

Town of Wenham



2015
Annual Town Report
Part I

Town Directory

Assessor's Office	978-468-5520 Ext. 5
Board of Health	978-468-5520 Ext. 4
Council on Aging	978-468-5529
Emergency: Police and Fire	911
Finance Director / Town Accountant	978-468-5520 Ext. 7
Fire Prevention Office (Non-Emergency)	978-468-5508
Highway & Water Departments, Cemetery, & Tree Warden	978-468-5520 Ext. 6
Inspectional Services / Permitting Office	978-468-5520 Ext. 4
Land Use	978-468-5520 Ext. 8
Library	978-468-5577
Police Department (Non-Emergency)	978-468-5500
Recreation Department	978-468-5590
Selectmen's Office	978-468-5520 Ext. 2
Town Administrator	978-468-5520 Ext. 2
Town Clerk	978-468-5520 Ext. 1
Treasurer / Collector	978-468-5520 Ext. 3
Veterans' Services	866-347-8838
WISSH	978-468-5520 Ext. 9

Town Hall Hours:

Monday, Wednesday, & Thursday 9:00 am - 4:30 pm

Tuesday 9:00 am - 7:00 pm

Friday 9:00 am - 1:00 pm

Town Report

PART I

2015

To all the citizens of Wenham:

Your Board of Selectmen is pleased to submit this report of our town's activities for 2015.

The Annual Town Meeting will be held on Saturday, April 2nd, 2016 at the Bessie Buker School, 1 School Street. The Warrant for this meeting, along with the recommendations of the Finance and Advisory Committee and this Board, will be found in a separate booklet, Part II. We hope you will study it before the hearing on this warrant, which will be held at Bessie Buker School in the Multi-Media Room on Monday, March 28, 2016 at 7:00 pm.

The Annual Town Election will be held on Thursday April 7th, 2016 from 7:00 am to 8:00 pm in the Selectmen's Room of Town Hall, 138 Main Street.

We trust you will give this warrant your consideration and come to the meetings prepared to participate actively in our deliberations.

Thank you,
Catherine Harrison, Chairman
Jack Wilhelm, Vice Chairman
John Clemenzi, Clerk

* Cover Photo: Wicked Local Staff Photo by Kirk Williamson of the Wenham Council on Aging

Dedication

With heartfelt congratulations, the Town of Wenham dedicates this Annual Town Report for the year of 2015 to retiring Town Counsel and Moderator,

Paul Weaver



Paul, thank you for your thirty plus years of patience, sound counsel, good humor, dedicated service, and consistent commitment to the citizens of Wenham. Over the last several decades, countless elected or appointed town officials have sought out your guidance and relied upon your advice. Take our best wishes with you as you and Lynne and your family begin a new chapter in your lives in the State of Washington.

Although your retirement home is very far away, you will forever remain close to everyone in Wenham.

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**Warrant for the Annual Town
Meeting with Reports and
Recommendations of the Finance &
Advisory Committee.....Part II**

Part II, the Warrant for the Annual Town Meeting, includes all matters to be voted on. Matters to be voted on do not appear in this report. Please bring Part II, the Warrant, with you to the Hearing and Town Meeting.

Elected Officials – Local

(With term end dates)

Assessors, Board of

Thomas Tanous, Chair (2016)
Lisa Craig (2017)
Michelle Bailey (2018)

Cemetery Commissioners

Richard T. Caves (2016)
Gary Cheeseman, Chair (2016)
Dana Bagnell (2018)

Health, Board of

Gerald T. Donnellan (2018)
Dr. Andrew Ting (2016)
Alyson Preston, RN, Chair (2017)

Library Trustees,

Hamilton-Wenham Public Library

Margaret Whittaker, Chair (2017) Wenham
Gwen Holt (2017) Hamilton
Madelyn Liberti (2016) Hamilton (*Resigned*)
Nichole Gray (2016) Hamilton (*Appointed*)
Pat Purdy (2018) At Large
Judy Bubriski (2016) Wenham
Julie Clay (2018) At Large

Moderator

Paul D. Weaver (2016) (*Resigned*)

Planning, Board of

David E. Geikie, Chair (2018)
Donald J. Killam, Jr. (2020)
Minot Frye (2016)
Virginia L. Rogers (2017)
Stephen Kavanagh (2019)

Regional School District

Lawrence D. Swartz, Chair (2016)
Jeanise Bertrand, (2016)
Deborah Evans, (2016)
Roger Kuebel (2017) (*Resigned*)
Emily Madden (2016) (*Appointed*)
Stacey Metternick (2017)
Hannah Farley (2018)
Dennis Hurley (2018)

Selectmen, Board of

Jack Wilhelm (2016)
Catherine Harrison, Chair (2017)
John Clemenzi (2018)

Town Clerk

Dianne Bucco (2017)

Tree Warden

Winslow Mulry (2016)

Water Commissioners

Ernest C. Ashley, Chair (2016)
Richard K. Quateman (2017)
Paul E. Mendonca (2018)

Wenham Housing Authority

Donald Luxton, Chair (2018)
Bruce Blanchard (2017)
Arthur Burt (2019)
Jean Rouse (2016) (*Resigned*)
Suzanne Thomas (2016) (*Appointed*)
Elizabeth Craig-McCormack (State Appointee)

Elected Officials – State & National

Massachusetts General Court

Representative (4th Essex District)
Bradford Hill

Senator (1st Essex and Middlesex District)
Bruce E. Tarr

United States Congress

Representative (6th District)
Seth Moulton

Senators
Edward Markey
Elizabeth Warren



Left: On December 15, 2015, the Town of Wenham signed a Community Compact Agreement with the State of Massachusetts. The agreement provides grant funding to communities who make a commitment to utilize those funds for public policy best practices. On the left, Board of Selectmen Chair Catherine Harrison and Lt. Governor Karyn Polito sign Wenham's Community Compact Agreement. Wenham's best practices chosen were Financial Management: Capital Planning and Information Technology: Citizen Engagement.

(From left to right): Peter Lombardi, Town Administrator; Board of Selectmen Chair Catherine Harrison; Senator Bruce Tarr; Lt Governor Karyn Polito; State Representative Brad Hill; Selectmen John Clemenzi



Appointed Town Positions (One Year Term unless noted)

ADA Coordinator

Jim Reynolds

Animal Control

Stephen Kavanagh

Animal Control, Indigenous

Stephen Kavanagh

Animal Inspector

Anne Jackman

Assessor

Stephen Gasperoni

Building Inspector

Charles Brett

Burial Agent

John Pews

Constables

Paul Mendonca

Calvin Perkins

Deputy Fire Chief

Stephen Kavanagh

Electrical Inspector

Robert B. Brown, Jr.

Electrical Inspector, Alternate

Mark Unger

Electrical Inspector, Assistant

Robert (BJ) Brown

Emergency Management, Deputy Director

Thomas Perkins

Emergency Management, Director

Robert Blanchard

Executive Assistant to the Board of Assessor

Shirley Cashman

Fence Viewer

Charles Brett

Fire Captain & Fire Prevention Officer

Jeffrey Baxter

Fire Chief

Robert Blanchard

Health Agent

Gregory P. Bernard

Health Agent, Assistant

Leo Cormier (*Resigned*)

Housing Authority Executive Director

Paula Mountain

Liquor Agent

Jeffrey Tobey

Logan Airport Community**Advisory Committee Representative**

Jill Romano

**Lumber, Surveyor of & Measurer
of Wood & Bark**

Gay Roland

**Metropolitan Area Planning Council
(MAPC) Representative**

Harriet Davis

**Massachusetts Bay Transportation
Authority (MBTA) Representative**

Paul Mendonca

Moth Work, Superintendent of

Winslow Mulry

**Essex North Shore Agricultural &
Technical High School Committee**

William O. Nichols (Three Year Term)

Oil Burner Inspector

Jeffrey Baxter

Parking Clerk

Debra Morong (*Resigned*)

Plumbing & Gas Inspector

Kevin Dash

Appointed Town Positions, Boards, & Committees (One Year Term unless noted)

Police Captain

Jeffrey Tobey

Police Chief

Thomas Perkins

Public Health Nurse

Maribeth Ting

Town Counsel

Paul Weaver

Treasurer / Collector

Leslie Davidson

Watershed District Designee

Erik Mansfield

Wiring Inspector

Robert B. Brown, Jr.

Affordable Housing Trust (Two Year Term)

Josh Anderson, Chair (2016)

Michelle Bailey (2016)

Marty Cooke (2016)

Jennifer Forsey (2016)

Catherine Harrison (2017)

John Mulvihill (2015) *(Resigned)*

Jamie White (2017)

Jack Wilhelm (2016) *(Resigned)*

Audit Committee

Rich Jones (2016)

Michael Lucy (2016)

Jack Wilhelm (2016)

Bicycle and Pedestrian Advisory Committee (Disbanded 7/21/2015)

Patty Cavanaugh

Bill Charman

Harriet Davis

Albert W. Dodge *(Deceased)*

Frances de Lacvivier, Chair

Bill Tyack

Board of Election Registrars (Three Year Term)

Polly Beyer (2016)

Roseann Brozenske (2018)

Dianne Bucco (2017)

Betsy Lebel (2016)

Community Preservation Act Committee (Two Year Term)

Kennon Anderson (At-Large) (2016)

Arthur Burt (Housing Authority) (2016)

Dennis Curran (Hamilton-Wenham Joint Rec.) (2016)

Harriet Davis, Chair (At-Large) (2016)

Barbara Locke (Historic District Commission) (2016)

Leo Maestranzi (Conservation Commission) (2016)

Virginia Rogers (Planning Board) (2016)

Tom Starr (At-Large) (2016)

Patrick Waddell (At-Large) (2016)

Conservation Commission (Three Year Term)

Robert Burnett (2016)

Philip Colarusso, Chair (2016)

Michael Dube, Associate (2017) *(Resigned)*

Stuart Gray (2015) *(Resigned)*

Jerome Hunsaker (2017)

Leo Maestranzi (2018)

Michael Novak (2017)

Malcom Reid (2016)

Council on Aging (Three Year Term)

Roseann Brozenske, Vice Chair (2016)

Elizabeth Colt (2017)

Juliana Dodge (2016)

Lucy Frederickson, Chair (2016)

Peg Gauthier (2016)

Diane Lang (2018)

Penny Wingate (2017)

Election Officers

Michelle Bailey

Regina Baker

Bruce Blanchard

Judy Bubriski

Joe Cavanaugh

Julie Clay

Juliana Dodge

Linda Duryea

Appointed Boards & Committees

Election Officers (Continued)

Laurie Erhard
Jennifer Forsey
Melanie Giacalone
Dorothy Goudie
Janet Grey
Sue Herrick
Peter Hersee
Diane Lang
Morgan Liphardt
Pat Lucy
Don Luxton
Joanne Maestranzi
Letitia Manning
Paul Mendonca
Mary Miceli
Deb Morong
Karen Moulton
Tim O'Leary
Pat Purdy
Karin Smith
Tom Starr
Zoe Stock
Lauren Swartz
Tom Tanous
Catherine Tinsley
Terry Von Staats
Dan Von Staats
Bettie Wright

Finance and Advisory Committee (Three Year Term)

Alexander Begin (2018)
Ned Flynn (2017)
Michael Lucy, Chair (2018)
Rick Quinn (2016)
Mike Therrien (2017)

Historical Commission / Historic District Commission (Three Year Term)

Dana Bagnell (2018)
Don Bannon (2018)
Harriet Davis (2017)
Meredith Hiller (2017)
James Howard, Chair (2017)
Barbara Locke (2018)
Mary Wood (2017)

Hamilton-Wenham Community Access & Media (Three Year Term)

Susan Carp, Wenham (2016) *(Resigned)*
Brian Doser, Wenham (2016)
Bill Nichols, Wenham (2016)
Kimberley Jaeger, Hamilton (2016)
Thomas Rogers, Hamilton (2018)
Bob Gray, Hamilton (2017)

Hamilton-Wenham Cultural Council (Three Year Term)

Ann Brainard (2015) *(Resigned)*
Virginia Eaton, Hamilton (2017)
Charlotte Lidrbauch, Hamilton (2017)
Maureen Maier, Wenham (2018)
Sasha Nostrand, Hamilton (2016)
Lindsay Schnabel, Wenham (2016)
Maureen Whitman, Wenham (2016) *(Resigned)*
Kerry Wiersma, Wenham, Chair (2017)
Krista Veenema, Hamilton, (2016)

Hamilton-Wenham Joint Recreation Committee (Three Year Term)

Mary Buntin, Wenham (2016) *(Resigned)*
Denis Curran, Wenham (2018)
John Cusolito, Wenham (2017)
Len Dolan, Wenham (2016)
Steve Ozahowski, Hamilton, Chair (2017)
Brad Tilley, Hamilton (2016)
Phil Tocci, Hamilton (2018)

Iron Rail Commission (Three Year Term)

Ted Batchelder, Chair (2017)
John Clemenzi *(Resigned)*
Albie Dodge *(Deceased)*
Al Evans (2017)
James Romano (2017)
Jason Wachtel (2016)

Fire Department

Robert A. Blanchard, Chief
Stephen Kavanagh, Deputy Chief
Jeffrey Baxter, Captain, Fire Prevention Officer
Daniel Sullivan, Captain
Thomas Raymond, Lieutenant
Thomas Curran, Lieutenant
Gary Blaney, Lieutenant
John Joyce, Lieutenant

Appointed Boards & Committees

Fire Department (Continued)

Christopher Jones, Lieutenant
Micheal Binns, Senior Firefighter
William Jones, Senior Firefighter
Michael Allain, Firefighter
Richard Bertone, Firefighter
Benjamin Blanchette, Firefighter
Joseph Cloutier, Firefighter
Mark Gates, Firefighter
Jabcob Kreyling, Firefighter
Kevin MacDonald, Firefighter
Sean McCarthy, Firefighter
Leonard Tuneburg, Firefighter
Robert Wallace, Firefighter
William Wildes, Firefighter
Rev. Michael Duda, Chaplain

Police Department

Chief Thomas C. Perkins
Captain Jeffrey W. Tobey
Sergeant Jonathan B. Gray
Sergeant Michael Mscisz
Sergeant Christopher J. Machain
Patrolman David T. Marsh
Detective Shane M. Kavanagh
Patrolman Chad P. Labrie
Patrolman William J. Carney
Patrolman Steven T. Farinato
Susan M. Hersee, Administrative Asst.
Dean W. Pedersen, Chaplain

Police: Reserve Officers

Matthew F. Almeida
Brent T. Morong
Robert C. Breaker
William J. Foley
Michael F. Perry
Michael J. Chandler
Brian J. Pratt
Richard J. Sherry
Christopher T. Sanborn
Jose M. Santiago
Shawn T. Tinsley
Wesley S. Izidoro
Scott W. Wood
Robert N. Smith
Calvin M. Perkins, Constable
Paul Mendonca, Constable

Police Matrons

Janice Benevento
Ellen Bonaventura
Karen Gates
Christina Hathon
Susan Hersee
Joanne Lennon
Cindy McPherson
Heather Osborn
Denise Ramsdell
Michelle Straw
Jenna DiGianvittorio
Catherine Tinsley
Noelle Bowie-Pierce
Mia Cefalo

WISSH (Three Year Term)

Marissa Bartlett (2016)
Ann Brainard (2016)
Julie Clay (2016)
Donald Killam (2018)
Candy Kuebel (2018)
Jane Pederson (2017)
Calvin Perkins (2018)
Trudy Reid (2016)
Linda Rich, Chair (2016)
Tom Tanous (2017)
Maribeth Ting (2017)
Maureen Whitman (2017)

Zoning Board of Appeals (Three Year Term)

Jeremy Coffey (2017)
Anthony M. Feeherry, Chair (2018)
Shaun Hutchinson (2016)
Chris Vance, Associate Member (2017)

Appointed AdHoc Committees

Town Hall & Police Station Building Committee

(Disbanded 12/15)

Don Bannon
John Darling, Chair
Harriet Davis
James Howard
Judy LeBlanc
Peter Lombardi
Bill Nichols
Thomas Perkins

Town Administrator Search Committee

(Disbanded 06/15)

Michelle Bailey, Chair
Arthur Burt
Harriet Davis
Richard Jones
Judy LeBlanc
Michael Lucy
Trudy Reid
Sarah Johnson

Veterans' War Memorial Committee

(Established 11/07)

Bob Blanchard
Bruce Blanchard, Co-Chair
Albie Dodge (*Deceased*)
Peter Hersee, Co-Chair
Stephen Kavanagh
Howard Morong (*Deceased*)
Dean Pederson
John Perkins
Tom Tanous
Bill Tyack

Town Staff

Council on Aging Director

Jim Reynolds

Council on Aging Staff

Warren (Bob) Gray, Van Driver
Traci Massimi, Outreach Coordinator
Cathy Tomasello, Administrator
Nick Richards, Van Driver
Greg Young, Van Driver

DPW Director / Highway Superintendent

William Tyack

DPW/Water/Cemetery Administrative Assistant

Aleah Gates (*Resigned*)
Sheila Bouvier

DPW Staff

Keith Carter, Foreman
Shawn Davis, Driver / Operator
Travis Good, Group Leader, Operator
Michael Martin, Mechanic / Operator
Ben Tuneburg, Truck Driver / Operator
Bob Viel, Equipment Operator
Bill Wildes, Driver / Operator

Facilities Manager

Mark Gates

Finance Director

Angel Wills

Hamilton-Wenham Library Director

Jan Dempsey

Hamilton-Wenham Library Assistant Director

Robert Pondelli

Hamilton-Wenham Library Staff

Amy Cadell
Kim Claire
Karen D'Ambrosio
Nancy Day
Lorraine Der
Sarah Lauderdale
Rebecca Shea

Hamilton-Wenham Recreation Director

Sean Timmons

Payroll Coordinator & Finance Assistant

Carolyn Cary (*Resigned*)
Andrea Thibault (*Resigned*)
Karen Moulton (Interim)

Permitting Coordinator

Mary Crowley (*Resigned*)
Melanie Giacalone (Interim)
Catherine Tinsley (Interim)

Permitting Coordinator & Special Projects Assistant

Jackie Bresnahan

Planning Coordinator

Emilie Cademartori

Recording Secretary

Catherine Tinsley

Town Accountant

Angel Wills

Town Administrator

Peter Lombardi

Town Administrator's Assistant

Debra Morong (*Resigned*)
Catherine Tinsley (Interim)

Veterans' Services, Eastern Essex District

Ryan Lennon, Director (*Resigned*)
Karen Tyler, Director

Water Superintendent

Erik Mansfield

Board of Selectmen

We welcomed several important additions to our organization in 2015. We also accomplished many of our collective goals and look forward to continued success in working to ensure that we provide the level of services that the residents of Wenham expect.

Goals Achieved in 2015:

- Hired new Town Administrator, Peter Lombardi, who started work in May
- Secured \$500,000 in Department of Transportation grant funding for construction of new culvert on Essex Street and \$12,500 in Department of Energy Resources technical assistance to examine the feasibility of upgrading the heating system in the Town's Iron Rail facility
- Coordinated conversion of streetlights to LED technology through \$248,029 in Green Communities grant funding
- Designated as a Community Compact municipality, committing to best practices in financial management and citizen engagement and securing \$30,000 in grant funding to improve capital planning and resident outreach efforts
- Continued to make advancements in developing the Boulder Lane property, having received the feasibility study conducted by Mass Development and begun the process of creating a joint development agreement with other landowners
- Continued to administer strong fiscal management, including formal adoption of financial policies, long-term financial forecasting, a clean FY 2015 audit report, and a sustained AAA bond rating
- Conducted comprehensive compensation and classification study of all non-union positions and implemented grade and wage policy based on recommendations of report, ensuring wages are equitable and market-driven
- Initiated transition from long-time, in-house Town Counsel to outside legal counsel model (which has since been successfully completed)
- Transitioned to a new IT support vendor and completed numerous IT infrastructure upgrades

Noteworthy Developments in 2015:

- John Clemenzi was elected to the Board of Selectmen in April, having previously served two terms as Selectmen
- Jack Wilhelm served as both Select Chair and interim Town Administrator in the first four months of the year
- Catherine Harrison served as Select Chair for the balance of the calendar year, beginning in late April

Priorities for 2016:

- Continue to rigorously evaluate ongoing fiscal challenges and develop a long-range strategy to balance level of services with increasing budgetary pressures
- Continue to develop new ways to solicit active citizen involvement and broader participation in town government
- Move strategic land use planning initiatives forward, including appointing an Open Space Committee, securing grant funding to assist in updating the Town's Open Space and Recreation Plan, and conducting more outreach to residents to better understand what their priorities are
- Finalize joint land development agreement and craft zoning overlay to maximize use and revenue potential of Boulder Lane property
- Complete first phase of codification project to organize and update Town and Zoning bylaws into comprehensive and searchable database

Board of Selectmen

Acknowledgements:

We would like to thank outgoing Selectmen, Ken Whittaker, for his years of service on the Board. The Selectmen are very appreciative of the thoughtful and diligent approach that the Town Administrator Screening Committee applied in vetting candidates to fill this important position. We would also like to acknowledge the many hours and tireless efforts of the Town Hall and Police Station Building Committee, who completed those capital projects this fall with the installation of the finishing touches to landscaping and building security. Given the astronomical snowfall totals and record-breaking weather last winter, we want to express our highest praise to Bill Tyack, all of our Department of Public Works employees, and the members of the Fire and Police Departments for their outstanding work in keeping our roads clear and safe. More broadly, the Board of Selectman believes that we are very fortunate to be served by the dedicated employees working on the Town's behalf, as well as the outstanding volunteer boards that we rely on – we greatly appreciate your continued commitment to serving the community.

Finally, we want to thank Paul Weaver for his decades of service as both Town Counsel and Town Moderator. In both roles, Paul was magnanimous, considerate, balanced, and professional. He treated everyone with respect and always put the interests of the Town first and foremost in how he approached his work. Paul's intellect, devotion, and passion for making a difference will certainly be missed.

Looking Ahead:

The Selectmen will continue to be faced with a variety of challenges and opportunities in 2016. One key challenge for our community remains balancing the rural nature of Wenham with the need to generate revenue to support the growing costs of Town services. We already know that building the operating budget for FY 2018 and beyond will prove increasingly difficult, as we struggle to account for growing budgetary pressures with limited short-term alternatives or recourse. Our priorities for the coming year reflect a concerted effort to make progress on a number of fronts in these areas. We thank the residents for their continued trust and support as we lead the community forward, always striving to reflect your interests in the work that we do everyday on your behalf.

Board of Selectmen

Catherine Harrison, Chair
Jack Wilhelm, Vice Chair
John Clemenzi, Clerk



Left to right: Jack Wilhelm, Catherine Harrison, John Clemenzi

Town Clerk

It is the mission of this office to be a reliable provider of information and quality services to the community and its residents, and to work cooperatively and in concert with all departments, boards and committees while complying with state and local statutes.

Goals Achieved in 2015:

- Upgraded the voting tabulator and commissioned the Essex Tech to build new voting booths
- Worked in concert with the Hamilton Wenham League of Women Voters to increase voter participation and registration awareness
- Completed an electronic listing of Wenham deaths (1851-present)
- Started writing a monthly column “Clerk’s Corner” in the Hamilton Wenham Chronicle on a myriad of issues
- Created the Wenham Town Clerk Facebook page for posting Wenham communications

Priorities for 2016:

- Run smooth, impartial elections; local, state and federal
- Complete town-wide comprehensive “Welcome to Wenham Packet” for new residents
- Bring in more volunteers of all ages to the Town offices

Significant Statistics as of December 31st, 2015:

Population - 4,968

Registered Voters – 2,596

Unenrolled – 1,479	Republican – 596	Democrat – 492	United Independent - 20
Libertarian – 4	Green Rainbow – 3	American Independent -1	Inter. 3 rd Party - 1

Births – 23; Deaths – 36; Marriages - 23

Dog Registrations - 450

The Town Clerk’s Office serves as a general information center to the public. The office posts all board and committee meetings in accordance with the Open Meeting Law. Numerous requests are filed here for certified copies of vital records, general information about the Town, genealogical information, as well as the legal decisions made by the Town boards.

The Town Clerk is responsible for all local, state and federal elections, recording and certifying all official actions from town meetings, census maintenance, voter registration, maintenance and registration of vital records and swearing into office all board and committee members as well as elected officials. The Clerk also processes and issues marriage licenses, dog registrations, raffle permits, and business certificates throughout the year.

In 2015, we had 1 Town Meeting, 1 Special Town Meeting and 1 Town Election. The minutes, votes taken, and results are listed on pages 15, 23, and 24, respectively .

The office relies on many volunteers and part time workers to help it run smoothly and efficiently. Lots of thanks go to Karen Moulton, Terry von Staats, Zoe Stock, Diane Lang, Judy Bubriski, Sarah Stephenson, Benjamin and Lily Mark for all the time they committed to the Clerk’s office in 2015.

I sincerely appreciate the support throughout the year and thank all the residents for allowing me to serve the Town.

Respectfully submitted,

Dianne K. Bucco
Town Clerk

**ANNUAL TOWN MEETING
WENHAM, MASSACHUSETTS
Saturday, April 11, 2015
Perkins Auditorium, Bessie Buker School**

Prior to the opening of the meeting, Senator Bruce Tarr and Representative Brad Hill addressed the body and spoke about the upcoming budget process at the state level in which they will work to maintain local priorities. They presented a citation to Kenneth Whittaker who has chosen not to run again for office. Mr. Whittaker was thanked for his many years of service to the Town of Wenham as a member of the Conservation Commission, the Government Study Committee, the Affordable Housing Trust as well as a member of the Board of Selectmen.

Moderator Paul D. Weaver called the meeting to order at 1:06 pm with the quorum of 127 voters being met. A final tally showed 250 registered voters present. Betsy Lebel and Roseann Brozenske checked in voters. Don Luxton, Julie Dodge, Judy Bubriski and Peter Hersee served as floor tellers.

The non-voters and guests present were Kristin and Elliot Noon, Sean Timmons, Tom Scarlata, Edward Bryce Morris, Jan Dempsey, Walker Goodridge, Kimberly Jackson, Andrew DeFranza and Theresa Petronzio.

The Moderator thanked the Boy Scout Troop 28 for delivering the annual reports and the warrants, the Wenham Village Improvement Society for providing the luncheon and the family of Hilda Rice Ayer for donating the flowers in her memory.

Moderator Weaver paid respect to the following Wenham residents who have served the town and passed away recently: Terry Hart, Wenham's Veteran's Agent, Howard Morong, Veteran's War Memorial Committee, Herb Cheeseman, Community Preservation Committee, Nancy Brown, Town Accountant, Bill Shailor, Selectman, Marion D'Ambrosio, Wenham Police Department Administrative Assistant and Albert (Albie) Winslow Dodge, Selectman, HW School Committee Member, Tree Warden, Iron Rail Commission. Moderator Weaver noted that Albie Dodge was perhaps "the most passionate follower of all things Wenham".

MOTION by Moderator Weaver was seconded and carried by majority vote to recess the Annual Town Meeting to allow for the Special Town Meeting. The Annual Town Meeting was declared recessed at 1:24 pm. Moderator Weaver re-opened the Annual Town Meeting at 1:26 pm.

Mike Lucy, Chair of the Finance and Advisory Committee introduced their members; Rick Quinn, Hilly Ebling, Ned Flynn, Mike Therrien as well as the new Finance Director, Angel Wills. Hilly Ebling was recognized for his two terms on the committee. Mr. Lucy also introduced Bill Wilson, Chair of the School Committee, Mike Harvey, the Superintendent of Schools, and the Assistant Superintendent for Finance and Administration, Jeffrey Sands. There was no interest in hearing the school department presentation.

ARTICLE 1: Budget appropriations

To see if the Town will determine what sum of money may be necessary to defray the towns expenses of the twelve month period (Fiscal Year 2016) beginning July 1, 2015 and ending June 30, 2016 and to make appropriations for the same and to determine the source thereof. Or take any other action relative thereto

MOTION by Mike Lucy: The Finance and Advisory Committee moves that the Town raise and appropriate, or transfer from available funds, the following sums totaling \$16,212,173 for the specific purposes designated, and that the same be expended only for such purposes for the fiscal year ending June 30, 2016; provided in the case of sums designated to fund the Town's share of operating joint (non-school) inter-municipal programs with the Town of Hamilton, that Hamilton votes to approve and fund its share as provided under applicable agreements; all expenditures to be under the direction of the respective officers, boards, and committees of the Town.

There were no holds or discussion warranted on the roll call of the budget lines.

VOTE: Article 1 was seconded and carried by unanimous vote

CONSENT CALENDAR FOR WARRANT ARTICLES 2-8

A consent calendar is a device that speeds the passage of what is thought of as uncontroversial matters.

MOTION by Mike Lucy: The Finance and Advisory Committee moves that the Town accept Articles 2, 3, 4,5,6,7 and 8 as written in the official motion list.

