventually results in the issuance by the Conservation Commission of an Order of Conditions or an Order of Denial. An Abbreviated Notice of Resource Area Delineation (ANRAD), for review of Wetland Resource Areas, is generally utilized for large tracts of undeveloped land, and results in an Order of Resource Area Delineation. Applicants proposing projects with limited potential impact may be advised to submit a Request for a Determination of Applicability (RDA). The RDA process is generally less demanding upon the applicant than the NOI process. Projects with insignificant potential impacts may be reviewed under a Bylaw Determination of Negligible Impact (DNI).

The Commission is also involved, in coordination with other governmental bodies, in numerous other regulatory activities including the following:

- Management of conservation properties in Boxford;
- Stormwater Management under the National Pollutant Discharge Elimination System Permit (NPDES) "Phase II" program;
- Administration of the Massachusetts Public Waterfront Act, M.G.L. Chapter 91 and associated Public Waterfront Act Regulations at 310 CMR. 9.00;
- Review and comment on forest land and agricultural land purchase options under M.G.L. Chapters 61 and 61A;
- Review and comment on housing development plans under M.G.L. Chapter 40B;
- Review and comment on forest management plans under M.G.L. Chapter 132;

- Review and permitting of beaver activity controls in Wetlands Resource Areas under M.G.L. Chapter 131.

In addition to the statutes and regulations listed above, the Conservation Staff reviews permit applications received by the Planning, Building Inspection, and Public Health matters within the jurisdiction of the Conservation Commission. In many cases, this "sign-off" process involves a visit to the site to ascertain whether jurisdictional areas are present.

Regulatory Activities in 2014

Overall permit related activity in 2014 was down compared with the past few years, most significantly in the numbers of Determinations of Applicability issued.

Summary of Permits and Enforcement Activity						
2009	2010	2011	2012	2013	2014	Type of Activity
26	17	18	19	16	15	Orders of Conditions or Denial Issued
1	3	2	3	1	2	Amended Orders of Conditions Issued
1	1	0	0	0	0	Orders Resource Area Delineation Issued
0	0	1	0	1	0	Stormwater Management Permit
25	19	15	15	20	12	Determinations of Applicability Issued
53	**40**	**36**	**37**	**38**	**27**	**COMBINED PERMIT SUBTOTAL**
15	23	6	12	17	18	Determinations of Negligible Impact Issued
32	27	19	17	15	15	Certificates of Compliance Issued
8	13	0	0	0	1	Permit Extensions Issued
5	1	1	5	2	7	Violation Notices Issued
9	9	3	0	1	4	Enforcement Orders Issued
0	1	0	0	0	0	Tickets Issued
5	2	2	0	0	0	Emergency Certification - Beaver Related
8	11	10	3	11	4	Emergency Certification - Non Beaver Related

Conservation Management Activities in 2014

The Town completed its purchase of the Nason Conservation Land in July 2014. The Conservation Commission oversaw the construction of a new access drive to this conservation area and fulfilled the Land and Water Conservation Fund grant application requirements. Final receipt of the grant funds is expected sometime in 2015.

The Conservation Commission is directly responsible for the management of 852 acres of Town-owned conservation land in Boxford, as well as an additional 70 acres of privately owned land upon which the Town holds conservation restrictions. The Commission manages these open spaces and conservation properties with significant volunteer assistance from the Boxford Trails Association/Boxford Open Land Trust (BTA/BOLT, Inc.), for which the Conservation Office is tremendously grateful. In 2014 volunteers working with BTA/BOLT, Inc. placed numerous trial signs at trailheads around town, as part of a project funded by the Community Preservation Commission. The Commission also reviews proposed Conservation Restrictions in Boxford held by other 501(c) 3 entities such as the Boxford Trails Association/Boxford Open Land Trust

(BTA/BOLT, Inc.), Essex County Greenbelt Association (ECGA) and the Massachusetts Farm Bureau

The management of selected conservation areas as agricultural land continued on parcels known as Haynes Field, Peabody Field, Mill Brook Farm Field, Hovey's Pond Meadow, Cargill Fields and Witch Hollow Farm Field. Licenses were issued in 2009 to Pieter Muntendam to use the Mill Brook Farm Field, Hovey's Pond Meadow and Peabody Field for cow pasture. A license was issued in 2009 to Larry Morris to continue the use of Witch Hollow Farms Field for ground nesting bird habitat. Licenses were issued in 2009 to Laura Grabski and associates for the use of Haynes Field and Cargill Fields for hay meadow. All licenses issued in 2009 will expire on December 31, 2015.

The Conservation Office continued to provide staff support to the Lakes, Ponds and Streams Committee (see separate report from this committee elsewhere in this Annual Report). In addition, the Conservation Commission worked with and provided assistance to other Town Boards and Committees, including the Planning Board, the Land Committee, the Haynes Land Committee, and the DPW, as well as to BTA/BOLT and Boy Scouts (Eagle Scout projects).

Conservation Commissioners and Staff

Chairman Ted Riter resigned from the Commission in February, and Peter Delaney was appointed to complete the term ending June 2014. Lana Spillman served as Acting Chair until June. Peter Delaney and Frank DiLuna were both appointed to full three year terms by the Board of Selectmen in June. Peter Delaney was subsequently elected Chair of the Commission.

Commission members devote numerous volunteer hours in the review of proposed projects, site visits, meetings, training, and attendance at conferences, including the fall and spring MACC Conferences. Several Commission members also have joint appointments on other Town boards. Joint appointments include Natasha Grigg on the Community Preservation Committee and Land Advisory Committee, and Mark Mitsch as a liaison to the Lakes Ponds and Streams Committee.

The Conservation Office staff consists of Ross Povenmire as Director of Conservation, Chuck Tirone as Assistant Conservation Administrator, and Judi Stickney as the Commission's Minutes Secretary.

Conservation Commission members (term ends): Peter Delaney, Chair (6-30-17); Lana Spillman, Vice-Chair (6-30-15); Frank DiLuna (6-30-17), Natasha Grigg (6-30-16), Alan Fowler (6-30-16), Mark Mitsch (6-30-16), Paris Beckett (6-30-15).

HAYNES LAND ADVISORY COMMITTEE

The Haynes Land Advisory Committee continues to work on the plans for the recreation and conservation which include trails, athletic fields, play structures and walking paths for the designated areas of the 75 acre parcel acquired by the Town in 2007, pursuant to an Order of Taking (see also Town Warrant Article #13 Special Town Meeting October 23, 2007) with Community Preservation Funds.

In 2014, the project was delayed with legal actions by abutters regarding permitting approvals by the Conservation Commission and Zoning Board of Appeals. In early 2015, these actions were discontinued and now the project will be moving forward. In 2015, the Committee is finalizing construction documents and will issue an RFP for costs and scope associated with developing the recreation parcel. The committee is planning to seeking Town Meeting approval for construction and funding appropriation at the 2015 Fall Town Meeting.

The committee continues to hold regular public meetings and joint meetings with the BAA to coordinate future activities.

Respectfully submitted,

William Brown, Chairman

LAKES, PONDS, AND STREAMS COMMITTEE

The Lakes Ponds and Streams Committee is an ad-hoc committee whose seven volunteer members are appointed by the Board of Selectmen to staggered two-year terms. The Lakes Ponds and Streams Committee has no independent regulatory or spending authority; its main purpose is to assist the Conservation Commission and the Selectmen in the management of Boxford's lakes, ponds and streams. The Committee is charged with identifying lake, pond and stream management issues for public discussion and study, such as: lake and pond drawdown, minimum discharge stream flow, management of invasive species, nutrient inputs, regulations relating to the use of lakes ponds and/or streams, beaver control, beach management, and public access. Other committee objectives include: the coordination of public outreach and education regarding lake, pond and stream issues, and to report to the Conservation Commission and Board of Selectmen with its findings and recommendations regarding such issues.

The Committee holds public meetings on the second Tuesday of each month or otherwise announced. Meetings normally begin at 7:30 p.m. The Committee works out of the Conservation Commission office, which is located at Town Hall, 7A Spofford Road, Boxford, MA 01921, and the telephone number is (978) 887-6000, extension 182.

Committee Activities in 2014

Several continuing matters were addressed by the Committee during 2014 as well as new matters that touched various aspects of the Committee's charge. On a topical basis, these matters and associated actions included the following:

Lowe Pond/Lowe Pond Dam – The Committee continued to monitor conditions at the Lowe Pond Dam and engaged in discussions with the new owners of the Dam property concerning improvements to preserve the integrity of the Dam. The Committee discussed the condition of the Dam with the homeowner and offered insights as to why the suggested improvements were in their best interest and in the interest of their neighbors. Volunteer support for tree and shrub removal was offered but not yet actioned by the homeowner. The Committee remained in contact with the Town's DPW concerning cleanout of the Depot Road culvert and the removal of trees within the DPW's control zone to mitigate any further weakening of the Dam. The management of invasive plant at Lowe Pond is also part of the Committee's ongoing scrutiny of this pond.

Middleton Road Culvert Replacement – Committee members worked throughout the year assisting and coordinating activities in support of the replacement of the Middleton Road Culvert with a three or four-sided, embedded concrete culvert. The objective of this exercise is to improve wildlife passage while addressing a severe erosion problem caused by the repeated failure of this culvert during significant rain events. The DPW's John Dold has attended Committee meetings to discuss the logistics and support needed to move this project forward. Assistance has been enlisted from the Nor'East Chapter of Trout Unlimited, including volunteer professional support (engineering, project management and legal). The Committee also submitted a grant application to the Eastern Brook Trout Joint Venture for partial project funding

and will be pursuing additional grant opportunities with NOAA. Several site visits have occurred with the DPW, TU and Committee members to delineate the engineering, construction and wetlands protection aspects of this project, for eventual presentation to Town committees and residents for approval.

Crooked Pond Brook Culvert – The Committee monitored the performance of this culvert replacement with TU since its completion in October 2013. A severe storm event in December 2014 resulted in scouring of the upstream entrance of the culvert, necessitating corrective action prior to Spring 2015 runoff. Committee members worked with TU members to implement and complete a corrective action plan on January 11, 2015. The Boxford Cons Com was alerted to this issue and the proposed corrective action in advance of the January 11th work date. The Crooked Pond Brook Culvert Replacement Project was featured in the Fall 2014 edition of *Trout Magazine*, TU's national publication.

Dam Removals – The Committee acquired information on the process of dam removals under state regulations. Chuck Tirone attended the January 2014 COLAP conference, including a session on dam removal and associated grant applications. Greg Murrer attended the DER's February 2014 Boxford presentation on dam removals. The Committee was introduced to a Feasibility Study on the removal of the Larkin Dam in Newbury, MA. Greg Murrer, through TU together with the DER, IRWA and Parker River Clean Water Association have approached the Town of Newbury to discuss the prospects of removing this dam. Because the Parker River finds its headwater at Sperry Pond in Boxford, there is a waterways/watershed connection to this project between the two towns.

Earth Day – The Committee decided to place more of an emphasis on fieldwork for Earth Day 2014. Committee members engaged in cleanup activities at Baldpate Pond, Four Mile Pond and Stiles Pond. At the same time, Chuck Tirone manned the LP&SC booth in the Town Hall so that the public education aspect of our efforts could continue.

Connecting to Other Agencies and Associations – During 2014 the Committee has established or solidified its connection with a number of individuals and organizations that may assist the Committee in realizing its charge. These include working closely with the Town's DPW and Cons Com; exchanges of advice and assistance with the DER (Beth Lambert, Alex Hackman), TU Nor'East, TU National, MA Mosquito Control (Emily Sullivan), the Ipswich River Watershed Association (Ryan O'Donnell), NOAA (Eric Hutchins), and the Eastern Brook Trout Joint Venture. Committee members have participated in events and projects outside of Boxford in support of these organizations as well (e.g. Culvert assessments at Gravelly Brook (Willowdale Forest); Willowdale/Ipswich River Fish Ladder Improvement Project; TU Restoration Committee meetings; IRWA Board Meetings)

Committee Activities for 2015

The Committee anticipates its engagement in the following matters during 2015, always subject to new matters or needs that may be brought to our attention:

Middleton Road Culvert Replacement – Continuing support of applications, permitting and advocacy for this project. We will be assisting in the preparation of the required NOI, aspects of the engineering submission, public presentations and applications for grant funding.

LP&SC Website – We are delinquent in enhancing this site as a tool for public education and communication. Work will be done to better populate the site and increase public awareness. We will explore narratives on all Boxford great ponds with pictures of each and advice as to access and environmental protection.

Water Use – Recent Town surveys indicated a very high percentage of residents concerned about water usage and water preservation. The Committee will explore ways of providing public education of techniques for conserving water in Boxford and better protecting our water resources.

LAND COMMITTEE

The Land Committee consists of five members: one from the Conservation Commission, one from the Planning Board, one from the Finance Committee, and two Members at Large. Our charge is to categorize and prioritize parcels of land for open space, conservation, active recreation, and municipal needs, and to assist the Selectmen in matters involving acquisition of land, easements and other real property interests.