ARTICLE 2: Use of Free Cash to level the tax rate

To see what sum of money, if any, the Town will vote from FY 2015 Free Cash to be used to level the tax rate for the period July 1, 2015 to June 30, 2016. Or take any other action relative thereto.

ARTICLE 3: Use of other funds (Excess Bond Proceeds)

To see what sum of money, if any, the Town will vote in accordance with MGL Chapter 44 Section 20 to appropriate from the Excess Bond Proceeds, representing the balance of proceeds borrowed for certain projects that are now completed and for which no liability remains, for the purchase of the following eligible capital items during the period July 1, 2015 to June 30, 2016.

Council on Aging - handicap ramp	\$10,000
Iron Rail – renovate bathrooms to handicap accessible	\$10,000

Police - fingerprint scanner	\$30,000
Highway - street maintenance	\$100,000
Highway - leaf vacuum	\$30,000
Fire - SCBA Replacement	\$30,000
Fire - gear extractor	\$10,000
Water – pipe locator	\$3,000

Or take any other action relative thereto.

ARTICLE 4: Cemetery and Other Trust Funds

To accept the Cemetery and other Trust Funds received in FY 2014, as printed in Part I of the Town Report and on file with the Town Clerk.

ARTICLE 5: Cemetery Maintenance Fund Transfer

To see if the Town will vote to authorize the Treasurer to withdraw a sum of money, not to exceed \$5,000 from the Cemetery Perpetual Care trust fund, after July 1, 2015 and before June 30, 2016, and transfer and deposit said funds into the General Fund. The purpose of the transfer is to subsidize Highway Department expenditures for the care and operation of the two cemeteries in the Town of Wenham. Or take any action relative thereto.

ARTICLE 6: OPEB Fund Appropriation

To see if the Town will vote to raise and appropriate a sum of money for deposit in the Other post-employment Benefits Liability Trust Fund to reduce the unfunded liability of health care and other post-employment benefits to which the Town of Wenham is obligated. Or take any other action relative thereto.

ARTICLE 7: Road Work – Chapter 90 Funding

To see if the Town will vote from available funds, under Chapter 246B on the Acts of 2002, a sum of money for work on Town Roads, subject to conditions detailed by the Massachusetts Highway Department, pursuant to Chapter 30, Section 39M; Chapter 149, Section 44J; and Chapter 149, Section 26-27F; said work to conform to the requirements of the Massachusetts Highway Department. Or take any other action relative thereto

ARTICLE 8: H-W Grounds Maintenance Revolving Fund

To see if the Town will vote to re-authorize a revolving fund pursuant to M.G.L., Chapter. 44, Section 53 E1/2 for the following department for the specific purposes outlined below for Fiscal year beginning July 1, 2015 and ending June 30, 2016. Or take any other action relative thereto

H-W Grounds Maintenance:

Fees and reimbursements from the Town of Hamilton and the Hamilton Wenham Regional School District for the purpose of paying employees, purchasing supplies, services, equipment, and miscellaneous expenses related to grounds maintenance; to be expended by the DPW; not to exceed \$20,000 during fiscal year 2016.

There were no requests to split up the consent calendar, so the motion remained on the table.

MOTION by Mike Lucy: The Finance and Advisory Committee moves that the Town accept Articles 2, 3, 4,5,6,7 and 8 as written in the official motion list.

VOTE: Consent Calendar of Articles 2-8 was seconded and carried by unanimous vote

ARTICLE 9: Cemetery Grave Stone Restoration Invoice

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special legislation as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and to authorize the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of this petition, or take any other action relative thereto:

An Act Authorizing the Town of Wenham to Pay a Certain Unpaid Bill

Section 1. The treasurer of the town of Wenham may pay from sums appropriated for such purposes an unpaid bill incurred by the town in the amount of \$30,000 to Fannin & Lehner for gravestone repair and restoration at the Town Cemetery, notwithstanding the failure of the town to comply with the laws relative to procurement and competitive bidding in the awarding of the contract.

Section 2. This act shall take effect upon passage.

MOTION by Paul Weaver: The Board of Selectmen moves to petition the General Court for special legislation as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and to authorize the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of this petition:

An Act Authorizing the Town of Wenham to Pay a Certain Unpaid Bill

Section 1. The treasurer of the town of Wenham may pay from sums appropriated for such purposes an unpaid bill incurred by the town in the amount of \$30,000 to Fannin & Lehner for gravestone repair and restoration at the Town Cemetery, notwithstanding the failure of the town to comply with the laws relative to procurement and competitive bidding in the awarding of the contract.

Section 2. This act shall take effect upon passage.

There was no discussion warranted.

VOTE: Article 9 was seconded and carried by unanimous vote

ARTICLE 10: Use of other funds (Education Stabilization Fund) to level the tax rate

To see what sum of money, if any, the Town will vote from the Education Stabilization Fund to be used to level the tax rate for the period July 1, 2015 to June 30, 2016. Or take any other action relative thereto.

MOTION by Mike Lucy: The Finance and Advisory Committee moves that the Town vote to transfer the sum of \$328,026.57 from Education Stabilization Fund, established at the April 5, 2014 Special Town Meeting, to level the tax rate for the period July 1, 2015 to June 30, 2016.

There was no discussion warranted.

VOTE: Article 10 was seconded and carried by unanimous vote

ARTICLE 11: Capital Expenditures from New Borrowing for Capital Expenditures

To see if the Town will vote to appropriate by borrowing \$201,738 to pay the costs of the following capital expenditures: two Highway Trucks with plow and sander (Total \$97,000); Finance and Police Department computer hardware and software upgrades (Total \$104,738); including the payment of all other costs incidental and related thereto for the foregoing capital items; or take any other action relative thereto.

MOTION by Mike Lucy: The Finance and Advisory Committee moves that the Town vote to appropriate by borrowing \$201,738 to pay the costs of the following capital expenditures: two Highway Trucks with plows and sanders (Total \$97,000); Finance and Police Department computer hardware and software upgrades (Total \$104,738); including the payment of all other costs incidental and related thereto for the foregoing capital items.

There was no discussion warranted.

VOTE: Article 11 was seconded and carried by unanimous vote

ARTICLE 12: Capital Expenditures from New Borrowing for a New Fire Truck

To see if the Town will vote to appropriate by borrowing \$405,000 for a new replacement Fire Truck; or take any other action relative thereto

MOTION by Mike Lucy: The Finance and Advisory Committee moves that the Town vote to appropriate by borrowing \$405,000 for a new replacement Fire Truck including the payment of all other costs incidental and related thereto.

There was no interest in the Fire Department’s report or any discussion.

VOTE: Article 12 was seconded and carried by unanimous vote

Harriet Davis, Chair of the Community Preservation Committee introduced their members; Arthur Burt, Barbara Locke, Denis Curran, Leo Maestranzi, Tom Starr, Patrick Waddell and Kennon Anderson. She noted that they had many spirited discussions over the requests before them. She noted that the pool request was not unanimous but that the committee felt the residents of Wenham should have the opportunity to vote on it.

ARTICLE 13: CPA Appropriations

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2016 Community Preservation budget; to appropriate from the Community Preservation Fund a sum of money to meet the necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2016 and to approve the appropriation to expend or set aside the following amounts as recommended by the Community Preservation Committee: A sum of money for the acquisition, creation and preservation of open space; a sum of money for recreational use; a sum of money for the preservation of historic resources and a sum of money for the creation, preservation and support of community housing; or take any other action relative thereto.

The town vote to approve the following transfers of CPA funds:

1 a) The sum of \$120,000, for the purpose of reserving a minimum of 10% of the total FY 2016 estimated CPA revenue to be transferred as follows:

\$40,000 to the “FUND BALANCE RESERVED FOR HISTORIC RESOURCES”

\$40,000 to the “FUND BALANCE RESERVED FOR OPEN SPACE”

\$40,000 to the “FUND BALANCE RESERVED FOR COMMUNITY HOUSING”

1 b) The sum of \$272,000 from FY 2016 estimated CPA revenue to FY 2016 BUDGETED RESERVES

The following sums to be appropriated from the indicated CPA source for the following purposes:

2 b) The sum of \$150,722 from HISTORIC RESOURCES for the purpose of paying the debt service in FY 2016 on the \$2,151,421 supplemental borrowing under Massachusetts General Laws, Chapter 44 and 44B for the rehabilitation of the 154 year old Wenham Town Hall Building located at 138 Main Street in accordance with the plans developed and administered by the Wenham Town Hall and Police Station Building Committee.

2 j) The sum of \$8,000 from FY 2016 estimated CPA revenue to the CPA Administrative account

MOTION by Harriet Davis: The CPC moves that the Town vote to approve the following parts of the CPC motion as printed in a single vote: Everything in part 1 a. and 1.b. of the motion and Part 2.b. and 2.j.

The town vote to approve the following transfers of CPA funds:

1 a) The sum of \$120,000, for the purpose of reserving a minimum of 10% of the total FY 2016 estimated CPA revenue to be transferred as follows:

\$40,000 to the "FUND BALANCE RESERVED FOR HISTORIC RESOURCES"

\$40,000 to the "FUND BALANCE RESERVED FOR OPEN SPACE"

\$40,000 to the "FUND BALANCE RESERVED FOR COMMUNITY HOUSING"

1 b) The sum of \$272,000 from FY 2016 estimated CPA revenue to FY 2016 BUDGETED RESERVES

2 b) The sum of \$150,722 from HISTORIC RESOURCES for the purpose of paying the debt service in FY 2016 on the \$2,151,421 supplemental borrowing under Massachusetts General Laws, Chapter 44 and 44B for the rehabilitation of the 154 year old Wenham Town Hall Building located at 138 Main Street in accordance with the plans developed and administered by the Wenham Town Hall and Police Station Building Committee.

2 j) The sum of \$8,000 from FY 2016 estimated CPA revenue to the CPA Administrative account

There were some questions and discussion on the administrative uses of this money. Angel Wills clarified that the CPC was allowed by law to allocate 5% (\$20K) to this and at the end of the fiscal year any unspent balances close back to the CPA fund balance.

VOTE: Article13, sections 1a & 1b and 2b and 2j were seconded and carried by unanimous vote

ARTICLE 13: CPA Appropriations (cont.)

2a) The sum of \$10,000 from HISTORIC RESOURCES for Town Clerk's document preservation. This is the town's annual contribution towards the ongoing process of protecting old town records.

MOTION by Harriet Davis: The CPC moves that the Town Vote to approve the CPC recommended grant: 2 a)The sum of \$10,000 from HISTORIC RESOURCES for Town Clerk's document preservation.

No discussion was warranted.

VOTE: Article13, section 2a was seconded and carried by unanimous vote

ARTICLE 13: CPA Appropriations (cont.)

2c) The sum of \$150,722 from HISTORIC RESOURCES for the purpose of paying the debt service in FY 2016 on the \$2,151,421 supplemental borrowing under Massachusetts General Laws, Chapter 44 and 44B for the rehabilitation of the 154 year old Wenham Town Hall Building located at 138 Main Street in accordance with the plans developed and administered by the Wenham Town Hall and Police Station Building Committee.

MOTION by Harriet Davis: The CPC moves that the Town Vote to approve the CPC recommended grant: 2 c)The sum of \$10,000 from HISTORIC RESOURCES and \$29,099 from CPA FUND BALANCE for the preservation of the Wenham Museum Conant Collection of 3636 glass negatives of Wenham life taken between 1890 & 1918 by Wenham resident Benjamin H. Conant.

Kristin Noon, Executive Director of The Wenham Museum explained the project in more detail.

VOTE: Article13, section 2c was seconded and carried by unanimous vote

ARTICLE 13: CPA Appropriations (cont.)

2d) The sum of \$46,260 from CPA FUND BALANCE for the Wenham Museum building restoration. This is to provide needed restoration work to Wenham's First Period historic house including windows, chimney, clapboard and drainage issues.

MOTION by Harriet Davis: The CPC moves that the Town Vote to approve the CPC recommended grant: 2 d)The sum of \$46,260 from CPA FUND BALANCE for the restoration of the Wenham Museum's First Period Historic Building for chimney, clapboards, windows and drainage issues as described in the period plans submitted to the CPC.

There was no discussion warranted.

VOTE: Article13, section 2d was seconded and passed by majority vote

ARTICLE 13: CPA Appropriations (cont.)

2e) The sum of \$10,000 from CPA FUND BALANCE for the HDC-Grant Request for the Wenham Historical Commission's 50% share of a state grant. This is to provide half the cost of a survey of historical and cultural resources which is a primary responsibility of the new Wenham Historical Commission created at last year's Annual Town Meeting.

MOTION by Harriet Davis: The CPC moves that the Town Vote to approve the CPC recommended grant: 2 e) The sum of \$10,000 from CPA FUND BALANCE for the Wenham Historical Commission's request for 50% of a state grant to survey the Town's Historical and Cultural Resources.

There was no discussion warranted.

VOTE: Article13, sections 2e was seconded and carried by unanimous vote

ARTICLE 13: CPA Appropriations (cont.)

2f) The sum of \$25,000 from OPEN SPACE for the War Memorial landscaping

MOTION by Harriet Davis: The CPC moves that the Town Vote to approve the CPC recommended grant: 2 f) The sum of \$25,000 from the CPA FUND BALANCE for the War Memorial landscaping

There was no discussion warranted.

VOTE: Article13, section 2f was seconded and passed by majority vote

ARTICLE 13: CPA Appropriations (cont.)

2g) The sum of \$27,217 from CPA FUND BALANCE for the Community House building restoration. This is Wenham's share for masonry and windows.

MOTION by Harriet Davis: The CPC moves that the Town Vote to approve the CPC recommended grant: 2 g) The sum of \$27,217 from CPA FUND BALANCE for restoration of masonry and windows of the Hamilton-Wenham Community House.

There was no discussion warranted.

VOTE: Article13, section 2g was seconded and passed by majority vote

ARTICLE 13: CPA Appropriations (cont.)

2h) The sum of \$26,880 from OPEN SPACE for the Hamilton-Wenham Recreation Board – Pool Bid. This is to fund Wenham's share of bid documents for the proposed shared pool at Patton Park.

2 i) The sum of \$450,000 from OPEN SPACE & \$222,000 from CPA FUND BALANCE for the Hamilton-Wenham Recreation Board – Pool Construction Project. To provide funding for Wenham's share of the pool construction if the total price is approved and voted by both towns.

MOTION by Harriet Davis: The CPC moves that the Town Vote to approve the CPC recommended grant in the sum of \$26,880 from the CPA FUND BALANCE for the Hamilton-Wenham Recreation Board – New 6 Lane Pool & New Bathhouses Bid Documents as described in project plans submitted to the CPC. And the CPC moves that the Town vote to approve the CPC recommended grant for Wenham's share of the construction costs of the Hamilton-Wenham Recreation Board – New 6 Lane Pool and New Bathhouses in accordance with Section 2.i of Article 13 , as described in project plans submitted to the CPC, provided that the sum of \$672,000 is to be taken from CPA FUND BALANCE and that the total bid construction price to both towns does not exceed \$2,000,000, and the Town of Hamilton approves its funding commitment for the project on or before June 30, 2016.

The H-W Recreation Board made a presentation by Board member, John Cusolito from Bruce Lane. Also the architect, Tom Scarlata, explained the plan with slides of the proposal. There was 30 minutes of discussion.

VOTE: Article13, sections 2h and i was seconded and passed with a majority vote of 4 to 1 in favor

ARTICLE 14: Zoning Bylaw Amendment

TO SEE IF THE TOWN WILL VOTE TO AMEND THE ZONING BY-LAW BY ADDING THE FOLLOWING PROVISIONS TO SECTION 13.5, GOVERNING SITE PLAN REVIEW:

Item 1. At the end of Section 13.5.1, add the following:

The following types of activities and uses require site plan approval by the Zoning Board of Appeals:

3. Construction, exterior alteration or exterior expansion of, or change of use within an educational use, religious use, or child care center, otherwise subject to G.L. c. 40A, s. 3.

Item 2. At the end of Section 13.5.3, add the following:

3)In the case of site plan review of an educational use, religious use, or child care center, otherwise subject to G.L. c. 40A, s. 3, the references in this Section 13.5 to the “Planning Board” or “Board” shall be construed to refer to the “Zoning Board of Appeals.” The Zoning Board of Appeals shall hold a public hearing for such site plan applications after notice is provided pursuant to G.L. c. 40A, s. 15. The decision of the Zoning Board of Appeals shall be filed with the Town Clerk within ninety (90) days of the date of application, unless such time is extended as set forth herein.

Item 3. At the end of Section 13.5.6, add the following:

In the review of an educational use, religious use, or child care center, otherwise subject to G.L. c. 40A, s. 3, it is expected that a waiver or waivers will be granted as long as sufficient evidence is submitted to enable the Board to make the determination called for in Section 13.5.7.9, below.

Item 4. At the end of Section 13.5.7, add the following:

9) The site plan review for an educational use, religious use, or child care center, otherwise subject to G.L. c. 40A, s. 3, shall be limited in scope to the determination of “reasonable regulations concerning the bulk and height of structures and determining yard sizes, lot area, setbacks, open space, parking and building coverage requirements” as set forth in the statute.

Or to take any other action relative thereto.

David Geikie, Chair of the Planning Board explained that the Planning Board did recommend this amendment because it brings the Zoning Board of Appeals into the process as well as require a public hearing which in the past was not required.

MOTION by David Geikie: The Planning Board moves that the Town vote to amend the Zoning By-Law by adding the new provisions to section 13.5, governing site plan review, as printed in the form of Zoning Amendment presented to the meeting by the Planning Board, a copy of which is to be submitted to the Town Clerk.

There was no discussion warranted.

VOTE: Article Fourteen was seconded and carried by unanimous vote

ARTICLE 15: Bylaw Amendment—Adoption of Consolidated Department of Municipal Finance

To see if the Town will vote to amend Chapter IV- Financial Affairs of the Town Bylaws by adding a new section 6 that provides as follows: The Selectmen shall appoint a Finance Director to serve as the chief financial officer of the Town, and to determine the duties and authority of the Finance Director, including cash management, borrowing, budget annual budget development, accounting policies and procedures for all town departments and officers. The positions of Treasurer, Collector, and Accountant shall report to the Finance Director, who may also serve as either the Treasurer or Accountant with the approval of the Selectmen.
Or take any other action relative thereto.

Motion by Jack Wilhelm: The Board of Selectmen move that the town approve Article 15 in the form set forth in the official motion list presented to the meeting.

There was no discussion warranted.

VOTE: Article Fifteen was seconded and carried by unanimous vote

ARTICLE 16: Bylaw Amendment – Legal Affairs—Board of Selectmen

To see if the Town will vote to amend Chapter II of the Town Bylaws by adding a new section as follows to clarify the powers of the Selectmen to act as the Chief Executive of the Town, and to enact rules and regulations of general application to elected and appointed multiple bodies, offices and employees of the Town:

The executive powers of the town of Wenham shall be vested in a three-member board of selectmen elected for three year rotating terms. Such board shall serve as the chief executive officer and policymaking entity of the town. The board of selectmen shall continue to have and be able to exercise all the powers and duties vested in boards of selectmen under the General Laws or by vote of the Town, and such other authority as specified herein, including, but not limited to:

- >Adopting policies of general application to elected and appointed multiple member bodies, officers and employees of the town, to the extent allowed by law, and enacting rules and regulations implementing the same;
- >Instituting, prosecuting, compromising or defending any claim, action, suit or other proceeding in the name of the Town and authority to settle any claim, action, suit or other proceeding brought by or on behalf or against the Town;
- >Appointing ad-hoc policy committees to study particular issues or provide the board with advice;
- >Acting as the licensing authority of the town;
- >Calling town meetings and elections and issuing warrants therefor;
- >Appointing a town administrator to assist the board in carrying out its duties and responsibilities under state law or this act, establishing the duties and responsibilities of said office, and entering in an employment contract with said officer;
- >Investigating the affairs of the town and the conduct of any department, office or agency thereof;
- >Executing collective bargaining agreements and other contracts of the town; and
- >Such other matters as may be provided for by bylaw or other vote of town meeting.

Provided, however, that it is the intention of this bylaw that the board of selectmen shall not act to derogate from the statutory authority of multiple-member bodies and other appointees of the Board and departments under its responsibility, and, to the extent allowed by law, other multiple-member bodies, officers and employees of the town.

Or take any other action relative thereto.

MOTION by Jack Wilhelm: The board of Selectmen move that the town vote to amend the general town bylaws pursuant Article 16 in the form set forth in the official motion list presented to the meeting.

There was no discussion warranted.

VOTE: Article Sixteen was seconded and carried by unanimous vote

ARTICLE 17: Bylaw Amendment – Finance & Advisory Committee

To see if the Town will vote to amend Chapter III- Finance and Advisory Committee of the Town Bylaws by amending Sections 1 and 2 as set forth below, reducing the size of the Committee from six to five voters and providing for a transition to such smaller Committee as follows, with the language to be inserted shown as bold text, and the language to be deleted shown in strike-through, with the understanding that the reduction in the size of the Committee shall occur through attrition, and that the term of no member of the Finance and Advisory shall be prematurely terminated as a result of the proposed bylaw amendment:

Section 1: There shall be a Finance and Advisory Committee consisting of five legal voters of the town, and no elected or appointed town officer or employee shall be eligible to serve on said Committee.

Section 2. The Finance and Advisory Committee shall be chosen by an appointing committee consisting of the Moderator, the Chairman of the Board of Selectmen, and the Chairman of the Finance and Advisory Committee as provided in Section 3.

Section 3. On July 1 of each fiscal year, such appointing committee or a majority of them shall appoint one or two members of the Finance and Advisory Committee for terms expiring on June 30 of the third succeeding fiscal year as may be needed to bring the total number of members to five. Any member who is appointed and serves for a second consecutive full three-year terms shall be ineligible for reappointment until after the next succeeding annual town meeting.

Whenever a vacancy occurs in the membership of the Finance and Advisory Committee such vacancy shall be filled by the appointing committee for the balance of the unexpired term. If any member of the Finance and Advisory Committee becomes an elected or

appointed town officer or employee, or is absent from five successive meetings, except in case of illness, his position shall be deemed to be vacant.

MOTION by Mike Lucy: The Finance & Advisory Committee moves the Town vote to amend Chapter III-Finance and Advisory Committee of the Town Bylaws by amending Sections 1 and 2 as set forth below, reducing the size of the Committee from six to five voters and providing for a transition to such smaller Committee as follows, with the language to be inserted shown as underlined text, with the understanding that the reduction in the size of the Committee shall occur through attrition, and that the term of no member of the Finance and Advisory shall be prematurely terminated as a result of the proposed bylaw amendment[as printed in Article 17 in the Warrant]

There was no discussion warranted.

VOTE: Article Seventeen was seconded and carried by unanimous vote

CONSENT CALENDAR FOR WARRANT ARTICLES 18-21

A consent calendar is a device that speeds the passage of what is thought of as uncontroversial matters.

MOTION by Mike Lucy: The Finance and Advisory Committee move that the Town accept Articles 18, 19, 20, and 21 as written in the official motion list.

ARTICLE 18: Bylaw Amendment – Renumbering Bylaws adopted after May 4, 1996

To see if the Town will vote to amend the General Bylaws of the Town to make ministerial, non-substantive revisions to the numbering of the following four bylaws adopted after XXI Water Use Restriction Bylaw so the chapter numbers are consecutive in chronological order of adoption:

- Chapter XXII CPA Bylaw (adopted 5/7/05)
- Chapter XXIII Canine Control Bylaw (adopted 5/7/07)
- Chapter XXIV Storm Water Management Bylaw (adopted 5/3/08)
- Chapter XXV Wenham Historical Commission Bylaw (adopted 4/5/14)

Or take any other action relative thereto.

ARTICLE 19: Acceptance of MGL Chapter 40 Section 22F

To see if the Town will vote to accept the provisions of MGL Chapter 40 section 22F, which provides that any town board or officer empowered to issue a license, permit, certificate, or to render a service or perform work for a person or class of persons, may, from time to time, fix reasonable fees for all such licenses, permits, or certificates issued pursuant to statutes or regulations wherein the entire proceeds of the fee remain with such issuing city or town, and may fix reasonable charges to be paid for any services rendered or work performed by the town or any department thereof, for any person or class of persons; provided, however, that the fixing of such fee shall be subject to the review and approval of the Board of Selectmen. This provision shall not apply to fees excluded from Section 22F by statute. Or take any other action with respect thereto.

ARTICLE 20: Bylaw Amendment – Solicitors

To see if the Town will vote to amend Chapter V Section 9 (c) of the Town Bylaws to add a new subsection “(10) the finger prints of all persons participating in the solicitations”; and to revise the fees for solicitation applicants from \$2 to \$20. Or take any other action with respect thereto.

ARTICLE 21: Bylaw Amendment – Non-resident Fingerprint Processing Fees

To see if the Town will vote to amend the General Bylaws Chapter V to add a new “Section 11: Any non-resident of Wenham who requests the Wenham Police Department to process finger prints for employment or other purposes not at the request of the Department shall pay a fee of \$20 to the Police Department for processing fingerprints under such circumstances.”

Or take any other action with respect thereto.

There were no requests to split up the consent calendar, so the motion remained on the table.

MOTION by Mike Lucy: The Finance and Advisory Committee move that the Town accept Articles 18, 19, 20, and 21 as written in the official motion list.

VOTE: Consent Calendar for Articles 18, 19, 20, and 21 was seconded and carried by unanimous vote

ARTICLE 22: Conversion of Cemetery Commission to an Appointed Town Board

To see if the Town will vote, pursuant to MGL Chapter 41, Section 21, and Chapter 114, Section 27 to make the Cemetery Commission a Board appointed by the Board of Selectmen, provided that approval of this article is accepted by vote of a majority of the voters at the 2016 Annual Town Election, on the following ballot question: Shall the town vote to have its selectmen appoint the Board of Cemetery Commissioners consisting of three members appointed for three years terms? Yes ___ No ___. Or take any other action relative thereto.

MOTION by Ken Whittaker: The Selectmen move that the Town vote, pursuant to MGL Chapter 41, Section 21, and Chapter 114, Section 27 to make the Cemetery Commission a Board appointed by the Board of Selectmen, provided that approval of this article is accepted by vote of a majority of the voters at the 2016 Annual Town Election, on the following ballot question:

Shall the town vote to have its selectmen appoint the Board of Cemetery Commissioners consisting of three members appointed for three years terms? Yes ___ No ___.

There were comments that there is a need for more education in our schools and communities on government processes. Ken Whittaker gave the recommendation of the Board of Selectmen as 2 to 1 in favor explaining that these are important positions but yet people are not stepping up to be elected.

VOTE: Article 22 was seconded and passed with a vote of 2 to 1 with some opposition

ARTICLE 23: Conversion of Tree Warden to an Appointed Town Office

To see if the Town will vote, pursuant to MGL Chapter 41, Section 1B, to make the Tree Warden an office appointed by the Board of Selectmen, provided that approval of this article is accepted by vote of a majority of the voters at the 2016 Annual Town Election, on the following ballot question: Shall the town vote to have its elected Tree Warden become an appointed Tree Warden of the town?
Yes ___ No ___

MOTION by Jack Wilhelm: The Board of Selectmen move that the Town vote to approve Article 23 in the form set forth in the official motion list presented to the meeting.

There was no discussion warranted.

VOTE: Article 23 was seconded and passed by a 5 to 1 vote with scattered opposition

ARTICLE 24: Election of Town Officers

Moderator, one year term; Selectman, one position, three year term; Assessor, one position, three year term; Planning Board, one position, five year term; Tree Warden, one position, one year term; Board of Health, one position, three year term; Cemetery Commissioner, one position for two years-to fill an unexpired term; Water Commissioner, one position, three year term; Hamilton Wenham Regional Library Trustee, one Wenham position, three year term, two at large position, three year terms; Hamilton Wenham School Committee, two positions, three year terms. Or take any other action relative thereto.

The Annual Town Election will take place on Thursday, April 16th, 2015 at the Wenham Town Hall, 138 Main Street. Polls are open from 7:00AM until 8:00PM. The moderator commented that although the candidates are running unopposed, their service does deserve your support so please remember to vote.

MOTION: The BOS move that the 2015 ATM adjourn until the Town Election on Thursday, April 16th, 2015 and dissolve after the close of the polls at 8PM on that day.

Respectfully submitted,
Dianne K. Bucco
Wenham Town Clerk
April 22, 2015

SPECIAL TOWN MEETING
WENHAM, MASSACHUSETTS
Saturday, April 11, 2015
Perkins Auditorium, Bessie Buker School

Moderator Paul D. Weaver called the meeting to order at 1:24 pm with the quorum of 127 voters being met. A final tally showed 250 registered voters present. Betsy Lebel and Roseann Brozenske checked in voters. Don Luxton, Julie Dodge, Judy Bubriski and Peter Hersee served as floor tellers.

The non-voters and guests present were Kristin and Elliot Noon, Sean Timmons, Tom Scarlata, Edward Bryce Morris, Jan Dempsey, Walker Goodridge, Kimberly Jackson, Andrew DeFranza and Theresa Petronzio.