During 2014, much of the Land Committee efforts were focused on "Borders to Boston" rail trail project reviewing access points, parking options and possible encroachments along the corridor. This proposed linear park would begin in Newburyport and follow the old Newburyport railroad line through Boxford and south to Topsfield and beyond. We met with the Selectmen a number of times trying to determine the best course of action. As with any large project it takes considerable coordination amongst many individuals to bring the project to reality.

The Haynes Land Committee requested the presence of the Land Committee before the ZBA in February as they were trying to secure a permit to construct 3 athletic fields on the land off Middleton Road. Stuart Saginor presenting for the Land Committee detailed the sequence of events leading to the purchase of the Haynes parcel and other background on the project. The Haynes Land Committee was successful in acquiring the ZBA permit.

During 2014, we also worked with the Boxford Trails Association/Boxford Open Land Trust, Essex County Greenbelt and others to discuss possible protection of various parcels of conservation, recreational and agricultural land in Boxford. One project came to fruition as Greenbelt acquired 26+/- acres of open land at the end of Chadwick Farm Road. In addition, the acquisition of 46+/- acres at 277 Washington Street was completed in 2014 as Greenbelt transferred the property to the Town following receipt of a $250,000 grant. Town Meeting had approved the purchase in 2013.

The Land Committee encourages landowners contemplating the sale of their property to contact our committee so we can evaluate how your parcel affects our open space, recreational, and municipal needs. The Land Committee will, wherever possible, incorporate the Open Space and Master Plan when prioritizing parcels for protection.

For 2015 the Committee will meet on the second Wednesday of each month at the Town Hall. This upcoming year the Committee hopes to focus on community needs and work with other town committees to determine how best to meet the long and short term goals of the town. We thank the citizens of Boxford for their continued support.

Current members;
Peter Delaney Chairman (Cons Com)
Bob Gore (Planning Bd.)
Peter Bernardin (Fin Com)
Natasha Grigg (Member at Large)
Stuart Saginor (Member at Large)

PERMANENT BUILDING COMMITTEE
ANNUAL REPORT FOR 2014

The Boxford Permanent Building Committee consists of five members. The Permanent Building Committee is charged with managing all Boxford municipal buildings, including school buildings, and has oversight responsibility for the planning, design, construction, reconstruction, major alteration, renovation, enlargement, major maintenance, demotion, and removal of all Town buildings and recreation structures and playing fields and courts.

During the first half of 2014, the Permanent Building Committee ("PBC") focused on developing the design and construction bid documents for a new library facility at the Elm Street location. Working with the architects from Schwartz/Silvers and the Owner Project Manager, Hill International, the PBC and the two Library Trustees designates to PBC on this project, spent many months meeting with regulatory boards, abutters and interested parties in finalizing a design, securing regulatory approvals, preparing and issuing the bid documents for construction of the new town library facility. On April 30, 2014, G & R Construction with a construction bid of just under $6 million was identified as the construction contractor subject to approval and funding at the May 2014 Town Meeting. However, the new library project went no further after it failed to get the necessary approval at Town Meeting.

The other major projects undertaken by the PBC in 2014 were the central site study of the town owed property between Spofford and Ipswich Roads for development of municipal buildings and the Aaron Wood Project.

Through a procurement process, Weston and Sampson was hired to work with the PBC to prepare a detailed site assessment of the central site. The Phase I study yielded the following results: constraint mapping around 117,500 sq. ft area proposed for development within 81 acre town owned land; delineation of wetland resource area; preliminary determination by National Heritage and Endangered Species Program that the proposed development area was not within the Mapped Priority Habitat; identified options for road access; and location of possible site for suitable well.

The Aaron Wood building houses the Tri-Town Union Administration. In the Spring 2014, a RFR was issued for designer services to renovate and replace the Aaron Wood building roof, cupola, windows and to reconfigure the interior office space (including the HVAC system). Gienapp Design was selected to perform the work with oversight and consultation provided by the PBC.

Other projects that the Committee worked on in 2014 with the DPW Superintendent included emergency repairs to the exterior of the Elm Street library building, air quality testing of the Elm Street library by the Department of Public Health, the repair and replacement of boilers at Town Hall, and the window leaks at Town Hall.

The Permanent Building Committee meets at least once a month on the 3rd Thursday of each month starting at 7:30 pm at the Police Station. We encourage and welcome our town residents

and guests to attend and share their thoughts and views about our municipal buildings.

Respectfully submitted
Margaret Chow-Menzer, Chair
Miika Ebbrell, Vice Chair
Robert Hazelwood, Clerk
Frank Quackenbush, Member
Garth Tolman, Member

PLANNING BOARD
ANNUAL REPORT FOR 2014

Approvals Not Required
The ANR process allows for all lots with sufficient frontage on existing roads and which meet other conditions under the Zoning Bylaws to be approved without having to go through the subdivision approval process.

The Board reviewed five applications under the process of "Approval Not Required" (ANR). One of these concerned lot line changes that would create access to a parcel located off Sagamore Lane. This application was denied due to the overwhelming obstacles to gaining access to the site from the road frontage, thereby rendering the frontage "illusory." A separate application for the division of an existing lot on Ipswich Road was continued into 2015 upon request of the applicant to allow additional wetland investigation. The three remaining applications were approved.

Subdivision Activity
Construction work continued on the Weathered Walls Subdivision (Sagamore Lane) and Pineridge Subdivision (Deer Run Road) throughout 2014. The Board approved a Tri-Partite bonding agreement as part of the Pineridge Subdivision.

The Board voted to release the Form F "Covenant Not to Transfer" on Lot 1 of the Lauren Woods Subdivision (Budnick Way), pending receipt of a Letter of Credit.

Zoning Board of Appeals
The Town's Zoning Bylaw requires that the Planning Board make a recommendation to the Zoning Board of Appeals (ZBA) for each appeal, application, or petition that comes before them. The Planning Board appointed Pat Canonica to act as a liaison between the Planning Board and the ZBA. In this capacity, Mr. Canonica attends ZBA hearings and facilitates communication between the ZBA and the Planning Board.

The Planning Board reviewed a total of eleven ZBA cases in 2014. A favorable recommendation was issued in all but one case. A recommendation of denial was issued in the case of a proposed sign for the Masconomet Regional School District. The sign was subsequently approved by the ZBA, in part due to statutory limits on local review of school district signs.

The ZBA cases included recommendations on the proposed library and the Haynes Land project. The library project was subsequently defeated at Town Meeting and the Haynes Project has been diverted by court action. One project involved the co-location of antennas on an existing cell tower at 47C Pond Street. Another project involved a special permit for construction of handicapped bathrooms at Camp Rotary. Three cases related to Special Permit request for garage space in excess of three cars, and three related to Special Permit request for extension of non-conforming structures.

Official/Open Space Recommendations to the Board of Selectmen
The Town's Zoning Bylaw requires that any project requiring a Building Permit within an Official or Open Space District obtain a recommendation from the Planning Board directed to the Board of Selectmen.

The Planning Board reviewed two projects requiring an "O" District recommendation, namely the proposed library and the Haynes Land project. A favorable recommendation was issued in both cases.

Driveway Permits
In 2008 a new Bylaw was adopted to regulate the installation, construction and relocation of driveways. Normal maintenance, repair and repaving are exempt from the Bylaw.

In 2014 eight driveway applications were reviewed by the Planning Board. A favorable recommendation was issued in all cases.

Other Activities
The Board held public hearings on proposed changes to the Boxford Zoning Code relating to the adoption of a new Zoning Map and miscellaneous changes and corrections to the Zoning Bylaw. The most signification change was the removal of the Conservancy District designation from the Zoning Map and the Zoning Bylaw. This designation was no longer deemed effective in light of more stringent regulations administered by the Conservation Commission under the Wetalnds Protection Act, the Wetlands Protection Bylaw and the Stormwater Management Bylaw. The proposed Zoning Map and Zoning Bylaw changes were adopted at Town Meeting.

A separate public hearing was held for proposed changes to the Elderly Housing District. Although recommended for approval by the Board, the measure failed at Town Meeting.

The Board reviewed a Chapter 61A notification for the purchase of property at 17 Washington Street. The Board recommended that the Town take no action to acquire this property.

A request was made to consider the acceptance of Sayward Road as a town road. The Board determined that Sayward Road does not meet road standards and declined to recommend it for acceptance as a Town Road.

The Board held one Scenic Road Act hearing for the removal of the dying "Holiday Tree" at the Community Center and the relocation of a tree from a traffic island at Ipswich and Georgetown Road to the Community Center to serve as the new Holiday Tree.

Board Membership
The members of the Planning Board are elected to five year overlapping terms of office as follows (term expires as indicated):

Bob Gore	Chair, Land Committee Representative (May 2015)
Ellen Nestervich	Clerk (May 2015)
Steve Merriam	Community Preservation Committee Rep. (May 2016)
Angela Steadman	(May 2016)
Holly Langer	(May 2017)
Pat Canonica	ZBA liaison (May 2017)
Jeff Kruck	(May 2019)

Respectfully submitted,
Robert C. Gore, Chairman

SUSTAINABILITY COMMITTEE

The Sustainability Committee was formed in Feb 2013 with a charter to help the town to reduce its energy costs and usage. We have undertaken a number of initiatives with the main focus being on the development of a 1 MW Solar Array on the town's closed landfill. In May of 2104 at town meeting the project was approved by a unanimous vote and we had our mandate to move forward. During 2014, the committee prepared and distributed an RFP to choose a developer for the project. Out of 3 finalists, Borrego Solar was chosen as the development partner for the site. We began the negotiations on the Lease and PPA agreement which will be signed in 2015. In addition, multiple other workstreams began including the DEP post closure permitting process, the Interconnection Agreement with National Grid, and the PILOT with the Town Assessors office. The committee remains on track to break ground in the summer of 2015. Committee members include: Gregory Netland (Chair), Marc Aronson, Lauren Laplante, and Keith Sampson (replacing Yu-Ching Buehler in 2014)

BOXFORD TREE WARDEN

The annual Arbor Day celebration was held on June 13, 2014 at Spofford Pond School Cafetorium. The special guest speakers were Jim MacArthur, the Senior Arborist from National Grid Utility Co. and Selectman Bill Cargill. The Spofford Pond School Band lead by Andrea Monty played an Entrance March to start the ceremony; a song called Bridges in the middle and finished by playing. This is My Country. Mr. MacArthur explained many tree facts to the children. Mr. Cargill talked about the history of Arbor Day and read the Proclamation for Arbor Day. At the end of the ceremony, Colorado Blue Spruce Seedlings for planting were handed to each of the children and teachers.

The DPW budget continues to fund the removal hazardous, dead or diseased trees along the town roadways. The Tree Warden, John C. Dold, PE, determines this work by preparing a removal list. Work on this list is determined on a priority basis. Once a tree is removed, and if the stump is close to the edge of the road, it is disposed of via a grinding process. There were over 100 tree removals in 2014 at various locations throughout the Town.

National Grid continued its maintenance practice of trimming trees within the regulated limits of overhead electric wires. National Grid also worked with Town crews during any emergency work which involved the removal of trees leaning into National Grid's overhead wires.

Respectfully submitted,
John C. Dold, PE
Tree Warden

ZONING BOARD OF APPEALS

2014 was a stable year for the Zoning Board of Appeals, Kathleen O'Sullivan-Fortin and Barbara Jessel continue to serve as vice chair and clerk respectively and David Peterson continues to serve as the Board's alternate. There are two unfilled alternate vacancies.

The Board is pleased that Pat Canonica continues to serve as the Planning Board liaison to the Zoning Board and Robyn Holt continues as the Board's secretary.

Eleven new cases were filed in 2014, seven special permits and four variances. Of these eleven cases, six special permits were granted, two variances were granted, one case was withdrawn without prejudice and two cases were continued to 2015.

The Board continues to meet at 7:30 p.m. on the fourth Thursday of each month. In addition to regular meetings, one site walk was conducted at 20B Stiles Pond Road.

The Board had one decision appealed. Case 926, Haynes Land. Enes v. Fitzsimmons, et al. (Zoning Board of Appeals and Town of Boxford) Land Court, 14Misc 483304-KCL.
The complaint was filed in April, 2014 by several abutters claiming the ZBA failed to sufficiently address matters such as soil stripping, increased noise and traffic and screening. The case was disposed of with the filing of a stipulation of dismissal in September, 2014.

The Board has one case continuing to make its way through the Massachusetts Court system.

Nissenbaum v. Town of Boxford (II)
Essex Superior Court, C.A. No. 08-541-B

This action involves a complaint which was filed in March of 2008 pursuant to G.L. c.40A, §17, appealing the Zoning Board of Appeals' February 21, 2008 Remand Decision, which upheld the decision of the Building Inspector that the Ingaldsby Farm Stand, located at 14 Washington Street, is in compliance with the Town's Zoning Bylaw and the agricultural use exemption under G.L. c.40A, §3. As this is an appeal pursuant to G.L. c.40A, §17, the Board is not required to file an Answer. A Notice of Appearance was, however, entered with the Court. A trial was scheduled to commence on January 31, 2011, but on the morning of the trial, the Town's co-defendants, the landowners and operators of lngaldsby Farm Stand, informed Town Counsel that they would not proceed with the trial and would concede that they did not have records to demonstrate compliance with G.L. c.40A, §3. The Court entered an order finding that the Town's co-defendants had conceded the issue and that they would have to demonstrate to the Town that they complied with G.L. c.40A, §3 either in the past year or the upcoming year prior to operating pursuant to the Town's Farm Stand Zoning Bylaw. The plaintiff then filed a Complaint in civil contempt against the Farm Defendants and the Building Inspector, alleging that the Farm Defendants had not produced sufficient documentation of their compliance with G.L. c.40A §3 and that the Building Inspector had failed to enforce the law against them. Trial was held in July, 2012. The Court issued an opinion in favor of all the defendants on March 12, 2013, finding that the Farm Defendants had submitted sufficient documentation in light of the wording of the

Court's previous order and that the Building Inspector had responded appropriately to the documentation provided. An appeal has been filed in is expected to be heard in early 2015.

Respectfully Submitted,

Paula Lia Fitzsimmons, Chair

Board Members
Paula Lia Fitzsimmons, Chair
Kathleen O'Sullivan-Fortin, Vice Chair
Barbara Jessel, Clerk
David Peterson, Alternate

Community Services

Border to Boston Path Committee

Boxford Cultural Arts Council

Council on Aging

Boxford Historic Districts/
Historical Commission

Recreation Committee/
Recreational Path Subcommittee

Recycling Committee

Veterans' Services

THE BOXFORD BORDER TO BOSTON PATH COMMITTEE

2014, along with 2013, have been slow years as the 25 % design work remains under review with Massachusetts DOT (Department of Transportation.)

The Town was informed by MassDOT in November 2014 that it is going to conduct an analysis of alternate route alignments that avoid 20 Kelsey Road entirely. However, the results of the alternatives analysis are not yet known.

While the paving project of the Boxford Border to Boston (BtoB) is a long way into the future, the current 1850 rail-trail is usable for passive recreation. Come out and enjoy the rail-trail.

The southern Boxford rail-trail, beginning at the rail-trail head on Pye Brook Lane, is an enjoyable connection to the Topsfield Linear Trail. This leads to the southern section of the BtoB Trail through Topsfield, Wenham, and Danvers to Route 114. The time to explore and enjoy this trail is now.

The northern Boxford BtoB section begins at Pond Street and continues into Georgetown. The public is encouraged to walk/bike/XC ski/snowshoe the BtoB thru Boxford, both the southern and northern sections.

Description of the route from Pond Street: heading north. (Park parallel on Pond Street.) About half a mile up the trail, just prior to reaching Kelsey Road, a sign post points left, go across the ditch to a wood trail that crosses a private lot at the corner of Hemlock and Kelsey Road. Upon exiting, cross Kelsey Road and enter the Kelsey Arboretum. Please open and close the front deer fence gate and follow the Bay Circuit perimeter trail to the exit pedestrian back deer gate. Or visit the Arboretum. Please walk your bike thru the Arboretum. After exiting the back gate, follow the arrows, turn left and walk/bike on an old Kelsey Nursery path, turn right up a short slope, walk/bike along two trail easements, crossing a ditch and turn left back onto the rail-trail. You can cross Georgetown Road to Baldpate Pond and into Georgetown.

Due to several wet spots along the trail, there may be low board walks in the middle of the trail. Please leave in place, as this rail-bed is shared with National Grid maintenance trucks.

Boxford's license with National Grid permits:

- Removal by volunteers of trash and debris
- Brush removal and mowing of sections to maintain the path alignment
- Maintaining the path surface including minor filling of holes as needed
- Placing planks for walking in sections with poor drainage
- Installing and maintaining trail information signs at public access points.

The committee members are mowing and clipping brush when needed. Many volunteers are needed to help with the items outlined in the National Grid license. Please call committee members to volunteer. This is your trail so let's be mindful of caring for it and enjoying it.

A heart-felt THANK YOU to the private owners of the Kelsey/Hemlock wood lot for permission to maintain the Bay Circuit trail to and from the rail-path and to the Horticultural Society of Boxford Land Trust which preserves and maintains the Harlan P. Kelsey Arboretum for quiet walks and appreciation of the Hardy American Plants that HP Kelsey introduced to the Nursery Trade when he moved to Boxford in 1912 to build his business at the Kelsey Highlands Nursery.

The time to explore and enjoy this rail-trail is now

Respectively submitted:

Boxford Border to Boston Path Committee

Tony Brogna
Carole Davis
Steve Davis
Nancy N. Merrill
Peter Perkins
Mark Phelan

BOXFORD CULTURAL COUNCIL

The Boxford Cultural Council (BCC) is a community organization supported through funding from the Massachusetts Cultural Council, a state organization which disseminates over twelve million dollars annually to support and promote art/music, science, and the humanities locally. The BCC is made up of community members who vet and vote on grant applications submitted to us on an annual basis. We believe that a strong presence of the arts, science and the humanities is essential to build a strong community and a thriving educational system. Our primary objective is to develop and fund projects that weave these elements into the fabric of our community. The BCC actively encourages local artisans, musicians, scientists, teachers and school organizations to submit grants for consideration to the Cultural Council.

Among the council grants approved for the 2014 grant cycle, are the following:

- "War and Peace Series". A four part reading and lecture series focusing on Tolstoy's "War and Peace" at the Boxford Town Library (BTL).
- "Hands on History: the American Revolution". A program bringing priceless artifacts, including uniforms, musical instruments, historic documents and implements from 18th century camp life to the students at Spofford Pond School, supplementing their study of the American Revolution.
- "The Fairy Tale Players", "Reading is Magic", and "Every Hero Has a Story". Three programs in support of the Boxford Town Library's Summer Reading Program, will introduce children to self-expression, dramatic play and the performing arts through "hands-on" comic plays; will support the importance of building and maintaining reading skills; and show how life changing moments can be found anywhere, even between the covers of a book.
- The Annual Printing Arts Fair, (June 21st, 2015), at the Museum of Printing in North Andover, and the Teen Open Studios Program (on-going, all teens welcome), at the Scala Art Center in Georgetown, both received supporting funds.
- "Summer Band Concert Series" at the West Boxford Gazebo, (June, July & August 2015). Six outdoor concerts by local musicians, promoting community and the appreciation of music, to be held on Sunday afternoons in West Boxford, received supporting funds.
- The 6th Grade Band from Spofford Pond School performed a concert at the State House in March, after which the band members received a thrilling behind the scenes tour of the State House.

This past year the BCC authored, submitted and sheparded a plan for a community Arts and Cultural Center, governed by the Council, to be located in the Cummings House, once it was no longer part of the Boxford Town Library. Unanimously approved by all town Boards and Committees, and fully approved for funding, this plan was aborted by the failure of the warrant providing for the construction of a new BTL facility at last year's Town Meeting.

Until recently, the main venue for our grant approvals was the Boxford Town Library. Open to all, and centrally located, the BTL supported and publicized our programs both within our

community and throughout the Massachusetts Valley Library Consortium, (35 community libraries). Recent events closed the 10 Elm Street BTL facility, and forced relocation to a much smaller space within the Boxford Town Hall. As BCC applicants are required to provide evidence of an approved venue, we anticipate that the loss of the BTL's Elm Street space will impact applicants for the upcoming grant cycle.

The 2014 grant cycle gleaned 18 grant applications, of which 13 were funded. The BCC also administrates town provided funds which underwrite the hiring of local musicians for the annual Boxford 4th of July Parade, and annual Apple Festival performances on Melvin Green. To learn more about the Massachusetts Cultural Council, or apply for a grant, check out www.masscultural council.org. ***Our grant cycle deadline is October 15th, 2015 for the upcoming grant year (2016).*** We anticipate some openings on the Council this coming fiscal year (FY16), and encourage Boxford residents to notify the Chair of your interest in serving. We meet monthly May through December, as needed January through April.

Contact Diane Annunziato (BCC Chair) at dannunziato@verizon.net, or the Selectmen's office for more information.

Boxford Cultural Council Members:
Diane Annunziato, Chair
Sally Arrigo
Judy Miller Bailey
Anna Barbieri, Secretary
Michele Delfino
Denise Galligan, Finance

2014 ANNUAL REPORT
COUNCIL ON AGING

The Boxford Council on Aging is the town's focal point for the delivery of services to Boxford's population 60 and over. Its mission is to support the independence of Boxford's senior citizens, advocate for their needs and enhance the quality of their lives .In an atmosphere of respect for the older adult the COA coordinates programs and services to encourage self-reliance, good health and community involvement.

The Council on Aging provides programs, services and transportation to all residents over the age of sixty and serves as a resource for information to families, friends and neighbors who may find themselves caring for an older person. The monthly newsletter "Boomers and Beyond' provides current information about services, classes and other programs.

The Outreach Program Remains a vital link for older adults and family members who need assistance through the myriad of programs and services and in accessing the most appropriate services to enable an older adult to continue to live at home. We work closely with the Police and Fire Departments on cases of mutual concern. The Outreach Program
continues to assist individuals with minor home repairs, the completion of benefit application forms, and in understanding the wide range of options available for the Medicare D program.

In spite of the limitations placed on us by our available space, our services and the number of seniors requesting those services and attending COA functions and activities continues to grow. Boxford's seniors are the fastest growing segment of Boxford's population, and the need for our services parallels this growth. It has been a delicate balancing act scheduling our activities and keeping our participants happy.

The COA wishes to extend a heartfelt thanks to our tireless volunteers that donate their time and talents enabling us to provide all of our current services. During the past year volunteers donated 2402 hours of their time. We also wish to thank the Friends of the COA, the Topsfield / Boxford Rotary, for their generosity and the many members of the community who have lent us their time and talents. If the town was asked to pay for the work hours of our volunteers and the donations of the Friends to COA activities and needs, we require a tremendous increase to our budget.

The following are statistics for fiscal year 2014

General Information Services: 29322 units of service
General information services, encompasses a vast array of informational services. It could be as short as a two minute telephone call or as long as an hour walk in client.

Meals on Wheels: 2079 units of service
This program serves hot nutritious meals Monday through Friday to homebound elders who have difficulty preparing their own meals. Funding to this program continues to be cut by both the state and federal government.

Congregate Meals: 2972 units of service
Congregate meals are served at the Senior Center on Tuesdays and Thursdays during the school year. Weekly cookouts are held on Wednesdays from June through September.

Transportation: 1254 units of service
With the addition of our 16 passenger wheelchair lift equipped van we are fortunate to offer two options for transporting our residents. Through our membership in Northern Essex Elder Transport, (NEET) our volunteer drivers transport residents to medical and other necessary appointments using their own vehicles. Our van is used for handicap medical transport, for shopping, for social and cultural activities and trips to the Senior Center.

Health Services: 1258 units of service
The Council on Aging prides itself on being a wellness center. The VNA conducts blood pressure clinics three times a month. Monthly podiatrist appointments are scheduled, bi-monthly hearing screenings and weekly seated massage. In addition to these services health experts are routinely scheduled to speak to our various groups.

Fitness/ Exercise 2662 units of service
Weekly offering include 2 sessions of Yoga, Chair Exercise, Zumba, two sessions of line dancing, hiking and walking groups.

Health Benefits Counseling: 140 units of service
The Council provides information and application assistance to those exploring their insurance options. Assistance is offered to those applying for Medicare A, B, D, Mass Health, Prescription Advantage as well as available supplements.

Handicap Equipment: 264 units of service
Loan of handicap equipment

Cultural Activities: 742 units of service
Included in this category are the Spofford Pond Concert and Merrimack Valley Concerts and other events of a cultural nature.

Social Events: 1263 units of service
Included in this category are the parties sponsored and co-sponsored by the Friends of the Council on Aging including the Holiday Party, St Patrick's Day, the June cookout, Mardi Gras, Chinese New Year , Valentine's Day and Halloween.

Intergenerational Programming: 224 units of service
During the past year 7 events and a pen-pal program were held that involved interaction between our seniors and young adults or children.

Outreach: 7043 units of service
Included in this category are Telephone Reassurance, Friendly Visitor, Case Management and well being checks.

As our services grow and expand, the COA space needs continue to grow and are reaching a crisis point. For the past ten years, the COA Board has aggressively pursued a new home. Two committees appointed by the Selectmen have evaluated the needs of our growing Boxford senior population and the space required to answer these needs. They concluded that expansion of the current Community Center is limited by land available, parking, drainage problems and other issues. Renovation and expansion of the West Village Library would be more challenging and expensive than a new building. The space available at Lincoln Hall would not meet our growing needs nor would renting space from the First Church.