ARTICLE 1: FY 2015 Budget Account Appropriation Transfers

1. To vote to transfer \$7,000.00 from Treasurer Collector Expense and \$40,000.00 from Accountant's Expense to Treasurer Collector Salaries and Wages for purposes of funding the finance department's salaries.
2. To vote to transfer \$5,000.00 from Treasurer Collector Expense and \$5,000.00 from Accountant's Expense and \$5,000.00 from Town Admin. Salaries & Wages to Town Hall Expense for purposes of funding the town administrative search.
3. To vote to transfer \$9,500.00 from Town Admin Salaries & Wages to Town Hall Expense for purposes of funding a new phone system.
4. To vote to transfer \$10,000.00 - from Town Admin. Salaries & Wages and \$5,000 from Regional Vocational School Interest to Legal Expense for purposes of paying estimated legal bills.
5. To vote to transfer \$15,000.00 - from Employee Group Insurance to the Reserve Fund for purposes of funding unanticipated expenditures through June 30th.

Motion by Mike Lucy: The Finance & Advisory Committee moves that the Town vote to transfer the following amounts from and to the following accounts:

1. \$7,000.00 from Treasurer Collector Expense and \$40,000.00 from Accountant's Expense to Treasurer Collector Salaries and Wages for purposes of funding the finance department's salaries.
2. \$5,000.00 from Treasurer Collector Expense and \$5,000.00 from Accountant's Expense and \$5,000.00 from Town Admin. Salaries & Wages to Town Hall Expense for purposes of funding the town administrative search.
3. \$9,500.00 from Town Admin Salaries & Wages to Town Hall Expense for purposes of funding a new phone system.
4. \$10,000.00 - from Town Admin. Salaries & Wages and \$5,000 from Regional Vocational School Interest to Legal Expense for purposes of paying legal bills.
5. \$15,000.00 - from Employee Group Insurance to the Reserve Fund for purposes of funding unanticipated expenditures through June 30th.

There was no discussion warranted.

VOTE: Article 1 was seconded and carried by unanimous vote

ARTICLE 2: Water Department Funding

To see if the Town will vote to appropriate or transfer a sum of \$15,000 from the water surplus account (29-300-3560) for costs associated with the redevelopment of gravel pack well#2 or take any other action relative thereto.

Motion by Mike Lucy: The Finance & Advisory Committee moves that the Town vote to appropriate or transfer a sum of \$15,000 from the water surplus account (29-300-3560) for costs associated with the redevelopment of gravel pack well#2 or take any other action relative thereto.

There was no discussion warranted.

VOTE: Article 2 was seconded and carried by unanimous vote

The Special Town Meeting was declared recessed at 1:26 pm.

Respectfully submitted,
Dianne K. Bucco
Wenham Town Clerk
April 22, 2015

Annual Town Election Results April 16, 2015

Board of Assessors		1 Position, 3 year term
Blanks		230
Write-Ins	Michelle Bailey	8
	Steve Forsey	3
	Brian Minich	3
	William Weihs	1
	Bill Hobbie	1
	Paula Mendonca	1
	Woody Merriman	1

Board of Health		1 Position, 3 year term
Blanks		31
	Gerald T. Donnellan	217
Write-Ins		0

Board of Selectman		1 Position, 3 year term
Blanks		42
	John A. Clemenzi	195
Write-Ins	Molly Martins	4
	Harriet Davis	2
	Patrick Wilson	2
	Ken Whittaker	1
	Arthur Burt	1
	Donald Killam	1

Cemetery Commission		1 Position, 3 year term
Blanks		220
Write-Ins	Dana Bagnell	15
	Paul Mendonca	6
	Matt Churchill	1
	Althea Cranton	1
	Frank Eldridge	1
	Diane Lang	1
	Bethany Minich	1
	Cindy Mutterperl	1
	Catherine Tinsley	1

HW Library Board of Trustees		1 Position, 1 year term
Blanks		25
	Judith Bubriski	222
Write-Ins	Mary Miceli	1

Annual Town Election Results April 16, 2015

HW Board of Library Trustees At Large

2 Position, 3 year term

	Wen	Ham	Total
Blanks	80	1074	1164
Patricia K. Purdy	220	1103	1323
Julie M. Clay	196	904	1100
Write-Ins	0	1	1

HW Regional School Committee

2 Position, 3 year term

	Wen	Ham	Total
Blanks	108	1032	1140
Hannah H. Fraley	187	1002	1189
Dennis J. Hurley	201	1041	1242
Write-Ins	0	7	7

Planning Board

1 Position, 5 year term

Blanks	27
Donald J. Killam, Jr.	221
Write-Ins	0

Moderator

1 Position, 1 year term

Blanks	43
Paul D. Weaver	205
Write-Ins	0

Tree Warden

1 Position, 1 year term

Blanks	213
Write-Ins	Winslow Mulry 26
	Scott Remsen 3
	Edmund Bertrand 2
	Win Dodge 1
	Pierre Erhard 1
	Paul Mendonca 1
	Brian Minich 1

Water Commission

1 Position, 3 year term

Blanks	217
Write-Ins	Paul Mendonca 28
	Gerry Bertrand 1
	Bethany Minich 1
	Tom Tanous 1

Approved Bylaw Changes 2015

The following six bylaw changes, which the Town Meeting voted on in 2015, were approved by the Attorney General on July 20, 2015 and were hereby effective as of that date:

1. Article 15 amended Chapter IV of the Town Bylaws
2. Article 16 amended Chapter II of the Town Bylaws
3. Article 17 amended Chapter III of the Town Bylaws
4. Article 18 amended the numbering of the General Bylaws of the Town
5. Article 20 amended Chapter V Section 9 (c) of the Town Bylaws
6. Article 21 amended Chapter V to add a new section 11

The zoning bylaw change (Article 14) was approved by the Attorney General with one change of deleting a sentence as shown below and is hereby effective as of April 11, 2015.

At the end of Section 13.5.3, add the following:

3)In the case of site plan review of an educational use, religious use, or child care center, otherwise subject to G.L. c. 40A, s. 3, the references in this Section 13.5 to the “Planning Board” or “Board” shall be construed to refer to the “Zoning Board of Appeals.” ~~The Zoning Board of Appeals shall hold a public hearing for such site plan applications after notice is provided pursuant to G.L. c. 40A, s. 15.~~ The decision of the Zoning Board of Appeals shall be filed with the Town Clerk within ninety (90) days of the date of application, unless such time is extended as set forth herein.



In 2015, Wenham Town Clerk Dianne Bucco was named Mrs. Essex County at the Topsfield Fair. She also won the Dessert Competition. As Mrs. Essex County, she will preside over the 2016 Topsfield Fair.

Finance Department

The mission of the Finance Department is to deliver timely and accurate financial reporting and provide proper oversight of all expenditures and revenue collections in order to successfully support the operations of the town. The Finance Department principally assists the town's various departments, boards and committees by planning, organizing, and directing the town's financial activities in conformance with all applicable federal, state, and local laws as well as the standards set forth by the Government Accounting Standards Board (GASB) and Generally Accepted Accounting Principles (GAAP).

Goals Achieved in 2015:

- Recently refunded all callable bond issues, saving the town \$395,000 over a 12 year period
- Identified and recommended the use of surplus bond proceeds totaling \$223,000, which was adopted at the Spring 2015 ATM
- Successfully collected \$204,000 in tax liens during FY 2015 and \$70,000 in the first half of 2016 by identifying and researching properties for which tax liens were not previously perfected and for persistently pursuing current collections

Priorities for 2016:

- Continuing education and certification of Finance Department staff
- Complete implementation of financial software conversion
- Identify and make recommendation on the Town's surplus property
- In conformance with the soon-to-be adopted investment policies, more effectively invest the town's funds, including OPEB & CPA, in order to maximize returns

The aforementioned accomplishments would not have been possible without the dedication and support of the Finance Department staff members.

Current staff members:

Angel A. Wills, CGA - Finance Director & Town Accountant

Leslie A. Davidson, Treasurer & Collector

Karen Moulton, Finance Assistant & Payroll Coordinator

***See Appendices A & B for more financial information and reports.**



Finance Office on the 1st floor of Town Hall. Winner of the 2015 Holiday Door Decorating Competition

Board of Assessors

The Assessors are happy to report on a successful FY 2015 and look forward to FYs 2016 and 2017. Principal Assessor, Steve Gasperoni, is retiring in February 2016 and a new person will assume his position.

For FY 2016, the total assessed value for real and personal property decreased by \$2,608,115.00, or -.3% over last year, from \$792,164,911.00 to \$789,556,796.00. The reason for the decrease was the abatements that were granted as a result of the revaluation and changes to the designations of some neighborhoods.

The FY 2016 growth value was \$4,387,325 resulting in a corresponding tax dollar growth of \$63,095; this represents a decrease of \$44,946 from the fiscal 2015 tax dollar growth of \$108,041.

The FY 2016 tax rate increased \$.73 to \$16.98, or +4.5%, compared to \$16.25 per thousand of assessed valuation for 2015. The median assessed valuation (midpoint of all single family home assessed values) for a single family home in Wenham is \$509,650.00 as compared to the FY2015 median assessed value of \$515,600.00. The average assessed value for a single family home in Wenham is \$597,637.00; a decrease of \$9,370.00 from the \$607,000.00 average assessed value for FY 2015.

During FY 2015, the Board of Assessors received 78 real estate and personal property abatement applications as compared to 31 applications for the previous year. Of the 78 applications received, 52 abatements were approved.

We also approved real estate tax exemptions as outlined on the following chart:

Statute	Number	Amount
Chapter 59, CL 22, 22A, & 22E - Veterans	13	\$7,950.00
Chapter 59, CL 37A – Blind	3	\$1,500.00
Chapter 59, CL 41A – Tax Deferral	0	-
Chapter 59, CL 41C – Senior 65 & over	9	\$9,000.00
Community Preservation Exemptions	82	\$11,585.31

Three seniors had their taxes reduced by \$750 each as a result of their participation in the Senior Citizens Property Tax Work-off Program.

We want to thank the Wenham taxpayers, Board of Selectmen, and other Town Boards and Committees for their support over the past year.

Respectfully submitted,
Thomas Tanous, Chair
Lisa Craig
Michelle Bailey

Fire Department

It is the mission of the Wenham Fire Department to protect the lives, property, and physical well-being of our citizens to the best of our ability. We will endeavor to be prepared, equipped, and trained to respond to and mitigate any incident or potential hazard which may challenge our community.

Goals Achieved in 2015:

- Received \$6,223 State Grant to continue the Student Awareness Fire Education and Senior SAFE program. This program continues to assist in providing fire safety education to our school-age students and our senior population
- Enrolled one call firefighter in the State Fire Academy “Firefighter 1-2” program
- Started a CPR training program with the Regional High School health classes
- Began an Internship program to help develop interest in the call firefighter profession
- Continued public CPR and First Aid training programs
- Developed the specifications for a new pumper truck approved at the annual Town Meeting in April. The truck is expected to be delivered by the Sutphen Company in summer 2016

Priorities for 2016:

- Continue to attract call firefighters by developing a more formal internship program
- Enhance fire prevention and fire safety programs
- Continue to enhance the training of all firefighters
- Continue working relationship with Essex Regional Dispatch (RECC) Center

Significant Statistics:

There were 744 incidents this year, with a breakdown into the following categories (as established by the National and Massachusetts Incident Reporting system):

Incident type	2015 Number of Incidents	2014 Number of Incidents	2015 Percent of Total Calls	2014 Percent of Total Calls
Fire	12	13	1.61 %	1.63 %
Overpressure/overheat Rupture/explosion	1	-	0.13 %	-
Rescue: Emergency Medical Services	410	382	55.10 %	47.99 %
Hazardous Conditions	26	43	3.49 %	5.40 %
Service Call	106	138	14.24 %	17.66 %
Good Intent	30	57	4.03 %	7.16 %
False Alarm and False Calls	153	160	20.56 %	20.10 %
Special Incident	3	1	0.40 %	0.12 %
Severe Weather and Natural Disaster	3	1	0.40 %	0.12 %

In July, we promoted Firefighters John Joyce and Christopher Jones to the rank of Lieutenant. Anthony Dellacroce was also appointed as a new probational Firefighter.

The Wenham Fire Company donated a “R.I.T. tool” to the Town. At any structure fire, a R.I.T. crew (Rapid Intervention Team) is required to be equipped and in a ready state to deploy for rescuing injured or trapped firefighters. The Fire Company was able to purchase this equipment with the generous donations from the citizens of the community. I would like to thank all the members of the Fire Company for their continued support.

October’s annual Fire Prevention Week was full of activities. The State’s S.A.F.E. Trailer was brought to Wenham again this year to support the fire safety program in the elementary schools. Children were able to practice “stop-drop-and roll” and evacuation techniques in a simulated environment. The family Open House / Papa Gino’s Night was a well-attended extension of the school day programming. Children could be overheard talking with their parents about important topics such as the “Family Meeting Place”. Thanks to the firefighters for donating their time to make both days a great success, and to local vendors for donating the food.

Training remains a critical element of a Call Fire Department. Numerous in-house training sessions were organized and led by the officers. In November, Firefighter Anthony Dellacroce started the Mass Call /Volunteer Fire Academy program. He will graduate in the spring of 2016. All of the Department’s Emergency Medical Technicians attend ongoing classes and refresher classes to maintain their National Certifications. Given that they all have other full-time jobs and family obligations, they should be commended for their efforts to become better trained call firefighters.

As we look back on 2015, we cannot forget the record-breaking snowstorms and all of the public safety issues they brought with them. The members of the Fire Department did an outstanding job responding to calls, and they assisted the community in very difficult conditions.

As we conclude another busy year, I would like to thank other departments for their ongoing cooperation: Police, Highway, Essex County Regional Dispatch Center, Lyons Ambulance, the Town Hall Staff, the Water Department, and administrative assistant Sue Hersee. On behalf of the Town, I extend a sincere thank you to the WFD team for their ongoing commitment, hard work, and enthusiasm.

Robert A. Blanchard, Chief
Wenham Fire Department



Propane Gas Training Class

Police Department

The mission of the Wenham Police Department is to work in partnership with the citizens of the community and to provide a safe environment where the quality of life is improved by proactive initiatives and enforcing the laws with the highest quality of professionalism and dedication. The Wenham Police Department will continue to be an organization that operates in a cohesive, team-oriented fashion to provide quality service and dedication to the community. Department staff will be well-trained and well-educated. The growth and expansion of Department operations will keep pace with the growth of the Town, new technologies, and will utilize innovative ideas to further the mission of the Department in the future.

Goals Achieved in 2015:

- Certified the entire Department through Massachusetts Criminal Justice Training Council
- Secured a grant through MIIA for legal policy review
- Trained Reserve Officers in Emergency Vehicle Operation Course
- Aided and trained Gordon College staff as they transitioned to arming their Campus Police
- Purchased and began utilizing a digital finger print scanner to better positively identify subjects in our custody

Priorities for 2016:

- Solidify back-up service for our Animal Control Program through regional collaborations
- Continue to provide Pleasant Pond services with Police Department support
- Continue training the Criminal Investigative Division (CID) Supervisor and the Detective in technological advancements and narcotics enforcement
- Prepare for a transition in the Department's Deputy Chief and Accreditation Supervisor position, due to an impending retirement
- Schedule a Department Open House and provide parents with Child Identification kits purchased and donated by the Police Relief Association

In 2015, the position of Animal Control Officer was transferred completely to the Police Department. This position is now fully budgeted and covered under the Department's Policies and Procedures manual. Steve Kavanagh has remained on as our ACO and is now in full compliance with state mandates. As we move forward with the position, it is my hope to work with our regional partners to provide better 24/7 coverage which presently is a huge demand to place on a single individual. Additionally, in 2015, all Pleasant Pond Personnel were transferred to the Police Department. They too are now covered under our Policies and Procedures manual. Lifeguards were added to the program and work in conjunction with the Gate Keepers to make the Town Beach a safe and clean place to enjoy on a hot summer's day.

Thomas Perkins, Chief
Wenham Police Department





WENHAM POLICE DEPARTMENT

Total CAD Calls Received, by Nature of Call

<u>Nature of Call</u>	<u>Total Calls Received</u>
911 False/Disconnect/Abandon	35
Agency Assistance Law	81
Alarm	148
Animal Complaint	196
Annoying phone calls	12
PAPERWORK: ATTEMPT TO SERVE	20
BOLO	310
Building Check	1651
BREACKING AND ENTERING	3
Citizen Assist	198
DISTURBANCE	14
CRUISER DAMAGE	
Custodial Prob/Family Problem	2
DEER STRUCK BY MV	13
DETAIL	14
Directed Patrol	15775
DISORDERLY	11
Domestic Dispute	15
Created in error	14
Escort	30
FIRE ALARM	153
Brush Fire	5
FIRE CO ALARM	19
FIRE INVESTIGATION	19
FIRE MUTUAL AID	1
Fire	23
Structure Fire	3
Fire in Vehicle	2
Fireworks Complaint	4
FRAUD	19
Harassment	6
Illegal Dumping	1
INJURY ONDUTY	1
INTOXICATED PERSON	1
POLICE INVESTIGATION	39
Juvenile Issue	6
Lost/Found, Held, Missing Prop	23
Abdominal Pain / Problems	8
Traffic / Transportation Incid	13
Allergy, Medical Reactn, Sting	10
Assault	2
Back Pain-Non-Trauma or recent	5
Breathing Problems	24

<u>Nature of Call</u>	<u>Total Calls Recelied</u>
CHEST PAIN (NON-TRAUMATIC)	13
Choking	7
Convulsions or Seizures	13
Diabetic Shock or Coma	2
Fall	59
Headache	3
Heart Problem	8
Heat/ Cold Exposure	1
Hemorrhage	10
Overdose, Poisoning, Ingest	1
Psyc Behavr/ Suicide Attpt	17
Patient Transfer	1
Illness	53
Cardiovascular Accident	9
Traumatic Injuries	17
Unconscious Person	16
Unknown Medical	54
Mail/Deliver Message	4
Missing Person	8
MV / Traffic Complaint	100
Disabled Motor Vehicle	91
MV LOCKOUT	2
NOISE COMPLAINT	18
Parking Complaint/Enforcement	66
PROPERTY DAMAGE	12
REPORTED DEATH	1
Repossession	3
Selective Enforcement	402
Solicitor Registration / Compi	1
Attempted Suicide	1
SERVED CRT SUMMONS/CRT	4
PAPERWK	
SUSPICIOUS ACTIVITY/PERSON	224
Theft	15
Threat	3
TRAFFIC CRASH	85
Traffic Hazard	60
Traffic Stop	1464
Trespassing	4
UNWANTED GUEST	4
Utility	112
WARRANT/SEARCH/ARREST	3
WATERCRAFT INCIDENT	1
WELL BEING CHECK	59

Total reported: 21961

Report Includes:

All dates between '00:00:00 01/01/15' and '23:59:59 12/31/15', All nature of incidents, All cities, All types, All priorities, All agencies matching 'WEPD'

Cemetery Commission

The Cemetery Commission manages the three Wenham cemeteries: Main Street, Iron Rail, and Fairfield. At the Main Street Cemetery, tree work was accomplished as the cemetery continues to lose some of its aging trees. At the Iron Rail Cemetery, pinning or delineating of lots is a continuing project. The Fairfield Cemetery was surveyed and boundary markers put in place.

In the upcoming year, the Commission's priorities are to seek improved financial returns on the trust funds, rehabilitate the maintenance building and replace the water system at the Main Street Cemetery, and conduct tree clearing and establish groundcover at the Fairfield Cemetery. The Commission welcomed new commission member, Dana Bagnell, and Sheila Bouvier, our new Administrative Assistant at the Town Hall. We would like to thank Bill Tyack and the Wenham Department of Public Works for their great job in maintaining our cemeteries. Our thanks also goes to John Pews, Burial Agent, for his work at the cemeteries.

Plot Sales from January 1, 2015 to December 31, 2015:

17 plots sold for a total of \$5,950

Current capacity is estimated at approximately 2,000 plots at the Iron Rail Cemetery

Please see our web page (<http://wenhamma.gov>) for current rules and regulations as well as cemetery rates.

Gary Cheeseman, Chair
Dana Bagnell
Rick Caves

John Pews, Burial Agent
Sheila Bouvier, Administrative Assistant

Department of Public Works

The mission of the Wenham Public Works Department is to provide essential services to the citizens of Wenham in a prompt, courteous, safe, efficient and cost effective manner. Public Works, through its dedicated employees, strives to plan, design, build, maintain, and operate public infrastructures in a manner that respects the environment and the ability of government to adequately preserve these assets for succeeding generations.

Goals Achieved in 2015:

- Full depth reclamation on William Fairfield Drive
- Crack sealing on Hilltop Drive, Larch Row, Grapevine Road, Parsons Hill Road, Birch Road, Burnham Road, and Enon Road
- Rebuilt catch basins on Daniels Road, Larch Row, Onion River Road, Grapevine Road, Dodges Row, Topsfield Road, Friend Court, Porter Street, and Conrad Circle
- Repaired winter damage on Main Drive, Grapevine Road, Larch Row, Cherry Street, Dodges Row, Grover Street, Topsfield Road, and Burnham Road
- Oversight of conversion of new street lights from Sodium Vapor to LED, leading to projected savings of \$19,000 annually in energy costs and \$3,000 in maintenance costs

Priorities for 2016:

- Continue implementing Roadway Master Plan and assessing roads as needed
- Create a Master Plan for sidewalks
- Cut costs in vehicle maintenance
- Create Safety Awareness Program, working with the Town's insurance carrier

In 2015, Aleah Gates took over as the Administrative Assistant on a temporary, part-time basis. The job was then posted as a full-time position, combined with Cemetery, Tree Warden, and Water Department work, and awarded to Sheila Bouvier in September 2015.

Donald Ganey was replaced by Ben Tuneburg as our new Truck Driver/Laborer.

I would like to thank the Police, Fire, and Water Departments along with the Town Hall Staff for their help, support, and hard work, and the dedication of the Highway personnel. Communication and teamwork between departments is vital to the success of the DPW.

Bill Tyack,
Highway Superintendent / DPW Director

Keith Carter, Foreman
Bill Wildes, Driver / Operator
Bob Viel, Equipment Operator
Ben Tuneburg, Truck Driver / Operator
Michael Martin, Mechanic / Operator
Shawn Davis, Driver / Operator
Travis Good, Group Leader, Operator
Sheila Bouvier, Administrative Assistant

Mark Gates, Facilities Manager

Water Department

The mission of the Water Department is to provide safe, clean drinking water that meets or exceeds government standards, water for fire protection, and good customer service in a cost effective manner.

Goals Achieved in 2015:

- Upgraded 36 meters to radio transponders (approximately 75% of the total number of meters have been updated)
- Performed hydrant flushing as part of our system maintenance during the Spring and Fall
- Completed leak detection throughout Town, resulting in the discovery of 5 service line leaks that were repaired
- Updated billing process to a new on-line service that is more customer friendly
- Completed installation of Variable Frequency Drives for both well pumps to reduce energy costs

Priorities for 2016:

- Provide safe and reliable drinking water
- Work within Water Management Act permitted withdrawal limits, which may be updated this year
- Identify and replace hydrants that operate poorly
- Update the Water Commission’s existing rules and regulations
- Provide better public education about our water conservation goals

In 2015, Sheila Bouvier was hired as the new full-time administrative assistant to the Water Department and DPW.

Erik Mansfield, Water Superintendent
 Sheila Bouvier, Administrative Assistant
 Ernest C. Ashley, Chairman, Water Commissioner
 Paul E. Mendonca, Water Commissioner
 Richard K. Quateman, Water Commissioner

Water Statistics	<u>2014</u>	<u>2015</u>
Total Water Pumped	133,699,000	141,871,000
Permitted Withdrawal		142,350,000
Maximum Day	664,000	767,000
Hardness (Calcium)	190.0 mg/l	190.0 mg/l
Miles of Water Main	28.75	28.75
Fire Hydrants	215	215
Water Services	1,161	1,165
New Services Added	0	4
Metered Water Sales	\$437,691.00	\$453,050.00
Other Income	\$37,625.00	\$8,750.00
Total Income	\$475,316.00	\$461,800.00

Conservation Commission

The Conservation Commission's role is to preserve and protect the integrity of wetland systems in the Town. The Commission derives its authority from the Massachusetts Wetlands Protection Act and the Wenham Water Resources Protection Bylaw. The Commission is also responsible for the promotion and sound development of the natural resources and protection of the watershed resources of the community.

Goals Achieved in 2015:

- Reviewed and approved the Maplewoods application
- Continued monitoring of Middlewood construction
- Continued oversight of Reynolds Farm and work with the current tenant (The Food Project)
- Provide guidance on the transition of Canaan Farm to a possible new owner/operator

Priorities for 2016:

- Work with Board of Selectmen to seek state grant funding in order to update the Open Space and Recreation Plan
- Work with the current (and possible future) owners of Canaan Farm to achieve continued agricultural use of the property
- Review Lakeview and Spring Hill Farm development applications

In 2015, six Order of Conditions were issued, one Determination of Applicability was made, and four Certificates of Compliance were issued.

Commissioner Stuart Gray resigned from the Commission in June. Associate Commissioner Michael Dube also left the commission as he moved out of town. The commission is currently one short of its full complement.

Respectfully Submitted,

Conservation Commission

Philip Colarusso, Chair

Robert Burnett

Malcolm Reid

Leo Maestranzi

Jerome Hunsaker

Michael Novak

Emilie Cademartori, Planning Coordinator

Historical Commission / Historic District Commission

The Historical Commission is responsible for identifying the historical and cultural resources of the town and implementing plans to preserve those resources. The Historic District Commission is responsible for the preservation and protection of the buildings and places in the Historic District.

Goals Achieved in 2015:

- Issued sixteen Certificates of Appropriateness for modifications to existing buildings, new construction, and signs in the Historic District
- Completed the draft of a Demolition Delay Bylaw to be submitted for approval to the 2016 Annual Town Meeting
- Held two public hearings on a proposed Demolition Delay Bylaw
- Submitted a preliminary application to the Massachusetts Historical Commission for a grant to fund a survey of the historical and cultural resources of the town

Priorities for 2016:

- Present the Demolition Delay Bylaw to the 2016 Annual Town Meeting for approval
- Submit a full application to the Massachusetts Historical Commission (MHC) for a grant to fund a survey of the historical and cultural resources of the town
- If the MHC approves the grant, hire a consultant to survey and document the historical and cultural resources of the town
- Implement guidelines for the installation of solar panels in the Historic District

Lance Robb retired from the Commission at the end of his term in June 2015. The Commission is grateful for his service. The Commission welcomed Dana Bagnell, a Historic District resident, to the Commission. His term will expire in June 2018.

Jim Howard, Chairman (District Resident)
Don Bannon (Architect)
Dana Bagnell (District Resident)
Meredith Hiller (District Resident)
Barbara Locke (Wenham Village Improvement Society)
Harriet Davis (Wenham Village Improvement Society)
Mary Wood (Real Estate Broker)

Inspectional Services and Permitting Office

Report of the Building Inspector

In 2015, 215 building permits were issued, compared to only 104 permits in 2014. The total amount of building permit fees collected in 2015 amounted to \$33,803, while in 2014 the building permit fees amounted to \$25,600.

A building permit should be obtained for work performed on all buildings. This ensures that the work will be done according to the Massachusetts Building Code and that the contractor has the proper licenses and insurances required.

Charles Brett,
Building Inspector

Report of the Electrical Inspector

A total of 216 electrical permits were issued in 2015. The total amount of electrical permit fees collected amounted to \$13,622. In 2014, 122 electrical permits were issued and \$11,621 was collected in electrical permitting fees.

Robert B. Brown, Jr.
Electrical Inspector

Report of the Plumbing & Gas Inspector

A total of 283 plumbing and gas permits were issued in 2015. The total amount of gas and plumbing fees collected amounted to \$7,341. In 2014, 126 plumbing and gas permits were issued, with a total of \$6,728 in plumbing and gas fees.

Kevin Dash
Plumbing & Gas Inspector

Report of the Permitting Office

In 2015, the Permitting Office began restructuring and re-organizing the filing system for both the Building Department and the Board of Health files. The Office also began creating a system for electronic permit submissions.

In 2016, the Permitting Office hopes to have a fully working E-Permitting program, an updated filing system, and an electronic catalogue of all active and historic plans on file. The Office also plans to continue collaborating with the Board of Health, Planning Board, Conservation Commission, Zoning Board of Appeals, Fire Department, Police Department, and Assessor's Office in providing effective and efficient customer service for citizens and those doing work in Wenham.

The Permitting Office would like to thank Mary Morrow for her many years of service as Permitting Coordinator. The office would also like to thank both Melanie Giancalone and Catherine Tinsley for their work providing interim coverage to the Permitting Office this year. In October, a new Permitting Coordinator & Special Projects Assistant was hired.