A combination of fortuitous events has made a parcel of land off Spofford Pond Road available for new municipal buildings. A study carried out in 2014 under the direction of the Permanent Building Committee dispelled speculation that access to the land would be too expensive, infringe on vernal pools, and have no water supply. As a result, the COA has proposed a joint effort with the Library Trustees to consider and plan a new, combined Library-Community Center at the Spofford site. A combined building offers the advantages of shared utilities and space, allowing the construction of a reasonably sized building with a reasonable cost to serve the needs of the library and COA, and provide meeting and function facilities for the Town (such as a voting place) and other organizations. Its proximity to Spofford Pond School opens up a library within walking distance for students. The proposed road to the site includes plans to alleviate the current traffic and parking problems at Spofford Pond School. By working together, the Library Trustees, Selectmen, PBC, COA, School Committee, and other Town boards and committees can realize a Library-Community Center that finally answers our needs now and into the future.

Respectfully Submitted,

The Council on Aging Board
Richard Taylor / Chairman
Richard Shaw / Vice Chairman
Judith Anderson / Secretary
Steve Harvey
Elizabeth Murphy
Suzanne Cox
Joan Tarleton

Staff
Pam Blaquiere / Director
Anna Barbieri / Outreach
Elaine Spiro/Secretary
Jack Hawxwell/Driver

HISTORIC DISTRICTS COMMISSION

The Boxford Historic Districts Commission (HDC) was established in 1971. Our jurisdiction is the Boxford Village Historic District and the Howe Village Historic District. We follow the Massachusetts General Law C.40C, the purpose of which is to promote the distinctive characteristics of buildings and historic places, as they relate to and profile the history of the cities and towns of the Commonwealth.

In the Commission's continuing effort to make it easier for applicants to apply and go through the process of being granted a Certificate of Appropriateness, copies of the current Design Guidelines (revision/updating due in 2015) at the Town Clerk's office and on the Town of Boxford website. They have also been sent to the real estate offices in Boxford / Topsfield area and in the major markets surrounding the town. Applications can also be found on the town website. The fee for applications for a Certificate of Appropriateness is $25.00, payable to the Town of Boxford.

In 2014 we had the following spectrum of hearings: temporary signs for various community projects, a new barn & wing at the East Parish Farm that will be completed in 2015 and a variety of restoration and renovation projects in both the Boxford Village Historic District and the Howe Village Historic District. This year the Commission also held a continued hearing with Angela Ward Hyatt of Schwartz/Silver Architects, Inc., members of the Permanent Building Committee, Library Trustees and interested parties regarding the new library design and the renovations for the Cummings Building (current Library). This new design was reduced in size by approximately 3,000 +/- square feet from the former 2011 design. The new library was to be detached from the Cummings Building and set further back on the lot to lessen the impact as seen from Elm Street. The Cummings building renovations would also be necessary as the most recent wing (back end) of the current library would need to be removed if the new library design was approved by the town.

The Historic Districts Commission has always favored a new library in the Boxford Village Historic District. A library that would be part of the fabric of the village, blend into the streetscape and be an integral part of the District. The Commission believes that the library should be inspirational in design, yet sensitive to the past, and be a beautifully scaled civic building that would be admired for generations. In 2014 the Historic Districts Commission voted in favor of the new Library design.

At this time, the Commission has an opening for an alternate member. If interested in volunteering, please call get in touch with any one of the members of the commission, the Selectmen or Town Administrator Alan Benson.

The Historic Districts Commission meets on the fourth Wednesday of every month at starting at 7:00 PM at the Community Center on Elm Street. The purpose of the meetings is to hear and act

on requests for Certificates of Appropriateness, Certificates of Non-Applicability or Certificates of Hardship. We encourage and welcome all interested residents and guests to attend.

Respectfully Submitted,

Wendy Perkins
Chairman

Members:
Virginia Havey, Vice Chairman
Lisa DiLuna
Andrew Gori
Matthew Juros
Nancy Merrill

BOXFORD HISTORICAL COMMISSION

The Boxford Historical Commission is responsible for overseeing community-wide preservation planning and the overall care of the town's historic assets. This past year we have been involved in the following projects:

Little Red School House

Lisa DiLuna, a member of the Historical Commission, and a group of enthusiastic volunteers have graciously continued to plan for the renovation and restoration of the Little Red Schoolhouse. They are looking for funds, grants and hands-on volunteers to help complete the project. They gave a presentation the School Committee in 2014 and will meet with the Community Preservation Committee in 2015.

It is the hope of the committee that Little Red Schoolhouse will become a "window" into school life in the 1860s. It is their mission to have the school be used in the way the Haynes family envisioned when they gave Boxford's last remaining one-room school house for the use of the children of the town.

Anyone who is interested in working on this project should get ahold of Lisa DiLuna or any of the members of the Historical Commission.

Community Preservation Committee.

Virginia Havey represents the Commission on the Community Preservation Committee (CPC). Three projects are on the Historical Commission agenda to present to the CPC for 2015: new signs identifying the entrances into the two Historic Districts, continued restoration of the Little Red Schoolhouse and the full inventory of the historic assets and dwellings in the town.

Inventory of Historic Properties

In 2015 the Commission will send out another Request for Proposal for a Preservation Specialist to inventory our historic properties. In order for homeowners, that do not reside in either of the historic districts, to be listed in the National Register of Historic Places, the property must be listed in a current Massachusetts Historical Commission inventory. Since Boxford's inventory is outdated, homeowners are prevented from being listed in the register and, more importantly, are restricted from applying for restoration grants and placement on the National Registry of Historic Places. It is the hope of the Commission to obtain CPC funds for this long overdue project.

Open House & Preservation Awards

In November, the Historic Districts Commission and the Historic Commission held an Open House at the annex of the Holyoke-French House. Benjamin Nutter AIA of Benjamin Nutter Architects, LLC, gave a captivating talk about *Architectural Styles based on Boxford Examples*. The 2014 Preservation Awards, graciously donated by John and Peggy Adams, were made from 200+ year old, Boxford grown, oak boards taken from their former circa 1790 East Parish Farm barn. The plaques were milled, cut

and graced with handsome brass plates that were engraved with each award recipient's name and the year.

The awards were given to the following: The Boxford Historical Society – Brian Gregory, President and his team for the carefully planned restoration of the barn and cobbler's shop; Boxford Village Garden Club – Jan Maguire, President for the historic gardens at the Holyoke French House that were designed, planted and well-maintained by its members; Doffy Falk. homeowner of 2 Elm Street, for the thoughtfully repaired and restored carriage house and barn; Peter Bernardin and Angela Steadman, homeowners of 23 Elm Street, for their on-going restoration projects that have been beautifully restored with historically correct details that were carefully researched and executed; and Chris Barensfeld, owner of the ifarm at 55 Towne Road, for her on-going restoration project that includes a home, barn, carriage house and other out buildings. Thanks to her efforts this property is now listed in the National Registry of Historic Places.

Respectfully submitted,

Wendy Perkins
Chairman

Members:
Virginia Havey, Vice Chairman
Lisa DiLuna
Andrew Gori
Matthew Juros
Nancy Merrill

Honorary Members:
Brian Gregory
Susan Peterson

RECREATION COMMITTEE
2014 OVERVIEW

The Board of Selectmen has appointed one new member to the RecCom: Paige Andrews. Michele Mathers resigned in 2014; also Buzz Belle passed away.

THE BOXFORD PARK PROGRAM

The Boxford Park Program is run by the Town of Boxford, supervised by the Recreation Committee. For the summer of 2014, the Park Program expanded to 3 hours a day 9:30-12:30, on Tuesdays, Wednesdays and Thursdays, for 5 weeks in July, at Cole School. This expansion was extremely well received, with registration increasing enormously:

- 280 Children Registered (209 in 2013)
- 31 Local High School and College Students Employed
- 28 unpaid interns and counselors-in-training

Certified teacher and Boxford mom Nancy Coughlin continued as the Park Director. Nancy created on-line applications for potential applicants, and on-line registration for the park program. This convenience also resulted in increased registration. Once again, Nancy lined up a variety of events for the program participants, including:

- Orientation for park employees, including speakers about First Aid, Guidance, Legal Issues, and Police. Nancy also set up First Aid classes for 28 instructors to become CPR certified. (Topsfield Fire Dept. donated these classes.)
- Bike Safety Day, including a bike ride from Cole School through the Townsend Farms loop and back, coordinated with the Boxford Police to keep the roads safe
- Fire Safety Day, coordinated with the Boxford Fire Department, in which they brought the fire truck to the Cole playground and taught the kids how to put together the hoses.
- Sheriff's K-9 Demonstration
- Archery Demonstration
- Crocheting Demonstration
- Science Demonstration
- Theme days including Harry Potter Day with Quidditch, Sports Day with a visit from Patriots alumnus Jermaine Wiggins, Medieval Day with jousting, Caribbean Day with limbo
- Tie-Dye Day, during which the kids were able to dye their own T-shirts
- Arts and Crafts Extravaganza
- Multiple days with inflatable water slides and jousting
- Free frozen yogurt from Frutopia on the last day

Participating families pay a nominal amount to join the Park Program; this income goes to pay the local high school and college students who work as Park Instructors. The Park stayed within budget in 2014 and maintains a positive balance going into 2015.

Planning is already underway for 2015. Returning park instructors have been hired, and new applicants are being interviewed. Given the increased number of children participating, the Park Program plans to hire a second adult to work with Nancy during park hours. Also, a Boy Scout is constructing a Park Program shed in the Cole field as his Eagle Project; this will prove helpful for storage of Park supplies. Nancy is coordinating this with the scout and with Steve Clifford.

CAMP SACAJAWEA/ STEPPINSTONE

The RecCom continues its relationship with our tenant, the Greater Lawrence Educational Collaborative. Their summer day camp program for severely handicapped children operates during July and August. In exchange, Boxford benefits as GLEC has maintained and improved the property. We have an excellent tenant in GLEC who enhances the property.

Boy Scout and Girl Scout groups use the facilities during weekend and off-season periods and are regularly involved in trail maintenance at the camp and for Spring cleaning chores. Boxford organizations and individuals may enjoy the Stiles pond waterfront at the camp for picnics and outings by applying to the RecCom for availability and use conditions.

John A. Rowen

TRAILS

Everyone who enjoys the Boxford trails system owes a special "Thank you" to many volunteers and the BTA/BOLT, Inc. trails committee. Volunteers maintain the Boxford trail system which includes the Bay Circuit trail thru Boxford. Trail users often return after a walk/run, as a volunteer, to remove a downed tree from the trail or cut back brush that is growing into the trail. Boxford is a "volunteer town." Every year BTA/BOLT thanks the two Boy Scout Troops for their keen interest in helping maintain the Boxford trail system.

Memberships and donations to BTA/BOLT's IRS tax-exempt 501c3 organization are always appreciated so that all Boxford children, adults and visitors may develop a love of the outdoors through utilization of our well-maintained trail system.

The fourth edition of "The Boxford Bay Circuit Guide To Walks in and around Boxford," has been renamed Boxford Trail Guide. The first guide book, The Bay Circuit Guide to Walks in and around Boxford was printed in 1991 with a grant from the National Park Service River & Trail Conservation Assistance Program. Two other updates were printed in 1995 and 2005.

This trails guide book, a children's trail/nature activities book, and the Boxford Trail Map, are available through BTA/BOLT (978-887-7031), the Boxford Town Hall, Boxford Library, Wayne's Community Store, and West Boxford Provisions.

BTA/BOLT Trails Committee

PARADES

The Town Budget provides funds to the Recreation Committee to hold the Memorial Day and July 4th parades. The Memorial Day Parade is coordinated by the James L. Melvin Post #379 American Legion. Ron Holmgren planned the event and was assisted by other members of the Post. The Campbell Highlanders and the Spofford Pond School Band provided music for the parade and ceremony.

Members of the Boxford Fire Dept. march in the Memorial Day Parade, a solemn occasion, along with the Board of Selectmen, Boy Scout, Cub Scout and Girl Scout troops. Ceremonies alternate between East and West Villages year to year. This coming year, the official Boxford Memorial Day activities will be in the East Village.

John Rowen and the BAA (Boxford Athletic Association) organize the Annual July 4th Parade and the Jennifer Tinney Road Race. This year, the 4th of July falls on a Saturday.

BOXFORD ATHLETIC FIELDS

The Boxford Athletic Fields are maintained by the Department of Public Works (DPW) and DPW Director, John Dold, with oversight by BAA.

Respectively submitted,

John Rowen
Jim Gikas
Christina Eckert
Paige Andrews

RECYCLING COMMITTEE

Our comprehensive Recycling Program in Boxford continues to flourish. In 2014 our town recycled approximately 38% of our trash. DEP who used to calculate each Town's recycling/diversion rate (taking into account tonnages for composting, HHW and auto waste) has suspended this service due to budget cuts. The charts on the following pages show what items can be recycled, how to prepare them, whether they are collected at the curb or at the Drop-Off Center and any fees.