Jackie Bresnahan
Permitting Coordinator & Special Projects Assistant

Planning Board

The Planning Board oversees the rules and regulations governing the subdivision of land, site plan review, and special permits according to the Wenham Zoning By-Law and Massachusetts General Laws, Chapter 41, Section 81. Specifically, the special permits under the purview of the Board include Grading & Erosion Control, Alteration of Land in the Flood Plain Overlay District, Signs, Cell Towers, Residential projects in the Senior Housing and Independent Living Overlay Districts, Flexible Residential Developments, Common Driveways and Hammerhead lots.

Goals Achieved in 2015:

- Conducted site plan review for a new dormitory at Gordon College and a Buddhist Meditation Center on Grapevine Road
- Completed the review and approval of the residential subdivision of the West property on Dodges Row, known now as Spring Hill Farm, after two years of work
- Resolved the long standing dispute over two vacant parcels known as the Kelly lots, resulting in an approval for one new building lot
- Supported an amendment to the Zoning Bylaw pertaining to site plan review that was approved at 2015 Annual Town Meeting
- Endorsed two residential Approval Not Required (ANR) plans

Priorities for 2016:

- Monitor Spring Hill Farm construction, if applicable
- Initiate strategic planning measures in cooperation with the Selectmen for Town owned properties at Boulder Lane
- Assist with the completion of Phase I of the codification of land use bylaws and regulations
- Initiate review and update of the “Rules and Regulations Governing the Subdivision of Land,” including fees
- Review and respond to Lakeview property application under Flexible Development Bylaw

Respectfully Submitted,

David E. Geikie, Chair
Stephen Kavanagh
Minot Frye
Donald J. Killam, Jr.
Virginia L. Rogers

Emilie Cademartori, Planning Coordinator

Zoning Board of Appeals (ZBA)

The Wenham Zoning Board of Appeals exercises all powers granted to it by Massachusetts General Laws, Chapters 40A, 40B, and 41 and the Town of Wenham Zoning Bylaw. The Board hears and decides applications for special permits, appeals or petitions for variances from regulations governing dimensions of land or structures, appeals taken by any aggrieved by reason of his inability to obtain a permit or enforcement action under the provisions of MGL Ch 40A, and applications for comprehensive permits.

Goals Achieved in 2015:

- Reviewed and approved the comprehensive permit application for Maple Woods, a 60-unit affordable senior housing project
- Reviewed the special permit request to convert the former Mullen advertising property into a residential drug and alcohol rehabilitation center, which was eventually denied
- Considered an abutter appeal to the Reasonable Accommodation granted to Cross Keys Retreat.
- Reviewed and approved one variance and three special permits for residential projects
- Continued ongoing monitoring of construction of Middlewood project on Burley Street
- Adopted “Rules and Regulations Governing Procedures for Special Permits, Appeals and Variances”

Priorities for 2016:

- Continue to work cooperatively with legal counsel through the appeal process of the Maple Woods comprehensive permit

Anthony M. Feeherry, Chair

Jeremy Coffey

Shaun Hutchinson

Christopher Vance, Associate Member

Emilie Cademartori, Planning Coordinator

Affordable Housing Trust

The Town of Wenham Affordable Housing Trust was established in 2009 for the purposes of preserving and creating affordable housing in the Town of Wenham for the benefit of low and moderate income households. The Trust was granted a number of powers related to its mission of creating affordable housing units within the Town, including the ability to buy and sell real estate, make appropriate investments to maximize the return on funds held for the purpose of creating affordable housing, to accept donations and real or personal property for these purposes, and to make other financial commitments including the hiring of necessary real estate, legal, and financial professionals, all with the approval of the Board of Selectmen. Among its other powers and responsibilities, the Trust is directed to monitor and supervise the placement of qualifying individuals into affordable housing units and monitor the Town's compliance with the state's goals for provision of affordable housing, applicable to all Massachusetts cities and towns.

The Trust continues to work on a focused effort to expand the opportunities for the creation of affordable housing units in Wenham. An important goal of this effort is to increase the inventory of attractive and affordable housing in the Town to 10% or more of total housing stock, the affordable housing goal established by state law. To meet this requirement the Town currently needs approximately 22 units as of the 2010 census. By reaching the 10% goal, the Town will be able to avoid imposition of so-called G.L. c. 40B housing projects which can override local zoning laws and regulations and could convert some of our significant open space gateway properties into development sites that could result in substantial financial burdens on municipal services. Once the 10% affordable housing goal is reached, further development of housing in the Town will be subject only to existing local rules, regulations and policies, independent of whether affordable housing is proposed.

There can be as many as seven and as few as five Trustees appointed by the Board of Selectmen to carry out the purpose of the Trust. Joshua Anderson currently serves as chair and Catherine Harrison is the designated Board of Selectmen Trustee. Additional Trustees include Michelle Bailey and Marty Cooke, Jennifer Forsey, and Jamie White.

The Trust currently has sufficient financial resources to continue its work, drawing upon funds previously established for this purpose with no financial contribution from Town of Wenham operating revenues. The major source of funding for the Trust comes from the transfer of funds that were originally set aside by a developer for the creation of affordable housing. Other sources of funding include the transfer of dedicated housing development related funds previously held in WISSH, the transfer of the so-called Brady Fund, monies from the Community Preservation Fund dedicated for affordable housing, and affordable housing related funds from the North Shore Home Consortium. The Trust currently maintains a housing inventory with a total estimated value of approximately \$230,000, which has been leased to a qualified household and recorded as a qualified "Local Action Unit".

In 2011, the Trust shifted its focus from independently creating affordable units, one unit at a time, to providing gap financing to facilitate the development of affordable housing projects in town that are appropriately located and scaled, and that will bring us to our 10% goal and relative autonomy from the provisions of Chapter 40B.

The Trust is constantly on the lookout for suitable opportunities for the creation of affordable housing and seeks the assistance of every town resident to provide information on any potential opportunities where the Trust could facilitate the creation of appropriate affordable housing in Wenham.

As of June 30, 2015, the balance of the Affordable Housing Trust was \$ 645,240.89 and the balance of the Affordable Home Improvement fund was \$ 216,358.84.

Joshua Anderson, Chair
Michelle Bailey
Marty Cooke (2016)
Jennifer Forsey (2016)
Catherine Harrison (2017)
John Mulvihill (2015) (*Resigned*)
Jamie White (2017)

Board of Health

The Board of Health makes regulations as it deems necessary for the public health and safety of the Town. The Wenham Board of Health is responsible for the enforcement of State Sanitary Codes, State Environmental Codes and Wenham Board of Health Regulations. Areas of responsibility include: septic systems, housing and dwelling units, food service establishments, private wells, recreational camps for children, and animal inspections.

Goals Achieved in 2015:

- Concurred with Attorney General Maura Healy's e-cigarette regulations, which went into effect in September 2015, and ensured that Wenham's single sales outlet, Richdale, is complying with the new regulations
- Mr. Bernard issued 24 Septic Installation Permits. Each usually requires 2 Inspections for a total of approx. 48 inspections. He conducted 22 Soil Evaluations. The Health Agent also has been working with the septic application process for the Maple Woods project
- Mr. Bernard reported to the Board regarding state-run mosquito testing, in order to be ready to make a decision regarding whether the town sprays for mosquitos or not. There was no reason to spray in 2015
- Mr. Cormier handled all on-site food inspections including, Wenham Tea House, Grassy Roots, Panini Pizza, and some seasonal food services, for a total of 17 food service inspections
- Mr. Cormier inspected the pool at Gordon College as well as the La Vida summer camp held at the College
- Ms. Jackman was responsible for large animal barn inspections in the town

Priorities for 2016:

- Conduct a "dry run" of Wenham's Emergency Dispensing Site by hosting a flu clinic at the town's designated site: Buker School. This is a standard way that many towns test their emergency preparedness plan. By hosting an actual vaccination event at the site, it can be determined how well the town would be able to manage a real emergency, areas that may need improvement, traffic flow patterns that might need to be modified, etc.
- Boost health education and outreach by Public Health Nurse via collaboration with Wenham Council on Aging, Buker Elementary School and Gordon College
- Re-organize Board of Health office to ensure that comprehensive filing is done for all types of inspections, including electronic documentation

We would like to acknowledge the service of Assistant Health Agent Leo Cormier, and thank him for his many years of service. Mr. Cormier resigned his position effective December 31, 2015.

Respectfully Submitted,

Alyson Preston, RN, Chair
Gerald Donnellan, Member
Dr. Andrew Ting, Member

Gregory Bernard, Health Agent
Leo F. Cormier, Assistant Health Agent, *Resigned*
Maribeth Ting, RN, Public Health Nurse
Anne Jackman, Inspector of Animals
Jackie Bresnahan, Permitting Coordinator

Council on Aging

Our mission is to advocate for Wenham senior citizens and to develop, implement, and promote programs and services that support their independence, health, and well-being. All senior residents of Wenham are invited to participate in the scheduled activities and programs that have been developed in Wenham and all of the surrounding communities for your enjoyment and benefit. We consider our transportation program as vital to the lives of those in our community who cannot drive.

Goals Achieved in 2015:

We introduced many different monthly programs which are published and mailed to residents (60+) in our newsletter. The Wenham Council on Aging (COA) works hard to promote programs designed to improve the lives of our senior population. We promote many programs offered throughout town, including those provided by the Library, the Recreation Department, the Community House, the Wenham Museum, the Tea House and the swimming and walking programs offered at Gordon College's Bennett Center and at the Center for Health, Mobility and Balance.

Priorities for 2016:

Host the Aging Mastery Program, a grant funded 10 week program sponsored by the Massachusetts COA paid through the *National Council on Aging*; the (iPad) TouchTEAM (tablet enabled engaged minds) Program will get underway in 2016 through which helps provide an outlet for people with dementia and their care partners and will be run through the library. Make affordable Financial and Legal Counsel available to residents. Expand our Outreach Programs more broadly into the community and in particular to elders who have chosen to age-in-place (at home). Kick off a highly successful and well-organized intergenerational program with the H-W schools called the *Bridges Together* program

Massachusetts considers anyone over age 60 a senior! Our efforts are intended to serve this demographic age category. With population of 4,950 total residents of who are 992 seniors, 20 percent of Wenham's population are senior citizens. The senior population of Wenham breaks down as follows:

Resident Ages	Number of Residents	Percentage of 60+ Population
Ages 60-74	607	60%
Ages 75-89	320	34%
Ages 90 +	65	6%
Total Age 60+	992	100%



James Reynolds, Director
Cathy Tomasello, Administrator
Traci Massimi, Outreach Coordinator

Warren (Bob) Gray, Van Driver
Greg Young, Van Driver
Nick Richards, Van Driver

Housing Authority

The Board of Commissioners along with Paula Mountain, the Executive Director, are responsible for the administration of Enon Village at the Wenham Housing Authority; the complex for the elderly/disabled on Larch Lane and two four-bedroom houses for disabled adults also on Larch Lane. The Wenham Housing Authority also works closely with town offices. Four of the five Commissioners on the Board are elected by the town. Each of the elected commissioners serves a five-year term; these terms are staggered. The fifth Commissioner is appointed by the Governor.

Both the elderly complex at Enon Village and the two houses for disabled adults were built with state funds. The elderly housing complex receives no operating subsidy from the state and is self-sufficient in that it relies solely on rents for its operation. The state occasionally awards grants for specific projects.

The disabled housing is leased to Eliot Community Human Services, Inc. which pays a monthly rent to the Housing Authority. In return for the rent, the Housing Authority provides assistance from its Executive Director and the Maintenance Mechanic and is responsible for capital maintenance. Eliot Community Human Services, Inc. provides the staff support for residents' needs and undertakes preventative maintenance of the buildings. The rent received from Eliot Community Human Services, Inc. is set by the Commonwealth.

With the assistance of Formula Funding through the Department of Housing and Community Development and funds from the WHA's own unrestricted reserves, several capital projects were completed in 2015. A third phase of installing solid surface bathroom tub walls were completed at a cost of \$44,874; tree removal and long overdue pruning was done for \$2,200; the repair of 35 outside water spigots at a cost of \$5,600 and the installation of a new mailbox system for \$9,700 round out the highlights.

The WHA Board of Commissioners, with tenant participation, has adopted a No Smoking Policy which became effective November 1, 2015. Smoking is not permitted in any of our buildings including tenant apartments and common areas. Smoking is permitted outside but must be 25 feet away from all buildings.

Both the tenants of the disabled residences and the elderly/disabled benefit from beautiful grounds at Larch Lane which are maintained by the maintenance staff of the Housing Authority. Enon Village tenants also contribute to the beautification of the grounds through their flower planting and gardening. There are 24 garden plots available to tenants who register, which are assigned on a first-come basis. If, after the one-month sign up period for our tenants, there are any remaining plots available, they are opened up to seniors in the Wenham and Hamilton community. The tenants have also constructed a horseshoe pit area which sees much activity.

Enon Village Elderly/Disabled Housing

Anyone interested in elderly/disabled housing must complete a standard application and have an income below \$47,450 for one person and \$54,200 for two people. A waiting list is maintained, with current residents of Wenham receiving a preference. Rent is calculated on 30% of gross income with utilities included.

The Council on Aging's van service is well-utilized by the tenants at Enon Village. The Housing Authority and the COA sponsor yoga classes for Wenham seniors held at Enon Village on Tuesday and Friday mornings. On Friday afternoons, BINGO is also well attended.

Once again, we express our appreciation to the Police, Fire, and Highway Departments for their continued concern and care on behalf of the Enon Village residents. The Executive Director works with the WISSH Committee, Senior Care and other agencies to ensure that tenants have access to needed social services.

The Board of Commissioners meets 12 times per year on the second Thursday of the month in the community building at Enon Village at 7:00 PM.

If anyone is interested in visiting the facilities at Larch Lane or has questions, please contact the Executive Director at 978-468-1532.

Don Luxton, Chairperson
Bruce Blanchard, Vice- Chairperson
Suzanne Thomas, Commissioner
Arthur Burt, Treasurer
Elizabeth Craig-McCormack, State-Appointee, Vice Treasurer

Paula Mountain, Executive Director
Christopher Cerino, Maintenance
Ron Martineau, Groundskeeper
Jessica Sadoway, Admin. Assistant

Veterans' Services

This department is charged with providing services to veterans, their survivors and dependents under Chapter 115 Massachusetts General Laws. Wenham funds this program for their residents, and is subsequently 75% reimbursed by the Commonwealth. The Veteran Services' Department acts as liaison between the veterans and the state and federal government. This Department assists veterans with all benefits related to their military service: service-connected disabilities, bonuses, pension/annuities, aid and attendance, burial benefits, military records, etc.

Goals Achieved in 2015:

- New Veterans' Services Director passed the state exam to be certified as a Veteran Service Officer (VSO). The Town will receive full 75% reimbursement from the state based on this certification
- Made strides in trying to transition to a paperless office by scanning documents

Priorities for 2016:

- Conduct more outreach
- Complete an independent financial audit and respond accordingly
- Create policies and procedures, and implement best practices
- Update By-Laws

Though the department does not currently have any Wenham residents on Chapter 115 benefits, it has helped a number of veterans with federal benefits and healthcare.

There has been a significant amount of change in the Veterans Services Department. Ryan Lennon, former Veteran Services Director, resigned in May to take a Civil Service position. Karen Tyler was hired as the Veteran Services Director in July. After 30 years working, Georgia Gadbois has retired. Tracey Brown took her place as the Administrative Assistant in December. The change has been positive for the district and the Department is moving forward in the right direction.

Respectfully Submitted,

Karen Tyler
Director of Veterans' Services
Eastern Essex Dept. Veterans' Services
Ipswich Town Hall
25 Green Street
Ipswich, MA 01938

WISSH: Wenham Issues of Social Service Help

The Wenham Issues of Social Service Help (WISSH) was established in 1979 to assist Wenham residents experiencing an emergency financial situation. Members are appointed by the Board of Selectmen. Along with emergency financial assistance, WISSH is a referral agent for Wenham residents who are in need of help with food, medicine, insurance, utility bills, and fuel assistance. The committee has established quarterly meetings which are held at the Wenham Council on Aging building and Town Hall. Meeting dates and times are posted at the Wenham Town Hall.

As of October 2012, and after 2 years of serving on the board, Linda Rich serves as Chair of WISSH and Marisa Bartlett serves as Vice-Chair. Maureen Whitman moved off of the board and Candice Kuebel joined us. WISSH continues to have a direct confidential phone line via town hall; the number is 978-468-5520 x 9. Messages may be left and the board chair will return all calls. A financial screening is completed for each request to determine eligibility for assistance. Strict confidentiality is maintained by using a number-coded system to transact all financing.

Emergency Financial Assistance: In 2015, eight requests for emergency financial assistance were processed. Of those, two were single parents, three were disabled citizens, and three others were seniors.

Funding for WISSH comes from the generosity of town residents who respond to the Board's "as needed" appeal for financial support. WISSH does not receive funding from the Wenham Town Budget, so we are dependent on our generous residents who respond to our solicitation. WISSH has not sent a letter requesting financial support to the town since 2009, but that time may be drawing near. Finally, thank you to our Selectmen and Town Administrator for their help and support this year.

Respectfully submitted,

Linda Rich, Chair

Jane Pederson

Candace Keubel

Cal Perkins

Marisa Bartlett, Vice-Chair

Donald Killam

Tom Tanous

Julie Clay

Trudy Reid

Maribeth Ting

Cal Perkins

Ann Brainard

Community Preservation Commission

In 2005, Wenham voters adopted the Community Preservation Act (CPA). This provides the town with a smart growth tool allowing us as a community to identify and preserve vital historic and open space components of our town and to develop opportunities for growth that maintain the town's heritage and character with the added benefit of some matching state funds.

Specifically, CPA funds can be used to help create affordable housing projects that will meet the state's 10% target. Once that mandate is achieved, all future development will be governed by our own zoning regulations and no longer by state law Chapter 40B. CPA also allows us to develop efficient strategies to preserve and protect our remaining open space, to provide and upgrade recreational facilities, and to restore our historic buildings and properties.

Wenham's CPC welcomes and will give full consideration to all open space, historic, recreational, and affordable housing applications that meet the criteria of the Act. At the April 2015 Town Meeting, the following appropriations were approved:

Town Hall debt (\$150,722), Town records preservation (\$10,000), Patton Park Pool engineering (\$26,880), Patton Park Pool Construction (\$672,000), Wenham Museum building restoration (\$46,260), Wenham Museum glass photo preservation (\$39,099), Community House building restoration (\$27,217), Veterans' Memorial (\$25,000), Historical Commission inventory (\$10,000), Administrative expense (\$8,000).

This year, Wenham recognized \$499,602 in total new funding, \$315,508 of which was raised by the CPA 3% tax surcharge and an additional \$184,094 from the state (60% match).

Currently, there is a balance of \$1,583,500 in available funds. Out of this balance, \$2,010 is reserved for Historic Preservation, \$507,292 for Open Space/Recreation, and \$196,000 for Community Affordable Housing. This leaves almost \$878,250 available to supplement any of the above.

As of July 1, 2015, our members are listed below, and all terms expire on May 31, 2016. A new bylaw is being proposed for Annual Town Meeting 2016 consideration to stagger terms going forward.

Kennon Anderson (At-Large Member)
Arthur Burt (Wenham Housing Authority)
Denis Curran (H-W Recreation Department)
Barbara Locke (Historic District Commission)
Leo Maestranzi (Conservation Commission)
Virginia Rogers (Planning Board)
Thomas Starr (At-Large Member)
Patrick Waddell (At-Large Member)
Harriet Davis (At-Large Member), Chair

Cultural Council

The Hamilton Wenham Cultural Council is part of a grassroots cultural funding network supporting community-based projects in the arts, humanities, and sciences annually. Each year, the council is awarded a little less than \$10,000 in funding from the Massachusetts Cultural Council. Through a competitive grant process, the Hamilton Wenham Cultural Council awards funds to arts, humanities, and interpretive science projects in our communities. In 2015, the Council awarded \$8,974 to 11 organizations. The projects were:

Applicant Name	Project Title	Award
Delvina Theatre Company	The Incredible Mae West	\$ 395
Mass Audobon	Spring Birdwatching	\$ 400
Steve Henderson	Jerry Atric The Older I Get	\$ 400
Cantemus Chamber Chorus	Ticket Benefit	\$ 800
Hamilton Wenham Library	Rollie Pollie Gaucomole Concert	\$ 600
Hamilton Wenham Library	Alex the Jester	\$ 490
The Community House	Sundays at Patton Park	\$ 1,500
The Community House	Libby Fireside Concert Series	\$ 1,250
The Community House	Community House Theater - 2015	\$ 1,500
Gregory Maichack	Metamorphosis	\$ 455
MA Educational Theater Guild	High School Drama Festival	\$ 1,184
		\$ 8,974

Virginia Eaton, Hamilton
 Charlotte Lidrbauch, Hamilton
 Maureen Maier, Wenham (2018)
 Sasha Nostrand, Hamilton
 Lindsay Schnabel, Wenham (2016)
 Maureen Whitman, Wenham (2016)
 Kerry Wiersma, Wenham, Chair (2017)

Iron Rail Commission

The Iron Rail Commission oversees and helps facilitate operations at the town-owned property at 91 Grapevine Road. Space is provided for DPW operations, Boy Scouts, passive walking and biking trails, as well as the Iron Rail Cemetery. Field space for soccer and building rentals to various private sector vendors provide the town with income. Swamp land and open space benefit wildlife and the regional water supply, and avoid detrimental development.

Goals Achieved in 2015:

- Minor repairs such as exterior door replacement and exterior LED lighting have taken place
- The Boy Scouts have started on a program of cleanup and brush clearing around the building's parking area
- A new long-term lease with one tenant has been settled with the town, but the goal of providing new leases to all other tenants has not been accomplished

Priorities for 2016:

- Complete bathroom upgrades by June 2016
- Provide fair leases to all tenants, in compliance with state procurement standards
- Plan for and implement major capital improvements, that have been deferred for years, such as roof and gutter replacement, roadway and parking lot rebuilding, siding and window replacement for the Scout barn, updating the septic system, and the inefficient climate control system that requires constant boiler maintenance and consists of several window air conditioners for cooling. The town is in the process of securing grant funding to help reduce heating system replacement costs

The Town realizes approximately \$90,000 in net income (after expenses) from rental income.

We mourn the loss of long-term commission member Al Dodge. A memorial to Al is being developed by the Scouts, whom Al was dedicated to his whole life.

Residents Al Evans, Jim Romano, and Jason Wachtel have joined the Commission. We still seek one more member. Bill Tyack and Mark Gates manage the buildings' mechanics and maintenance. Hamilton-Wenham Youth Soccer Association manages and maintains the three soccer fields.

Ted Batchelder, Chairman
Al Evans
Jim Romano
Jason Wachtel

Hamilton–Wenham Public Library

The Hamilton-Wenham Public Library is a publicly-funded institution dedicated to the common good by serving the informational, educational, cultural, and recreational needs of the community and encouraging its patrons in the life-long pursuit of learning and personal growth. The library will be responsive to the needs of its diverse users, advocate and support the use of appropriate technology, build an excellent collection, commit itself to the highest ideals of library service and the principles of intellectual freedom, and provide a welcoming meeting place for the community.

In 2015, the library circulated 231,695 items. Our meeting rooms (including some programs that were offered offsite) were used by community groups and library programs a total of 1,393 times. The library offered 399 adult programs, 103 young adult programs, and 365 children's programs. Our reference department answered 17,764 reference questions and our study rooms were used a total of 1,908 times. 727 new cards were issued this year. Our Overdrive downloadable e-book and audio book circulation increased from 1,433 in 2011 to 6,395 in 2015.

We were saddened to lose some of our faithful patrons this year. Many kind and generous friends contributed to the library in the memory of Albert Dodge, Jean Wood, and Anne Gesmundo.

Goals Achieved in 2015:

- Created a mobile-friendly WordPress website at hwlibrary.org
- Added a Wednesday night book club
- Wrote copy for a library ad that aired on WXRV
- Worked with the Friends of the Library to add a gallery of artwork from children's literature located in the first floor children's programming room
- Lead a summer reading program, with 1,135 children participating
- Completed the LSTA *Science is Everywhere* Grant, providing many science workshops for youth
- Hosted six two-month art displays featuring exceptional local talent
- Upgraded the parking lot with LED lighting through a Green Communities Grant
- Received a \$1,000 grant from the Howard P. Colhoun Family Foundation for our audio collection

Priorities for 2016:

- Launch a telescope lending program
- Work with the Friends of the Library to beautify the library grounds
- Upload and annotate the 66 disc collection of *Times Past* Historical DVDs to the Internet Archive
- Expand MakerBot 3-D Printer workshops and e-book offerings
- Perform more outreach to groups and classrooms and continue hosting school fieldtrips
- Improve the wireless technology

We thank our dedicated volunteers who assist in all library departments. Current Library Trustees are Patricia Purdy, Chair; Judy Bubriski, Vice Chair; Julie Clay, Secretary; Gwen Holt, Liaison to the Friends; Nichole Gray and Margaret Whittaker. During 2015, both Madelyn Liberti and Annette Janes stepped down and we thank them for their many years of dedicated service as library trustees.

Most of our programs are funded by the generous support of the Friends of the Hamilton-Wenham Public Library who work tirelessly to support our library. The Friends, under the leadership of Stacy Hughes, purchased supplies for the 3-D printer, new stools for the children's room, and donated library book bags to give to children who signed up for their first library card. The Friends also provided the funds to purchase 13 pieces of framed art by

children's illustrators. Please visit their freshly designed website at www.friendsofhwlibrary.org. The Friends continue to provide the following museum passes for the public to enjoy: Boston by Foot, Children's Museum in Boston, Cape Ann Historical Museum, Concord Museum, DeCordova Museum in Lincoln, Department of Conservation and Recreation, Einstein's Workshop, Harvard Museum of Natural History, House of Seven Gables, Institute of Contemporary Art, Isabella Stewart Gardner, JFK Library and Museum, Museum of Fine Arts, Museum of Science, New England Aquarium, Orchard House, Peabody Essex Museum, Strawberry Banke, Wenham Museum, and Zoo New England. Patrons can call to reserve passes or access the remote sign-up on our website. In 2015, patrons reserved museum passes 1,597 times.

In 2015, the library continued to offer *Grzimek's Animal Life Encyclopedia* in print and online, the online *Chilton Library* for car repair, the *Gale Testing and Education Reference Center* and the *Gale Virtual Reference Collection* featuring over 800 nonfiction e-books. These products enable patrons to access many library resources on a 24/7 basis. We continue to list our programs and events on our website at www.hwlibrary.org. Patrons can order library materials from home through the Evergreen software and access many electronic resources. The statewide databases, including the *Encyclopedia Britannica*, support geo-location, so Massachusetts patrons can access them even without a library card. We also offer our Hamilton and Wenham citizens *Ancestry.com Library Edition*, *American Ancestors*, *Safari Books Online*, two geography databases, *Booklist Online*, *Morningstar Investment Research Center*, and *Cypress Resume*. We use the consortium-wide collection of downloadable e-books and audio books via Overdrive and supplement this with our Overdrive Advantage collection. We continue to offer *Universal Class*, a program that allows Hamilton-Wenham citizens to enroll in or audit over 500 classes at no charge. This year, we also added *Wowbrary* which will generate emails to patrons listing the recently added titles in our collection. Patrons can sign up for *Wowbrary* emails or our Constant Contact newsletter by going to our website or calling us at 978-468-5577.

We held our first Patron Appreciation Day in October because our patrons always have great ideas and suggestions for their library and are extremely kind and generous. We encourage everyone to sign up for a library card, join our *Readers are Leaders* reading challenge, and visit the library often in 2016.



Left: Patrons enjoying Star Wars Reads Day. Right: Ed Emberly and Giles Laroche at the Artists' Reception.

Joint Board of Library Trustees of Hamilton & Wenham

The Joint Board is responsible for the custody and management of the library and its services and facilities located at 14 Union Street in Hamilton and members are active participants in promoting and supporting the mission statement of the Library.

Goals Achieved in 2015:

- Completed work with both towns to adopt and implement a wage matrix for the library staff
- Wrote and approved official *Policies and Procedures* for Trustee meetings
- Worked with the Wenham Board of Selectmen to finalize a three year contract for the Library Director
- Finalized the *Unattended Child Policy*
- Held second Trustees' Meet and Greet and participated in the first Patron Appreciation Day

Priorities for 2016:

- Increase public awareness of all library services
- Promote literacy through interdepartmental collaboration
- Explore internship opportunities for library degree candidates
- Educate the community about the role of the public library trustee

In FY15, the Library received:

- \$1,076 in trust fund income
- \$4,520 in monetary gifts
- \$21,015 in State Aid
- \$1,090 from the local Cultural Council for two summer family programs: Alex the Jester, and the Rolie Polie Guacamole Family Concert

Trust Fund income was used for library materials, staff development and Children's Room aquarium maintenance and gift funds were used for library materials. State Aid Funds were used for technology (hardware and software), furniture, HVAC repairs, science materials for hands-on science workshops for youth, staff development, and subscriptions to *Wowbrary*, *Eventkeeper*, and *Universal Class*.