There is no direct cost to residents for the curbside collection of recyclables; the trash sticker fee covers this expense. However, there is a charge for some of the items at the Drop-Off Center, 7 Spofford Road. Residents are encouraged to pay any fee at the Drop-Off Center by checks made out to the Town of Boxford. We remind residents that they may **ONLY** drop off recycling items on **Saturdays from 8 AM to 3:30 PM** when an attendant is present to supervise and collect fees.

Residents can drop off their used motor oil which will be hauled away and recycled. If we collect and store over 500 gallons at a time, there is no charge for bulk removal and recycling of uncontaminated used motor oil. Motor oil and oil filters may only be dropped off on the **first Saturday of every month between 8 AM and Noon.**

This year we continued collecting and disposing of unwanted prescription medications. Residents can drop off capped bottles of prescription medications 24 hours/day, seven days a week in the lobby of the Boxford Police Station. No syringes, needles or sharps can be accepted at this drop off, but needles can be dropped off at Board of Health office, 2nd Floor of Town Hall, on **Mondays through Thursdays from 8 AM to 2 PM.**

Cooperative, successful, and continuing events this past year included a May Earth Day celebration in conjunction with the Boxford Village Garden Club and our twenty-eighth annual Household Hazardous Waste collection day with the towns of Topsfield and Middleton in November. **Our 2015 HHW collection will be held on Nov. 14th.** Residents are urged to take advantage of this opportunity to properly dispose of any household toxic product.

Through an agreement with the Town of Topsfield's Road Commissioners, Boxford residents continue to have access to Topsfield's composting site. For a $5 fee per visit payable by first purchasing a compost ticket in Boxford, residents can drop-off brush and yard waste at Topsfield's Highway Facility, 267 Boston St., between April 1 and Nov. 15 from 9 AM to 1 PM on Saturdays.

Please note that our vendor, *Recycle That*, will pay our town for collecting acceptable items in their bin at the Drop-Off Center. Items accepted include: hardcovers and paperbacks, CDs, DVDs, audio books, records, textbooks. (They no longer collect encyclopedias or home made recorded or taped media.) They also accept clothing, textiles, shoes and bedding which just needs to be clean and dry.

Volunteers are the lifeblood of our town. The Recycling Committee is extremely gratified by the volunteer efforts of neighborhood groups, Scout troops, families and individuals who picked up

litter and recyclables from roadways on Earth Day; and by community residents and League of Women Voters members who helped out on Household Hazardous Waste Day.

For easy access to timely recycling information residents can visit the Town's website's recycling pages at www.town.boxford.ma.us. Check out www.freecycle.org. Remember to "Buy Recycled": buying recycled products is critical to making recycling cost-effective for our town by creating markets for the materials we collect.

Please find below the total amount of materials recycled in Boxford during calendar year 2014 MATERIALS

	TONS		UNITS
Mixed Paper & Cardboard	548		
Commingled	494		
(Plastics #1, #2, #3, #4, #5, #6 #7; Glass; Aluminum cans; Tin cans)			
TOTAL CURBSIDE	1042		
Corrugated Cardboard	66	Tires	137 car
Scrap Metal & Appliances	58	Auto Batteries	40
Computers/TV	19	Motor Oil	728 gallons
Got Books	3	Oil Filters	2 (55-gal)
Salvation Army bins	5	Propane Tanks	30 tanks
EST. DROP-OFF	151		
Combined Tons Diverted(Recycled)	1193		
Disposed Trash	1920		
Estimated Diversion Rate	38 %		

Karen Sheridan, Chair
Georgia Cameron
Patty Hojnowski-Diaz
Linda Shea
Nancy Woolford

CURBSIDE RECYCLING

Preparing Recyclables

MATERIAL	WHAT TO RECYCLE	PREPARATION	DO NOT INCLUDE
ALUMINUM	Only pure aluminum cans.	Rinse clean.	No pie plates, foil, cans with paper or plastic parts.
GLASS	Bottles and jars that have been used for food or drink.	Rinse clean, remove caps or corks. O.K. to leave paper labels on.	No broken glass, dishes, ceramics, mirrors, plate glass, light bulbs, metallic coverings.
METAL CANS	Steel or tin & mixed metal tin cans.	Rinse clean.	**No cans with paper parts** **No paint cans.** **No automotive product cans. No scrap metal.**
NEWSPAPER and CORRUGATED CARDBOARD	Newspaper, corrugated cardboard, brown paper bags, magazines, catalogs, telephone books, junk mail, paperboard (i.e., cereal & tissue boxes) **aseptic milk & juice containers**	Place in paper bags or tie with string. Cardboard needs to be in 2' x 2' squares or smaller and can be commingled with mixed paper and paperboard. Remove cereal box liners.	No waxed/coated paper. **No plastic bags.**
PLASTIC	Only rigid **containers** marked: **#1 – PETE,** **#2 – HDPE,** **#3 – PVC,** **#4 – LDPE,** **#5 – PP,** **#6 – PS, or** **#7 – OTHER**	Rinse clean. Commingle Styrofoam large packing pieces, cups & trays in recycling bin.	No item that is not marked with the numbers listed inside the recycling logo. **No packing peanuts.** **No plastic bags.** **No containers of motor oil, paint, aerosol or hazardous materials**
Use it up, wear it out, make it do, or do without. New England Proverb			

These items can only be recycled at curbside, **NOT** drop-off.
The reverse holds true for the drop-off items, only drop-off **NOT** curbside.

12/31/14

Drop-Off Recycling Center

Located behind DPW Garage, 7 B Spofford Road

Open Saturdays from 8:00 A.M. to 3:30 P.M.

Checks made payable to Town of Boxford

Material	What To Recycle	Preparation	Do Not Include
Aluminum	Pans, foil	Rinse clean.	
Batteries Motor Vehicle *Fee $5 Button Ni-Cd Rechargeable	 Car, truck, motorcycle, open cell Small buttons used in watches, hearing aids, pacemakers, cameras Batteries in power tools, computers, camcorders	 Place in marked bin. Place in marked container. Place in marked container.	No alkaline household batteries.
Bulky Items *Fee based on volume	Mattresses, sofas, rugs	Place in marked bin.	
C&D-Construction&Demolition Debris Wood *Fee based on volume	Wood, lumber, doors, windows, plate glass, mirrors, plaster, plumbing fixtures, tiles-ceramic, linoleum, shingles, cabinetry, brush	Place in marked bin.	No bricks, mortar, cement, blocks, stones, rubble, hazardous wastes: lead, asbestos, toxic chemicals.
Corrugated Cardboard	Heavy cardboard, usually brown with ridged layer sandwiched between two flat sheets	Must be flattened. Keep dry.	No cereal or gift boxes, frozen food boxes, milk or juice boxes, other types of cardboard.
Recycle That Items	Books, videos, CDs, DVDs, records, LPs, sport cards, comic books, clothing, textiles, shoes	Place in Recycle That container	No Magazines, catalogs, directories
Metal Appliances Large Appliances *Fee based on volume	Washers, dryers, stoves Refrigerators, freezers, air conditioners, dehumidifiers	 Doors off.	 No TVs, wood, cement, tires, plastic parts.
Mecury-bearing Items *Fee: $1 most items $2- 8 ft. bulbs, broken bulbs	Fluorescent bulbs, thermometers, thermostats	Place in shed.	
Salvation Army Items Large item pick-up, call (617) 231-0803	Clothes, shoes, blankets, sheets Small appliances Household items, Toys	Clean, reusable. Boxed or bagged, must fit in container.	No soiled, torn, broken, unusable, or items too big to fit in bins.
Scrap Metal *Fee based on volume	Pipes, wire, cast iron, mixed heavy metals, light iron, scrap aluminum	Place in metal bin. Containers must be empty & free of residue.	No closed containers.
Televisons & Computer Monitors *Fee: $10 – under 22 inch $15 – 22 - 31 inch $20 – 32- 46 inch $25- 47 in +, console	TVs, Computers, Monitors, CPUs, VCRs, DVDs, Stereos, Scanners, Fax Machines, Printers	Place in CRT marked bin	
Tires *Fee: $5.00 each car tire $10.00 each truck tire	Small truck or car	Rims okay.	
Waste Motor Oil & Oil Filters 1st Saturdays of Month **Only** **8 AM to Noon**	Crank case oil, diesel oil, transmission fluid	Capped containers.	No gasoline, anti-freeze, brake fluid, PCBs, etc. Anything other than what is specifically allowed.

12/31/2014

QUICK FEE SCHEDULE

DROP-OFF RECYCLING CENTER

Residents must check in with Recycling Attendant who will determine and collect fees. Checks made out to the Town of Boxford are encouraged.

APPLIANCES & METAL ITEMS

Refrigerators	$20.00
Dishwashers	$10.00
Washers/Dryers	$10.00
Humidifiers/ Dehumidifiers	$10.00
Oven/Stoves	$10.00
Water Tanks	$10.00
Microwave Ovens	$ 5.00
Gas Grills	$ 5.00
Lawnmowers	$ 5.00
Propane Tanks (20lb)	$ 5.00
Propane Tanks (30lb)	$20.00
Bicycles	$1.00

LARGE BULKY ITEMS

Mattress or Box Spring

Single/double	$15.00
Queen/king	$20.00
Sofas	$30.00
Sleep Sofas	$35.00
Stuffed Chairs	$20.00
Recliners	$25.00

Mercury & Fluorescents

Mercury Items	$1.00
Bulbs under 8 ft.	$1.00
Bulbs 8 ft. & over	$2.00
Broken glass bulbs	$2.00

CONSTRUCTION & DEMOLITION

Depending on volume ranges from:

$10.00 per 32-gallon barrel

$20.00 per car trunk

$30.00 per cubic yard

$55.00 per station wagon

$75 .00 per mini van

$75.00 per 1/2 ton pick up truck

$100.00 per pick-up truck load,

Includes: wood furniture, shingles, piping, tiles, brush, plumbing fixtures, plate glass, doors, windows, sheet rock

TIRES

Car Tires	$5.00
Truck Tires	$10.00
Auto Batteries	$ 5.00

TELEVISIONS & COMPUTER MONITORS

Up to 21 inches	$10.00
22 - 31 inches	$15.00
32- 46 inches	$20.00
47 & over,Console	$25.00
Monitors	$ 5.00
CPUs	$ 5.00

12-31-14

DEPARTMENT OF VETERANS SERVICES
NORTH ANDOVER / BOXFORD DISTRICT

The Department of Veterans ' Services is to advocate on behalf of all the Commonwealth's Veterans and provide them with quality support services and to direct an emergency financial assistance program for those Veterans and their dependents who are in need of benefits and services. In 1946, the Selectmen of the Towns of North Andover and Boxford voted to form a district and appointed a District Director of Veterans' Services to carry out the provisions of Chapter 115 of the General Laws. The Veterans Service Officer **(VSO)** is located at the North Andover Town Hall on Main Street. Walk-ins are always welcome however; we recommend calling first to ensure a representative is present.

OFFICE HOURS, Monday 8:00 to 4:30, Tuesday 8:00 to 6:00, Wednesday 8:00 to 4:30,

Thursday (8-4)& Friday (8-12) open for Urgent matters only!

(978) 688-9525 or for urgent matters, call (978) 807- 7286, or e-mail us at veteranagent@comcast.net

SERVICES PROVIDED AS DIRECTED BY THE COMMONWEALTH OF MASSACHUSETTS:

Financial assistance
Medical Services
Educational & Burial Benefits
Property Tax Exemptions
Veterans War Bonus
Gold Star Mothers & Fathers Annuities
Obtaining copies of discharges
Replacement of Service Medals
Burial Internment for Veteran and Spouse
V.A. Home Loans and education benefits
Life Insurance and Widows Pensions
Veterans Disability Comp & Pensions
V.A. Hospitals / Clinic Enrollment & Prescription plan

All of these programs are subject to eligibility according to State and Federal Guidelines.

Expenditures: The Veterans Services salary and office expenses for FY2014 total $77,241.04. The Town of Boxford apportionment for salary and office expenses total $17,512.00 with an **additional $7,154.06 being paid out for emergency / financial assistance** with 75% being reimbursed by the Commonwealth of Massachusetts.

Enhancements: To help offset the increased demand for benefits and services our shared office administrator was increased to a full time assistant. This increased staffing level will be reevaluated at the end of Fiscal Year 2015.

NORTH ANDOVER / BOXFORD VETERANS SERVICES DISTRICT BOARD MEMBERS:

Edward V. Mitchell
Director of Veterans Services

Alan Benson
Boxford Town Manager

Andrew W. Maylor
North Andover Town Manager

Error! Objects cannot be created from editing field codes.

Are you a veteran or a widow(er) of a veteran?
Is your income less than $ 1,915.00 per month (single applicants) with cash assets below $5,000.

Married Veterans, is your combined income below $2,585.00 month & cash assets below $9,800.
Primary residence and automobiles are not counted as assets
If so you may be entitled to REIMBURSEMENT of your MEDICAL EXPENSES and/or FINANCIAL ASSISTANCE Under Massachusetts General Law Chapter 115

Call your Veteran's Service Officer for more information
(978) 688-9525

VETERANS' GRAVES OFFICER

All Veterans' Graves were decorated for 2014 with a flag before Memorial Day. The graves were inspected and are all in good order with the exception of the Perkins lot. The number of Veterans' Cemetery lots for 2013 are as follows:

Boxford Village Cemetery Georgetown Road	107	Brookside Cemetery Main Street	70
East Boxford Village		West Boxford Village	
Harmony Cemetery	36	Mt. Vernon Cemetery	106
Ipswich Road		Mt. Vernon Road	

Flags were replaced at all Veterans' Monuments this year: (3) The Melvin Green Monument, (1) the Fireman's Monument in the East Village, (1) the Veteran's Morse-Parker House Memorial Park Monument on Washington Street, (1) The Ancient Cemetery, (1) The Round Top Memorial Site , (l)Perkins Lot Behind 99 Great pond Road, (3) at The Civil War Monument at the corner of Main Street and Washington Street, (4) at Killam / Curtis Cemetery behind Masconomet Ball fields and Col. Thomas Knowlton Memorial at West Boxford Historical Society Building.

Javier G. Morales
Veterans' Graves Officer

Independent services for the town of Boxford

Boxford Cable Access Television
(BCATv)

Boxford Trails Association/
Boxford Open Land Trust
(BTA/BOLT)

Help for Abused Women and
Their Children
(HAWC)

Historic Document Center

Tri-Town Council on
Youth & Family Services, Inc.

BOXFORD CABLE ACCESS TELEVISION (BCATv)
501(c)(3) Non- Profit
www.BoxfordCableTv.com

Boxford Cable Access Television Corporation, Inc (BCATv) is a registered 501(c)(3) non-profit public charity, which operates two local cable television stations accessible by the residents of Boxford.

We are currently celebrating our 10th year of service to the cable subscribers of Boxford. Our Board of Directors consists of 3 unpaid volunteers who have been on-board since day one and have worked diligently with an eye to the future to ensure that this endeavor prospers and fulfills its mission.

Our Government Access station broadcasts 16 hours per day, 7 days per week on COMCAST Channel 22 and Verizon Channel 39 and features live and taped government meetings of the numerous volunteer committees and boards in Boxford.

During the past year we videoed over 250 public meetings that occurred at Boxford Town Hall and other meeting venues. Often times there can be 5 simultaneous meetings going on at the same time, but Lance Cluster always manages to get as many meetings as he can recorded for playback during the week and uploaded to the web so they can be viewed online 24 hours per day at our website: www.BoxfordCableTv.com.

Our Public Access station broadcasts 24 hours per day, 7 days per week on COMCAST Channel 8 and Verizon Channel 45. This past year we broadcast approximately 540 unique videos varying in length from 30 minutes to 2 hours.

Over 300 videos were recorded and produced by our staff of interns ranging from 12 years of age to residents enjoying retirement. The subject matter ranged from multi-camera concerts, to Masco/Youth/Adult sports, to The Health Show (which is also viewed worldwide on the internet), and many, many other local Boxford events. Many of these videos are archived and can be watched on our website as well.

We also aired over 150 religious services provided by local Boxford and Topsfield houses of worship, plus another 180 videos produced by other cable stations on various subject matters of interest to our cable subscribers.

One thing we are very proud of is our involvement in the Masco Senior Internship program, which runs for the 5 weeks following April vacation. This Masco program is intended to give Seniors a real world working experience of their choosing. We were especially honored to have 2 Seniors, Samantha Young and Harrison Kent, choose BCATv for their Senior Internship. They both wrote independently their own original music score

and used our 24 track recording studio to produce their own unique CD's. Samantha was also a finalist in the 95.5 FM 2014 Music Matters contest for a song from her CD.

In late December 2013, BCATv signed a contract with the Town of Topsfield to manage the Topsfield Cable Access Media (TCAM) station for 1 year in order to generate enough public interest to be able to turn over the operation to the residents of Topsfield at the end of 2014. Our Board viewed this as an opportunity to step up be a good neighbor.

The transition went very smoothly and the Topsfield Selectmen were very happy with the service that Jonathan Rivers and our interns provided during the year. All additional costs related to this endeavor were paid for by Topsfield and we were even able to negotiate some limited cost sharing on BCATv produced Masco and concert events that are broadcast in both towns.

The one area we fell short on was finding a group from Topsfield to take over the operation of TCAM. As a result, the Topsfield Selectmen asked us to continue this contract for 2015, which we have agreed to do, and we were able to even out the cost sharing on the Masco and concert videos that we air in both towns.

The COMCAST franchise agreement renewal process has been progressing with a little slippage due to the events in the Fall, which took precedence for the Selectmen.

BCATv has supplied the Boxford Cable Advisory Committee with a 10 year estimated budget that includes capital expenditures for replacing broadcast equipment that will be outdated and possibly made obsolete due to technology shifts. This budget was developed based upon what we know today and what we may reasonably expect will occur in future years over the course of the multiyear franchise agreement.

BCATv will continue to work very closely with the Boxford Cable Advisory Committee to arrive at an agreement in a timely manner. As always, we will continue to provide the best government and public access programming for the most reasonable cost to the cable subscribers of Boxford.

Respectfully submitted,

Brad Sweet
Scott Dahlgren
Rick Rivers
Boxford Cable Access Television Board of Directors

BTA/BOLT, INC.

The Boxford Trails Association/Boxford Open Land Trust is an all volunteer private, non-profit organization dedicated to preserving and protecting natural and aesthetically pleasing important lands and wildlife habitat, including fields, forests, wetlands and trails to preserve the nature of Boxford.

BTA/BOLT board members and volunteers monitor many land parcels and maintain the extensive Boxford trails system. Tax deductible contributions and member dues support BTA/BOLT, INC.

One of BTA/BOLT's most significant achievements in 2014 was to help the Town close on the purchase of the 46 acre Nason Conservation Land, facilitated by Essex County Greenbelt Association.

We continued putting up signs on Town property and on our own. These signs have been well received.

As usual, many townspeople participated in our various events. The "pollinator talk" at our Annual Meeting by a member of the U.S. Dept. of Agriculture and the Xerxes Society was very popular as were the Dog Show, Horse Show, Trail Ride and Annual Pumpkin Hunt. We conduct almost weekly walks not just in Boxford, but in surrounding towns as well. We offer our Guide to Walks in Boxford and other publications at our booths at the Apple Festival and Winterfest and they are available on our web site: www.btabolt.org as is our quarterly publication, the ACORN - by mail and on line.

Please join us, support us, and take part in our activities!

Natasha Grigg, president

Nancy Merrill,VP Trails

Angela Steadman, VP Acquisitions

Dave Ingalls, Treasurer

Nancy Walker, Secretary

Alison Chase, Steve Davis, Chris Delaney, Judy Gore, Jessica Grigg, Bonnie Lucas, Andrew Pluscinski, Barbara Shade, Richard Tomszyk, Priscilla Welch,

HAWC FY 2014 REPORT TO TOWN OF BOXFORD

Organization Overview – Programs and Services

Founded in 1978, the mission of HAWC is to create social change by taking action against personal and societal patterns of violence and oppression. HAWC provides services and support to victims of domestic abuse residing in the 23 cities and towns on the North Shore in order that they may make informed, independent decisions about their futures.

HAWC provides free, comprehensive services to victims of domestic violence and their children including: a 24-hour hotline, emergency shelter, advocacy in courts, police departments and healthcare settings; trauma recovery counseling for adults and children; support groups; economic stability services; relocation and rental assistance; prevention education in schools and communities. HAWC has five office locations in Lynn, Salem, and Gloucester, with HAWC staff out-stationed in hospitals, police departments, courts and schools. HAWC's 24 paid staff and 80 volunteers, after 40 hours of training, provide the following free and confidential services: 24-hour hotline, support groups, individual advocacy, legal advocacy, and hospital advocacy, children's services, a shelter program, community education, and a Parent-Child Trauma Recovery Program.

HAWC's staff, Board, volunteers and community-wide partners envision a world where relationships are built upon mutual respect and partnership and where home is a place of nurturing and renewal. Our work is rooted in an empowerment model and we view domestic violence in the context of other social oppressions (racism, classism, sexism, heterosexism, etc.) with the goal of altering social norms and public policies that support them. HAWC staff members reflect the racial, ethnic, sexual orientation, gender and linguistic backgrounds the diverse communities we serve. All staff and volunteers have been trained in best practices for serving clients in same sex relationships.

Community-wide knowledge about the tactics of perpetrators prepares everyone to recognize the warning signs of abuse and how to get help. Domestic abuse takes many forms but its goal is always the same: to control one's partner. Tactics of control include emotional, physical, economic, social and sexual abuse. Name-calling, belittling, stalking, isolating one from family and friends, intimidation, and threats of harm are all abusive whether they involve physical violence or not.

FY14 Service Statistics

In Fiscal Year 2014, HAWC served 2,428 people and provided the following services:

- Hotline Calls: 1033 individuals called 3,055 times for information, support and referrals

- Individual Advocacy: 584 individuals received short-term one-on-one counseling; a total of 1,299 services.
- Support Groups: 100 people attended a total of 286 services
- Parent/child trauma recovery: 55 children counseled, 72 services provided
- Legal Services: 1,385 clients received legal assistance; a total of 2,495 services provided
- Homicide Prevention teams: 60 cases were accepted by 3 high risk teams for ongoing safety planning to prevent homicide. The team reviewed cases 147 times.
- Emergency Shelter: HAWC's shelter assisted 54 families
- The Crossroads Program at NSMC: 123 clients received 228 services focused on safety planning, legal advocacy, counseling, urgent care and other resources.
- 27 Youth Violence Prevention Presentations were given by HAWC staff, including 27 Youth Violence Prevention. Our presentations reached 429 people

Boxford residents served by HAWC in FY 2014:

- 1 individual accessed HAWC services 1 time: Hotline services

Program Outcomes

This year HAWC implemented a pilot phase of a program outcomes survey, which will allow clients to report the ways that HAWC impacted their lives. We saw a limited response rate, making it difficult to extrapolate these outcomes to the broader HAWC client base. However, initial results were as follows:

- "helps me find ways to increase safety": often or always true for 83% of clients
- "helps me learn about DV/abuse": always true for 100% of clients
- "I feel less isolated": often or always true for 100% of clients
- "helps me learn about helpful resources": often or always true for 100% of clients
- "helps me learn about my legal rights": often or always true for 67% of clients
- "supports me with institutions such as court, DTA, DCF, etc.": often or always true for 83% of clients
- "I am more likely to seek help": often or always true for 100% of clients
- "HAWC has empowered me": often or always true for 100% of clients

Clients who responded to open-ended questions were most helped by (in this order):

- Information/learning
- Having the support of another person (a HAWC advocate)
- Services/resources for self or children (shelter, camp, legal help, getting into therapy, advocacy with DCF)

83% of clients were enabled by HAWC to achieve a goal. Some clients stated the goals they achieved. These responses were typically related to housing and career or education.

We are pleased with the preliminary outcomes data and look forward to collecting more data that reinforces these initial results.

FY14 Highlights

After celebrating its 35th year of providing domestic violence services to 23 cities and towns of the North Shore, HAWC turned 26 years old.

Anthony DiPietro, was hired as HAWC's Executive Director. Prior to HAWC, Anthony was Chief Operating Officer at West Elmwood Housing Development Corporation in Providence. Prior to his work at the West Elmwood Housing Development Corporation, DiPietro was Chief Operating Officer at the Institute for the Study and Practice of Nonviolence in Providence. He oversaw the institute's work on urban youth and gang violence.

HAWC held its 3rd Annual Working to Heal Breakfast in October raising $27,000 with over 200 supporters in attendance. Proceeds benefit HAWC's life saving and changing services. For HAWC's annual Walk in May, Senator Elizabeth Warren was the Honorary Chair.

HAWC's Parent Child Trauma Recovery Program was featured as a promising practice by national organization Futures Without Violence, including an article highlighting how the program works. The results of a multi-year evaluation done on this program showed that 100% of the children participating reduced their trauma symptoms to such a degree that they were no longer in the range of a PTSD diagnosis.

Board of Directors FY14

Ray Carey, President
Ruth Bitchell, Vice President
Linda A. Puopolo, Vice President
Ben Waxman, Treasurer
Sandy Edwards, Secretary
Gladys Agudelo
Meg du Four
Stephen J. Feron
Meredith Flanagan
Patricia Fae Ho
Leslie Jorgensen
Cynthia McGurren
Beth Robinson
Sonya M. Shaffaval
Pamela Freeman

BOXFORD HISTORIC DOCUMENT CENTER

Since its establishment in 1976, the Boxford Historic Document Center has served as an archives and local history center for the town. Focusing on the documentation of Boxford's history through written records, maps, and photographs, the collections at the Center range in date from the 17th century through to the present. This material helps provide the necessary context for understanding the history of the town and its people.

The Boxford Historic Document Center is located in West Boxford Village, in the brick building next to the Second Congregational Church. Last year over 80 curious people, including students, genealogists, historians, and residents, visited the BHDC. Many others attended the open house held in December in conjunction with the West Boxford Winter Fest.