The Trustees thank both Annette Janes and Madelyn Liberti for their many years of dedicated service to the library and to the Board of Trustees. In 2015, we welcomed new members Julie Clay and Nichole Gray.

Respectfully submitted,
Patricia K. Purdy, Chair
Judith H. Bubriski, Vice-Chair
Julie Clay, Secretary
Gwen Holt, Liaison to the Friends
Nichole Gray
Margaret Whittaker

Hamilton-Wenham Recreation Department

The Hamilton-Wenham Recreation Department's mission is to provide a wide variety of programs designed to improve the quality of life for residents by meeting physical and recreational needs. We promote life long lessons through play, education and community wide events. The Hamilton-Wenham Recreation Department is overseen by a Joint Hamilton and Wenham Recreation Board. The Board is comprised of three Hamilton residents and three Wenham residents.

Goals Achieved in 2015:

- Residents of both Hamilton and Wenham supported the renovation of the Veterans Memorial Pool which is scheduled to reopen in the summer of 2016
- Completed a Master Plan of the Hamilton Wenham High School Athletic Complex which, if constructed, will help to alleviate the overuse of our parks and fields
- Saw an increase in participation of over 100% from the previous year in all of our activities and programs
- Added multiple programs over the course of the year, and will continue to grow offerings to nearly 50 different programs per season
- Co-sponsored the first-ever Community Summer Celebration which concluded with a fireworks show in Patton Park
- Refurbished the tennis courts at Patton Park
- Repaired the fencing along the tennis courts at Pingree Park
- Participated in Pumpkin Fest, which brought together families from both communities to enjoy a day of pumpkin carving, arts and crafts, and the much anticipated costume parade, where children walk through downtown and trick or treat at local businesses
- Accepted donations to construct new dugouts in Patton Park that will be used by all baseball players in both communities
- Continued to improve our website to make the registration process for our programs as seamless as possible
- Worked closely with the schools on upkeep and maintenance of shared athletic facilities
- Continue to provide support to both the Hamilton and Wenham DPW for field and facilities maintenance
- Refurbished the gym floor in the Recreation Center

Priorities for 2016:

- Continue to provide effective customer service to all of our participants and strive to reach outside the box, looking for new programming ideas
- To help solve the two communities playing fields issues by further finding ways to help alleviate the overuse of our fields and parks
- Continue to increase our program participation numbers, with an emphasis on our growing adult programming

Respectfully Submitted

Sean Timmons, Recreation Director

Mary Buntin, Wenham
Denis Curran, Wenham
John Cusolito, Wenham
Steve Ozahowski, Hamilton, Chair
Brad Tilley, Hamilton
Phil Tocci, Hamilton

Veterans' Memorial Committee

The Veterans Memorial Committee was appointed by the Board of Selectmen in 2007 to locate, design and construct a suitable memorial to honor Wenham Veterans.

Goals Achieved:

- The “Car Barn Lot”, at the corner of Main Street and Arbor Street was selected for the location
- Over \$225,000 has been raised for construction and \$ 25,000 of CPA funds have been appropriated
- The Monument was dedicated on Veteran’s Day in 2014

Priorities for 2016:

- Complete the final project phase, including:
 - Install walkways and curbing
 - Finish landscaping, including installing shrubs and additional trees, as well as a lawn
- Install memorial benches

Respectfully submitted,

Bob Blanchard

Bruce Blanchard, Co-Chair

Albert W. Dodge (*Deceased*)

Peter Hersee, Co-Chair

Stephen Kavanagh

Howard Morong (*Deceased*)

Dean Pederson

John Perkins

Tom Tanous

Bill Tyack

Hamilton-Wenham Regional School District

The mission of the Hamilton-Wenham Regional School District (HWRSD) is to educate our children to become young adults who are of good character and demonstrate mastery of the knowledge and skills needed to be successful members of our global economy and engaged citizens of the 21st Century.

Goals Achieved in 2015:

- Re-instituted a Team-Based Model at the Miles River Middle School
- Implemented no-cost, full-day kindergarten for all students
- 1:1 iPad Program for all students in grades 9-11. All HWRHS students will have an iPad in the 2016-2017 School Year
- Developed a Master Plan to guide future program development

HWRSD Improvement Priorities for the 2015-2016 School Year:

- Develop PK-12 curriculum documents that clearly define for all stakeholders what students will need to know and be able to do in order to be successful in the HWRSD
 - A. Develop a set of PK-12 Transfer Goals for each academic discipline according to the Schooling by Design Model (Task 1)
 - B. Develop a set of PK-12 Overarching Understandings and Overarching Essential Questions for each curricular area (Task 2)
 - C. Use developed PK-12 Transfer Goals, Overarching Understandings and Essential Questions to develop cross-curricular PK-12 Transfer Goals and Overarching Understandings and Essential Questions (Task 3)
- Implement a schedule at Miles River Middle School that utilizes time to support the needs of all middle school aged learners and at Hamilton-Wenham Regional High School that maximizes opportunities for teachers to collaborate to improve curriculum instruction and assessment
- Organize to develop a road map for educational program development in the HWRSD based on the options presented in the HWRSD in the Master Plan Document and further refined through the development of Long Term Transfer Goals
- Develop a 5 Year Capital Plan to address the HWRSD's current facilities needs and to provide facilities that best support our future model

The HWRSD currently serves 1765 students in grades K-12. 607 of these students are Wenham residents. Three elementary schools, Bessie Buker in Wenham and Cutler and Winthrop Elementary in Hamilton, serve students in grades K-5. Students in grades 6-8 attend Miles River Middle School and grade 9-12 students attend Hamilton-Wenham Regional High School.

To serve these students, the HWRSD is currently staffed with approximately 298 Full-Time Equivalent (FTE) positions. Professional teaching staff, 179 in total, makes up 60% of these FTEs. Teaching assistants (57 FTE) make up the next largest group, with the remaining 62 positions distributed among administrators, nurses, administrative assistants and custodial/maintenance functions.

The FY16 Total Expenditures Budget was approved by both Hamilton and Wenham Town Meeting for the amount of \$30,323,089. The FY17 Budget is presented in detail on the HWRSD Website: www.hwschools.net.

The HWRSD would like to recognize the retirements of the following teachers:

Marcia Davis	Teacher	Winthrop
Margit Day	English Teacher	RHS
Donna Hilton	Secretary	Cutler
Joanne Hobbs	Nurse	MRMS
Lee Karpa	English Teacher	RHS
Hugh Kirkland	Guidance	RHS
Tony Walsh	Math	RHS

We thank them for their many years of service to the HWRSD!

Essex North Shore Agricultural & Technical School District

William H. Lupini, Ed.D.
Interim Superintendent

William O. Nichols
Wenham School Committee Representative

Essex Technical High School (ETHS) is Massachusetts' newest regional technical and agricultural high school, serving seventeen (17) member communities on the North Shore and over thirty-five (35) communities statewide. Our mission is to provide students with both an academic and technical education that expands their opportunities after high school.

Twenty-four (24) career technical programs are available to students from member communities; students from other communities select from among eight agricultural and natural resource programs.

Enrollment in 2016 is approximately 1200 students, with over 1000 applications for 360 openings for grade nine. Completed in 2014, the building is designed for 1400 students. ETHS is organized as four academies, each with programs that share similar career and business objectives:

Animal and Plant Sciences

Veterinary Science
Equine Science
Companion Animals

Natural Resource Management
Greenhouse Management/Floriculture

Life and Natural Sciences

Cosmetology
Environmental Technology
Biotechnology

Dental Assisting
Health Assisting

Construction Technology

Electricity
Carpentry
Plumbing
Heating, Ventilation, Air-
Conditioning/Refrigeration

Masonry & Tile-Setting
Landscape & Turf Management
Aporiculture

Technology and Services

Automotive Technology
Collision Repair and Refinishing
Culinary Arts
Design and Visual Communication

Graphic Communication
Information Technology Systems
Machine Tool Technology

All academic and career-technical courses follow the Massachusetts curriculum frameworks, and students are encouraged to take a program of study that prepares them for college and a career. All ETHS academic courses are college preparatory and include Honors and Advanced Placement options. We have an Early College Program with North Shore Community College along with articulation agreements with other colleges and universities that provide our students with opportunity to take college courses and to receive credit for career-technical courses at ETHS.

Our Cooperative Education Program places upperclassmen in businesses where they work among professionals in their career majors. Several of the career-technical programs are open to the local community—the Maple Street Bistro and Café, the Salon, Pet Grooming, Automotive and Collision Repair, and Blooming Designs offer students opportunity to serve customers. Business and industry representatives on our Program Advisory Committee ensure our curricular focus is on workforce needs. The majority of ETHS graduates attend two- and four-year colleges, and we continue to place 100 percent of graduates in colleges, jobs, or the military.

Education goes beyond curriculum. ETHS provides students with extracurricular activities that include MIAA competitive sports, intramural athletics, and various clubs and service groups, including SkillsUSA and FFA, organizations that encourage students to explore and develop additional skills across their career technical disciplines. Essex Technical High School offers a unique combination of career-technical programs from current industry and agriculture, a comprehensive academic program, and broad-ranging student activities unavailable in one school, on one campus. Currently, Essex North Shore Agricultural & Technical School District enrolls 10 Wenham residents.



Appendix A

FY 2015

Financial Documents

2015

Annual Town Report

Part I, Appendix A

Town of Wenham

Combined Balance Sheet 07/01/2014 - 6/30/2015

	General Fund	Special Revenue Funds	Capital Project Funds	Trust Fund	Agency Fund	General Long Term Debt	General Fixed Assets	Total
ASSETS								
Cash/Investments	1,965,118.56	3,375,176.11	263,304.98	2,402,390.32	23,443.17			8,029,433.14
Property Taxes	264,490.39							264,490.39
Provision for Abate & Exempt	(50,389.06)							(50,389.06)
Tax Liens	137,012.23							137,012.23
Tax Foreclosures	367,279.50							367,279.50
Excises	90,400.49							90,400.49
Intergovernmental								-
Receivables - Other	104.90	23,757.50						23,862.40
CPA- Receivables		2,582.27						2,582.27
Water Receivables		29,353.14						29,353.14
Amount to be Provided for Long						5,400,000.00		5,400,000.00
TOTAL ASSETS	2,774,017.01	3,430,869.02	263,304.98	2,402,390.32	23,443.17	5,400,000.00	-	14,294,024.50

	General Fund	Special Revenue Funds	Capital Project Funds	Trust Fund	Agency Fund	General Long Term Debt	General Fixed Assets	Total
LIABILITIES								
Warrants Payable	202,543.52							202,543.52
Accrued Wages Payable	119,104.31							119,104.31
Withholdings Payable								-
Unclaimed Checks	351.69							351.69
Other Liabilities	50,995.26							50,995.26
Guarantee Deposits Payable					23,443.17			23,443.17
Def Rev Property Tax	214,101.33							214,101.33
Def Rev Tax Liens	137,012.23							137,012.23
Def Rev Tax Foreclosures	367,279.50							367,279.50
Def Rev Excise	90,400.49							90,400.49
Def Rev Intergovernmental								-
Def Rev Other Receivables		23,757.50						23,757.50
Def Rev CPA		2,582.27						2,582.27
Def Rev Water		29,353.14						29,353.14
Bonds Payable						5,400,000.00		5,400,000.00
TOTAL LIABILITIES	1,181,788.33	55,692.91	-	-	23,443.17	5,400,000.00	-	6,660,924.41

Town of Wenham

Combined Balance Sheet 07/01/2014 - 6/30/2015

	General Fund	Special Revenue Funds	Capital Project Funds	Trust Fund	Agency Fund	General Long Term Debt	General Fixed Assets	Total
Fund Balances								
Invested in General Fixed								-
Reserved for Encumbrances	53,046.36	5,673.93						58,720.29
Reserved for Perpetual				2,074,097.00				2,074,097.00
Reserved for Cont Appropriations	425,000.00			328,293.32				753,293.32
Reserved for CPA		756,024.50						756,024.50
Designated for Subsequent								-
Undesignated General Fund	1,114,182.32							1,114,182.32
Undesignated Special Revenue		610,326.97						610,326.97
Undesignated Capital Projects			263,304.98					263,304.98
Undesignated CPA		1,842,707.42						1,842,707.42
Undesignated Water Surplus		160,443.29						160,443.29
Undesignated Capital Projects								-
Revenue								-
Expenditures								-
TOTAL FUND BALANCES	1,592,228.68	3,375,176.11	263,304.98	2,402,390.32	-	-	-	7,633,100.09

TOTAL LIABILITIES & FUND BALANCES	2,774,017.01	3,430,869.02	263,304.98	2,402,390.32	23,443.17	5,400,000.00	-	14,294,024.50
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City/Town of WENHAM

Cash Reconciliation for June 30, 2015

Total Treasurer's Cash and Investments (6/30 quarterly report)	<u>\$8,017,904.00</u>
Other trust funds not in custody of Treasurer	<u>\$0.00</u>
Total Cash and Investments	<u><u>\$8,017,904.00</u></u>
Accountant's/Auditor's Cash and Investments (per balance sheet)	
General Fund	<u>\$1,965,119.00</u>
Special Revenue Funds	<u>\$3,375,176.00</u>
Capital Projects Funds	<u>\$263,305.00</u>
Enterprise Funds	<u>\$0.00</u>
Trust and Agency Funds	<u>\$2,425,833.00</u>
Total per general ledger	<u>\$8,029,433.00</u>
Reconciling Items (specify)	
Warrants Payable	<u>\$-7,490.00</u>
Petty Cash	<u>\$0.00</u>
DEPOSIT IN TRANSIT	<u>\$-3,922.00</u>
CASH ADJ	<u>\$-117.00</u>
_____	<u>\$0.00</u>
_____	<u>\$0.00</u>
_____	<u>\$0.00</u>
Total Adjusted Accountant's/Auditor's Cash and Investments	<u><u>\$8,017,904.00</u></u>
Variance (explain)	<u><u>\$0.00</u></u>

Leslie Davidson, Treasurer, Wenham, 978-468-5520
(Treasurer)

8/24/2015 12:32 PM
(Date)

.....
Angel A Wills, Finance Director Accountant, Wenham, 978-468-5520
(Accountant/Auditor)

8/7/2015 10:31 AM
(Date)

Massachusetts Department of Revenue, Division of Local Services
Schedule of Outstanding Receivables
City/Town of WENHAM
Fiscal Year: 2015

	Detail per Treasurer/Collector	Balance per General Ledger	Variance
Real Estate Taxes			
Levy of 2015	169314	169314	0
Levy of 2014	13467	13467	0
Levy of 2013	11189	11189	0
Levy of 2012	0	0	0
Prior Years	1117	1117	0
Total	195087	195087	0
Personal Property Taxes			
Levy of 2015	395	395	0
Levy of 2014	422	422	0
Levy of 2013	422	422	0
Levy of 2012	432	432	0
Prior Years	5833	5833	0
Total	7504	7504	0
Deferred Property Taxes			
Deferred Property Taxes	61900	61900	0
Taxes in Litigation			
Taxes in Litigation	0	0	0
Motor Vehicle Excise			
Levy of 2015	61361	61361	0
Levy of 2014	4116	4116	0
Levy of 2013	2988	2988	0
Levy of 2012	1319	1319	0
Prior Years	20616	20616	0
Total	90400	90400	0
Tax Liens/Tax Title			
Tax Liens/Tax Title	137012	137012	0
Tax Foreclosures/Tax Possessions			
Tax Foreclosures/Tax Possessions	367280	367280	0
Other Excise Taxes			
Boat Excise	0	0	0
Farm animal excise	0	0	0

Massachusetts Department of Revenue, Division of Local Services
Schedule of Outstanding Receivables
City/Town of WENHAM
Fiscal Year: 2015

	Detail per Treasurer/Collector	Balance per General Ledger	Variance
Classified forest land	0	0	0
Other:	0	0	0
Other:	0	0	0
User Charges Receivables			
Water	29353	29353	0
Sewer	0	0	0
Other:	0	0	0
Other:	0	0	0
Other:	0	0	0
Other:	0	0	0
Utility Liens Added to Taxes			
Utility Liens Added to Taxes	0	0	0
Departmental and Other Receivables			
Ambulance	0	0	0
Other:	0	0	0
Other:	0	0	0
Other:	0	0	0
Other:	0	0	0
Special Assessments Receivable			
Unapportioned assessments	0	0	0
Apportioned assessments added to taxes	0	0	0
Committed interest added to taxes	0	0	0
Apportioned assessments not yet due	0	0	0
Suspended assessments	0	0	0
Special assessments tax liens	0	0	0

Angel A Wills, Finance Director Accountant, Wenham, 978-468-5520
 (Accountant/Auditor)

8/7/2015 11:47 AM
 (Date)

Leslie Davidson, Treasurer, Wenham, 978-468-5520
 (Collector/Treasurer)

8/24/2015 1:01 PM
 (Date)

Leslie Davidson, Treasurer, Wenham, 978-468-5520
 (Treasurer)

8/24/2015 1:01 PM
 (Date)

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2014	+ Issued	- Retired	= Outstanding June 30, 2015	Interest Paid in FY15
Building	4,731,000	3,382,600	3,879,000	4,234,600	173,595
Departmental Equipment	190,000	-	75,000	115,000	6,266
School Buildings	-	-	-	-	-
School Other	-	-	-	-	-
Sewer	537,000	-	39,000	498,000	14,728
Solid Waste Landfill	-	-	-	-	-
Other Inside	-	-	-	-	-
SUB-TOTAL Inside	5,458,000	3,382,600	3,993,000	4,847,600	194,589

Long Term Debt Outside the Debt Limit					
--	--	--	--	--	--

Airport	-	-	-	-	-
Gas/Electric Utility	-	-	-	-	-
Hospital	-	-	-	-	-
School Buildings	-	-	-	-	-
Sewer	-	-	-	-	-
Solid Waste Landfill	-	-	-	-	-
Water	622,000	392,400	512,000	502,400	14,414
Other Outside	-	-	-	-	-
SUB-TOTAL Outside	622,000	392,400	512,000	502,400	14,414
GRAND TOTAL	6,080,000	3,775,000	4,505,000	5,350,000	209,003

Please complete both sides of this report and return it to the Division of Local Services no later than September 30th.

I certify to the best of my knowledge that this information is complete and accurate as of this date.

Treasurer: _____ Date: _____

I certify that long and short term debt as identified in this Statement of Indebtedness is in agreement with the general ledger controls in my department and are also reflected on the balance sheet.

Accounting Officer: _____ Date: _____

**THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF REVENUE
TAX RATE RECAPITULATION**

FISCAL 2016

**OF
WENHAM**

City / Town / District

I. TAX RATE SUMMARY

la. Total amount to be raised (from IIe)	\$	19,590,888.39
lb. Total estimated receipts and other revenue sources (from IIIe)		6,184,214.00
lc. Tax levy (Ia minus Ib)	\$	13,406,674.39
ld. Distribution of Tax Rates and levies		

CLASS	(b) Levy percentage (from LA - 5)	(c) IC above times each percent in col (b)	(d) Valuation by class (from LA - 5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	96.3226%	12,913,657.35	760,521,364	16.98	12,913,652.76
Net of Exempt	^a				0.00
Open Space	0.0000%	0.00	0		0.00
Commercial	2.6366%	353,480.38	20,817,663	16.98	353,483.92
Net of Exempt					0.00
Industrial	0.1100%	14,747.34	868,300	16.98	14,743.73
SUBTOTAL	99.0692%		782,207,327		13,281,880.41
Personal	0.9308%	124,789.33	7,349,469	16.98	124,793.98
TOTAL	100.0000%		789,556,796		13,406,674.39

MUST EQUAL IC


Board of Assessors of **WENHAM**
City / Town / District

NOTE : The information was Approved on 10/30/2015.

Stephen B. Gasperoni, Chief Assessor, Wenham, 978-468-5520	10/5/2015 4:17 PM	I am authorized to sign for the Wenham Board ...
Stephen B. Gasperoni, Chief Assessor, Wenham, 978-468-5520	10/5/2015 4:17 PM	I am authorized to sign for the Wenham Board ...
Stephen B. Gasperoni, Chief Assessor, Wenham, 978-468-5520	10/5/2015 4:17 PM	I am authorized to sign for the Wenham Board ...
Assessor	Date	(Comments)

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By James Podolak
Date : 30-OCT-15
Approved : Dennis Mountain
Director of Accounts


 (Anthony A Rassias)

TAX RATE RECAPITULATION

FISCAL 2016

WENHAM

City / Town / District

II. Amounts to be raised

Ila. Appropriations (col.(b) through col.(e) from page 4)	\$	17,644,351.00
Ilb. Other amounts to be raised		
1. Amounts certified for tax title purposes	10,000.00	
2. Debt and interest charges not included on page 4	0.00	
3. Final court judgements	0.00	
4. Total overlay deficits of prior years	0.00	
5. Total cherry sheet offsets (see cherry sheet 1-ER)	9,070.00	
6. Revenue deficits	0.00	
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00	
8. Authorized Deferral of Teachers' Pay	0.00	
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00	
10. Other (specify on separate letter)	1,509,013.00	
TOTAL Ilb (Total lines 1 through 10)		1,528,083.00
Ilc. State and county cherry sheet charges (C.S. 1-EC)		219,987.00
Ild. Allowance for abatements and exemptions (overlay)		198,467.39
Ile. Total amount to be raised (Total Ila through Ild)	\$	19,590,888.39

III. Estimated receipts and other revenue sources

IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total)	\$	415,625.00
2. Massachusetts school building authority payments		0.00
TOTAL IIIa		415,625.00
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (page 3, col(b), Line 24)	2,094,361.00	
2. Offset Receipts (Schedule A-1)	0.00	
3. Enterprise Funds (Schedule A-2)	0.00	
4. Community Preservation Funds (See Schedule A-4)	2,916,191.00	
TOTAL IIIb		5,010,552.00
IIIc. Revenue sources appropriated for particular purposes		
1. Free cash (page 4, col.(c))	0.00	
2. Other available funds (page 4, col.(d))	5,000.00	
TOTAL IIIc		5,000.00
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1a. Free cash..appropriated on or before June 30, 2015	425,000.00	
b. Free cash..appropriated on or after July 1, 2015	0.00	
2. Municipal light source	0.00	
3. Teachers' pay deferral	0.00	
4. Other source : EDUCATION STABILIZAION	328,037.00	
TOTAL IIId		753,037.00
IIIe. Total estimated receipts and other revenue sources	\$	6,184,214.00
(Total IIIa through IIId)		

IV. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from Ile)	\$	19,590,888.39
b. Total estimated receipts and other revenue sources (from IIIe)	\$	6,184,214.00
c. Total real and personal property tax levy (from Ic)	\$	13,406,674.39
d. Total receipts from all sources (total IVb plus IVc)	\$	19,590,888.39

LOCAL RECEIPTS NOT ALLOCATED *

TAX RATE RECAPITULATION

WENHAM

City/Town/District

	(a) Actual Receipts Fiscal 2015	(b) Estimated Receipts Fiscal 2016
==> 1 MOTOR VEHICLE EXCISE	639,825.00	551,671.00
2 OTHER EXCISE		
==> a.Meals	0.00	0.00
==> b.Room	0.00	0.00
==> c.Other	0.00	0.00
==> 3 PENALTIES AND INTEREST ON TAXES AND EXCISES	83,412.00	37,500.00
==> 4 PAYMENTS IN LIEU OF TAXES	11,275.00	12,500.00
5 CHARGES FOR SERVICES - WATER	465,927.00	423,365.00
6 CHARGES FOR SERVICES - SEWER	0.00	0.00
7 CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
8 CHARGES FOR SERVICES - SOLID WASTE FEES	0.00	0.00
9 OTHER CHARGES FOR SERVICES	64,362.00	85,000.00
10 FEES	36,383.00	15,000.00
11 RENTALS	142,432.00	147,000.00
12 DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
13 DEPARTMENTAL REVENUE - LIBRARIES	3,395.00	4,000.00
14 DEPARTMENTAL REVENUE - CEMETERIES	16,850.00	8,000.00
15 DEPARTMENTAL REVENUE - RECREATION	0.00	0.00
16 OTHER DEPARTMENTAL REVENUE	28,028.00	30,000.00
17 LICENSES AND PERMITS	91,010.00	65,000.00
18 SPECIAL ASSESSMENTS	642,632.00	703,625.00
==> 19 FINES AND FORFEITS	27,162.00	10,000.00
==> 20 INVESTMENT INCOME	1,955.00	1,700.00
==> 21 MEDICAID REIMBURSEMENT	0.00	0.00
==> 22 MISCELLANEOUS RECURRING (PLEASE SPECIFY)	40,070.00	0.00
23 MISCELLANEOUS NON-RECURRING (PLEASE SPECIFY)	0.00	0.00
24 TOTALS	\$ 2,294,718.00	\$ 2,094,361.00

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the Fiscal 2016 tax rate recapitulation form by the City, Town or District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Angel A Wills, Finance Director Accountant, Wenham, 978-468-5520

10/21/2015 1:28 PM

Accounting Officer

Date

* Do not include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or revolving funds on Schedule A-3. Written documentation should be submitted to support increases / decreases of estimated receipts to actual receipts.

==> Written documentation should be submitted to support increases/ decreases of FY 2015 estimated receipts to FY2016 estimated

CERTIFICATION OF APPROPRIATIONS AND SOURCES OF FUNDING

TAX RATE RECAPITULATION

FISCAL 2016

WENHAM

City / Town / District

APPROPRIATIONS							AUTHORIZATIONS	
							MEMO ONLY	
City / Town Council or Town Meeting Dates	FY*	(a) Total Appropriations of Each Meeting	(b) ** From Raise and Appropriate	(c) From Free Cash See B-1	(d) From Other Available Funds See B-2	(e) From Offset Receipts (See A-1), Enterprise Funds (See A-2), or Community Preservation Fund (See A-4)	(f) *** Revolving Funds (See A-3)	(g) Borrowing Authorization
04/11/2015	2016	16,212,173.00	16,212,173.00	0.00	0.00	0.00	0.00	0.00
04/11/2015	2016	40,000.00	0.00	0.00	0.00	40,000.00	0.00	0.00
04/11/2015	2016	40,000.00	0.00	0.00	0.00	40,000.00	0.00	0.00
04/11/2015	2016	40,000.00	0.00	0.00	0.00	40,000.00	0.00	0.00
04/11/2015	2016	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00
04/11/2015	2016	150,722.00	0.00	0.00	0.00	150,722.00	0.00	0.00
04/11/2015	2016	39,099.00	0.00	0.00	0.00	39,099.00	0.00	0.00
04/11/2015	2016	46,260.00	0.00	0.00	0.00	46,260.00	0.00	0.00
04/11/2015	2016	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00
04/11/2015	2016	25,000.00	0.00	0.00	0.00	25,000.00	0.00	0.00
04/11/2015	2016	27,217.00	0.00	0.00	0.00	27,217.00	0.00	0.00
04/11/2015	2016	26,880.00	0.00	0.00	0.00	26,880.00	0.00	0.00
04/11/2015	2016	672,000.00	0.00	0.00	0.00	672,000.00	0.00	0.00
04/11/2015	2016	8,000.00	0.00	0.00	0.00	8,000.00	0.00	0.00
04/11/2015	2016	0.00	0.00	0.00	0.00	0.00	0.00	201,738.00
04/11/2015	2016	0.00	0.00	0.00	0.00	0.00	0.00	405,000.00
04/11/2015	2016	272,000.00	0.00	0.00	0.00	272,000.00	0.00	0.00
04/11/2015	2016	5,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00
04/11/2015	2016	20,000.00	20,000.00	0.00	0.00	0.00	0.00	0.00
04/11/2015	2016	0.00	0.00	0.00	0.00	0.00	20,000.00	0.00
Totals		17,644,351.00	16,232,173.00	0.00	5,000.00	1,407,178.00		
		Must Equal Cols. (b) thru (e)						

I hereby certify that the appropriations correctly reflect the votes taken by City / Town / District Council.

WENHAM

Dianne K Bucco, Town Clerk, Wenham, 978-468-5520

10/21/2015 3:19 PM

City/Town/District

Clerk

Date

**TOWN OF WENHAM
TRUST FUND REPORT
JULY 1, 2014 - JUNE 30, 2015**

NAME OF FUND	ORIGINAL ENDOWMENT	BALANCE 7/1/2014	INTEREST EARNED	OTHER INCOME	EXPENDED	BALANCE 6/30/2015
Cemetery Flower Funds						
Abbott Fund	200.00	223.23	1.81		9.76	215.28
George Badger Fund	100.00	104.85	0.85		2.18	103.52
Batchelder Fund	400.00	440.05	3.57		16.96	426.66
Becker Fund	1,000.00	1,184.87	9.61		76.25	1,118.23
Lloyd Brooks Fund	200.00	212.94	1.72		5.65	209.01
John D. Cannon Fund	175.00	176.50	1.40		1.01	176.89
Frank Corning Fund	200.00	201.01	1.64		0.89	201.76
D'Ambrosio Fund	200.00	264.11	2.15		26.09	240.17
Elizabeth Dodge Fund	200.00	201.01	1.64		0.89	201.76
Philip Ellwood Dodge Fund	200.00	201.01	1.64		0.89	201.76
Margaret R. Dudley Fund	200.00	200.99	1.59		0.86	201.72
Almont & Eleanor Elwell Fund	200.00	201.01	1.64		0.89	201.76
A & E Cosh Fund	500.00	616.50	4.98		47.73	573.75
Dorothy Pulsifier Fund	500.00	618.73	5.03		48.63	575.13
Mercy Featherstone Fund	425.00	481.47	3.93		23.59	461.81
Goodridge & Larabee Fund	200.00	201.01	1.64		0.89	201.76
Earle E. Johnson Fund	200.00	201.01	1.64		0.89	201.76
Col. Henry F. Kent Fund	200.00	201.01	1.64		0.89	201.76
George Kilham Fund	200.00	201.01	1.59		0.87	201.73
William E. Ludden Fund	200.00	225.79	1.84		10.79	216.84
Walter C. Ober Fund	400.00	471.76	3.83		29.63	445.96
Lena Peck Fund	225.00	243.12	1.98		7.78	237.32
A & M Perkins Fund	200.00	202.18	1.66		1.36	202.48
Edward A. Perkins Fund	200.00	240.21	1.94		16.54	225.61
Ruth D. Perkins Fund	500.00	692.50	5.61		78.10	620.01
John H. Rice Fund	100.00	100.50	0.78		0.43	100.85
Ralph M. Smith Fund	200.00	253.53	2.06		21.86	233.73
Elbridge Stanley Fund	200.00	204.84	1.65		2.41	204.08
Ethel B. Wentworth Fund	200.00	243.58	1.98		17.89	227.67
General Cemetery Funds						
David O. Allen Fund	475.00	1,340.37	10.87			1,351.24
Hattie L. Batchelder Fund	596.68	1,427.24	11.55			1,438.79
JH & ML Perkins Fund	1,000.00	2,002.32	16.26			2,018.58
Ethel B. Wentworth Fund	1,000.00	1,626.29	13.17			1,639.46
General Charity Funds						
John K. Dodge Fund	500.00	520.14	4.20			524.34
Mary E. Perkins Fund	3,000.00	3,110.47	25.22			3,135.69
Ralph M. Smith Fund	34,000.00	35,241.69	285.56			35,527.25
Elizabeth P. Tilton Fund	3,000.00	3,110.47	25.22			3,135.69
Benjamin F. Young Fund	1,620.00	1,680.89	13.61			1,694.50
Library Memorial Funds						
Louise E. Brown Fund	66,108.65	67,334.60	545.58			67,880.18
Charles W. & Marjorie Davis Fund	4,780.00	5,680.90	46.03			5,726.93
Judson W. Dodge Fund	500.00	1,630.31	13.23			1,643.54
Edwin P. Hawkins Fund	100.00	313.07	2.54			315.61
Dorothy Jones Library Fund	42.37	89.68	0.71			90.39
Francis Dolan Library Fund	260.36	539.78	4.39			544.17
Bernice H. Mersereau Library Fund	1,163.64	2,372.99	19.21			2,392.20
Leon W. Bishop Library Fund	1,164.97	1,456.42	11.81			1,468.23
Dodge Public Library Fund	1,808.95	3,679.41	29.80			3,709.21

**TOWN OF WENHAM
TRUST FUND REPORT
JULY 1, 2014 - JUNE 30, 2015**

NAME OF FUND	ORIGINAL ENDOWMENT	BALANCE 7/1/2014	INTEREST EARNED	OTHER INCOME	EXPENDED	BALANCE 6/30/2015
John Harnett Jr. Library Fund	2,430.15	4,540.77	36.79			4,577.56
Justin Allen Library Fund	1,164.12	1,215.98	9.86			1,225.84
John F. & Ann Neary Library Fund	2,871.45	3,313.84	26.84			3,340.68
Priscilla Johnson Library Fund	540.00	865.37	7.01			872.38
Anita Bruyere Library Fund	490.00	994.84	8.06			1,002.90
Dr. Donald Conwell Library Fund	3,570.00	4,353.79	35.27			4,389.06
Katlyn MacCready Bird Educ'l Lib Fund	9,248.68	10,849.11	87.92		530.74	10,406.29
Marion K. Wilks Library Fund	2,490.00	3,394.65	27.50			3,422.15
James Hompe Memorial Library Fund	940.00	2,013.01	16.31			2,029.32
Percival & Elinor G. Whipple Library Fund	9,490.00	9,775.22	79.19			9,854.41
Newalt Rose A. Richards Mem'l Lib Trust	2,935.00	3,724.21	30.18			3,754.39
Eleanor H. Belton Mem'l Lib Trust	1,100.00	1,945.12	15.77			1,960.89
Elizabeth L. Beckett Mem'l Lib Trust Fund	975.00	1,398.01	11.33			1,409.34
Nielson Fund	3,000.00	7,008.06	56.77			7,064.83
Rae Scott Memorial Trust	12,000.00	12,547.91	101.10		560.00	12,089.01
Katherine Duffy Lib Trust Fund	143,601.69	146,343.41	1,183.97		1,800.00	145,727.38
Susan D Lillie Library Trust Fund	59,790.00	60,159.64	335.21			60,494.85
Perpetual Care Trust Funds						
Perkins War Memorial Perpetual Care	83,208.72	85,989.42	927.48			86,916.90
Perkins Cemetery Perpetual Care	143,533.05	148,657.41	879.15			149,536.56
Cemetery Perpetual Care Fund	175,065.98	184,398.57	2,518.89			186,917.46
Other Funds Reserved for Giving						
Education Fund		10,094.10	81.78			10,175.88
Scholarship Fund		3,855.95	31.24			3,887.19
Elderly and Disabled Fund		11,882.43	96.28			11,978.71
Wenham Affordable Housing Trust		619,910.84	1,814.46	23,515.59		645,240.89
Wenham Affordable Home Improvement		214,682.32	1,676.52			216,358.84
WISSH Financial Assistance		15,622.95			2,032.23	13,590.72
WISSH Elderly Housing		10,605.00			1,876.41	8,728.59
Conservation Fund						
		49,839.08	1,471.84			51,310.92
OPEB Fund						
		5,007.43	363.84	20,000.00		25,371.27
Stabilization Fund						
		508,197.18	4,117.77			512,314.95
TOTALS	787,489.46	2,285,352.99	17,200.33	43,515.59	7,251.98	2,338,816.93



Appendix B

FY 2015

Independent Financial Audit Report

2015

Annual Town Report

Part I, Appendix B

TOWN OF WENHAM, MASSACHUSETTS

***REPORT ON EXAMINATION OF
BASIC FINANCIAL STATEMENTS***

YEAR ENDED JUNE 30, 2015

TOWN OF WENHAM, MASSACHUSETTS

REPORT ON EXAMINATION OF BASIC FINANCIAL STATEMENTS

JUNE 30, 2015

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Independent Auditor's Report

To the Honorable Board of Selectmen
Town of Wenham, Massachusetts

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Wenham, Massachusetts, as of and for the year ended June 30, 2015, which collectively comprise the Town's basic financial statements as listed in the table of contents, and the related notes to financial statements.

Management's Responsibility for the Financial Statements

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 and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of 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 assessment, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as the 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, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Wenham, Massachusetts, as of June 30, 2015, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in conformity 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 required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Governmental Auditing Standards

In accordance with *Governmental Auditing Standards*, we have also issued our report dated January 15, 2016, on our consideration of the Town of Wenham's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Wenham's internal control over financial reporting.



January 15, 2016

Management's Discussion and Analysis

Management's Discussion and Analysis

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the Town's basic financial statements. These basic financial statements comprise of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

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

The *statement of net position* presents information on all assets and deferred outflows and liabilities and deferred inflows, with the difference between them 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 government's net position changed during the most recent 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 periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities include general government, public safety, education, public works, human services, culture and recreation, community preservation, and interest. The Town's business-type activities relate to the water activities.

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 three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. The focus of Town's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's 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 year.

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 fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Town adopts annual appropriated budgets for its general fund and community preservation fund. Budgetary comparison schedules have been provided as required supplementary information after the notes to the financial statements to demonstrate compliance with these budgets.

Proprietary funds. Enterprise funds are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Town maintains one proprietary fund to account for its water activities.

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 statement because the resources of those funds are *not* available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds. The Town maintains an Other Postemployment Benefits Trust fund.

Notes to the basic 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* concerning the Town's budgetary basis of accounting as well as pension and other postemployment benefits obligations.

Government-wide Financial Analysis

Governmental Activities

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. The Town's governmental assets and deferred outflows exceeded liabilities and deferred inflows by \$8.2 million at the close of 2015. Key components of the Town's governmental financial position are listed below.

	2015	2014 (Revised)
Assets:		
Current assets.....	\$ 9,414,238	\$ 9,208,141
Noncurrent assets (excluding capital).....	61,900	61,900
Capital assets.....	12,337,939	12,260,572
Total assets.....	21,814,077	21,530,613
Deferred Outflows of Resources:		
Deferred loss on refunding.....	166,536	-
Liabilities:		
Current liabilities (excluding debt).....	501,271	360,038
Noncurrent liabilities (excluding debt).....	8,149,860	7,919,140
Current debt.....	626,854	579,648
Noncurrent debt.....	4,468,951	4,929,269
Total liabilities.....	13,746,936	13,788,095
Deferred Inflows of Resources:		
Deferred inflows related to pensions.....	29,357	-
Net Position:		
Net investment in capital assets.....	7,490,329	6,999,850
Restricted.....	5,522,659	5,372,981
Unrestricted.....	(4,808,668)	(4,630,313)
Total net position.....	\$ 8,204,320	\$ 7,742,518

Net position of \$7.5 million reflects its investment in capital assets (e.g., land, buildings, machinery, and

equipment), less any related debt used to acquire those assets that are still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the investment in its capital assets is reported net of its 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.

A restricted portion of the net position totaling \$5.5 million represents resources that are subject to external restrictions on how they may be used. The remaining balance of *unrestricted net position* has a year-end deficit of \$4.8 million. The Town was required to implement the provisions of the Governmental Accounting Standards Board Statement 68, Accounting and Financial Reporting for Pension for the first time. As a member unit of the Essex Regional Retirement System, the Town is required to report its proportionate share of the net pension liability and related deferred inflows/outflows. The fiscal year 2014 ending net position was revised to reduce the balance by \$6.7 million. The primary reason for current deficit balance is the recognition of other postemployment benefit and net pension liabilities totaling \$1.3 million and \$6.8 million, respectively. These are long-term unfunded liabilities that will not require significant short-term resources.

The governmental activities of the Town are detailed below. The governmental activities net position increased by \$500,000 during the current year which is primarily due to the community preservation fund surplus of \$288,000 and capital grants of \$440,000; offset with the increase in the Town's liability for other postemployment benefit of \$215,000.

	<u>2015</u>	<u>2014 (Revised)</u>
Program revenues:		
Charges for services.....	\$ 1,290,366	\$ 1,152,437
Operating grants and contributions.....	162,464	171,024
Capital grants and contributions.....	439,647	511,848
General Revenues:		
Real estate and personal property taxes.....	12,801,061	12,698,559
Motor vehicle excise taxes.....	666,991	635,020
Community preservation surcharge.....	312,045	291,713
Nonrestricted grants.....	404,533	383,692
Unrestricted investment income.....	17,515	16,945
Miscellaneous revenues.....	134,757	94,646
Total revenues.....	<u>16,229,379</u>	<u>15,955,884</u>
Expenses:		
General Government.....	1,635,492	1,568,239
Public Safety.....	2,988,798	2,840,266
Education.....	7,739,237	6,969,544
Public Works.....	1,674,195	1,589,192
Human Services.....	260,274	200,103
Affordable Housing.....	-	40,092
Culture and Recreation.....	1,147,812	1,091,033
Community Preservation.....	48,822	36,218
Interest.....	228,790	224,475
Claims and judgments.....	7,509	-
Total expenses.....	<u>15,730,929</u>	<u>14,559,162</u>
Change in net position.....	498,450	1,396,722
Net position beginning of the year (as revised).....	<u>7,742,518</u>	<u>6,345,796</u>
Net position at the end of the year.....	<u>\$ 8,240,968</u>	<u>\$ 7,742,518</u>

Business-type Activities

The Town's business-type activities reflect the operations of the Town's water enterprise fund. Business-type assets exceeded liabilities by \$1.3 million at the close of 2015. The following table identifies key elements of the net position of the Town's business-type activities.

	<u>2015</u>		<u>2014</u>
Assets:			
Current assets.....	\$ 354,567	\$	311,855
Capital assets.....	<u>1,449,711</u>		<u>1,489,497</u>
Total assets.....	<u>1,804,278</u>		<u>1,801,352</u>
Liabilities:			
Current liabilities (excluding debt).....	22,261		20,412
Noncurrent liabilities (excluding debt).....	4,740		8,161
Current debt.....	119,400		112,000
Noncurrent debt.....	<u>383,000</u>		<u>510,000</u>
Total liabilities.....	<u>529,401</u>		<u>650,573</u>
Net Position:			
Net investment in capital assets.....	962,421		882,607
Unrestricted.....	<u>312,456</u>		<u>268,172</u>
Total net position.....	<u>\$ 1,274,877</u>	\$	<u>1,150,779</u>

The Town's business type activities net position increased by \$85,000 during the current year. The results reflect the Town's intention to recover its costs of operations through rates.

	<u>2015</u>		<u>2014</u>
Program revenues:			
Charges for services.....	\$ 480,147	\$	468,305
Expenses:			
Water expenses.....	376,433		347,483
Interest.....	<u>18,476</u>		<u>30,187</u>
Total expenses.....	<u>394,909</u>		<u>377,670</u>
Change in net position.....	85,238		90,635
Net position beginning of the year.....	<u>1,150,779</u>		<u>1,060,144</u>
Net position at the end of the year.....	<u>\$ 1,236,017</u>	\$	<u>1,150,779</u>

Financial Analysis of the Government's Funds

As noted earlier, the Town uses fund accounting 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 year.

As of the end of the current year, governmental funds reported combined ending fund balances of \$7.7 million, a net increase of \$213,000 from the prior year.

The General Fund is the Town's chief operating fund. At the end of the current year, unassigned and total fund balance of the General Fund totaled \$2,445,000 and \$2,498,000, respectively. 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 fund expenditures. Unassigned fund balance and total fund balance represent 16.1% and 16.5% of total General Fund expenditures, respectively. The General Fund total fund balance increased by \$21,000 during 2015.

The Town has established a community preservation fund, which is funded by a combination of real estate surcharges to taxpayers and a matching grant from the Commonwealth. At the end of 2015, the fund had a positive balance of \$2.6 million, which is recorded in the Community Preservation major governmental fund. As funds accumulate, the Town expects to appropriate funds in accordance with the legislation and in the best interest of the Town of Wenham. During 2015, the fund received \$501,000, and expended \$213,000.

During 2010 the Town established the Wenham Affordable Housing Trust, which is reported as a major governmental fund. The Wenham Affordable Housing Trust major governmental fund was initially funded with a gift received in 2008 from a real estate developer for \$703,000. That balance, plus accumulated interest and a \$208,292 contribution from the CPA Fund was used to establish the Wenham Affordable Housing Trust which will be used to increase the Town's stock of affordable housing units. The funds were used to purchase two properties during 2010. One of the houses was sold during 2011 and the other is being held for future resale. The cost to acquire the properties totaled \$517,000. The net realizable value of the property held is estimated at \$189,900.

Budgetary Highlights

General Fund:

For 2015, the Town adopted a \$15.6 million dollar operating budget for the General Fund. The budget was financed through current revenues, \$260,000 of transfers in from other funds and the use of \$29,000 of prior year reserves. Actual revenues came in approximately \$508,000 over budget, while actual expenditures came in approximately \$351,000 under budget, resulting in a net budget surplus of \$859,000.

Community Preservation Fund

The Town's Community Preservation Special Revenue fund adopted a \$416,000 revenue budget and appropriated \$218,000 for new projects with the surplus reserved for future appropriations. The fund experienced a net increase of \$289,000.

Capital Asset and Debt Administration

Outstanding long-term debt, as of June 30, 2015, totaled \$5,350,000 which is comprised of \$4,848,000 in governmental debt and \$502,000 of Water Enterprise Fund long-term debt. During the year, the Town issued \$3,775,000 in refunding bonds which resulted in an economic gain of \$203,000.

During the year, the Town acquired approximately \$680,000 in new capital assets. Significant additions consisted of construction in progress, infrastructure, vehicles, equipment, and library materials.

In October 2013, Standard & Poor's Rating Services has raised its rating on the Town of Wenham AA+ to AAA with a stable outlook. The rating's report stated some of the factors considered in their assessment included our economy was very strong, unemployment was lower than county and state levels, budgetary flexibility remained strong, budgetary performance over the last several years has been strong, reserves and liquidity are strong, town management conditions are strong with good financial practices, and many other management and financial factors are considered strong.

Please refer to the Notes to the Basic Financial Statements for further discussion of the debt and capital activity.

Requests for Information

This financial report is designed to provide a general overview of the Town'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 the Finance Director, Wenham Town Hall, 138 Main Street, Wenham, MA 01984.

Basic Financial Statements

STATEMENT OF NET POSITION

JUNE 30, 2015

	<i>Primary Government</i>		
	Governmental Activities	Business-type Activities	Total
ASSETS			
CURRENT:			
Cash and cash equivalents.....	\$ 6,608,443	\$ 197,814	\$ 6,806,257
Investments.....	1,197,803	-	1,197,803
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes.....	196,791	-	196,791
Community preservation fund surtax.....	3,833	-	3,833
Tax liens.....	137,012	-	137,012
Motor vehicle excise taxes.....	77,800	-	77,800
Water fees.....	-	156,753	156,753
Departmental and other.....	23,863	-	23,863
Intergovernmental.....	540,900	-	540,900
Community preservation fund state share.....	70,613	-	70,613
Assets held for resale.....	189,900	-	189,900
Tax foreclosures.....	367,280	-	367,280
NONCURRENT:			
Receivables, net of allowance for uncollectibles:			
Real estate tax deferrals.....	61,900	-	61,900
Capital assets, nondepreciable.....	632,051	17,361	649,412
Capital assets, net of accumulated depreciation.....	11,705,888	1,432,350	13,138,238
TOTAL ASSETS.....	21,814,077	1,804,278	23,618,355
DEFERRED OUTFLOWS OF RESOURCES			
Deferred loss on refunding.....	166,536	-	166,536
LIABILITIES			
CURRENT:			
Warrants payable.....	184,130	18,407	202,537
Accrued payroll.....	115,250	3,854	119,104
Accrued interest.....	93,489	-	93,489
Other liabilities.....	98,548	-	98,548
Capital lease obligations.....	12,341	-	12,341
Compensated absences.....	9,854	-	9,854
Bonds payable.....	614,513	119,400	733,913
NONCURRENT:			
Capital lease obligations.....	26,928	-	26,928
Compensated absences.....	31,564	4,740	36,304
Net pension liability.....	6,750,090	-	6,750,090
Other postemployment benefits.....	1,368,206	-	1,368,206
Bonds payable.....	4,442,023	383,000	4,825,023
TOTAL LIABILITIES.....	13,746,936	529,401	14,276,337
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows related to pensions.....	29,357	-	29,357
NET POSITION			
Net investment in capital assets.....	7,490,329	962,421	8,452,750
Restricted for:			
Permanent funds:			
Expendable.....	95,933	-	95,933
Nonexpendable.....	795,241	-	795,241
Gifts and grants.....	4,631,485	-	4,631,485
Unrestricted.....	(4,808,668)	312,456	(4,496,212)
TOTAL NET POSITION.....	\$ 8,204,320	\$ 1,274,877	\$ 9,479,197

See notes to basic financial statements.

STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2015

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Primary Government:					
<i>Governmental Activities:</i>					
General government.....	\$ 1,635,492	\$ 172,017	\$ 63,738	\$ -	\$ (1,399,737)
Public safety.....	2,988,798	390,401	15,402	-	(2,582,995)
Education.....	7,739,237	-	-	-	(7,739,237)
Public works.....	1,674,195	68,002	-	251,782	(1,354,411)
Human services.....	260,274	11,088	27,257	-	(221,929)
Affordable housing.....	-	-	25,330	-	25,330
Culture and recreation.....	1,147,812	648,858	30,737	-	(468,217)
Community preservation.....	48,822	-	-	187,865	139,043
Claims and judgments.....	7,509	-	-	-	(7,509)
Interest.....	228,790	-	-	-	(228,790)
Total Governmental Activities.....	15,767,577	1,290,366	162,464	439,647	(13,875,100)
<i>Business-Type Activities:</i>					
Water.....	394,909	480,147	-	38,860	124,098
Total Primary Government.....	\$ 16,162,486	\$ 1,770,513	\$ 162,464	\$ 478,507	\$ (13,751,002)

See notes to basic financial statements.

(Continued)

STATEMENT OF ACTIVITIES (Continued)

YEAR ENDED JUNE 30, 2015

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
Changes in net position:			
Net (expense) revenue from previous page.....	\$ (13,875,100)	\$ 124,098	\$ (13,751,002)
<i>General revenues:</i>			
Real estate and personal property taxes, net of tax refunds payable.....	12,801,061	-	12,801,061
Motor vehicle excise taxes.....	666,991	-	666,991
Community preservation surcharge.....	312,045	-	312,045
Grants and contributions not restricted to specific programs.....	404,533	-	404,533
Unrestricted investment income.....	17,515	-	17,515
Miscellaneous.....	134,757	-	134,757
Total general revenues.....	<u>14,336,902</u>	<u>-</u>	<u>14,336,902</u>
Change in net position.....	461,802	124,098	585,900
<i>Net Position:</i>			
Beginning of year, as revised.....	<u>7,742,518</u>	<u>1,150,779</u>	<u>8,893,297</u>
End of year.....	\$ <u><u>8,204,320</u></u>	\$ <u><u>1,274,877</u></u>	\$ <u><u>9,479,197</u></u>

(Concluded)

**GOVERNMENTAL FUNDS
BALANCE SHEET**

JUNE 30, 2015

	General	Community Preservation	Wenham Affordable Housing Trust	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS					
Cash and cash equivalents.....	\$ 2,733,421	\$ 2,634,865	\$ 645,241	\$ 594,916	\$ 6,608,443
Investments.....	-	-	-	1,197,803	1,197,803
Receivables, net of uncollectibles:					
Real estate and personal property taxes.....	196,791	-	-	-	196,791
Real estate tax deferrals.....	61,900	-	-	-	61,900
Community preservation fund surtax.....	-	3,833	-	-	3,833
Tax liens.....	137,012	-	-	-	137,012
Motor vehicle excise taxes.....	77,800	-	-	-	77,800
Departmental and other.....	105	-	-	23,758	23,863
Intergovernmental.....	-	-	-	540,900	540,900
Community preservation fund state share.....	-	70,613	-	-	70,613
Assets held for resale.....	-	-	189,900	-	189,900
Tax foreclosures.....	367,280	-	-	-	367,280
TOTAL ASSETS.....	\$ 3,574,309	\$ 2,709,311	\$ 835,141	\$ 2,357,377	\$ 9,476,138
LIABILITIES					
Warrants payable.....	\$ 139,480	\$ 30,459	\$ -	\$ 14,191	\$ 184,130
Accrued payroll.....	109,864	-	-	5,386	115,250
Other liabilities.....	51,347	-	-	47,201	98,548
TOTAL LIABILITIES.....	300,691	30,459	-	66,778	397,928
DEFERRED INFLOWS OF RESOURCES					
Unavailable revenue.....	775,438	73,195	-	540,900	1,389,533
FUND BALANCES					
Nonspendable.....	-	-	189,900	795,241	985,141
Restricted.....	-	2,605,657	645,241	954,458	4,205,356
Assigned.....	53,046	-	-	-	53,046
Unassigned.....	2,445,134	-	-	-	2,445,134
TOTAL FUND BALANCES.....	2,498,180	2,605,657	835,141	1,749,699	7,688,677
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES.....	\$ 3,574,309	\$ 2,709,311	\$ 835,141	\$ 2,357,377	\$ 9,476,138

See notes to basic financial statements.

**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TOTAL FUND BALANCES TO THE STATEMENT OF NET POSITION**

JUNE 30, 2015

Total governmental fund balances.....	\$	7,688,677
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds.....		12,337,939
Accounts receivable are not available to pay for current-period expenditures and, therefore, are unavailable in the funds.....		1,389,533
Certain changes in the net pension liability are required to be included in pension expense over future periods. These changes are reported as deferred outflows of resources or (deferred inflows of resources) related to pensions.....		(29,357)
In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.....		(93,489)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds		
Bonds and notes payable.....	(5,056,536)	
Deferred loss on refunding debt.....	166,536	
Capital lease obligations.....	(39,269)	
Net pension liability.....	(6,750,090)	
Other postemployment benefits.....	(1,368,206)	
Compensated absences.....	(41,418)	
Net effect of reporting long-term liabilities.....		<u>(13,088,983)</u>
Net position of governmental activities.....	\$	<u>8,204,320</u>

See notes to basic financial statements.

GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

YEAR ENDED JUNE 30, 2015

	General	Community Preservation	Wenham Affordable Housing Trust	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES:					
Real estate and personal property taxes, net of tax refunds.....	\$ 12,946,651	\$ -	\$ -	\$ -	\$ 12,946,651
Motor vehicle excise taxes.....	639,827	-	-	-	639,827
Community preservation surcharge.....	-	312,045	-	-	312,045
Intergovernmental.....	1,047,100	-	-	396,598	1,443,698
Departmental and other.....	504,308	-	19,673	245,586	769,567
Contributions.....	-	-	-	43,078	43,078
Investment income.....	7,454	4,715	5,657	5,346	23,172
Community preservation state match.....	-	184,094	-	-	184,094
Miscellaneous.....	40,070	-	-	200	40,270
TOTAL REVENUES.....	15,185,410	500,854	25,330	690,808	16,402,402
EXPENDITURES:					
Current:					
General government.....	1,051,959	-	-	55,463	1,107,422
Public safety.....	2,001,261	-	-	235,108	2,236,369
Education.....	7,739,237	-	-	-	7,739,237
Public works.....	1,232,794	-	-	360,460	1,593,254
Human services.....	128,733	-	-	98,026	226,759
Culture and recreation.....	918,906	-	-	53,242	972,148
Community preservation.....	-	48,822	-	-	48,822
Pension benefits.....	510,403	-	-	-	510,403
Property and liability insurance.....	111,638	-	-	-	111,638
Employee benefits.....	643,536	-	-	-	643,536
Claims and judgments.....	7,509	-	-	-	7,509
State and county charges.....	216,756	-	-	-	216,756
Debt service:					
Principal.....	458,000	110,000	-	-	568,000
Interest.....	153,713	53,740	-	-	207,453
TOTAL EXPENDITURES.....	15,174,445	212,562	-	802,299	16,189,306
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	10,965	288,292	25,330	(111,491)	213,096
OTHER FINANCING SOURCES (USES):					
Proceeds from refunding bonds.....	3,382,600	-	-	-	3,382,600
Premium from issuance of refunding bonds.....	208,936	-	-	-	208,936
Payments to refunded bond escrow agent.....	(3,591,536)	-	-	-	(3,591,536)
Transfers in.....	10,000	-	-	-	10,000
Transfers out.....	-	-	-	(10,000)	(10,000)
TOTAL OTHER FINANCING SOURCES (USES).....	10,000	-	-	(10,000)	-
NET CHANGE IN FUND BALANCES.....	20,965	288,292	25,330	(121,491)	213,096
FUND BALANCES AT BEGINNING OF YEAR.....	2,477,215	2,317,365	809,811	1,871,190	7,475,581
FUND BALANCES AT END OF YEAR.....	\$ 2,498,180	\$ 2,605,657	\$ 835,141	\$ 1,749,699	\$ 7,688,677

See notes to basic financial statements.