Among the Center's activities in 2014 was the development of a new exhibit focusing on the railroad in Boxford, which ran between 1853 and 1941, and connected the town with Topsfield and Georgetown. The exhibit previewed at the Apple Festival and may now be viewed at the Document Center. Monthly history articles have been published in the *Tri-Town Transcript*, with a focus on photographs and archival material from the Center. Topics have included Boxford's district schools, industries such as sawmills and blacksmiths, various town organizations, and the 18th century pest house.

The Document Center is always looking to acquire new collections. Materials do not need to be "old" or "valuable" as long as they document the history of the town and its people. Among the donations we enthusiastically accept are photographs and postcards of buildings or town events, memorabilia and records of local organizations, schools, and churches, newspaper articles, scrapbooks, and files recording personal involvement in town government.

The Document Center relies on volunteers to assist with reference work and collection management. This year Alice Holden has helped a great deal. We noted with sadness the passing of Lu Gould, who volunteered at the Center for many years. Staff members are Kathy Phillips and Martha Clark.

The Boxford Historic Document Center is open for researchers and visitors on Wednesdays, from 9 until 4, and Wednesday evenings, 7:30 to 9:30. We are also open the first two Saturdays of each month, 10 to 3. Appointments may be made with the archivist if these hours are not convenient. Please call 978-352-2733 with any questions. Books about Boxford's history are available for sale at the Center, along with sweatshirts and T-shirts printed with the town seal.

Martha Clark
Archivist

TRI-TOWN COUNCIL
working together for kids

"Reducing and preventing at-risk behavior and strengthening the social and emotional well-being of Tri-Town youth."

TRI-TOWN COUNCIL ANNUAL REPORT FY 2014
Celebrating over 45 years of service to Tri-Town Youth and Families!

Tri-Town Council is proud to have proactively served the communities of Boxford, Topsfield and Middleton for more than 45 years. For over four decades we have worked with thousands of youth and families providing parent education, professional development, prevention services, after-school enrichment and various types of family and community support This grassroots effort established in 1968, originally called the *Tri-Town Council on Drugs,* was organized by concerned citizens to address youth drug and alcohol abuse. Over these many years TTC has become a community mainstay working with the Masconomet Regional School District, the Tri-Town Elementary School Union and many community partners providing social and emotional wellness, service learning, leadership and safety programs for youth and their parents and professional development opportunities. **Today, Tri-Town Council continues its proactive response to the needs and concerns of the Tri-Town community through collaboration with our schools, parents, youth, law enforcement, community organizations and local resources.**

In the 2013-2014 fiscal year, Tri-Town Council impacted thousands of youth, parents and educators with more than 50 comprehensive programs and workshops which included bullying/cyber-bullying education; alcohol & drug prevention education for youth and adults; youth risk & perception behavior data and adult perception data dissemination and conversations; social skills workshops; adolescent anxiety and depression presentations; youth leadership programs; service-learning retreats; and substance-free events. We focus on programs and services which support and empower youth to make healthy and safe decisions and provide parents/guardians and educators the tools and strategies needed to support youth in effective and impactful ways.

This past year Tri-Town Council continued to support the important work of the **Tri-Town Youth Substance Abuse Prevention Coalition, renaming it The Coalition, by expanding our youth programs and activities.** The Coalition, a Keystone Program of TTC, provides local coordination, education and advocacy toward the long-term goal of reducing youth substance abuse in the Tri-Town community. Additionally, TTC continues to staff a 24/7 counseling helpline **Project Safety Net** (**978-771-4619**) providing day, night, weekend and holiday support for youth and families in need.

EDUCATIONAL PROGRAMS & WORKSHOPS

Youth Workshops/Activities

- **Internet Safety in conjunction with MARC (MA Aggression Reduction Center)** - Program for middle school youth (during the school day) and parents (an evening program) on Internet and Cyber-Bullying safety tips and building resilience. The evening program was taped by Boxford Cable TV to expand its community reach.

- **TAG-IT Tuesdays** – Opportunities in the Middle School for youth to 'shout out' on a particular topic; Tag-It's spark discussion on various topics and give youth a chance to be heard on specific issues in an engaging and unique way.

- **Massachusetts Conference for Women Young Woman's Program** – Tri-Town Council, for the third year, secured sponsorship for 11 Masconomet HS youth and 2 adult chaperons to attend this annual event in December which focuses on leadership, self-esteem and empowerment.

- **TTC Youth Construction Retreat – New in the 2013/2014 year** - bringing youth to Cherryfield, Maine to work with the Maine Seacoast Mission on housing repair projects for families in need. The first was a 3-day service learning experience over Columbus Day Weekend (2013) and proved to be an incredible experience for 13 Tri-Town teens. A second service learning construction retreat occurred from 6/28/14-7/2/14 with 19 high school and 1 middle school youth plus 6 chaperones participating.

- **PhotoVoice – TTC launched this powerful program for Tri-Town Middle School Youth in 2013 and offered again in 2014**. This project encompasses both a photographic and written expression on a chosen topic. Volunteer assistance is provided by two community members. The **2014 topic** was **"Commmunity."** The current year youth projects are installed at the Masco Middle School as well as will be displayed at area locations throughout the year including town libraries.

- **Open Gym for Middle & High School Youth** – facilitated by TTC for Middle and High School youth on select Saturday evenings during the winter months.

Open Gym is a free, supervised drop-in program for Tri-Town youth. Activities include ping pong, basketball, floor hockey, volleyball, Frisbee, hula hoops, and more. Medical coverage is provided by volunteers from North Shore Medical Reserve Corps.

- **2014** marked the first year for a **6th Grade Open Gym Night** providing another opportunity for Tri-Town youth to meet one another in a fun environment for an evening of games and activities. This idea was generated, planned and run by our High School Youth Council members under the direction of the TTC Youth Coordinator. More than 70 6th graders attended this inaugural event.

- **High School Youth Leadership Retreat** – 2nd annual ½ day workshop conducted on an early release day in February. 50 Masconomet high school youth participated in this free program. TTC worked with Jason Verhoosky, Youth Coordinator at the DanversCares Coalition, to develop a meaningful experience for youth to strategize about leadership opportunities in our communities. Transportation provided from Masco to the Emerson Center in Topsfield.

- **Stand Tall!** A free four session program offered to Tri-Town middle school aged girls (grades 6-8) addressing the topics of self-esteem, social pressures, and the like, as well as promoting leadership skills and healthy dialogue. Facilitated by Spofford School guidance counselor Julie Benson and Spofford School psychologist Courtney Eckhoff. This is an annual program run during four weeks in the spring and is funded in part by The Women's Fund of Essex County.

- **6th Grade Student Transition** – Facilitated by Masconomet Middle School Guidance staff, select Masco Middle School students are transported for hour-long visits to 6th grade students at the elementary schools to answer questions and address concerns regarding their upcoming transition to Masconomet. Boxford youth are selected to visit Spofford Pond School.

- **Youth Artisan Fair new in FY14 -** held in conjunction with the Topsfield Strawberry Festival in June, this program afforded Tri-Town youth aged 9-18 the opportunity to sell their handmade, quality items as well as polish their business and public speaking skills in a fun, community event. In addition to the youth tables, TTC used the opportunity to display the youth PhotoVoice project.

Parent/Community Presentations & Workshops

- **APPLAUDD**: **A Prevention Program About Underage Drinking & Drugs** - A three part series for parents of youth in grades 5-12 which includes education on different aspects of substance abuse including marijuana, alcohol and prescription drugs; adolescent brain development; social host liability law; parent-teen communication skills; and proven prevention parenting strategies.

- **Boy Sense: Decoding the Developmental Needs & Nurturing the Resiliency of Boys at Home and in School –** in this workshop developed for Tri-Town Council, Boxford resident and educator Stephanie Meegan provides practical insights and simple, yet powerful recommendations that parents/guardians & educators can implement at home and in the classroom supporting the unique needs of all young boys.

- **Teen Anxiety and Depression** – an evening program presented by Lynn Lyons, LICSW and anxiety expert, addressed how parents/adults can help their teens manage anxiety and know the signs of depression. Specific strategies and exercises were provided as well as a link to an on-line video resource. The evening program held at Masconomet Auditorium was taped by Boxford/Topsfield Cable to expand its reach.

- **Friendship Detective** by author/educator and Tri-Town resident Stephanie Meegan. A two-hour workshop designed for parents, guardians and educators of K-6 aged youth focused on expanding children's social competence and confidence. This program is provided once in each of our three Tri-Town Communities to ensure maximum outreach and accessibility. We worked collaboratively with Cole School to host this program in Boxford. The series is partially funded by the Coordinated Family & Community Engagement program.

- **Drop-In Fridays – New in FY14 –** On select Fridays TTC staff open the office to parents and caregivers to discuss topics of interest, concern and challenges in raising children and teens. Topics have included teen anxiety, helping children make social connections, a community conversation about our Youth Risk Behavior Survey, a viewing of the documentary *Race to Nowhere* along with discussion, to name a few.

- **A Community Conversation** – Held at Masconomet and attended by parents, school administrators and

school committee members, the interactive evening was designed to share the results of the 2012 Youth Risk Behavior Survey and 2013 Adult Perception Survey, shedding light on our teens choices, challenges, and successes, and included an opportunity for in-depth discussion on next steps and ways to support our youth in making healthy, safe decisions.

Professional Development for Educators, Administrators & Community Partners

- **Anxiety and Depression** – presented by Lynn Lyons, LICSW and anxiety expert, to Tri-Town guidance, psychological and special education staff during the professional development day in **January 2014**.

- Sponsoring local participation (13 community partners – including school and law enforcement representatives) at the **Essex County District Attorney Annual Safety Conference (April 1, 2014)**

- Provided **Social Skill Kits**- literature based skill kits designed for parents and teachers to use with Pre-K through grade 3 youth. The purpose of these kits (2 such provided per school over the past year) is to support the development of specific social skills such as calming down, using quality literature & activities as a springboard.

- Sponsorship for community partners to attend the annual Essex County Community Foundation **Youth at Risk Conference.**

- **Tri-Town Council Youth Substance Abuse Prevention Coalition hosted Senator Joan Lovely** (**March 2014**) for a joint meeting with DanversCares Coalition to discuss our concerns about youth substance use/abuse and prevention, and what is being done at the state level to address these issues of concern.

KEYSTONE PROGRAMS

- **Tri-Town Youth Substance Abuse Prevention Coalition – The Coalition -** Tri-Town Council established the Tri-Town Council Youth Substance Abuse Prevention Coalition in 2010 and renamed it to The Coalition in 2014; continuing to expand its activities and reach. This program is a community-wide partnership which includes membership from schools, law enforcement, public health, mental health professionals, faith-based, youth and parents whose focus is to reduce and prevent substance abuse among Tri-Town youth. **The Coalition** provides local coordination, collaboration, education and advocacy towards the ultimate goal of

reducing youth substance abuse ensuring and sustaining a healthy Tri-Town community for all.

- **Horizons After-School & Adult Enrichment -** Horizons is available to K-6 elementary school children in Topsfield and Boxford during the academic school year and to all Tri-Town K-6 residents during the summer. Classes may include art, science, physical activity, chess, Lego Engineering, sewing and media workshops. Classes are offered in 4, 6 and 8 week sessions during the fall, winter and spring; weekly during the summer, and taught by experienced adults. There are also community service opportunities for local high school youth. Programs are held at Cole and Spofford Elementary Schools during the school year. In FY 14 we offered our first **Adult Horizons** programs which included meditation, flower arranging and paint night classes. We used the TTC office space as well as local sites to host these programs – engaging adults in fun activities and supportive practices.

- **TTC High School Youth Council** – Led by Masconomet high youth and facilitated by our Youth Program Coordinator, the TTC Youth Council engages in fun, social activities, leadership opportunities, participates in community service programs and supports special projects.

- **TTC Middle School Youth Council** – Led by the Tri-Town Council Youth Program Coordinator, this group, established two years ago**,** is open to Tri-Town youth in grades 7 and 8. This youth group engages in fun, social activities, community service opportunities, leadership development and special programs and projects.

- **All-Night Graduation Party -** Tri-Town Council sponsors and coordinates this annual event in conjunction with parents of graduating Masco Seniors. This event, running since our inception 45 years ago, takes place in June the night of graduation with approximately 80% of seniors participating. The just graduated teens enjoy a full night (9PM-7:00AM) of fun, chaperoned (by parents of juniors and TTC staff) activities with busses transporting them to and from each location keeping them safe on a night renowned for tragedies. Over 280 graduated seniors and 35 chaperons participated in the 2014 event.

- **Tri-Town Council Scholarship Program**- Scholarships are awarded to three graduating Masconomet Seniors, one from each of the Tri-Towns, recognized for their academic performance, community service within the Tri Town and being exemplary role models to peers during their high school years**. The 2014 recipient from Boxford was Justine Ferrara.** FY14 marks the 4th year these scholarships have been awarded.