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

YEAR ENDED JUNE 30, 2015

Net change in fund balances - total governmental funds.....		\$ 213,096
<p>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.</p>		
Capital outlay.....	643,089	
Depreciation expense.....	<u>(565,722)</u>	
Net effect of reporting capital assets.....		77,367
<p>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 (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in unavailable revenue.....</p>		
		(173,023)
<p>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. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities.</p>		
Proceeds from refunding bonds.....	(3,382,600)	
Payments to refunded bond escrow agent.....	3,591,536	
Premium from issuance of refunding bonds.....	(208,936)	
Debt service principal payments.....	<u>568,000</u>	
Net effect of reporting long-term debt.....		568,000
<p>Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.</p>		
Net change in compensated absences accrual.....	81,307	
Net change in capital lease obligation.....	11,648	
Net change in deferred outflow/(inflow) of resources related to pensions.....	(29,357)	
Net change in net pension liability.....	(13,925)	
Net change in other postemployment benefits.....	(251,974)	
Net change in accrued interest on long-term debt.....	<u>(21,337)</u>	
Net effect of recording long-term liabilities.....		<u>(223,638)</u>
Change in net position of governmental activities.....		<u>\$ 461,802</u>

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF NET POSITION

JUNE 30, 2015

	Water Enterprise Fund
ASSETS	
CURRENT:	
Cash and cash equivalents.....	\$ 197,814
Receivables, net of allowance for uncollectibles:	
Water fees.....	156,753
Total current assets.....	354,567
NONCURRENT:	
Capital assets, nondepreciable.....	17,361
Capital assets, net of accumulated depreciation.....	1,432,350
Total noncurrent assets.....	1,449,711
TOTAL ASSETS.....	1,804,278
LIABILITIES	
CURRENT:	
Warrants payable.....	18,407
Accrued payroll.....	3,854
Bonds payable.....	119,400
Total current liabilities.....	141,661
NONCURRENT:	
Compensated absences.....	4,740
Bonds and notes payable.....	383,000
Total noncurrent liabilities.....	387,740
TOTAL LIABILITIES.....	529,401
NET POSITION	
Net investment in capital assets.....	962,421
Unrestricted.....	312,456
TOTAL NET POSITION.....	\$ 1,274,877

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

YEAR ENDED JUNE 30, 2015

	<u>Water Enterprise Fund</u>
<u>OPERATING REVENUES:</u>	
Charges for services	\$ 480,147
<u>OPERATING EXPENSES:</u>	
Cost of services and administration	297,787
Depreciation.....	<u>78,646</u>
TOTAL OPERATING EXPENSES	<u>376,433</u>
OPERATING INCOME (LOSS).....	<u>103,714</u>
<u>NONOPERATING REVENUES (EXPENSES):</u>	
Interest expense.....	<u>(18,476)</u>
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS.....	85,238
CAPITAL CONTRIBUTION.....	<u>38,860</u>
CHANGE IN NET POSITION.....	124,098
NET POSITION AT BEGINNING OF YEAR.....	<u>1,150,779</u>
NET POSITION AT END OF YEAR.....	<u>\$ 1,274,877</u>

See notes to basic financial statements.

PROPRIETARY FUNDS
STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2015

	Water Enterprise Fund
<u>CASH FLOWS FROM OPERATING ACTIVITIES:</u>	
Receipts from customers and users.....	\$ 465,928
Payments to vendors.....	(142,997)
Payments to employees.....	(156,362)
NET CASH FROM OPERATING ACTIVITIES.....	166,569
<u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</u>	
Proceeds from the issuance of refunding bonds.....	392,400
Principal payments on bonds and notes.....	(512,000)
Interest expense.....	(18,476)
NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES.....	(138,076)
NET CHANGE IN CASH AND CASH EQUIVALENTS.....	28,493
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR.....	169,321
CASH AND CASH EQUIVALENTS AT END OF YEAR.....	\$ 197,814
<u>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES:</u>	
Operating income (loss).....	\$ 103,714
Adjustments to reconcile operating income (loss) to net	
Cash from operating activities:	
Depreciation.....	78,646
Changes in assets and liabilities:	
Water fee receivable.....	(14,219)
Warrants payable.....	971
Accrued payroll.....	878
Accrued compensated absences.....	(1,260)
Other liabilities.....	(2,161)
Total adjustments.....	62,855
NET CASH FROM OPERATING ACTIVITIES.....	\$ 166,569
<u>NONCASH INVESTING, CAPITAL, AND FINANCING ACTIVITIES:</u>	
Contributions of capital assets from General Fund.....	\$ 38,860

See notes to basic financial statements.

FIDUCIARY FUNDS
STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2015

	Other Postemployment Benefit Fund
ASSETS	
Cash and cash equivalents.....	\$ 25,371
NET POSITION	
Held in trust for other postemployment benefits.....	\$ 25,371

See notes to basic financial statements.

FIDUCIARY FUNDS
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

YEAR ENDED JUNE 30, 2015

	Other Postemployment Benefit Fund
<u>ADDITIONS:</u>	
Contributions:	
Employer.....	\$ 20,000
Net investment income:	
Interest.....	364
TOTAL ADDITIONS.....	20,364
NET POSITION AT BEGINNING OF YEAR.....	5,007
NET POSITION AT END OF YEAR.....	\$ 25,371

See notes to basic financial statements.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accompanying basic financial statements of the Town of Wenham, Massachusetts (the Town) have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The significant accounting policies are described herein.

A. Reporting Entity

The Town is a municipal corporation governed by an elected three member Board of Selectmen and an appointed Town Administrator.

For financial reporting purposes, the Town has included all funds, organizations, agencies, boards, commissions and institutions. The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. As required by GAAP, these basic financial statements present the Town (the primary government) and its component units. The Town has no component units that require inclusion in these basic financial statements.

The Town has an agreement with the Town of Hamilton to operate a Joint Public Library under the direction of a Joint Board of Library Trustees. The Town is the administrator for all matters associated with the management of the Joint Public Library. All revenues and expenditures related to the operation of the Joint Public Library are accounted for in the Town's General Fund. Reimbursements from the Town of Hamilton for their apportioned share of expenditures are recorded as intergovernmental revenue. In 2015 operating expenses were approximately \$956,000 of which the Town's share totaled \$313,000 and Hamilton's share totaled \$643,000. The \$643,000 is reported as intergovernmental revenue.

The Town also has an agreement with the Town of Hamilton to operate a joint recreation. The program is operated by the Town of Hamilton. The Town of Wenham reimburses Hamilton for Wenham's share of the program. Reimbursements to Hamilton for the program totaled \$56,000 in 2015.

The Town is a member of the Hamilton-Wenham Regional School District (the District) which provides educational services for all levels of schools to both communities. This joint venture assesses each community its share of operating and debt service costs based on student population and other factors. In 2015, Wenham's share of the operating expense totaled \$7,338,512 and its share of the debt service expense totaled \$233,655. There is no equity interest required to be reported in the basic financial statements. Complete audited financial statements can be obtained directly from the District's administrative office located at 5 School Street, Wenham, Massachusetts 01984.

The Town, along with surrounding communities, has entered into an agreement for a regional communication center. The Town's 2015 assessment for the regional communication center of \$81,186 is budgeted as intergovernmental funds.

B. Government-Wide and Fund Financial Statements***Government-Wide Financial Statements***

The government-wide financial statements (i.e., statement of net position and the statement of changes in net position) report information on all of the non-fiduciary activities of the primary government and its component

units. *Governmental activities*, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

Fund Financial Statements

The GASB requires separate financial statements be provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

Major Fund Criteria

Major funds must be reported if the following criteria are met:

- If the total assets and deferred outflows, liabilities and deferred inflows, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element for all funds of that category or type (total governmental or total enterprise funds), *and*
- If the total assets and deferred outflows, liabilities and deferred inflows, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Internal service funds and fiduciary funds are reported by fund type.

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. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal 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.

The statement of activities demonstrates the degree to which the direct expenses of a particular function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include the following:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- Grants and contributions that are restricted to meeting the operational requirements of a particular function or segment.
- Grants and contributions that are restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues.

For the most part, the effect of interfund activity has been removed from the government-wide financial statements. However, the effect of interfund services provided and used between functions is not eliminated as the elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

Fund Financial Statements

Governmental fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and personal property tax revenues are considered available if they are collected within 60 days after year-end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

The following major governmental funds are reported:

The *general fund* is the primary operating fund. It is used to account for all financial resources, except those that are required to be accounted for in another fund.

The *community preservation fund* is used to account for the proceeds of a surcharge to real estate taxes along with a matching state grant. These funds must be spent in accordance with state law.

The *Wenham Affordable Housing Trust fund* is used to account for funds designated to develop affordable housing within the Town.

The nonmajor governmental funds consist of other special revenue, capital projects and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:

The *special revenue fund* is used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than permanent funds or capital projects.

The *capital projects fund* is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets of the governmental funds.

The *permanent fund* is used to account for and report financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

Proprietary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The following proprietary fund type is reported:

The *water enterprise fund* is used to account for the Town's water activities.

Fiduciary fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity for others that cannot be used to support the governmental programs.

The following fiduciary fund type is reported:

The *other postemployment benefit trust fund* is used to accumulate resources to provide funding for future other postemployment benefits (OPEB) liabilities.

D. Cash and Investments

Government-Wide and Fund Financial Statements

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition. Investments are carried at fair value.

E. Accounts Receivable

Government-Wide and Fund Financial Statements

The recognition of revenue related to accounts receivable reported in the government-wide financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

Real Estate, Personal Property Taxes and Tax Liens

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 August 1st, November 1st, February 1st and May 1st 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 year of the levy.

Real estate tax liens are processed after the close of the valuation year on delinquent properties and are recorded as receivables in the year they are processed.

Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

Motor Vehicle Excise

Motor vehicle excise taxes are assessed annually for each vehicle registered and are recorded as receivables in the year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

Water Fees

Water user fees are levied quarterly based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Unbilled user fees are estimated at year-end and are recorded as revenue in the current period. Water liens are processed after year end and included as a lien on the property owner's tax bill.

Since the receivables are secured via the lien process, these accounts are considered 100% collectible and therefore do not report an allowance for uncollectibles.

Intergovernmental

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, receivables are recorded as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, receivables are recorded when the qualifying expenditures are incurred and all other grant requirements are met.

These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.

F. Inventories

Government-Wide and Fund Financial Statements

Inventories are recorded as expenditures at the time of purchase. Such inventories are not material in total to the government-wide financial statements.

G. Capital Assets

Government-Wide and Proprietary Fund Financial Statements

Capital assets, which include land, buildings, machinery and equipment, and infrastructure (e.g., roads, water mains, and similar items), are reported in the applicable governmental activity column of the government-wide financial statements. Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets are recorded at the estimated fair market value at the date of donation. Capital assets of the governmental activities column in the government-wide financial statements do not include construction period interest.

All purchases and construction costs in excess of \$5,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of greater than one year.

Capital assets (excluding land) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

<u>Capital Asset Type</u>	<u>Estimated Useful Life (in years)</u>
Buildings.....	40
Machinery and equipment.....	5-50
Infrastructure.....	10-60

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

Governmental Fund Financial Statements

Capital asset costs are recorded as expenditures in the acquiring fund in the year of the purchase.

H. Deferred Outflows/Inflows of Resources

Government-Wide Statement of Financial Position and Governmental Funds Balance Sheet

In addition to assets, these statements will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The Town has recorded a deferred loss on refunding as a deferred outflow of resources on the government-wide statement of net position.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Town recorded a deferred inflow related to pensions on the government-wide statement of net position.

Government Fund Financial Statements

In addition to liabilities, the government funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents assets that have been recorded in the governmental fund financial statements but the revenue is not available and so will *not* be recognized as an inflow of resources (revenue) until it becomes available. The Town has recorded unavailable revenue as deferred inflows of resources in the governmental funds balance sheet.

I. Interfund Receivables and Payables

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

Fund Financial Statements

Transactions of a buyer/seller nature between and within funds are *not* eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as “Due from other funds” or “Due to other funds” on the balance sheet.

Government Wide Financial Statements

Transactions of a buyer/seller nature between and within governmental funds are eliminated from the governmental activities in the statement of net position.

J. Interfund Transfers

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as transfers in and transfers out.

Fund Financial Statements

Transfers between and within funds are *not* eliminated from the individual fund statements and are reported as transfers in and transfers out.

Government-Wide Financial Statements

Transfers between and within governmental funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the Statement of Activities as “Transfers, net”.

K. Net Position and Fund Equity*Government-Wide Financial Statements (Net Position)*

Net position are reported as restricted when amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use.

Net position has been “restricted for” the following:

“Permanent funds - expendable” represents the amount of realized and unrealized investment earnings of donor restricted trusts. The donor restrictions and trustee policies only allows the trustees to approve spending of the realized investment earnings that support governmental programs.

“Permanent funds - nonexpendable” represents the endowment portion of donor restricted trusts that support governmental programs.

“Grants and gifts” represents restrictions placed on assets from outside parties and consist primarily of gifts and federal and state grants.

Sometimes the Town will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town’s policy to consider restricted net position to have been depleted before unrestricted net position is applied.

Fund Financial Statements (Fund Balances)

Governmental fund balances are classified as nonspendable, restricted, committed, assigned, or unassigned based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The governmental fund balance classifications are as follows:

“Nonspendable” fund balance includes amounts that cannot be spent because they are either not in spendable form or they are legally or contractually required to be maintained intact.

“Restricted” fund balance includes amounts subject to constraints placed on the use of resources that is either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or that are imposed by law through constitutional provisions or enabling legislation.

“Committed” fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government’s highest level of decision-making authority. Town Meeting is the highest level of decision making authority that can, by Town Meeting vote, commit funds for a specific purpose. Once voted, the limitation imposed by the vote remains in place until the funds are used for their intended purpose or a vote is taken to rescind the commitment.

“Assigned” fund balance includes amounts that are constrained by the Town’s intent to be used for specific purposes, but are neither restricted nor committed. The Town’s by-laws authorize the Town Accountant to assign fund balance. Assignments generally only exist temporarily. Additional action does not have to be taken for the removal of an assignment.

“Unassigned” fund balance includes the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund.

L. Long-term debt*Government-Wide and Proprietary Fund Financial Statements*

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net position. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

Governmental Fund Financial Statements

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

M. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Essex Regional Retirement System (System) and additions to/deductions from the System’s fiduciary net position have been determined on the same basis as they are reported by the System. For this purpose, benefit payments

(including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

N. Investment Income

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Law (MGL).

O. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

Government-Wide and Proprietary Fund Financial Statements

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred.

Governmental Fund Financial Statements

Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities.

P. Use of Estimates

Government-Wide and Fund Financial Statements

The preparation of basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure 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 year. Actual results could vary from estimates that were used.

Q. Total Column

Fund Financial Statements

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

NOTE 2 – CASH AND INVESTMENTS

A cash and investment pool is maintained that is available for use by all funds. Each fund type's portion of this pool is displayed on the balance sheet as "Cash and Cash Equivalents". The deposits and investments of the trust funds are held separately from those of other funds.

Statutes authorize the Town to invest in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's investment pool (the Pool). In addition, there are various restrictions limiting the amount and length of deposits and investments.

Custodial Credit Risk – Deposits

Custodial credit risk for deposits is the risk that in the event of a bank failure, the government’s deposits may not be returned to it. The Town has not formally adopted a policy for custodial credit risk of deposits. At year-end, the carrying amount of deposits totaled \$6,734,243 and the bank balance totaled \$6,745,284. Of the bank balance, \$1,500,000 was covered by Federal Depository Insurance, \$1,662,101 was covered by Depositors Insurance Fund, \$226,352 was covered by the Securities Investor Protector Corporation, \$500,000 was collateralized, and \$2,856,831 was exposed to custodial credit risk because it was uninsured and uncollateralized.

Custodial Credit Risk – Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the government will not be able to recover the value of its investments or collateral security that are in the possession of an outside party.

Of the Town’s total investments of \$1,295,188, there was custodial credit risk exposure of \$998,588 which is equal to the investments in government sponsored enterprises of \$419,505; and corporate bonds in the amount of \$263,635 because the related securities are uninsured, unregistered and held by the counterparty. The Town does not have an investment policy for custodial credit risk.

Investments and Credit Risk

The Town has not adopted a formal policy related to credit risk. As of June 30, 2015, the Town had the following investments:

Investment Type	Fair Value	Maturity		Moody's Rating
		Under 1 Year	1-5 Years	
<u>Debt Securities:</u>				
U.S. Government Securities:				
U.S. Treasury Notes.....	\$ 315,448	\$ -	\$ 315,448	Aaa
Government Sponsored Enterprises:				
Federal Home Loan Mortgage Corporation.....	419,505	-	419,505	Aaa
Corporate Bonds:				
General Electric Capital Corporation	101,676	25,211	76,465	A1
ATT Inc. Bond.....	100,875	-	100,875	Baa1
Hewlett Packard CO NT.....	61,084	-	61,084	Baa1
Total Debt Securities.....	998,588	\$ 25,211	\$ 973,377	
<u>Other Investments:</u>				
Money Market Mutual Funds.....	97,385			
Mutual Funds.....	199,215			
Total Investments.....	\$ 1,295,188			

Interest Rate Risk

The government does not have a formal policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Concentration of Credit Risk

The Town places no limit on the amount the Town may invest in any one issuer.

More than 3 percent of the Town’s investments are in the following securities:

<u>Issuer</u>	<u>Percentage of Total Investments</u>
Federal Home Loan Mortgage Corporation.....	32%

NOTE 3 – RECEIVABLES

At June 30, 2015, receivables for the governmental funds, in the aggregate, including the applicable allowance for uncollectibles, are as follows:

	<u>Gross Amount</u>	<u>Allowance for Uncollectibles</u>	<u>Net Amount</u>
<u>Receivables:</u>			
Real estate and personal property taxes.....	\$ 202,591	\$ (5,800)	\$ 196,791
Real estate tax deferrals.....	61,900	-	61,900
Community preservation fund surtax	3,833	-	3,833
Tax liens.....	137,012	-	137,012
Motor vehicle excise taxes.....	90,400	(12,600)	77,800
Departmental and other.....	23,863	-	23,863
Intergovernmental.....	540,900	-	540,900
Community preservation fund state share.....	70,613	-	70,613
Total.....	<u>\$ 1,131,112</u>	<u>\$ (18,400)</u>	<u>\$ 1,112,712</u>

At June 30, 2015, receivables for the water enterprise consist of the following:

	<u>Gross Amount</u>	<u>Allowance for Uncollectibles</u>	<u>Net Amount</u>
<u>Receivables:</u>			
Water fees.....	<u>\$ 156,753</u>	<u>\$ -</u>	<u>\$ 156,753</u>

Governmental funds report *deferred inflows of resources* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. At the end of the current fiscal year, the various components of *deferred inflows of resources* reported in the governmental funds were as follows:

	General Fund	Community Preservation	Other Governmental Funds	Total
<u>Receivable type:</u>				
Real estate and personal property taxes.....	\$ 130,195	\$ -	\$ -	\$ 130,195
Real estate tax deferrals.....	61,900	-	-	61,900
Community preservation fund surtax	-	3,833	-	3,833
Tax liens.....	137,012	-	-	137,012
Motor vehicle excise taxes.....	77,800	-	-	77,800
Intergovernmental.....	-	-	540,900	540,900
Community preservation fund state share.....	-	70,613	-	70,613
<u>Other asset type:</u>				
Tax foreclosures.....	367,280	-	-	367,280
Total.....	<u>\$ 774,187</u>	<u>\$ 74,446</u>	<u>\$ 540,900</u>	<u>\$ 1,389,533</u>

NOTE 4 – CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2015, was as follows:

Governmental Activities:	Beginning Balance	Increases	Decreases	Ending Balance
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 486,680	\$ -	\$ -	\$ 486,680
Construction in progress.....	67,876	113,716	(36,221)	145,371
Total capital assets not being depreciated.....	<u>554,556</u>	<u>113,716</u>	<u>(36,221)</u>	<u>632,051</u>
<u>Capital assets being depreciated:</u>				
Buildings.....	10,423,394	-	-	10,423,394
Machinery and equipment.....	4,912,595	290,715	(227,990)	4,975,320
Infrastructure.....	2,883,359	274,879	-	3,158,238
Total capital assets being depreciated.....	<u>18,219,348</u>	<u>565,594</u>	<u>(227,990)</u>	<u>18,556,952</u>
<u>Less accumulated depreciation for:</u>				
Buildings.....	(2,379,762)	(254,909)	-	(2,634,671)
Machinery and equipment.....	(3,555,400)	(226,525)	227,990	(3,553,935)
Infrastructure.....	(578,170)	(84,288)	-	(662,458)
Total accumulated depreciation.....	<u>(6,513,332)</u>	<u>(565,722)</u>	<u>227,990</u>	<u>(6,851,064)</u>
Total capital assets being depreciated, net.....	<u>11,706,016</u>	<u>(128)</u>	<u>-</u>	<u>11,705,888</u>
Total governmental activities capital assets, net.....	<u>\$ 12,260,572</u>	<u>\$ 113,588</u>	<u>\$ (36,221)</u>	<u>\$ 12,337,939</u>

Business-Type Activities:	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 17,361	\$ -	\$ -	\$ 17,361
<u>Capital assets being depreciated:</u>				
Machinery and equipment.....	864,448	38,860	-	903,308
Infrastructure.....	1,301,030	-	-	1,301,030
Total capital assets being depreciated.....	<u>2,165,478</u>	<u>38,860</u>	<u>-</u>	<u>2,204,338</u>
<u>Less accumulated depreciation for:</u>				
Machinery and equipment.....	(345,375)	(34,399)	-	(379,774)
Infrastructure.....	<u>(347,967)</u>	<u>(44,247)</u>	<u>-</u>	<u>(392,214)</u>
Total accumulated depreciation.....	<u>(693,342)</u>	<u>(78,646)</u>	<u>-</u>	<u>(771,988)</u>
Total capital assets being depreciated, net.....	<u>1,472,136</u>	<u>(39,786)</u>	<u>-</u>	<u>1,432,350</u>
Total business-type activities capital assets, net.....	<u>\$ 1,489,497</u>	<u>\$ (39,786)</u>	<u>\$ -</u>	<u>\$ 1,449,711</u>

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities:	
General government.....	\$ 158,405
Public safety.....	123,890
Public works.....	152,809
Culture and recreation.....	<u>130,618</u>
Total depreciation expense - governmental activities.....	<u>\$ 565,722</u>
Business-Type Activities:	
Water.....	<u>\$ 78,646</u>

NOTE 5 – INTERFUND TRANSFERS

In 2015, the Town transferred \$250,000 from the Education Stabilization Fund to the Town’s General Fund to level the 2015 tax rate. This transfer is reported on the General Fund’s budgetary basis schedule of revenues and expenditures reported as required supplementary information after the notes. In accordance with GASB Statement No. 54, the activity of the General Fund and the Education Stabilization Fund are combined and the transfer between these funds is eliminated for fund based financial statements. A \$10,000 transfer from nonmajor funds to the General Fund was voted to support the General Fund operations.

NOTE 6 – CAPITAL LEASES

The Town has entered into several lease agreements to finance the acquisition of vehicles. These lease agreements qualify as capital leases for accounting purposes and, therefore, have been recorded at the present value of their future minimum lease payments as of the inception date. The following identifies the assets acquired through capital lease agreements:

<u>Asset:</u>	<u>Governmental Activities</u>
Machinery and equipment.....	\$ 65,595
Less: accumulated depreciation.....	<u>(19,679)</u>
 Total.....	 <u>\$ 45,917</u>

The future minimum lease obligations and the net present value of these minimum lease payments at June 30, 2015, are as follows:

<u>Years Ending June 30</u>	<u>Governmental Activities</u>
2016.....	\$ 14,678
2017.....	14,677
2018.....	<u>14,677</u>
 Total minimum lease payments.....	 44,032
 Less: amounts representing interest.....	 <u>(4,763)</u>
 Present value of minimum lease payments.....	 <u>\$ 39,269</u>

NOTE 7 – SHORT-TERM FINANCING

The Town is authorized to borrow on a temporary basis to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Short-term loans are general obligations of the Town and carry maturity dates that are limited by statute. Interest expenditures for short-term borrowings are accounted for in the General Fund.

There was no short-term debt issued during 2015 or outstanding at June 30, 2015.

NOTE 8 – LONG-TERM DEBT

State law permits the Town, under the provisions of Chapter 44, Section 10, to authorize indebtedness up to a limit of 5% of its equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit". In addition, however, a Town may authorize debt in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit".

Details related to the Town's outstanding indebtedness at June 30, 2015, and the debt service requirements follow.

Bonds and Notes Payable Schedule

Project	Interest Rate (%)	Outstanding at June 30, 2014	Issued	Redeemed	Outstanding at June 30, 2015
<i>Governmental:</i>					
Library.....	4.00 - 5.00	\$ 370,000	\$ -	\$ (370,000)	\$ -
Lease Buyback.....	4.00 - 5.00	90,000	-	(90,000)	-
Town Hall/Police Station.....	4.00 - 5.00	65,000	-	(65,000)	-
Town Hall/Police Station.....	3.88 - 4.50	3,990,000	-	(3,330,000)	660,000
Fire Truck.....	4.25 - 4.50	135,000	-	(45,000)	90,000
Drainage/Road Repair.....	2.00 - 3.25	537,000	-	(39,000)	498,000
Energy Service Company.....	2.00 - 2.25	216,000	-	(24,000)	192,000
DPW Equipment.....	2.70	55,000	-	(30,000)	25,000
Library.....	2.00	-	294,600	-	294,600
Lease Buyback.....	2.00	-	73,600	-	73,600
Town Hall Renovations.....	2.00	-	49,100	-	49,100
Town Hall/Police Station.....	2.00 - 4.00	-	2,965,300	-	2,965,300
Sub-total.....		5,458,000	3,382,600	(3,993,000)	4,847,600
Add: unamortized premium....		-	208,936	-	208,936
Total Governmental Debt.....		5,458,000	3,591,536	(3,993,000)	5,056,536
<i>Enterprise:</i>					
Water Tower.....	4.00 - 5.00	475,000	-	(475,000)	-
Water Tower.....	2.00 - 2.25	147,000	-	(37,000)	110,000
Water.....	2.00	-	392,400	-	392,400
Total Enterprise Debt.....		622,000	392,400	(512,000)	502,400
Total Debt.....		\$ 6,080,000	\$ 3,983,936	\$ (4,505,000)	\$ 5,558,936

Debt service requirements for principal and interest for governmental bonds payable in future years are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016.....	\$ 580,600	\$ 244,902	\$ 825,502
2017.....	543,000	227,318	770,318
2018.....	469,000	92,670	561,670
2019.....	485,000	82,800	567,800
2020.....	475,000	72,450	547,450
2021.....	400,000	62,700	462,700
2022.....	395,000	53,375	448,375
2023.....	390,000	44,025	434,025
2024.....	280,000	36,350	316,350
2025.....	280,000	27,600	307,600
2026.....	275,000	16,500	291,500
2027.....	275,000	5,500	280,500
Total.....	\$ <u>4,847,600</u>	\$ <u>966,190</u>	\$ <u>5,813,790</u>

Bonds and Notes Payable Schedule – Enterprise Fund

Debt service requirements for principal and interest for enterprise fund bonds payable in future years are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016.....	\$ 119,400	\$ 8,796	\$ 128,196
2017.....	117,000	6,626	123,626
2018.....	116,000	4,205	120,205
2019.....	75,000	2,250	77,250
2020.....	75,000	750	75,750
Total.....	\$ <u>502,400</u>	\$ <u>22,627</u>	\$ <u>525,027</u>

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit. At June 30, 2015, the Town had the following authorized and unissued debt:

<u>Purpose</u>	<u>Amount</u>
ESCO.....	\$ 260,955
DPW Equipment.....	23,000
Highway Trucks.....	97,000
Police Department Upgrades.....	104,738
Fire Truck Replacement.....	405,000
Total.....	\$ <u>890,693</u>

In order to take advantage of favorable interest rates, the Town issued \$3,775,000 of General Obligation Refunding Bonds on February 3, 2015. Of the total amount issued, \$809,700 of the general obligation bonds were used to complete a current refunding of existing debt while the remaining \$2,965,300 were advance refunded by placing the proceeds of the refunding bonds in an irrevocable trust to provide for all future debt

service payments on the refunded bonds. As a result, the refunded bonds are considered to be defeased and the liability has been removed from the statement of net position. The reacquisition price exceeded the net carrying amount of the old debt by \$179,399. This amount is recorded as deferred charges on refunding and is being amortized over the remaining life of the refunding debt, which is the same as the remaining life of the refunded debt. This advance refunding was undertaken to reduce total debt service payments over the next 12 years by \$235,770 and resulted in an economic gain of \$203,002. At June 30, 2015, \$3,000,000 of bonds outstanding from the advance refunding is considered defeased.

General Long-Term Liabilities

The Town records its liability for long-term bonds and notes in the Government-wide financial statements. Other general long-term obligations recognized by the Town are its obligations for compensated absence benefits (sick and vacation pay), net pension liability, and other postemployment benefits.