- **Project Safety Net 24/7 Helpline – Counseling** provided 24/7 via telephone and text access to a licensed mental health counselor**; Project Safety Net is used by both** for parents/guardians in seeking advice or guidance regarding issues with their children, and youth in crisis and/or concerned community members for information, referral/crisis counseling. In 2013 we provided highlighters with the PSN number to all Masco guidance and nursing staff to distribute to youth throughout the year.

- **Tri-Town Community Resources for Families in Need -** Tri-Town Council, with local support, developed a community-based resource list and outreach protocol which highlights the efforts of local organizations helping families in need during the holidays and year-round. In conjunction with the Masconomet School Health Council (SHAC), TTC created and provides a comprehensive list of these local resources as well as mental health, substance abuse, safety and more. This resource list is accessible on-line and in print. TTC also works with the schools and local agencies to facilitate support for Tri-Town families in particular need during the November/December holiday season.

- **Youth Risk Behavior Survey (YRBS) –** the YRBS is a data collection tool which focuses on the major risk behaviors that threaten the health and safety of young people. The data collection tool is one which is used across the state and nationally to assess youth behavior and perception. This bi-annual anonymous survey administered to Masconomet middle and high school youth includes questions about tobacco use, alcohol and other drug use; bullying; depression; stress; sexual behaviors that might lead to unintended pregnancy or sexually transmitted disease, dietary behaviors, physical activity, and behaviors associated with intentional or unintentional injuries. Data from the YRBS provides accurate estimates of the prevalence of risk behaviors among our middle and high school youth and are important for planning health education and risk prevention programs within the schools and in the community. This survey is administered bi-annually; the most recent data was collected in November 2012 and was disseminated throughout the community and to youth during the 2013-2014 school year. Another YRBS is scheduled for November 2014.

- **Adult Perception Survey (APS)** – conducted for the second time in the spring of 2013 this survey, facilitated by the Tri-Town Youth Substance Abuse Prevention Coalition, asks Tri-Town adults including parents, teachers, administrators, law enforcement, clergy, business owners as well as any other adults vested in the local community for feedback on issues youth face, or will face, in making safe, healthy choices as they grow and mature. Participation is open to all Tri-Town adults who parent, educate and care for and about Tri-Town youth. In 2013 more than 500 adults participated offering us an insight into areas of concern as well as

perceived alcohol and drug abuse among Tri-Town youth. We expect to conduct another APS in the spring of 2015.

AFFILIATED ORGANIZATIONS

The Tri-Town Council has several affiliated organizations which benefit from our non-profit status, administrative support and fiscal sponsorship affording them the opportunity to serve the Tri-Town community including:

- **Disability Awareness Starts Here (DASH)** Since 1994, D.A.S.H. has provided an innovative, hands-on sensitivity awareness experience for elementary school students in Boxford, Topsfield and in part in Middleton. This parent led program relying on more than 250 volunteers and embraced by the school district, emphasizes abilities rather than disabilities; encourages empathy and understanding; fosters an atmosphere of mutual respect and friendship; and strives to eliminate fear and misunderstanding. Each year almost all youth in second through fifth grade participate in this program. D.A.S.H. presents four unique curriculums which utilize hands-on activities designed to simulate what it is like to live with a disability. Children are encouraged to explore their feelings, think creatively, and discuss alternatives and solutions to the challenges created by a disability. Each program concludes with a guest speaker where the children are invited to ask questions and share their new perspectives. **The grade level curriculums are Visual Impairments - Grade 2; Hearing Impairments - Grade 3; Invisible Disabilities - Grade 4; Physical Disabilities - Grade 5**.

- **Sponsor-A-Child** – run in the Boxford Elementary Schools since 1980, provides a tangible and meaningful way for elementary school children to be part of a community service activity along with their classmates and family. This program raises awareness about children, close to home, who are underprivileged and in need, and how others, both individuals and a community can help. Sponsor-a Child working with Santa's Helper of Salisbury, facilitated the donation of hundreds of wish list gifts (clothing and essentials) with the help of over 95 classroom volunteers to 36 needy children in Salisbury as well as made a cash donation of $1500 to the Salisbury Santa's Helper program during the 2013 holiday season.

TRI-TOWN COUNCIL LEADERSHIP

The Tri-Town Council Board of Directors provides leadership, governance, fiscal oversight and long-term strategic planning in support of the organizational mission. Led by an Executive Board consisting of a President, Treasurer and Secretary, sub-committees and an Advisory Board, the Tri-Town Council Board is engaged in the vital and on-going process of identifying and achieving the goals and objectives of the organization.

The Tri-Town Council employs a full-time Executive Director who is responsible for the development and implementation of programs and services, provides organizational

leadership and Council management; and several part-time support staff who assist with program implementation, communications, youth activities and business functions.

OUR FUNDING

We greatly appreciate the support from the Town of Boxford which provided Tri-Town Council with $27,614 in FY14. This funding is vital to the financial health and organizational stability of the Tri-Town Council.

Municipal Funding contributions from Boxford, Topsfield and Middleton represent a significant portion of Tri-Town Council's annual operating budget. The balance of our income comes as a result of private donations, corporate donations, foundation contributions, grants, fee for service programs and fundraising events.

IN SUMMARY

Through our educational programs, sponsored programs and organizational affiliations, the Tri-Town Council proactively responds to the needs and concerns of the Tri-Town community. We collaborate with schools, parents, youth, law enforcement, community organizations and area resources to insure the highest impact and most cost effective delivery of our services. We maintain high visibility in the community through our website: www.tritowncouncil.org, E-news via our in-house database and through school newsletters, in local media resources such as the Tri-Town Transcript **(our regular bi-weekly spot called the "Tri-Town Council Corner")**, local phone books and other organizational websites including Masconomet and the Tri-Town School Union. We also connect with parents via **Facebook**, providing important programming information and resources pertaining to various family issues, challenges and raising children of all ages.

In addition we established the **TTC Teen Spot on Facebook** allowing us to connect with high school youth regarding programs, activities and important issues. Our website and E-news contain timely information for parents/guardians, educators and youth on topics such as bullying and cyber bullying, Internet safety, stress management, and alcohol and drug abuse as well as updates regarding Tri-Town Council events and activities.

Tri-Town Council actively participates in and collaborates with several Tri-Town committees including; the Masconomet School Health Advisory Council (SHAC) whose mission is to promote health and wellness in all youth; the K-12 Umbrella Group which consists of local volunteer leadership and school superintendents meeting monthly to

share projects and ideas; the elementary school Parent-Teacher Organizations; public libraries; faith-based institutions and is a member of CADCA, Community Anti-Drug Coalitions of America. We work with these organizations and agencies sharing ideas, co-sponsoring programs and events to both broaden our impact as well as sharing the costs whenever possible and appropriate.

The Tri-Town Council is grateful for and depends on the continued support we receive from the Town of Boxford *– it is as a result of Municipal and community support and involvement that we are able to pursue our mission educating youth, parents and educators providing pro-active solutions which support, engage and empower Tri-Town youth to make informed, healthy, safe and compassionate decisions while strengthening their social and emotional well-being.*

TRI-TOWN COUNCIL BOARD OF DIRECTORS

Christine Rothman, President
Rhonda Fogel, Vice President
Jeanne Richards, Treasurer
Sally Dahlgren, Secretary
Susan Block
Robin Wildman
Mary Dodge

TRI-TOWN COUNCIL ADVISORY BOARD

Donna Davis; Dana Webster; Rodney Pendleton; Leslie Levenson; Mark Landgren; Diane Frampton; Guy Simmons; Jan Pazar; Joan Murphy; Adam Thurlow

Respectfully submitted,
Lisa G. Teichner
Executive Director

BOXFORD TELEPHONE NUMBERS

COMMUNITY SERVICES

Council on Aging 978-887-3591
Town Beach at Stiles Pond-Emergency Only 978-352-7033
Historic Document Center..... 978-352-2733
Sealer of Weights & Measures..... 978-887-4101
HAWC (Help for Abused Women & Children)…… .....…….…978-744-8552
Tri-Town Council on Youth and Family Services 978-887-6512
Veteran's Agent..... 978-688-9525

DEPARTMENT OF PUBLIC WORKS (Fax: 352-5558)

Highway Garage 978-352-6555
(24 Hour contact via the Communications Dept) 978-887-8135

EMERGENCY (Police and Fire) **911**

PUBLIC SAFETY (Fax: 978-887-8138)

Animal Control Officer 978-887-8136
Communications Department 978-887-8136
Fire Department..... 978-887-5725
Police Department. 978-887-8135

LIBRARY (Fax: 978-887-6352)

Boxford Town Library at Town Hall..... 978-887-7323

POST OFFICES

East Boxford Village (01921) 978-887-0837
West Boxford Village (01885)..... 978-352-6632

TOWN HALL OFFICES ……...……978-887-6000
Office of the Selectmen/Town Administrator (Fax: 887-5361)…….…….Extension 502
Accounting/Finance Director (Fax: (978) 887-3151)…… . ..…….……503
Assessor's (Fax: 978-887-3546)……..…….....504
Town Clerk (Fax: 978-887-3546)……..…….501
Treasurer/Tax Collector (Fax: (978) 887-3546)…….…….505
Buildings Inspector (Fax: 978-887-1236)…….……..508
Electrical Inspector……...….……..508
Plumbing Inspector…….……..……..508
Conservation Commission (Fax: 978-887-3466)…….….. ……506
Board of Health (Fax: 978-887-3466)…….....….507
Planning Board (Fax: 978-887-3466)…….....509
Animal Inspector (Fax: 978-352-5238)…….… 978-352-6336

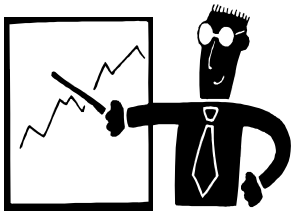
SCHOOL DEPARTMENT

Tri-Town School Union (Fax: 978-887-8042)…….. 978-887-0771
Harry Lee Cole School. (Fax: 978- 887-0703)……..…… 978-887-2856
Spofford Pond School. (Fax: 978-352-7855)…… 978-352-8616
Masconomet Regional High School (Fax: 978-887-3573)…… 978-887-2323
Superintendent – Masconomet (Fax: 978-887-3573)……... 978-887-2323
Superintendent - North Shore Vocational. (Fax 978-777-8403)….……978-762-0001

BOXFORD INFORMATION

THE TOWN OF BOXFORD WAS INCORPORATED ON AUGUST 12, 1685

POPULATION – 8,514
NUMBER OF RESIDENCES (2013) - 2,856
REGISTERED VOTERS - 5,910
AREA - 24.39 square miles
POPULATION DENSITY – 352 Persons per sq. mile
AVERAGE HOUSE VALUE - $574,415
MILES OF ROADS – 96.5
NUMBER OF NAMED STREETS - 180
TAX RATE (FY 2013) – $15.47 per thousand



STATE AND FEDERAL REPRESENTATION

U. S. SENATORS
Elizabeth Warren (D)
United States Senate
2 Russell Courtyard
Washington, D.C. 20510
Tel: (617) 565-3170 (Boston)

Ed Markey (D)
United States Senate
218 Russell Senate Office Building
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Phone: 202-224-2742

U. S. CONGRESSMAN
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Fax: (202) 225-5915

6th DISTRICT OFFICE
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Peabody, MA 01960
Phone: (978) 531-1669
Fax: (978) 717-5463

GOVERNOR
Charlie Baker (R)
Massachusetts State House, Room 280
Boston, MA 02133
Phone: 617.725.4005
888.870.7770 (in state)
Fax: 617.727.9725
TTY: 617.727.3666

STATE SENATE
(First Essex & Middlesex Districts)
Bruce E. Tarr (R)
State House, Room 308
Boston, MA 02133
Tel: (617) 722-1600

STATE REPRESENTATIVES:

Precinct I
James J. Lyons, Jr.(R) 18th Essex District
State House Room 39
Boston, MA 02133
Tel: (617) 722-2014
Fax: (617 626-0246
Email: james.lyons@mahouse.gov
Home: Andover

Precinct 2 & 3
Lenny Mirra (R)
State House Room 130
Boston, MA 02133
Tel: (617) 722-2130
Fax: (617) 626-0339
Email: Lenny.Mirra@
Home: West Newbury mahouse.gov

VOLUNTEER APPLICATION
TO SERVE ON A TOWN BOARD/COMMITTEE

If you are interested in serving on an appointed town committee, or if you have expertise in an area which you would like to share with a town board or committee, please complete the following and forward to:

Boxford Town Hall

Office of the Selectmen

7A Spofford Road
Boxford, MA 01921
978-887-6000, Ext. 502

Name_____

Address_____

_____

Telephone: Home_____Office_____Fax:_____

COMMITTEE INTEREST:

Brief summary of your background: (you may enclose a separate letter if desired)

_____

_____

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THANK YOU FOR YOUR INTEREST IN SERVING THE TOWN

Boxford, Massachusetts
2014 Annual Town Report