During the year ended June 30, 2015, the following changes occurred in long-term liabilities:

	Balance June 30, 2014	Bonds and Notes Issued	Bonds and Notes Redeemed	Other Net Increase (Decrease)	Balance June 30, 2015	Current Portion
Governmental Activities:						
Long-Term Bonds and Notes.....	\$ 5,458,000	\$ 3,382,600	\$ (3,993,000)	\$ -	\$ 4,847,600	\$ 580,600
Add: Unamortized Premium.....	-	-	-	208,936	208,936	33,913
Total Bonds Payable.....	5,458,000	3,382,600	(3,993,000)	208,936	5,056,536	614,513
Compensated Absences.....	122,725	-	-	(81,307)	41,418	9,854
Capital Leases.....	50,917	-	-	(11,648)	39,269	12,341
Net Pension Liability.....	6,736,165	-	-	13,925	6,750,090	-
Other Postemployment Benefits.....	1,116,232	-	-	251,974	1,368,206	-
Total.....	\$ 13,484,039	\$ 3,382,600	\$ (3,993,000)	\$ 381,880	\$ 13,255,519	\$ 636,708
Business-Type Activities:						
Long-Term Bonds and Notes.....	\$ 622,000	\$ 392,400	\$ (512,000)	\$ -	\$ 502,400	\$ 119,400
Compensated Absences.....	6,000	-	-	(1,260)	4,740	-
Other Postemployment Benefits.....	2,161	-	-	(2,161)	-	-
Total.....	\$ 630,161	\$ 392,400	\$ (512,000)	\$ (3,421)	\$ 507,140	\$ 119,400

NOTE 9 – GOVERNMENTAL FUND BALANCE CLASSIFICATIONS

The Town classifies fund balance according to the constraints imposed on the uses of the resources.

There are two major types of fund balances, which are nonspendable and spendable. Nonspendable fund balances are balances that cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact. Examples of this classification are prepaid items, inventories, and principal (corpus) of an endowment fund. The Town has reported principal portions of endowment funds as nonspendable.

In addition to the nonspendable fund balance, GASB 54 has provided a hierarchy of spendable fund balances, based on a hierarchy of spending constraints.

- **Restricted:** fund balances that are constrained by external parties, constitutional provisions, or enabling legislation.
- **Committed:** fund balances that contain self-imposed constraints of the government from its highest level of decision making authority.
- **Assigned:** fund balances that contain self-imposed constraints of the government to be used for a particular purpose.
- **Unassigned:** fund balance of the general fund that is not constrained for any particular purpose.

The Town has classified its fund balances with the following hierarchy:

	General	Community Preservation	Wenham Affordable Housing Trust	Nonmajor Governmental Funds	Total Governmental Funds
FUND BALANCES					
Nonspendable:					
Permanent Fund Principal.....	\$ -	\$ -	\$ -	\$ 795,241	\$ 795,241
Assets Held for Resale.....	-	-	189,900	-	189,900
Restricted for:					
Community Preservation.....	-	2,605,657	-	-	2,605,657
Affordable Housing.....	-	-	645,241	-	645,241
Town Hall and Police Station Project.....	-	-	-	24,230	24,230
Emergency Culvert Repair Project.....	-	-	-	180,533	180,533
Federal and State Grants.....	-	-	-	68,513	68,513
Receipts Reserved for Appropriation.....	-	-	-	37,118	37,118
Gifts and Revolving Funds.....	-	-	-	504,699	504,699
Road Construction.....	-	-	-	40,707	40,707
Highway Capital Projects.....	-	-	-	2,725	2,725
Expendable Trust Funds.....	-	-	-	95,933	95,933
Assigned to:					
General Government.....	48,131	-	-	-	48,131
Public Safety.....	1,234	-	-	-	1,234
Employee benefits.....	1,480	-	-	-	1,480
Unassigned.....	2,445,134	-	-	-	2,445,134
TOTAL FUND BALANCES.....	\$ 2,498,180	\$ 2,605,657	\$ 835,141	\$ 1,749,699	\$ 7,688,677

Massachusetts General Law Ch.40 §5B allows for the establishment of stabilization funds for one or more different purposes. The creation of a fund requires a two-thirds vote of the legislative body and must clearly define the purpose of the fund. Any change to the purpose of the fund along with any additions to or appropriations from the fund requires a two-thirds vote of the legislative body.

In accordance with Statement No. 54, the Town’s \$512,000 stabilization fund has been reported in the general fund as unassigned. In 2014, the Town created a new education stabilization fund with a transfer from the general fund. At June 30, 2015, the education stabilization fund had a balance of \$328,000.

NOTE 10 – PENSION PLAN*Plan Descriptions*

The Town is a member of the Essex Regional Retirement System (ERRS), a cost-sharing multiple-employer defined benefit pension plan covering eligible employees of the 47 member units. The System is administered by five board members (Board) on behalf of all current employees and retirees except for current teachers and retired teachers. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan.

Benefits Provided

The System provides retirement, disability, survivor and death benefits to plan members and beneficiaries. Massachusetts Contributory Retirement System benefits are, with certain minor exceptions, uniform from system to system. The System provides for retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. For persons who became members on or after April 2, 2012, average salary is the average annual rate of regular compensation received during the five consecutive years that produce the highest average, or, if greater, during the last five years (whether or not consecutive) preceding retirement. Benefit payments are based upon a member's age, length of creditable service, level of compensation, and group classification. Members become vested after ten years of creditable service.

Employees who resign from service and who are not eligible to receive a retirement allowance or are under the age of 55 are entitled to request a refund of their accumulated total deductions. Survivor benefits are extended to eligible beneficiaries of members whose death occurs prior to or following retirement.

Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth's state law during those years are borne by the Commonwealth and are deposited into the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Board and are borne by the System.

Contributions

Chapter 32 of the MGL governs the contributions of plan members and member units. Active plan members are required to contribute to the System at rates ranging from 5% to 9% of gross regular compensation with an additional 2% contribution required for compensation exceeding \$30,000. The percentage rate is keyed to the date upon which an employee's membership commences. The member units are required to pay into the ERRS a legislatively mandated actuarial determined contribution that is apportioned among the employers based on active current payroll. The Town's proportionate share of the required contribution equaled its actual contribution for the year ended December 31, 2014 was \$510,403 and 20.64% of covered payroll, actuarially determined as an amount that, when combined with plan member contributions, is expected to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability.

Pension Liabilities

At June 30, 2015, the Town reported a liability of \$6,750,090 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2014, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2014. Accordingly, update procedures were used to roll forward the total pension liability to the measurement date. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating members. At December 31, 2014, the Town's proportion was 1.99%, which did not change from its proportion measured at December 31, 2013.

Pension Expense

For the year ended June 30, 2015, the Town recognized pension expense of \$553,685. At June 30, 2015, the Town reported deferred inflows of resources related to pensions of \$29,357, from the net difference between projected and actual investment earnings on pension plan investments. Since the system performs an actuarial valuation bi-annually, there are no reported differences between expected and actual experience or changes of assumptions as of December 31, 2014.

The Town’s deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	
2016.....	\$ 7,340
2017.....	7,339
2018.....	7,339
2019.....	<u>7,339</u>
Total.....	\$ <u><u>29,357</u></u>

Actuarial Assumptions - The total pension liability in the January 1, 2014 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement that was updated to December 31, 2014:

Valuation date.....	January 1, 2014
Actuarial cost method.....	Entry Age Normal Cost Method.
Amortization method.....	Closed - Approximate level percent of payroll.
Remaining amortization period.....	20 years for the fresh start base.
Asset valuation method.....	Market value adjusted by accounts payable and receivables adjusted to phase in over 5 years investment gains or losses above or below the expected rate of investment return. The actuarial value of assets must be no less than 90% of the adjusted market value nor more than 110% of the adjusted market value.
Projected salary increases.....	Select and Ultimate. 7.50% year one, 6.50% year two, 6.00% year three, 5.50% year four, 5.00% year five, 3.75% ultimate rate.
Cost of living adjustments.....	3.0% of the first \$13,000 of a members retirement allowance is assumed to be granted every year.
Rates of retirement.....	Varies based upon age for general employees, police and fire employees.

Rates of disability.....	Disability is assumed to be 45% ordinary and 55% accidental for Group 1 and Group 2 and 10% ordinary and 90% accidental for Group 4.
Mortality Rates:	
Pre-Retirement.....	The RP-2000 mortality table (sex-distinct) projected with scale BB and Generational Mortality. During employment the healthy employee mortality table was used. Post-employment the healthy annuitant table is used.
Disabled Retiree.....	The RP-2000 mortality table for healthy annuitants (sex-distinct) projected with scale BB and Generational Mortality set-forward by two years. Death is assumed to be due to the same cause as the disability 40% of the time.
Investment rate of return/Discount rate.....	8.00% per year.

Investment policy - The pension plan’s policy in regard to the allocation of invested assets is established by PRIT. Plan assets are managed on a total return basis with a long-term objective of achieving a fully funded status for the benefits provided through the pension plan.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation of 3.0%) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of geometric real rates of return for each major asset class included in the pension plan’s target asset allocation as of January 1, 2014 are summarized in the following table:

Asset Class	Long-Term Expected Real Rate of Return	Long-Term Expected Asset Allocation
Core Bonds.....	0.97%	13.00%
Value-Added Bonds.....	3.80%	10.00%
Large Cap Equities.....	4.61%	14.50%
Mid/Small Cap Equities.....	4.85%	3.50%
International Equities.....	5.10%	16.00%
Emerging Market Equities.....	6.31%	6.00%
Private Equity.....	6.55%	10.00%
Real Estate.....	3.40%	10.00%
Timber/Natural Resources.....	3.64%	4.00%
Hedge Funds.....	3.64%	9.00%
Cash/Portfolio Completion.....	0.00%	4.00%

Discount rate: The discount rate used to measure the total pension liability was 8.00%. The projection of cash flows used to determine the discount rate assumed plan member contributions will be made at the current contribution rate and that contributions will be made at rates equal to the actuarially determined contribution rate. Based on those assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the net position liability to changes in the discount rate. The following presents the net position liability, calculated using the discount rate of 8.00%, as well as what the net position liability would be if it were calculated using a discount rate that is 1-percentage-point lower (7.00%) or 1-percentage-point higher (9.00%) than the current rate:

	1% Decrease (7.00%)	Current Discount (8.00%)	1% Increase (9.00%)
	<u> </u>	<u> </u>	<u> </u>
The Town's proportionate share of the net pension liability..... \$	8,343,186	\$ 6,750,090	\$ 5,468,202

Pension plan fiduciary net position - Detailed information about the pension plan's fiduciary net position is available in the separately issued Essex Regional Retirement System financial report.

NOTE 11 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

Plan Description – The Town of Wenham administers a single-employer defined benefit healthcare plan (“the Retiree Health Plan”). The plan provides healthcare, dental, and life insurance for eligible retirees and their spouses through the Town’s group health insurance plan, which covers both active and retired members. Chapter 32B of the MGL assigns authority to establish and amend benefit provisions of the plan. Benefit provisions are negotiated between the Town and the unions representing Town employees and are renegotiated each bargaining period. The Retiree Health Plan does not issue a publicly available financial report.

Funding Policy – Contribution requirements are also negotiated between the Town and union representatives. The required contribution is based on a pay-as-you-go financing requirement. The Town contributes 75 percent of the cost of current-year premiums for eligible retired plan members and their spouses. Plan members receiving benefits contribute the remaining 25 percent of their premium costs.

The Commonwealth of Massachusetts passed legislation that has allowed the Town to establish the postemployment benefit trust fund and to enable the Town to raise taxes necessary to begin pre-funding its OPEB liabilities. During 2013, the Town voted to approve its OPEB trust fund, and as of year-end, has pre-funded OPEB liabilities in the amount of \$25,371.

Annual OPEB Cost and Net OPEB Obligation – The Town’s annual OPEB cost (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 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The components of the Town’s annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Town’s net OPEB obligation are summarized in the following table:

Annual required contribution.....	\$	400,880
Amortization of Actuarial (Gains) / Losses.....		35,971
Adjustments to annual required contribution.....		(62,190)
Interest on net OPEB obligation.....		<u>44,736</u>
Annual OPEB cost (expense).....		419,397
Expected Benefit Payment.....		<u>(169,584)</u>
Increase/(Decrease) in OPEB Obligation.....		249,813
Net OPEB Obligation - beginning of year.....		<u>1,118,393</u>
Net OPEB Obligation - end of year.....	\$	<u><u>1,368,206</u></u>

The Town’s annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for 2015 and the previous two years was as follows:

<u>Fiscal Year Ended</u>	<u>Annual OPEB Cost</u>	<u>Percentage of Annual OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
6/30/2015	\$ 419,397	40%	\$ 1,368,206
6/30/2014	402,612	41%	1,118,393
6/30/2013	393,176	41%	881,900

Funded Status and Funding Progress – The funded status of the plan as of the most recent actuarial valuation dates is as follows:

<u>Actuarial Valuation Date</u>	<u>Actuarial Value of Assets (A)</u>	<u>Actuarial Liability (AAL) Projected Unit Credit (B)</u>	<u>Unfunded AAL (UAAL) (B-A)</u>	<u>Funded Ratio (A/B)</u>	<u>Covered Payroll (C)</u>	<u>UAAL as a Percentage of Covered Payroll ((B-A)/C)</u>
7/1/2012	\$ -	\$ 4,006,943	\$ 4,006,943	0%	\$ 3,385,097	118.4%
7/1/2009	-	4,053,759	4,053,759	0%	3,153,907	128.5%

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

Actuarial Methods and Assumptions – Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the

employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2012, actuarial valuation, actuarial liabilities were determined using the projected unit credit cost method. The actuarial assumptions included a 4.0% investment return assumption, which is based on the expected yield on the assets of the Town, calculated based on the funded level of the plan at the valuation date, and an annual medical/drug cost trend rate of 3% initially, graded to 5% over 3 years and included a 2.5% inflation assumption. The UAAL is being amortized over a 30 year period, with a flat dollar amortization. The remaining amortization period at June 30, 2015 is 27 years.

NOTE 12 – RISK FINANCING

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. The Town participates in premium-based health care plans for its employees and retirees. The Town participates in a premium-based workers' compensation insurance plan for its employees.

The amount of settlements has not exceeded the coverage in any of the last three years.

NOTE 13 – CONTINGENCIES

The Town participates in a number of federal award programs. These programs are subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

Various legal actions and claims are pending against the Town. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2015, cannot be ascertained, management believes any resulting liability should not materially affect the financial position of the Town at June 30, 2015.

NOTE 14 – COMMITMENTS

During year 2010 the Town established the Wenham Affordable Housing Trust Fund (the Trust). The Trust was initially funded with a \$703,000 gift received in year 2008 from a real estate developer and a \$208,292 contribution from the CPA Fund. The Trust will be used for the preservation and creation of affordable housing in the Town and will be governed by a Board of Trustees. During year 2010, the Trust was used to purchase two properties to be resold as affordable housing units. During year 2011 one of the properties was sold and the remaining property is still being held for resale. The property is reported at its estimated net realizable value as assets held for resale as of June 30, 2015 in the Wenham Affordable Housing Trust major governmental fund.

NOTE 15 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through January 15, 2016, which is the date the financial statements were available to be issued.

NOTE 16 – REVISED NET POSITION

The beginning net position of the governmental activities has been revised to reflect the implementation of GASB Statement #68. To reflect this change, the Town has recorded a net pension liability, which has resulted in the June 30, 2014 balance of the governmental activities be revised by \$6,736,165. Previously reported governmental activities net position of \$14,478,683 has been revised to \$7,742,518.

NOTE 17 – IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS

During 2015, the following GASB pronouncements were implemented:

- GASB Statement #67, *Financial Reporting for Pension Plans*; GASB Statement #68, *Accounting and Financial Reporting for Pensions*; and GASB Statement #71 *Pension Transition for Contributions Made Subsequent to the Measurement Date*. Financial statement changes include the recognition of a net pension liability, pension expense and deferred outflows/inflows of resources depending on the nature of the change each year. The financial statements also recognized a restatement of the beginning net position to reflect the net pension liability at the beginning of the year. The notes to the basic financial statements and the required supplementary information were expanded to include additional required schedules and disclosures.
- GASB Statement #69, *Governmental Combinations and Disposals of Government Operations*. This pronouncement did not impact the basic financial statements.

The following GASB pronouncements will be implemented in the future:

- The GASB issued Statement #72, *Fair Value Measurement and Application*, which is required to be implemented in 2016.
- The GASB issued Statement #73, *Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68*. The provisions of this Statement are effective for 2016—except those provisions that address employers and governmental non-employer contributing entities for pensions that are not within the scope of Statement 68, which is required to be implemented in 2017.
- The GASB issued Statement #74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, which is required to be implemented in 2017.
- The GASB issued Statement #75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, which is required to be implemented in 2018.
- The GASB issued Statement #76, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments*, which is required to be implemented in 2016.
- The GASB issued Statement #77, *Tax Abatement Disclosures*, which is required to be implemented in 2017.

Management is currently assessing the impact the implementation of these pronouncements will have on the basic financial statements.

Required Supplementary Information

Budgetary Comparison Schedules

The General Fund is the general operating fund of the Town. It is used to account for all of the Town's financial resources, except those required to be accounted for in another fund.

The Community Preservation Fund is used to account for the proceeds of a surcharge to real estate taxes along with a matching state grant.

GENERAL FUND
SCHEDULE OF REVENUES AND EXPENDITURES
BUDGETARY BASIS - BUDGET AND ACTUAL

YEAR ENDED JUNE 30, 2015

	Budgeted Amounts			
	Amounts Carried Forward From Prior Year	Initial Budget	Original Budget	Final Budget
REVENUES:				
Real estate and personal property taxes, net of tax refunds.....	\$ -	\$ 12,738,968	\$ 12,738,968	\$ 12,738,968
Motor vehicle and other excise taxes.....	-	551,671	551,671	551,671
Intergovernmental.....	-	1,062,508	1,062,508	1,062,508
Departmental and other.....	-	335,000	335,000	335,000
Investment income.....	-	1,700	1,700	1,700
Miscellaneous.....	-	-	-	-
TOTAL REVENUES.....	-	14,689,847	14,689,847	14,689,847
EXPENDITURES:				
Current:				
General government.....	27,384	1,202,075	1,229,459	1,209,813
Public safety.....	2,863	2,097,811	2,100,674	2,102,324
Education.....	-	7,790,652	7,790,652	7,755,652
Public works.....	3,691	1,266,678	1,270,369	1,297,580
Human services.....	-	145,775	145,775	145,775
Culture and recreation.....	5,280	915,169	920,449	929,224
Pension benefits.....	-	516,203	516,203	516,203
Property and liability insurance.....	-	113,900	113,900	117,400
Employee benefits.....	-	663,115	663,115	666,625
Claims and judgments.....	-	10,000	10,000	10,000
State and county charges.....	-	216,756	216,756	216,756
Debt service:				
Principal.....	-	458,000	458,000	458,000
Interest.....	-	153,713	153,713	153,713
TOTAL EXPENDITURES.....	39,218	15,549,847	15,589,065	15,579,065
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES...	(39,218)	(860,000)	(899,218)	(889,218)
OTHER FINANCING SOURCES (USES):				
Transfers in.....	-	260,000	260,000	260,000
Prior year carryforward appropriations.....	39,218	-	39,218	29,218
Free cash.....	-	600,000	600,000	600,000
TOTAL OTHER FINANCING SOURCES (USES).....	39,218	860,000	899,218	889,218
NET CHANGE IN FUND BALANCE.....	-	-	-	-
BUDGETARY FUND BALANCE, Beginning of year.....	-	-	1,309,093	1,309,093
BUDGETARY FUND BALANCE, End of year.....	\$ -	\$ -	\$ 1,309,093	\$ 1,309,093

See notes to required supplementary information.

GENERAL FUND
SCHEDULE OF REVENUES AND EXPENDITURES
BUDGETARY BASIS - BUDGET AND ACTUAL

YEAR ENDED JUNE 30, 2015

Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance To Final Budget
\$ 12,964,320	\$ -	\$ 225,352
639,827	-	88,156
1,047,100	-	(15,408)
504,308	-	169,308
1,955	-	255
<u>40,070</u>	<u>-</u>	<u>40,070</u>
<u>15,197,580</u>	<u>-</u>	<u>507,733</u>
1,051,959	48,131	109,723
2,001,261	1,234	99,829
7,739,237	-	16,415
1,232,794	105	64,681
128,733	2,096	14,946
918,906	-	10,318
510,403	-	5,800
111,638	-	5,762
643,536	1,480	21,609
7,509	-	2,491
216,756	-	-
458,000	-	-
<u>153,713</u>	<u>-</u>	<u>-</u>
<u>15,174,445</u>	<u>53,046</u>	<u>351,574</u>
<u>23,135</u>	<u>(53,046)</u>	<u>859,307</u>
260,000	-	-
-	-	(29,218)
<u>-</u>	<u>-</u>	<u>(600,000)</u>
<u>260,000</u>	<u>-</u>	<u>(629,218)</u>
283,135	(53,046)	230,089
<u>1,309,093</u>	<u>-</u>	<u>-</u>
<u>\$ 1,592,228</u>	<u>\$ (53,046)</u>	<u>\$ 230,089</u>

COMMUNITY PRESERVATION FUND
SCHEDULE OF REVENUES AND EXPENDITURES
BUDGETARY BASIS - BUDGET AND ACTUAL

YEAR ENDED JUNE 30, 2015

	Original and Final Budget	Actual Budgetary Amounts	Variance To Final Budget
REVENUES:			
Community preservation surcharge.....	\$ 300,716	\$ 312,045	\$ 11,329
Community preservation state match.....	115,000	184,094	69,094
Investment income.....	-	4,715	4,715
TOTAL REVENUES.....	415,716	500,854	85,138
EXPENDITURES:			
Current:			
Community preservation expenditures.....	54,494	48,822	5,672
Debt service:			
Principal.....	110,000	110,000	-
Interest.....	53,740	53,740	-
TOTAL EXPENDITURES.....	218,234	212,562	5,672
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....	197,482	288,292	90,810
BUDGETARY FUND BALANCE, Beginning of year.....	2,317,365	2,317,365	-
BUDGETARY FUND BALANCE, End of year.....	\$ 2,514,847	\$ 2,605,657	\$ 90,810

See notes to required supplementary information.

Pension Plan Schedules

The Schedule of the Town's Proportionate Share of the Net Pension Liability presents multi-year trend information on the Town's net pension liability and related ratios.

The Schedule of Contributions presents multi-year trend information on the Town's required and actual contributions to the pension plan and related ratios.

These schedules are intended to present information for ten years. Until a ten year trend is compiled, information is presented for those years for which information is available.

**SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE
OF THE NET PENSION LIABILITY
ESSEX REGIONAL RETIREMENT SYSTEM**

	December 31, 2014
Town's proportion of the net pension liability (asset).....	1.990%
Town's proportionate share of the net pension liability (asset)..... \$	6,750,090
Town's covered employee payroll (*)..... \$	2,472,907
Town's net pension liability as a percentage of covered-employee payroll.....	272.96%
Plan fiduciary net position as a percentage of the total pension liability.....	52.27%

Note: this schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

*Covered employee payroll as reported in the January 1, 2014 funding valuation report.

See notes to required supplementary information.

**SCHEDULE OF CONTRIBUTIONS
ESSEX REGIONAL RETIREMENT SYSTEM**

	2014
Actuarially determined contribution (a).....	\$ 510,403
Contributions in relation to the actuarially determined contribution.....	510,403
Contribution deficiency (excess).....	\$ -
 Covered-employee payroll (*).....	\$ 2,472,907
 Contributions as a percentage of covered- employee payroll.....	20.64%

Note: this schedule is intended to present information for 10 years.
Until a 10-year trend is compiled, information is presented for those
years for which information is available.

(a) Based on the results of the January 1, 2014 actuarial
valuation (including assumptions and methods) which
determined budgeted appropriations for fiscal 2015.

*Covered employee payroll as reported in the January 1, 2014
funding valuation report.

See notes to required supplementary information.

Other Postemployment Benefit Plan Schedules

The Schedule of Funding progress compares, over time, the actuarial accrued liability for benefits with the actuarial value of accumulated plan assets.

The Schedule of Employer Contributions presents multi-year trend information for required and actual contributions relating to the plan.

The Schedule of Actuarial Methods and Assumptions presents factors that significantly affect the identification of trends in the amounts reported.

OTHER POSTEMPLOYMENT BENEFIT PLAN
SCHEDULE OF FUNDING PROGRESS AND EMPLOYER CONTRIBUTIONS

Schedule of Funding Progress

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Liability (AAL) Projected Unit Credit (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
7/1/2012	\$ -	\$ 4,006,943	\$ 4,006,943	0%	\$ 3,385,097	118.4%
7/1/2009	-	4,053,759	4,053,759	0%	3,153,907	128.5%

Schedule of Employer Contributions

Year Ended	Annual Required Contribution	Actual Contributions Made	Percentage Contributed
6/30/2015	\$ 400,880	\$ 169,584	42%
6/30/2014	393,555	166,119	42%
6/30/2013	393,382	161,613	41%
6/30/2012	376,232	164,212	44%

See notes to required supplementary information.

OTHER POSTEMPLOYMENT BENEFIT PLAN
ACTUARIAL METHODS AND ASSUMPTIONS

Actuarial Methods:

Valuation date.....	July 1, 2012
Actuarial cost method.....	Projected Unit Credit
Amortization method.....	Amortized as a level dollar amount
Remaining amortization period.....	30 years as of July 1, 2012
Asset valuation method.....	Market value

Actuarial Assumptions:

Investment rate of return.....	4.0%, per year
Medical/drug cost trend rate.....	3.0% graded to 5.0% over 3 years

Plan Membership:

Current retirees, beneficiaries, and dependents...	23
Current active members.....	<u>35</u>
Total.....	<u><u>58</u></u>

See notes to required supplementary information.

NOTE A – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**A. Budgetary Information**

Municipal Law requires the Town to adopt a balanced budget that is approved by the Finance Committee (Committee). The Committee presents an annual budget to the Open Town Meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. Town Meeting, which has full authority to amend and/or reject the budget or any individual line item, adopts the expenditure budget by majority vote. Increases or decreases subsequent to the approval of the annual budget require a vote at a Special Town Meeting.

The majority of the Town's appropriations are non-continuing which lapse at the end of each year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior year be carried forward and made available for spending in the current year. These carry forwards are included as part of the subsequent year's original budget.

Generally, expenditures may not exceed the legal level of spending authorized for an appropriation account. However, the Town is statutorily required to pay debt service, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgments may exceed the level of spending authorized by majority vote at Town Meeting.

The Town adopts an annual budget for the General Fund in conformity with the guidelines described above. The original 2015 budget for the General Fund includes current year appropriations and other amounts to be raised of \$15,550,000 and continuing appropriations from prior year of \$39,200.

The Town adopts an annual budget for the Community Preservation Fund in conformity with the guidelines described above. The original and final 2015 budget includes current and prior year appropriations of \$250,000 and budgeted revenues of \$429,000.

The Town Accountant has the responsibility to ensure that budgetary control is maintained on an individual line item appropriation account basis. Budgetary control is exercised through the Town's accounting system.

B. Budgetary - GAAP Reconciliation

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth of Massachusetts (Commonwealth)) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary basis to GAAP basis results for the General Fund for the year ended June 30, 2015, is presented below:

	<u>General Fund</u>	<u>Community Preservation Fund</u>
Net change in fund balance - budgetary basis.....	\$ 283,135	\$ 288,292
<u>Perspective difference:</u>		
Activity of the stabilization fund recorded in the general fund for GAAP.....	(244,501)	-
<u>Basis of accounting differences:</u>		
Net change in recording 60-day receipts accrual.....	<u>(17,669)</u>	<u>-</u>
Net change in fund balances - GAAP basis.....	<u>\$ 20,965</u>	<u>\$ 288,292</u>

NOTE B – PENSION PLAN

Changes in Assumptions:

The principal actuarial assumptions used in this valuation are the same as the prior valuation except for the following change.

Amounts reported in the January 1, 2014 actuarial valuation reflect an adjustment of the mortality assumptions which are based upon the RP-2000 (sex distinct) Employee Mortality Table increased with generational mortality and Scale BB. The previous actuarial valuation, January 1, 2013 used an 18 year projection with Scale AA.

NOTE C – OTHER POSTEMPLOYMENT BENEFITS PLAN

The Town administers a single-employer defined benefit healthcare plan (“The Retiree Health Plan”). The plan provides lifetime healthcare, dental, and life insurance for eligible retirees and their spouses through the Town’s group health insurance plan, which covers both active and retired members.

The Town currently finances its other postemployment benefits (OPEB) on a pay-as-you-go basis. As a result, the funded ratio (actuarial value of assets expressed as a percentage of the actuarial accrued liability) is 0%. In accordance with Governmental Accounting Standards, the Town has recorded its OPEB cost equal to the actuarial determined annual required contribution (ARC) which includes the normal cost of providing benefits for the year and a component for the amortization of the total unfunded actuarial accrued liability of the plan.

The Schedule of Funding Progress presents multi-year trend information which compares, over time, the actuarial accrued liability for benefits with the actuarial value of accumulated plan assets.

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

The Schedule of Employer Contributions presents multi-year trend information for required and actual contributions relating to the plan.

The Schedule of Actuarial Methods and Assumptions presents factors that significantly affect the identification of trends in the amounts reported.

